

RECOMMENDED PROPOSED BUDGET

for the

FISCAL YEAR ENDING JUNE 30, 2025



Recommended by County Administrative Office

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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

September 16, 2024

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 2024-25 Final Proposed Budget. The proposed county operating budget of \$529,927,782 reflects a net increase of \$35,594,005 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 2022-23</u>	<u>Board Adopted 2023-24</u>	<u>Department Request 2024-25</u>	<u>CAO Recommended 2024-25</u>	<u>Change from 2023-24 to 2024-25</u>
General Fund	\$331,817,701	\$409,590,448	\$431,585,842	\$429,491,973	\$19,901,525
Fish and Game Fines	1,475	5,000	5,000	5,000	0
Refuse Disposal	8,695,230	14,305,433	19,150,000	19,150,000	4,844,567
Flood Control	2,704,083	601,907	1,675,000	1,675,000	1,073,093
AB 109, CCPIA, Probation Grants	9,221,106	11,458,699	17,762,388	17,762,388	6,303,689
Road Fund and Transit	41,468,118	51,514,153	53,046,159	53,046,159	1,532,006
Other	7,018,020	6,858,137	8,797,262	8,797,262	1,939,125
GRAND TOTAL BUDGET REQUIREMENTS	<u>\$400,925,733</u>	<u>\$494,333,777</u>	<u>\$532,051,651</u>	<u>\$529,927,782</u>	<u>\$35,594,005</u>

GENERAL FUND FINANCIAL OUTLOOK

The County continues to face significant challenges given persistently high inflation, labor market competitiveness, and diminishing revenue growth. Despite discretionary revenue sources recovering to pre-pandemic levels, the General Fund continues to face significant budgetary deficit challenges. Discretionary Revenues, which funds Net County Cost (NCC), is estimated to grow to \$102,928,904 in FY 2024-25, an increase of \$4.7 Million or 4.8% over the current year estimated revenues. However, with the current operating deficit and persistent inflationary pressures, it is no longer possible to maintain county services at its current levels. Table 1 below illustrates the risk of county insolvency if needed reductions are not made. The recommended budget begins a systematic reduction of county service levels with the goal of eliminating the operating deficit by June 30, 2025. These reductions can be achieved through strategies outlined in the sections below. In addition, vacancies that occur through the selective hiring freeze, if they do not meet any one of the five exemption categories approved on May 1, 2024, will be recommended to be unfunded during the fiscal year. Our office will work with each department to mitigate the impacts on services to the extent possible. Staff will update the Board on the impacts to service levels as they occur. Any budgetary savings that is realized through these reductions will also be reviewed and, when appropriate, will be recommended to the Board for budget amendments to reduce appropriations mid-year.

For FY 2024-25, departments collectively requested to fund a net amount of 20.5 new positions to keep up with the service demand growth for the budget year. None of the positions requested are proposed to be funded with discretionary revenues. The newly funded positions include: ten (10) positions in the Sheriff's Office specifically assigned to and funded by the new developments in the Rio Mesa area; eight (6) positions funded with 100% state and federal funding from Social Services and Behavioral Health; one (1) IT position funded with 100% state and federal funding from Public Health, two (2) positions in Fleet Services that are funded with existing mileage rate reimbursements; three (3) positions in Community & Economic Development funded with fee revenues in the Building and Fire Services and Environmental Health Divisions; one (1) position in Probation funded with AB 109; and two (2) positions in the Treasurer-Tax Collector's Office funded with fee revenues. The Roads Department is proposing to reduce four (4) positions due to revenue challenges and the District Attorney's Office is proposing to reduce a net half (0.5) full time equivalent in its Welfare Division for the budget year. Funding for these newly proposed positions, as well as existing positions in the budget, will be closely monitored as part of the selective hiring freeze and will be held vacant if any of the proposed revenues do not materialize at any time during the fiscal year.

The recommended budget NCC for departments were kept at the same level as the current year with few exceptions to account for debt service payments, insurance premiums, and public safety operations. Departments have already made reductions to meet the CAO Recommended NCC and it is expected to be further reduced as the salary savings resulting from the hiring freeze are realized. NCC for the Sheriff's Office was also increased to allow the jail and patrol operations to maintain filled positions at the June 30, 2024 levels.

TABLE 1: County General Fund Financial Outlook

ROW		Final FY 2021-22	Final FY 2022-23	Projected ¹ FY 2023-24	CAO Recommended FY 2024-25
	<u>GENERAL FUND NET COUNTY COST:</u>				
1	Appropriations / Actual Expenditures	301,508,274	331,934,709	401,140,192	429,491,973
2	Revenues / Actual Revenues	210,089,561	233,216,407	296,460,887	319,794,862
3	Net County Cost (NCC)	91,418,713	98,718,302	104,679,305	109,697,111
	<u>STRUCTURAL DEFICIT:</u>				
4	NCC	91,418,713	98,718,302	104,679,305	109,697,111
7	ARPA Revenue Offsetting GF	0	0	(3,004,919)	0
8	Estimated Salary/Budgetary Savings (All Line Items)	(1,833,957)	(1,847,149)	0	0
9	Projected Year End NCC (Actual for FY 2020-21)	89,584,756	96,871,153	101,674,386	109,697,111
12	Operating NCC Requirement (Sum of Row 9 to 11)	89,584,756	96,871,153	101,674,386	109,697,111
13	Discretionary Revenue Projections(Funds NCC)	88,956,718	94,478,101	98,174,386	102,928,904
14	Structural Operating Deficit (Row 13 minus 12)	(628,038)	(2,393,052)	(3,500,000)	(6,768,207)
	<u>FUND BALANCE/GENERAL FUND SOLVENCY:</u>				
15	Year End General Fund (Deficit) or Surplus (Row 13 minus 9)	(628,038)	(2,393,052)	(3,500,000)	(6,768,207)
16	Beginning Fund Balance	15,848,616	15,220,578	12,827,526	9,327,526
17	Projected (Deficit) or Surplus	(628,038)	(2,393,052)	(3,500,000)	(6,768,207)
18	Projected Ending Fund Balance	15,220,578	12,827,526	9,327,526	2,559,319

COMMENTS ON THE 2024-25 RECOMMENDED BUDGET***Discretionary Revenues***

The services the county provides can be generally categorized into two groups. The first group are those programs that are funded with non-discretionary funds (subvented departments), which are state and federal programs that are administered by the county and are fully funded with state or federal funding sources. Non-discretionary programs, like CalFresh, Medi-Cal, and Child Welfare Services are governed by state or federal regulations that must be strictly followed by counties. They are often referred to as subvented departments due to the strict rules governing the use of funds and service delivery. The second group are those programs that are funded with local discretionary revenues, such as property tax and sales tax. These departments are referred to as non-subvented departments and includes the Sheriff's Office, Probation, District Attorney, Animal Control, Assessor, Clerk-Recorder, Elections, etc. Although some of these services may be funded with service fee revenues, the majority of the funding of these departments come from discretionary revenue sources.

Discretionary county revenues are projected at a modest growth of 4.8% for Fiscal Year 2024-25. Discretionary revenues are expected to plateau in the future with some funding sources, such as sales tax, projected to continue its year over year decrease. This is likely due to consumers cutting back on non-essential purchases. While residential property tax growth continues to be strong due to new developments in the Rio Mesa area, this is partially mitigated by declines in agriculture property value as sustainable groundwater policy impacts take effect and the price of ag products decrease. Staff also do not expect total discretionary revenue growth to outpace cost increases; because of this, service levels in programs and functions that are reliant on discretionary county revenues will need to be controlled or reduced during the budget year.

County Department Overview

Both subvented and non-subvented departments are facing financial challenges for the budget year. The State of California has taken certain steps to balance the state budget, which is potentially going to impact several programs administered by subvented departments. However, the exact impact remains unclear as state level cuts often do not manifest itself dollar-for-dollar once those cuts are allocated across 58 counties. Nevertheless, the subvented departments are prepared to mitigate any reductions in their allocations and will not have any negative impact to net county cost.

Non-subvented departments are facing relatively greater challenges than subvented departments. This is partly because non-subvented departments have not had as many opportunities to grow its services due to the lack of resources. As the cost of doing business have increased over the past several years, non-subvented departments have managed to absorb the work with little to no increase in the workforce. Majority of these county services also fall under the public safety function, which includes programs

in the Sheriff's Office, District Attorney, Probation Department, Animal Services, and the Fire Department. These departments will be the most impacted by cost controls in FY 2024-25 as they operate programs that are primarily funded with discretionary county revenues. In FY 2024-25, 74% of discretionary revenues were allocated to public safety programs reflecting the Board's commitment to prioritizing public safety. While cost controls in all non-subservent services will be pursued proportionately, the fact that almost three quarters of discretionary spending is on public safety means that the service level impacts will be felt the most there.

Cost Control/Budget Mitigation Measures Included & Proposed

All departments have been given the same Net County Cost (NCC) allocation for FY 2024-25 despite the increasing cost of staff and supplies. Departments will have to adjust spending and vacancy rates to stay within their allocated NCC for the fiscal year. The Sheriff's Office received \$2.0 million in additional NCC plus \$1.5 million in additional AB 109 funding from the Community Corrections Partnership (CCP) to maintain the jail's service levels the same for all law enforcement jurisdictions. Despite the additional funding, the Sheriff's Office will have to manage its filled staffing to a level no higher than June 30, 2024 in order to stay within the allocated NCC. The District Attorney's Office received approximately \$0.5 Million in additional AB 109 funding from the CCP to compensate those activities that are a direct impact of and are furthering the goals of AB 109. The Fire Department budget also reflect a one-time reduction in CAL FIRE contract costs as the state implemented reduced benefit rates for fire fighters for FY 2024-25. Attachment 1 summarizes the impact of the CAO Recommended NCC levels to each department's operation.

Due to the deficit in the proposed budget, staff is currently reviewing the feasibility of service level reductions and cost efficiency measures as a reasonable first step to eliminating the operating deficit over the next several months. The items below are some of the measures being reviewed for feasibility and will be brought back for the Board's consideration during the fiscal year:

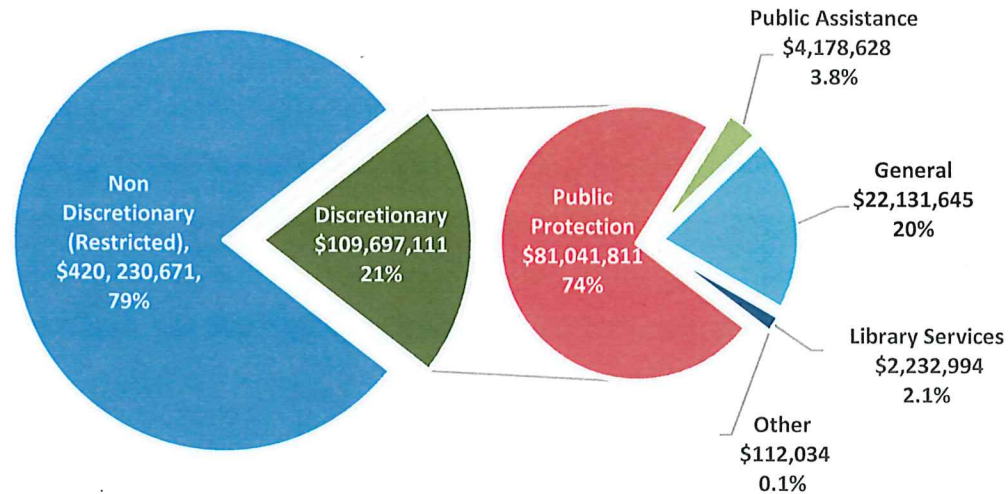
- Third-party review and optimization of all utility service rates and mobile service utilization
- Extension of replacement cycles for capital equipment
- Consolidation of like or similar functions
- Unfunding of vacant positions through the hiring freeze, if determined feasible by the department

Additional measures will have to be considered as the budget deficit currently stands at 6.5% of the annual discretionary revenue requirements. If additional revenues do not materialize, additional service reductions will become necessary to ensure the county's fiscal solvency.

Public Safety Remains a Priority

Independent of the fiscal challenges the county is currently facing, public safety remains a priority. The Fiscal Year 2024-25 Proposed Budget allocates 74% of discretionary revenues to public safety departments (See chart below). While this is not enough to fully staff the full complement of public safety positions, it is sufficient to maintain current staffing and service levels in public safety departments. It reflects the county’s commitment to mitigate reductions in public safety functions as much as possible.

FY 2024-25 Discretionary vs. Restricted Funding



Subvented Departments & Central Service Departments

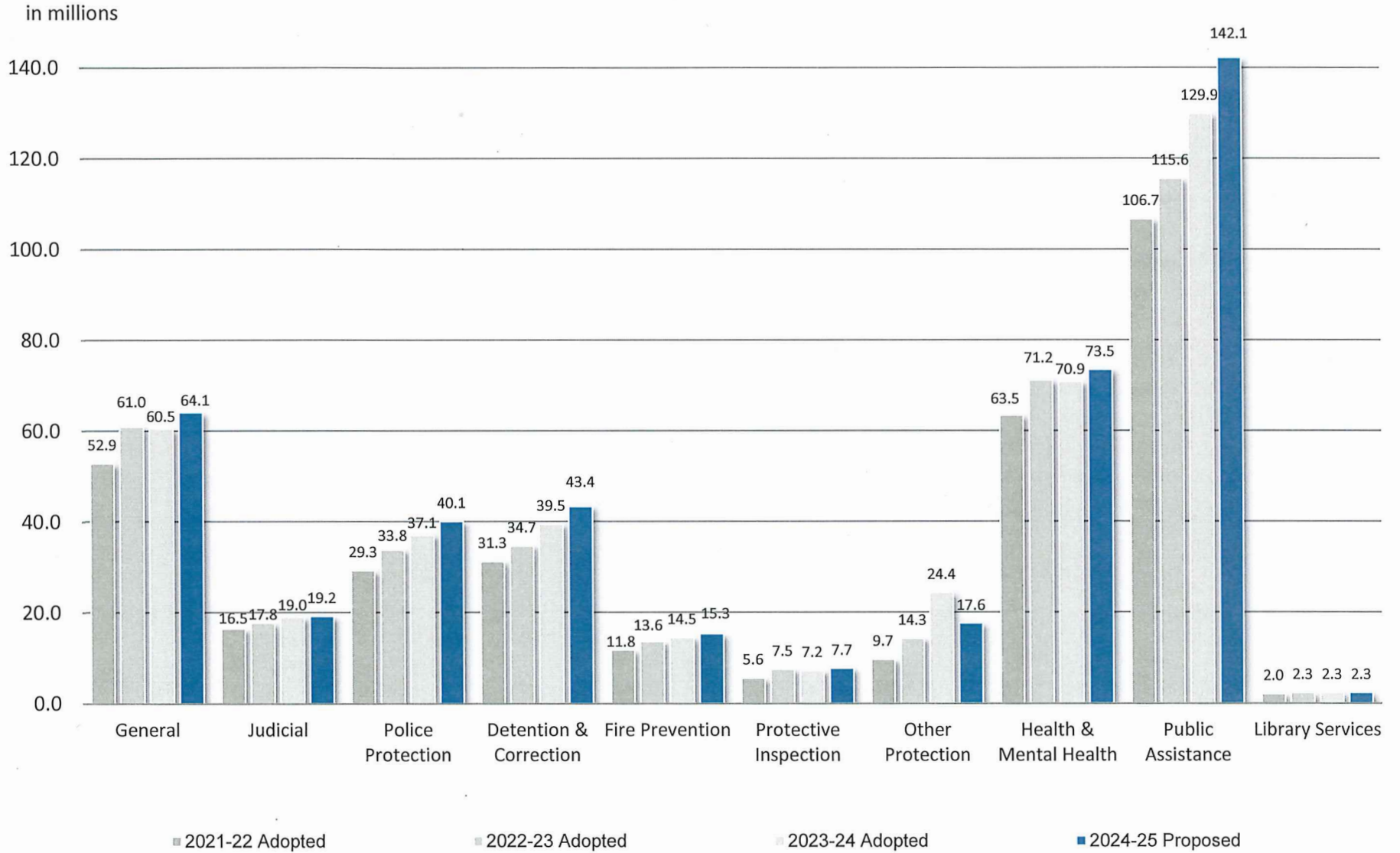
Health & Human Services and Subvented Departments are comprised of the Departments of Public Health, Behavioral Health, Social Services and Child Support Services. All funding for the subvented departments come from state or federal funding sources. The only exception to this is the statutory local match for Social Services, which represents 3.8% of discretionary revenues. Central Service Departments, which include Human Resources (HR), Information Technology (IT), and General Services, are primarily funded with state and federal subvented funding through the countywide cost allocation plan.

Overview of Proposed FY 2024-25 Appropriations

The following section provides an overview of the proposed appropriations for the Fiscal Year 2024-25 Budget. This budget continues your Board's focus on prioritizing public safety by allocating limited discretionary funding to the public safety functions below. The 2024-25 CAO Recommended Budget is an overall increase of \$19.9 Million over the previous fiscal year. The following is a summary of budgetary changes by function:

- The General category, which includes general government, financial, insurance, leases, and central services departments, reflects a net increase of \$3.6 Million over the previous year due primarily to increases in the cost of insurance, IT support, elections, and other central support functions.
- The Judicial, Police Protection, Detention and Correction, Fire Prevention, and Protective Inspection categories had a collective increase of \$8.4 Million over the previous fiscal year. This is primarily due to the increase in cost of staffing and resources needed to support the public safety departments as well as the projected cost of the county's cooperative agreement with CAL FIRE. The Other Protection category, which includes the County GSA budgets, reflects a net decrease of \$6.8 Million from the previous year, based on the cost of actual projects anticipated in Fiscal Year 2024-25.
- The Health & Mental Health category reflects an increase of \$2.6 Million over the previous year. This is primarily due to increases in professional services plus the projected cost of implementing the classification and compensation study for non-public safety classifications as well as the cost of three (3) new funded positions for Behavioral Health.
- The Public Assistance category reflects an increase of \$12.2 Million over the previous year. The increase in this category is primarily due to the projected cost public assistance payments, the cost of implementing the classification and compensation study for non-public safety classifications plus the projected cost of three (3) new funded positions for Social Services.
- The Library Services category (Library) reflects a decrease of \$47,500 from the previous year due to the conclusion of state grant funding. Due to the limited availability of discretionary revenues, the costs funded by the grant cannot be backfilled with local funding at this time.
- The estimated General Fund Balance for the period ending June 30, 2024, is \$9,327,526. The Auditor's Office is scheduled to complete the final June 2024 Fund Balance calculation in the fall after the close-out of the 2023-24 fiscal year.

General Fund Appropriations Growth Comparison



COMMENTS ON BUDGET HEARINGS


Because of the challenging fiscal situation, every effort was made to minimize the impact to public safety operations to the extent available revenues allow. This has always been the priority of the Board and the community. Unfortunately, given the budget deficit, \$6.8 Million out of the remaining \$9.3 Million in Fund Balance reserve are being utilized to balance the FY 2024-25 Proposed Budget. This makes it imperative to make service level reductions over the next twelve months to reduce operating cost and eliminate the operating deficit by June 30, 2025 or soon thereafter.

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

Therefore, it is recommended that your Board:

1. Instruct the County Administrative Officer to review the budget accounts approved in the Recommended Budget and submit recommendations for adjustments to be considered at the Final Budget Public Hearings.
2. Set MONDAY, September 16, 2024, 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

Attachment 1: Summary of Impacts of FY 2024-25 CAO Recommended Budget

Department	Impacts of FY 2024-25 CAO Recommended Net County Cost (NCC)	Impacts of Additional 1% Reductions in NCC
Agricultural Commissioner	<ul style="list-style-type: none"> Department able to maintain leveled budget with minimal impacts. 	<ul style="list-style-type: none"> Ag Inspector I position will be postponed for 3 months causing reduction in pesticide inspections and a decrease in staff hours devoted to state mandated programs.
Animal Services	<ul style="list-style-type: none"> Four Full Time Equivalent (FTE) positions (20% of allocated positions) will be kept vacant. Negative impacts to shelter capacity, operations, and quality of life for animals. 	<ul style="list-style-type: none"> County funded spay & neuter program would be eliminated resulting in an increase cat and dog population in a short period of time.
Assessor	<ul style="list-style-type: none"> Department will hold vacancies to meet CAO recommended NCC. Not filling these positions will delay certain processes throughout the department. 	<ul style="list-style-type: none"> Any additional reductions will likely delay processing of approximately 5% of the supplemental tax bills and other tax roll value adding efforts. This will result in an overall loss of revenue for the County.
Auditor-Controller	<ul style="list-style-type: none"> Two FTE positions (9% of allocated positions) will be kept vacant. The positions being kept vacant impact service levels for property tax apportionment, state controller financial transaction reporting, and state cost plan reporting. Budget constraints also don't allow for the additional staffing necessary for succession planning in key functions of the department. 	<ul style="list-style-type: none"> Reduction in staffing which would delay timely financial reporting requirements that affect grant eligibility and funding for current and future fiscal years. Process times for payment to vendors, GL/accounting allocations, and accounting system support will be impacted.
Board of Supervisors	<ul style="list-style-type: none"> General Liability Insurance decreased for FY2024-25 resulting in substantial savings to help meet the CAO recommended NCC. 	<ul style="list-style-type: none"> Extra Help budget will need to be removed, scanning project will not be completed causing non-compliance of County's Retention Schedule Policy. On-the-Road Board Meetings will also need to be eliminated.

Department	Impacts of FY 2024-25 CAO Recommended Net County Cost (NCC)	Impacts of Additional 1% Reductions in NCC
County Administration	<ul style="list-style-type: none"> Department will hold a vacancy in the 311 Customer Service Division within Administration. This will result in a decrease in service level to constituents that dial 311. 	<ul style="list-style-type: none"> Department will hold a vacancy in the 311 Customer Service Division within Administration. This will result in a decrease in service level to constituents that dial 311.
Community & Economic Development	<ul style="list-style-type: none"> Departments able to maintain leveled budget due to increase in projected revenue for the fiscal year. 	<ul style="list-style-type: none"> Overtime budget will be impacted and special requests such as off-hours inspections or events may not be accommodated, construction project timelines will be delayed. Travel budgets will be reduced, limited the number of trainings for staff.
Clerk-Elections	<ul style="list-style-type: none"> Unable to increase Vote Center worker pay making it difficult to recruit and retain temporary workers for vote centers throughout the County. During last election, Department struggled to meet the minimum staffing requirement. 	<ul style="list-style-type: none"> Reduction in Extra Help utilized for vote centers which could mean longer lines and wait times at vote centers.
County Counsel	<ul style="list-style-type: none"> Reduction in service level to County Departments as it relates to uncritical County matters. 	<ul style="list-style-type: none"> Uncritical County matters will have to be placed on hold, such matters would include updating of County policy and procedures.
Cooperative Extension	<ul style="list-style-type: none"> Impact to the quality and availability of services provided to County residents who rely on Ag Extension services for their needs. 	<ul style="list-style-type: none"> Important projects and initiatives will be delayed or put on hold indefinitely which could hinder the County's progress and development.
District Attorney	<ul style="list-style-type: none"> With additional funding support coming from the CCP, the department can maintain one to two average vacancies and meet the CAO Recommended NCC. 	<ul style="list-style-type: none"> The impact will be realized with further staffing reductions equivalent to 1FTE causing public safety to suffer in Madera County. The dept is already operating at a 15% vacancy rate in DDA and 12% vacancy rate in Investigator positions.

Department	Impacts of FY 2024-25 CAO Recommended Net County Cost (NCC)	Impacts of Additional 1% Reductions in NCC
Department of Social Services	<ul style="list-style-type: none"> • Department able to maintain leveled budget due to increase in projected revenue for the fiscal year. 	<ul style="list-style-type: none"> • Not anticipated to significantly impact operations due to being primarily funded through State and Federal allocations.
Fire Department	<ul style="list-style-type: none"> • CAO Recommended reflects a one-time reduction in CAL FIRE Cooperative Agreement costs due to the State’s buydown of retirement contributions for firefighters. 	<ul style="list-style-type: none"> • Any reductions to the Fire Department will impact the ability to maintain minimum staffing levels.
General Services	<ul style="list-style-type: none"> • Reduced Capital Project management budget. • Scope of janitorial services for the Govt Center Parking Garage was reduced resulting in power wash, mass sweeping, and de-webbing services reduced from four times a year to two. • Reduced maintenance for all County facilities including the Jail’s structures and grounds. 	<ul style="list-style-type: none"> • Reductions in supplies will exacerbate the lack of proper equipment maintenance increasing the risk of accidents, diminished productivity, and upkeep of County buildings and parks. • Direct impact to janitorial services will result in diminished cleanliness and heightened health and sanitation risks in parking garages and County buildings.
Grand Jury	<ul style="list-style-type: none"> • Maintaining a leveled budget may impact the meeting and mileage reimbursements owed to the Grand Jury. 	<ul style="list-style-type: none"> • Any further reductions will have an impact on the County’s ability to reimburse the Grand Jury for meetings and mileage.
Human Resources	<ul style="list-style-type: none"> • Department will delay funding of a currently vacant position which will slow down the roll out of centralizing the administration of the short-term disability/leave of absence program. • Reduction in specialized training for newly promoted and/or hired staff. 	<ul style="list-style-type: none"> • Department will hold a position vacant until savings can be realized causing a reduction in service level to County departments.
Insurance	<ul style="list-style-type: none"> • Unable to meet CAO recommended NCC. 	<ul style="list-style-type: none"> • County would not be able to meet financial obligations related to retiree health, insurance costs, etc.

Department	Impacts of FY 2024-25 CAO Recommended Net County Cost (NCC)	Impacts of Additional 1% Reductions in NCC
Information Technology	<ul style="list-style-type: none"> • Various projects were unfunded: <ul style="list-style-type: none"> ○ Out of Band Management ○ Virtualization-Private Cloud Expansion ○ Government Center Conference Room Modernization ○ Redundant Internet Service to Justice Center Building 	<ul style="list-style-type: none"> • Additional projects will need to be unfunded, including: <ul style="list-style-type: none"> ○ General Service – Service Management System ○ County Website Redesign
Library	<ul style="list-style-type: none"> • Three (3) FTEs (18% of allocated positions) will be kept vacant. The department is asked to budget additional salary savings to meet the CAO recommended NCC. The additional salary savings can only be achieved if an additional position were to become vacant during the fiscal year. The additional salary savings, if met, will have a direct impact on the Library’s business hours. 	<ul style="list-style-type: none"> • Any additional cuts to the budget will result in reduced hours to the public. • Budget to purchase new books will be drastically reduced.
Probation	<ul style="list-style-type: none"> • Department will hold vacancies to maintain a leveled budget. The department will be able to maintain current caseloads and supervision levels. 	<ul style="list-style-type: none"> • Department will hold multiple vacancies resulting in higher number of caseloads for officers and diminished supervision. This would pose a threat to community safety.
Public Defender	<ul style="list-style-type: none"> • Department able to maintain leveled budget due to increase in projected revenue for the fiscal year. 	<ul style="list-style-type: none"> • County would not be able to meet financial obligations related to mandated Public Defender regulations.
Public Works	<ul style="list-style-type: none"> • Department able to maintain leveled budget due to increase in projected revenue for the fiscal year. 	<ul style="list-style-type: none"> • Could potentially be offset with new service rates to be presented and adopted by the Board of Supervisors in FY 2024-25.
Sheriff-Jail	<ul style="list-style-type: none"> • With additional support from the CCP, the Sheriff-Jail operations will be able to maintain June 2024 staffing levels. 	<ul style="list-style-type: none"> • Reduction of two FTEs Corrections Officer will be needed to meet a 1% reduction.

Department	Impacts of FY 2024-25 CAO Recommended Net County Cost (NCC)	Impacts of Additional 1% Reductions in NCC
Sheriff's Office	<ul style="list-style-type: none"> With the CAO Recommended NCC, the Sheriff's Office will be able to maintain June 2024 staffing levels. 	<ul style="list-style-type: none"> Reduction of three FTEs Sheriff Deputy positions will be needed to meet a 1% reduction.
Special Payments	<ul style="list-style-type: none"> Unable to meet CAO recommended NCC due to debt service obligations. 	<ul style="list-style-type: none"> County would be unable to meet financial obligations related to lease payments (HOJ, Fire, etc.).
Treasurer-Tax Collector	<ul style="list-style-type: none"> Department able to maintain leveled budget due to increase in projected revenue for the fiscal year. 	<ul style="list-style-type: none"> Restraints on services provided to the public. Customer service delays.
Utilities	<ul style="list-style-type: none"> Heavily relying on anticipated solar energy savings. FY 2024-25 will serve as trial period to gauge the impact of the new costs. 	<ul style="list-style-type: none"> Relying on anticipated solar savings but may prove to be insufficient to offset increased charges, particularly from PG&E.
Veteran's Services Office	<ul style="list-style-type: none"> Unable to meet CAO recommended NCC. 	<ul style="list-style-type: none"> Transportation budget would need to be drastically reduced, preventing a VSO representative from going to Oakhurst once a week.

FY 2024-25 Recommended Budget - Schedule of Positions

Department	Positions	Positions	Positions	Positions	Positions	FY 2023-24	Department	Increase from
	Funded	Funded	Funded	Funded	Funded	Positions	Requested	
	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23		Positions	Prior Year
Administration	10.00	13.00	12.00	13.00	14.00	13.00	13.00	-
Ag Commissioner	15.00	15.00	15.00	15.00	15.00	16.00	16.00	-
Animal Services	12.00	12.00	12.00	13.00	20.00	20.00	20.00	-
Assessor	27.00	26.00	26.00	24.00	24.00	24.00	24.00	-
Auditor-Controller	19.75	20.00	20.00	21.00	21.00	23.00	23.00	-
Behavioral Health	143.00	150.00	165.00	174.00	195.00	215.00	218.00	3.00
Board of Supervisors	14.00	14.00	14.00	14.00	14.00	14.00	14.00	-
CAPMC	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Child Support Services	35.00	35.00	35.00	36.00	37.00	40.00	40.00	-
Clerk-Elections	16.00	17.00	18.00	18.00	20.00	20.00	20.00	-
Community & Economic Development	43.50	43.50	47.50	55.00	59.00	62.00	65.00	3.00
County Counsel	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
District Attorney	39.00	41.00	47.00	49.00	52.00	52.00	51.50	(0.50)
Fire Department	5.00	5.00	5.00	6.00	6.00	6.00	6.00	-
General Services	23.00	23.00	25.00	28.00	30.00	30.00	32.00	2.00
Human Resources	11.00	12.00	12.00	18.00	18.00	18.00	18.00	-
Information Technology	29.00	29.00	28.00	28.00	28.00	33.00	34.00	1.00
Sheriff Jail Division	114.00	114.00	115.00	120.00	121.00	123.00	123.00	-
Library	14.00	14.00	14.00	14.00	24.00	24.00	24.00	-
Probation	118.50	118.00	118.00	118.50	129.00	138.50	139.50	1.00
Public Health	106.50	101.50	107.50	124.00	135.00	140.00	140.00	-
Public Works	121.00	126.00	128.00	132.00	137.00	137.00	133.00	(4.00)
Sheriff's Office	119.00	135.00	145.00	149.00	160.00	166.00	176.00	10.00
Social Services	338.50	338.50	340.50	374.00	381.00	396.00	401.00	5.00
Treasurer-Tax Collector	15.00	16.00	16.10	15.00	19.20	21.00	23.00	2.00
Veterans Services	3.00	2.00	3.00	4.00	4.00	4.00	4.00	-
Water & Natural Resources	3.00	3.00	8.00	11.00	11.00	13.00	13.00	-
TOTAL	1,396.75	1,425.50	1,478.60	1,575.50	1,676.20	1,750.50	1,773.00	22.50

**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
<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**

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
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**

Budget Classification	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
<u>TAXES</u>				
601000 Trust Revenue	8,020	-	-	-
601100 Contra Trust Revenue	30,917	-	(21,972)	-
610100 Property Taxes - Current Secured	25,295,738	25,774,020	25,704,023	29,193,284
610102 Property Taxes - Current Secured RDA SA Other Dist	855,445	668,574	715,136	1,079,918
610200 Property Taxes - Current Unsecured	912,173	897,731	875,919	1,141,889
610300 Property Taxes - Prior Secured	(2,788)	-	-	-
610400 Property Taxes - Prior Unsecured	49,323	-	-	-
610500 Property Taxes - Current Secured - VLF Swap	24,520,197	25,991,409	26,495,479	28,085,207
610600 Property Taxes - Supplemental Current	1,114,104	1,070,600	684,997	902,230
610700 Property Taxes - Supplemental Prior	1,442	-	-	-
610801 Sales & Use Tax	10,586,748	11,364,012	6,694,799	10,697,801
610802 Local Trans Funds	215,000	-	-	-
610900 Other Taxes	-	1,500,000	-	1,500,000
610901 Hotel and Motel	6,678,770	7,780,439	5,676,312	8,816,178
610902 Documentary Stamp	1,375,950	-	1,162,181	-
610903 Race Horse Tax	109	-	185	-
610904 Timber Yield Tax	16	792	25	782
610906 Aircraft	127,378	191,100	132,418	188,764
Total Taxes	71,768,541	75,238,677	68,119,501	81,606,053
<u>LICENSES, PERMITS AND FRANCHISES</u>				
620100 Animal Licenses	30,218	60,000	16,337	126,500
620200 Business Licenses	164,894	151,145	174,180	174,000
620300 Construction Permits	4,297,458	3,276,583	2,839,160	3,753,224
620403 Road Transportation Permit	(270)	-	-	-
620500 Zoning Permits	109,163	176,025	125,457	180,000
620600 Franchises, Garbage, Utilities & Cable TV	2,940,904	2,817,409	2,532,477	2,593,139
620700 Other Licenses and Permits	89,303	475,720	69,548	597,049
620701 Boat Licenses	124,824	180,000	87,631	180,000
620704 Environmental Health Permits	1,559,320	2,316,908	1,450,897	2,128,471
620705 Burial Permits-Indigent	1,814	1,759	1,493	1,175
620706 Auto Theft Deterrent Fees (DUI)	143,440	-	107,921	-
620710 Grading Permits	51,176	45,000	34,876	43,500
620711 EH Permit Automation Fee	50	-	1,070	-

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

<u>Budget Classification</u>	<u>Actual Revenues 2022-23</u>	<u>Board of Supervisors Approved Revenues 2023-24</u>	<u>10-Month Actual Unaudited Revenues 2023-24</u>	<u>CAO Recommended 2024-25</u>
Total Licenses, Permits and Franchises	9,512,293	9,500,549	7,441,047	9,777,058
<u>FINES, FORFEITURES AND PENALTIES</u>				
630100 Vehicle Code Fines	96	71,000	-	71,000
630101 County Share of State Fines	101,204	-	69,728	-
630200 Other Court Fines	-	2,339,531	-	2,813,313
630204 Criminal Fines	490,048	-	620,866	-
630221 PC 1463.14 Drug Analysis Fine	873	-	789	-
630222 State-County Share of Penalty PC 1464	187,832	-	174,761	-
630225 AG - Admin Penalties	500	7,500	2,825	1,000
630227 RMA Code Enforcement Fines/Fees	671,692	-	712,399	-
630300 Forfeitures & Penalties	-	11,000	-	11,000
630306 Restitution Fine Rebate 10%	23,935	25,000	18,834	25,000
630307 Other Fines	60,070	25,000	41,687	25,000
630400 Penalties/Cost Delinquent Taxes	654	-	-	-
630401 Cost of Tax Collection	169,525	125,000	69,215	178,000
630402 County Redemption Fees	18,083	25,675	24,448	26,675
630403 Penalties & Interest on Taxes	232,071	228,724	14,829	228,724
Total Fines, Forfeitures and Penalties	1,956,583	2,858,430	1,750,380	3,379,712
<u>REVENUE FROM USE OF MONEY & PROPERTY</u>				
640101 Interest	195,829	2,600	(62,450)	(72,400)
640103 Interest on Property Tax Collection	(43,370)	-	-	-
640300 Rents and Concessions	3,953	3,052	3,705	3,052
640302 Bldg/Improvement Rentals	20,526	18,126	20,526	18,126
640400 Royalties-FMC	-	500	-	-
Total Revenue from Use of Money & Property	176,938	24,278	(38,218)	(51,222)
<u>INTERGOVERNMENTAL REVENUES</u>				
State				
650302 Motor Vehicle In-Lieu Tax 1984	134,847	-	163,425	-
650800 State Admin Public Assistance	-	13,551,375	-	16,656,323
650804 CalWORKS Admin TANF	1,218,256	-	931,269	-
650810 Social Services Admin	7,785,336	-	3,821,541	100,000

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

Budget Classification	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
650811 Welfare to Work Admin-Assistance	824,266	-	183,780	-
650900 State Public Assistance Programs	-	30,789,072	-	36,922,153
650901 CalWORKS (AFDC)	26,837,510	-	19,992,354	-
650902 Adopted Children	228,462	-	471,001	-
650905 Foster Care	2,076,286	-	1,238,474	-
650907 Foster Care-Emergency Assistance	31,750	-	(42,536)	-
650908 ST - FOOD STAMP WKFARE	60,237	-	55,277	-
650910 Public Assistance - Realignment	9,853,474	4,688,177	7,037,052	4,688,177
650914 St. Cal Learn	690	-	210	-
650915 CalWorks Child Care	1,366,409	-	553,080	-
650916 Kin Gap	398,220	-	409,587	-
650917 Cash Assist for Immigrants	52,523	-	41,974	-
650921 Housing Assistance/Transitional Housing Program	39,215	-	-	-
651100 State - CA Children Services	-	979,172	-	1,100,765
651101 Health - Admin. - California Children Services	24,867	-	26,113	-
651102 Health - Therapy - California Children Services	294,008	-	210,295	-
651103 Health - Realignment - California Children Services	250,000	-	-	-
651105 Health - Medi-Cal-California Children Services	478,354	-	256,161	-
651106 Health - Healthy Families	23,699	-	12,294	-
651300 St - Mental Health	7,784,772	51,000	1,225,340	2,218,928
651301 Behavioral Health - Small Counties Emergency Grant	166,930	128,350	112,265	138,350
651302 Behavioral Health - Alcohol/Drug	-	-	92	-
651306 Behavioral Health - Realignment	5,394,206	4,653,540	2,315,458	4,962,765
651309 Behavioral Health - Managed Care	-	-	596,768	-
651320 Behavioral Health - Other Revenue	392,000	1,169,250	-	1,621,433
651326 Behavioral Health - Service Act (Prop 63)	(1,854,280)	18,818,721	3,488,337	18,397,759
651400 Health - TB Control	1,938	-	12,710	-
652100 State - Other Health Programs	963,934	11,307,658	1,591,276	12,537,443
652110 Health - Tobacco Education	323,511	-	144,285	-
652111 Health - Child Health and Disability Program-Admin.	123,204	-	105,345	-
652112 Health - Foster Care	82,106	-	44,235	-
652113 Health - Realignment	(8,491,743)	-	1,951,594	-
652120 Health - Adolescent Family Life Program	625,511	-	908,956	-
652126 Health - Aids Surveillance	12,407	-	11,601	-
652130 Health - Child Lead Poisoning Prevention	113,233	-	28,734	-
652151 Health - CMSP Wellness Grant	431,774	-	269,361	-
652199 Health - Other	xxv 270,126	-	62,634	-

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

Budget Classification	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
652200 State - Agriculture	1,086,191	1,288,000	12,988	1,281,718
652201 Agricultural Administration	10,743	-	-	-
652204 Agricultural G-W Sharpshooter	119,797	-	92,411	-
652503 State-Prison Crime Reimbursement - DA	402,150	542,176	224,642	511,397
652505 Public Asst. - Crim Justice Sys - Realignment	750,000	750,000	740,306	750,000
652507 Probation TANF (Juvenile Probation Camp Funds)	-	728,000	-	728,000
652700 Disaster Relief	65,139	774,436	-	774,436
652800 Veterans Affairs	101,944	85,000	51,539	92,500
652900 Homeowners' Property Tax Relief	199,777	203,392	94,255	199,777
654000 State Other	1,708,938	3,605,733	2,654,141	5,217,917
654007 Correctional Training-SB 924	131,322	70,000	128,337	80,000
654010 Child Support IV D Incentive	1,499,471	-	1,160,536	-
654022 State Mandated Costs	94,578	61	21,245	61
654025 Sales Tax (Public Safety)	12,909,960	13,168,936	8,407,289	12,950,775
654026 State-POST Reimbursement	48,741	11,000	55,797	11,000
654027 State Reimburse Election Costs	2,686	-	6,693	-
654028 State-Financial Assistance	162,000	162,000	162,000	162,000
654064 State Off Hwy Vehicle	33,493	200,000	38,253	-
654210 State-Prop 41 Voting Modern Funds	14	-	-	-
654501 St. Water Grant	1,469,700	14,976,000	1,686,378	5,633,830
654511 State-Abandoned Vehicle Fee	30,284	-	25,010	-
654535 State Grant Revenue	836,617	532,962	122,908	321,000
Federal				
655000 Fed. Admin Public Assistance	-	65,831,844	-	69,540,017
655006 Social Services - Administration	21,006,731	508,256	10,722,600	200,000
655007 CalWorks Administration	3,200,545	-	1,331,799	-
655009 Welfare to Work Administration-Assistance	4,008,473	-	1,980,184	-
655101 CalWorks (AFDC)	1,720,519	-	2,672,105	-
655102 Foster Care	1,625,514	-	1,012,032	-
655103 Foster Care Emergency Assistance	351,177	-	278,160	-
655104 Adopted Children	2,783,141	-	2,299,283	-
655106 Welfare to Work Gain	596,010	-	209,994	-
655110 Cal Learn	152,185	-	49,167	-
655111 CalWorks Child Care	-	-	332,957	-
655112 Kin Group	406,500	-	385,676	-
655200 Federal - Health	xvi -	842,967	-	1,049,529

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

Budget Classification	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
655202 CCS Medi-Cal Administration	636,105	-	309,301	-
655203 Health -Health Families	88,023	-	45,665	-
655206 Health CNEP	261,781	-	128,578	-
655207 Health AFLP	21,663	-	5,565	-
655209 Federal - Medi-Cal Admin/Targeted Case Management	-	80,000	-	30,000
655600 Grazing Fees	431	-	-	-
655800 In-Lieu Tax	1,352,582	1,300,314	623	1,481,305
656000 Federal - Mental Health Services	379,262	10,682,391	360,158	10,795,859
656001 Behavioral Health - Medi-Cal	11,251,568	-	2,421,917	-
656003 Behavioral Health - Alcohol/Drug Medi-Cal	-	-	829	-
656005 Behavioral Health - Alcohol/Drug/Perinatal	717,158	990,697	389,194	990,697
656006 Behavioral Health - McKinney-Path	107,626	545,313	19,902	39,136
656008 Behavioral Health - SAMHSA	370,319	39,136	257,772	545,313
657000 Federal Other	9,745,492	11,367,319	2,506,159	11,118,600
657001 Community Services	509,797	347,293	(107,697)	406,345
657003 IV D Child Support-Administration	2,405,888	-	1,893,507	-
657008 Health - Administration - MCH	1,061,042	-	592,299	-
657011 Health - WIC	2,314,167	-	2,350,597	-
657013 Child Care Food Program-Juvenile Hall	48,354	65,000	52,793	65,000
657016 Title IV E Probation Recovery	289,012	135,000	92,525	135,000
657023 Health Emergency Asst TB	4,969	-	17,006	-
657024 FEMA & OES Grant	134,607	-	119,024	-
657025 Health - AIDS Grant (Ryan White)	93,192	-	76,816	-
657036 Health - Immun Subv Proj	2,037,337	-	557,149	-
657037 MC Childhood Lead Poison	28,600	-	9,921	-
657043 Fed - Health Aids Grant	70,429	-	92,394	-
657044 Health - Targeted Case Management	458,304	-	491,545	-
657081 Justice Assistance Grant	82,234	60,000	54,963	767,101
657084 Department of Corrections SCAAP	165,362	-	422,901	-
657090 Health - Bio Preparedness	126,252	-	297,655	-
657091 Health - HRSA	95,786	-	189,376	-
657111 Homeland Security Grant	214,664	729,776	455,582	336,416
657122 Cannibus Eradication	28,425	-	70,509	-
657125 Health AIDS	13,125	-	11,325	-
658000 Other - In-Lieu	20,997	-	21,369	-
659000 Other Government Agencies	126,670	374,854	63,973	324,858
659010 Other Governmental-RDA Pass Thru	2,334,190	2,551,587	2,569,900	2,707,988

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

<u>Budget Classification</u>	<u>Actual Revenues 2022-23</u>	<u>Board of Supervisors Approved Revenues 2023-24</u>	<u>10-Month Actual Unaudited Revenues 2023-24</u>	<u>CAO Recommended 2024-25</u>
659018 IHSS Public Authority	158,523	-	90,175	-
659019 Madera Unified School District	10,000	-	-	-
659025 Special Revenue	1,428	1,250	1,465	1,500
659030 City/Chowchilla Prison Annex	246,258	364,715	228,403	228,403
Total Intergovernmental Revenue	153,844,001	220,051,723	102,350,167	228,821,574
<u>CHARGES FOR CURRENT SERVICES</u>				
660100 Assessment and Tax Collection Fees	90,827	55,000	49,910	56,000
660101 Property Tax Administration Fee	572,307	663,000	620,733	612,000
660102 Supplemental Tax Fee	511,638	343,586	336,811	437,586
660103 Property Characterization Fee	20,368	15,000	18,467	17,500
660230 Parcel Merger Fee	1,288	-	4,732	-
660231 Business Improvement District	89,752	32,000	26,027	61,000
660234 Local Ag. Preserve Assessment (AB 1265)	2,198,573	2,584,683	2,334,334	2,518,488
660300 Auditing and Accounting Fees	101,821	452,252	58,881	452,252
660500 Elections Services	201,955	7,500	29,135	456,000
660600 Legal Services	-	1,634,450	-	1,865,950
660610 Public Defender - Juvenile Cases	921,960	-	633,619	-
660700 Personnel Services	12	-	-	-
660800 Planning and Engineering Services	-	2,497,580	-	3,213,744
660801 Engineering Services	22,352	-	17,153	-
660802 Engineering Plan Check Fees	955,414	-	575,816	-
660803 Engineering Services-Special Districts	2,713,109	3,864,258	1,625,291	3,707,068
660805 Planning Services	764,527	-	733,583	-
660806 Engineering Services - Development Review Fees	609,930	127,000	392,767	127,000
660807 Strong Motion Inst Fees 95%	33,235	-	20,317	-
661000 Agricultural Services	443,884	450,000	356,944	450,000
661100 Civil Process Services	2,426	33,000	1,922	32,500
661101 Sheriff - Civil Process Service Fees	25,268	-	49,030	-
661200 Court Fees	-	180,000	-	180,000
661201 General Court Fees	88,547	-	128,856	-
661203 Family CTS Services Reimbursement	615	-	366	-
661206 Sanction Fee	1	-	-	-
661220 Court Misc Overages	2	-	2	-
661222 Court Installment Fee	2	-	1	-
661300 Estate Fees	xxviii -	60,000	-	60,000

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

Budget Classification	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
661301 Public Guardian Fees	60,661	-	-	-
661400 Humane Services	204,338	240,000	242,147	310,800
661500 Law Enforcement Services	2,199,253	2,440,831	1,608,787	4,385,138
661600 Recording Fees	-	600,000	-	600,000
661601 Recording Fees-Clerk, Health, Recorder	31,407	-	34,996	-
661602 HEALTH RECORDING FEES	52,178	-	34,368	-
661603 Recorder Recording Fees	580,579	-	463,197	-
661800 Health Fees	-	4,158,840	-	4,588,268
661801 Health Lab Fees	20,275	-	5,438	-
661802 Environmental Health Fee	216,184	-	253,018	-
661810 Clinic Fees	18,622	-	18,465	-
661811 Behavioral Health - Private Pay, Ins.	110	-	135	-
661812 Insurance Pay	19,587	-	3,767	-
661813 Behavioral Health - Medicare	62,719	-	31,757	-
661814 Medi-Cal	624	-	2,102	-
661817 Anthem Blue Cross-MGD Care	2,891,940	-	724	-
661818 CalVIVA/Healthnet Managed Care	5,137,580	-	6,225,274	-
662000 California Children Services	-	140	-	-
662305 Foster Care Reimbursement	120,973	80,000	232,901	80,000
662500 Library Services	12,042	11,000	10,520	12,000
662510 Lost Book Collections	1,721	1,500	929	1,500
662696 Formation Fees	371	-	-	-
662700 Other Charges for Services	3,132,700	3,942,091	2,358,979	4,660,396
662704 Copies	16,216	100	12,759	100
662705 Coroner's Fees	32,746	38,000	24,588	38,000
662709 Mental Health Monitoring Fees	28,692	-	16,287	-
662712 Fire Cost Recovery	970,043	2,300,052	1,422,434	1,995,556
662714 Mediation-Dissolution/Marriage	3,905	-	3,720	-
662715 Nuisance Abatement	35,856	-	16,306	-
662721 Administrative Collection Fees [PC 1205(d)]	14,226	500	15,728	500
662722 Public Defender Fees	7,961	-	3,696	-
662723 Services to Other Agencies	1,131,276	2,119,882	690,863	2,288,170
662725 Welfare Repay-Administrative Fees	1,247	-	80	-
662726 Reimbursement of Burials	4,547	10,486	3,111	8,376
662728 Vision/Dental Administrative Fee	515	1,000	365	1,000
662729 Employee/Retiree Insurance Premiums	37	-	-	-
662749 SD - Application Fees	xxix 2,740	2,750	2,380	2,750

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

<u>Budget Classification</u>	Actual Revenues 2022-23	Board of Supervisors Approved Revenues 2023-24	10-Month Actual Unaudited Revenues 2023-24	CAO Recommended 2024-25
662765 Sheriff-Reimburse Indian Casino	1,614,197	3,204,444	1,750,102	2,028,849
662780 Special District Ad.	16,236	-	-	-
662800 Interfund Revenue	1,650,805	6,383,814	914,729	4,863,108
662801 Interfund Revenue - Cost Plan	4,752,619	523,143	-	320,000
662802 Interfund Revenue - Computer Services	334,906	328,542	224,323	347,514
662804 LAFCO - Reimbursement for County Services	10,171	9,000	6,722	9,000
662900 County Development Impact Fees	-	165,000	-	-
Total Charges for Current Services	35,762,620	39,560,424	24,650,393	40,788,113
<u>MISCELLANEOUS REVENUE</u>				
670000 Intrafund Revenue	14,934,200	16,968,110	11,803,406	20,262,675
671000 Welfare Miscellaneous Revenue	45,953	263,424	59,302	266,118
671001 Welfare Repayments	315,174	-	179,756	-
671005 Welfare General Assistance Repay	24,285	-	13,575	-
672000 Other Sales	4,320	4,550	3,497	4,600
672001 Sale of Firearms	300	-	4,400	-
673000 Misc - Other	248,143	1,784,475	88,828	1,834,214
673100 Unclaimed Money	-	2,000	-	2,000
673102 Tax Payment Over	748	1,500	908	1,500
673104 TOT Over	162	500	164	250
673300 Contributions and Donations	174,059	16,000	78,052	3,000
673400 Miscellaneous Revenue - TR Funds	7,000	287,000	-	98,500
673700 Cash Overage	1,078	1,600	1,064	1,350
673800 Prior Year Cancelled Warrants	-	-	14,250	-
673900 Other Miscellaneous	10,017	-	64,285	-
673903 Miscellaneous Reimbursement	259,997	230,150	266,835	285,150
673904 Misc Reimbursement - FEMA	138,686	80,000	278	80,000
673908 Misc Reimbursement - Vehicle Damage	501,717	-	-	-
673910 Misc Reimbursement - Insurance	-	2,000	-	-
673917 Misc Reimbursement - Citations	-	-	-	17,000
673914 Misc Reimbursement - Legal Fees	23,719	35,000	-	35,000
673918 Misc Reimbursement - Medical	4,208	-	446	-
Total Miscellaneous Revenue	16,693,766	19,676,309	12,579,048	22,891,357

OTHER FINANCING SOURCES

XXX

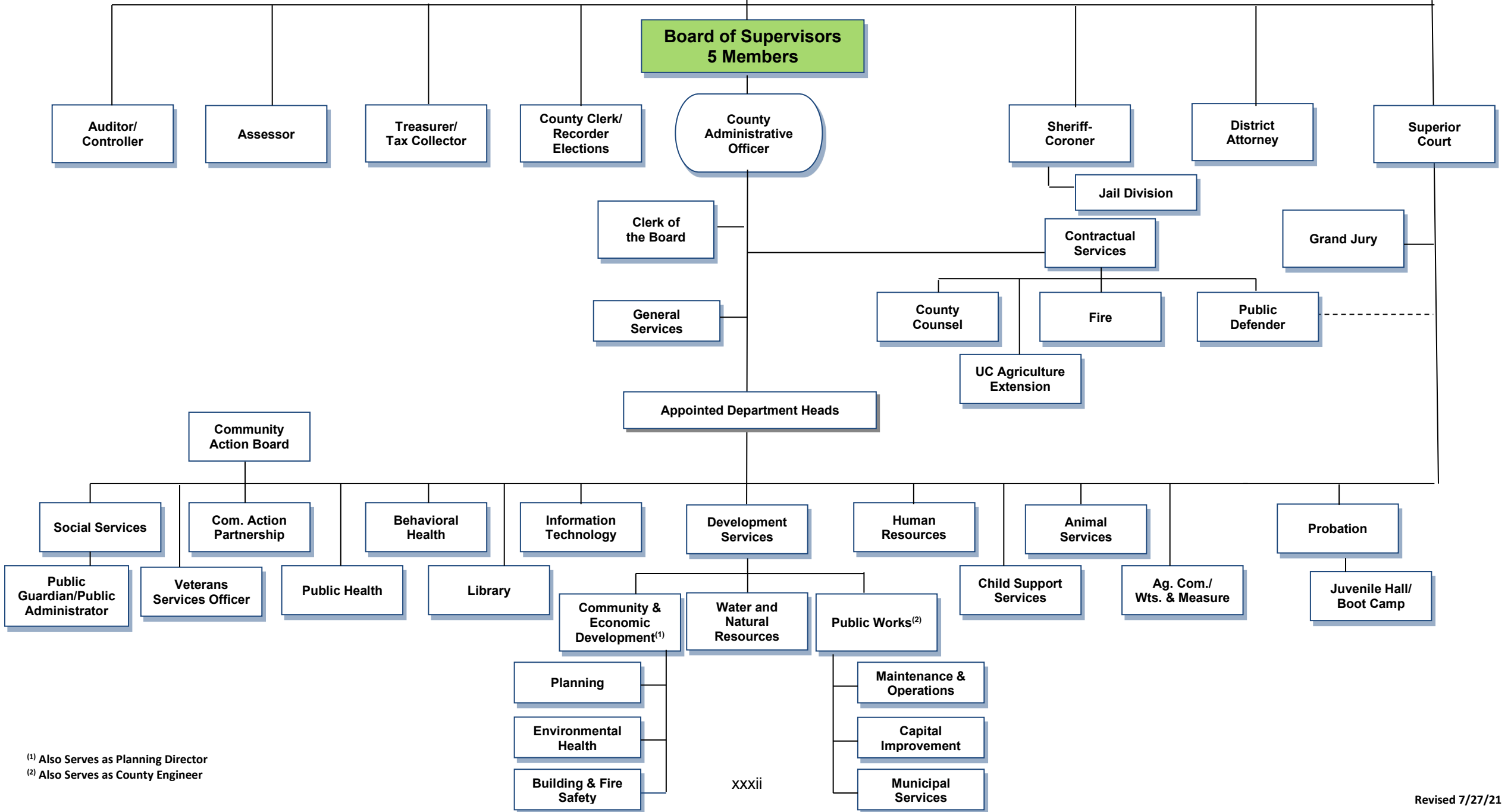
**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2022-23</u>	<u>Board of Supervisors Approved Revenues 2023-24</u>	<u>10-Month Actual Unaudited Revenues 2023-24</u>	<u>CAO Recommended 2024-25</u>
680103 Sale of Fixed Assets	2,250	-	4,448	-
680113 Sale of Fixed Assets - Welfare	-	-	2,340	-
Operating Transfers In:				
680200 Operating Transfers In	33,494,946	33,586,372	11,349,920	35,311,121
680201 Operating Transfers In - SA 22	290,000	-	492,966	-
680214 Operating Transfers In - General Fund	2,442,916	-	20,000	-
680215 Local Enforcement Agency Funds-Trust 0114	70,000	-	-	-
680231 Criminal Justice Facilities Trust	-	150,000	-	-
680271 OTI LC 4850	309,799	125,000	-	200,000
Total Other Financing Sources	36,609,911	33,861,372	11,869,673	35,511,121
TOTAL GENERAL FUND (GF) REVENUE	326,324,654	400,771,762	228,721,991	422,723,766
PRIOR YEAR CARRYOVER FUND BALANCE (GF)		-		9,400,000
USE OF RESERVE (ECONOMIC DEVELOPMENT) CARRYOVER OF PY REVENUES AMERICAN RESCUE PLAN ACT (ARPA) FUNDS		13,149,066		
TOTAL FINANCING SOURCES (GF)	326,324,654	413,920,828	228,721,991	432,123,766
NON GENERAL FUND FINANCING SOURCES		84,743,330		87,247,535
GRAND TOTAL COUNTY FINANCING SOURCES	326,324,654	498,664,158	228,721,991	519,371,301
GENERAL FUND FINANCING REQUIREMENT		(409,590,448)		(429,491,973)
NON GENERAL FUND FINANCING REQUIREMENT		(84,743,330)		(100,435,809)
INCREASE TO FIRE EQUIPMENT RESERVE				
REMAINING FUND BALANCE (GENERAL FUND)		4,330,380		2,631,793



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 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF				
640101 Interest on Cash	9,981	2,600	2,600	2,600
TOTAL REVENUE FROM USE OF	9,981	2,600	2,600	2,600
INTERGOVERNMENTAL REVENUE				
654000 State - Other	1,499,471	1,590,638	1,590,638	1,590,638
657000 Federal - Other	2,405,888	3,087,709	3,087,709	3,087,709
TOTAL INTERGOVERNMENTAL REVENUE	3,905,358	4,678,347	4,678,347	4,678,347
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	127,832	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	127,832	0	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	1,217	0	68,864	68,864
TOTAL MISCELLANEOUS REVENUES	1,217	0	68,864	68,864
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	116,287	144,871	144,871
TOTAL OTHER FINANCING SOURCES	0	116,287	144,871	144,871
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,044,389</u>	<u>4,797,234</u>	<u>4,894,682</u>	<u>4,894,682</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,873,532	2,078,930	2,148,107	2,148,107
710103 Extra Help	27,436	100,000	35,000	35,000
710105 Overtime	1,585	15,000	15,000	15,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710107 Premium Pay	11,765	7,000	10,000	10,000
710200 Retirement	753,241	856,688	921,385	921,385
710300 Health Insurance	322,627	407,286	471,727	471,727
710400 Workers' Compensation Insurance	27,478	27,478	17,216	17,216
TOTAL SALARIES & EMPLOYEE BENEFITS	3,017,664	3,492,382	3,618,435	3,618,435
SERVICES & SUPPLIES				
720300 Communications	16,095	30,000	44,852	44,852
720500 Household Expense	24,013	40,000	40,000	40,000
720600 Insurance	55,456	55,456	56,000	56,000
720601 General Insurance	0	1,000	4,032	4,032
720800 Maintenance - Equipment	2,394	10,000	15,000	15,000
720900 Maintenance - Structures & Grounds	54,280	15,000	18,000	18,000
721100 Memberships	3,856	4,000	4,400	4,400
721300 Office Expense	59,244	74,700	70,000	70,000
721400 Professional & Specialized Services	50,820	75,000	75,000	75,000
721500 Publications & Legal Notices	531	700	700	700
721600 Rents & Leases - Equipment	4,795	0	0	0
722000 Transportation & Travel	33,269	15,000	30,000	30,000
722100 Utilities	30,587	35,000	40,000	40,000
TOTAL SERVICES & SUPPLIES	335,339	355,856	397,984	397,984
OTHER CHARGES				
730330 Rents & Leases - Equipment	14,063	37,500	37,500	37,500
740301 Equipment > \$5,000	0	20,000	24,351	24,351
TOTAL OTHER CHARGES	14,063	57,500	61,851	61,851
INTRAFUND EXPENSES				
770100 Intrafund Transfer	549,490	604,425	671,541	671,541
TOTAL INTRAFUND EXPENSES	549,490	604,425	671,541	671,541
<u>TOTAL EXPENDITURES</u>	<u>3,916,557</u>	<u>4,510,163</u>	<u>4,749,811</u>	<u>4,749,811</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(127,832)</u>	<u>(287,071)</u>	<u>(144,871)</u>	<u>(144,871)</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 2024-25, 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 2023	1520	3686	1109	6315
November 2023	1506	3684	1104	6294
December 2023	1483	3532	1089	6104

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. Caseload declining due to AB1686 the closure of all foster care cases where the parent makes less than \$100,000 per year.

ESTIMATED REVENUES

- 654000** **State – Other** (\$1,590,638) is recommended based on the projected state portion of the Child Support Funding Allocation.
- 657000** **Federal-Other** (\$3,087,709) is recommended based on the projected federal portion of the Child Support Funding Allocation.
- 680200** **Operating Transfer In** (\$144,871) 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** (\$2,148,107) are recommended increased \$69,177 based on cost of recommended staff. Salary savings are expected due to vacant positions.
- 710103** **Extra Help** (\$35,000) is recommended decrease \$65,000 for extra-help staff which is fully funded for extra projects.
- 710105** **Overtime** (15,000) is recommended unchanged.
- 710107** **Premium Pay** (\$10,000) is recommended increased \$3,000.
- 710200** **Retirement** (\$921,385) is recommended increased by \$64,697 reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$471,727) is recommended increase by \$64,441 and is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$17,216) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$44,852) is recommended increased by \$14,852. 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 unchanged for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.
- 720600** **Insurance** (\$56,000) is the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **General Insurance** (\$4,032) is recommended for the Department's contribution to the County's Property Insurance Program.
- 720800** **Maintenance - Equipment** (\$15,000) is recommended increase \$5,000 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** (\$18,000) is recommended increased \$3,000 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** (\$4,400) is recommended increased \$400 as costs for the Child Support Director’s Association (CSDA) dues (\$3,537); this account also funds California Attorney Dues (\$463), which have increased.
- 721300** **Office Expense** (\$70,000) is recommended decreased \$4,700 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 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	\$0
Service of Process	\$60,000
Bulldog Security/Credit Reporting/Employee Insight/Other	\$15,000
- 721500** **Publications & Legal Notices** (\$700) is recommended for publications and legal notices to the publications meant for the public.
- 722000** **Transportation & Travel** (\$30,000) is recommended increased \$15,000 for attendance at meetings, training sessions, and conferences.
- 722100** **Utilities** (\$40,000) is recommended increased \$5,000 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 in unchanged 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 (\$24,351) is recommended for the purchase of equipment that is greater than the cost of \$5,000.

INTRAFUND EXPENSES

770000 Intrafund Expenses (\$671,541) is recommended increase \$67,116 for IT support services (\$424,551), Retiree Health Insurance (\$102,000), and Building and Grounds Maintenance (\$57,490). This account also funds services provided by Central Services (30,000). This account also funds the MOU with Human Resources (\$55,000). Miscellaneous expenses for 311 Customer Service Center assistance (\$2,500).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
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	15.0	-	15.0	-	-	-	
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	-	-	-	
4640	Child Support Services Program Coordinator	1.0	-	1.0	-	-	-	
3171	Child Support Supervisor	3.0	-	3.0	-	-	-	
TOTAL		40.0	5.0	40.0	5.0	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630300 Forfeitures & Penalties	0	11,000	11,000	11,000
TOTAL FINES, FORFEITURES & PENALTIES	0	11,000	11,000	11,000
INTERGOVERNMENTAL REVENUE				
654026 ST - Post Training Reimbursement	3,058	11,000	11,000	11,000
TOTAL INTERGOVERNMENTAL REVENUE	3,058	11,000	11,000	11,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	46,443	35,000	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	46,443	35,000	35,000	35,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	361,585	290,000	290,000	290,000
TOTAL OTHER FINANCING SOURCES	361,585	290,000	290,000	290,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>411,087</u>	<u>347,000</u>	<u>347,000</u>	<u>347,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	3,551,167	3,519,138	4,009,561	4,009,561
710103 Extra Help	183,288	248,218	149,104	149,104
710105 Overtime	15,080	10,000	10,000	10,000
710107 Premium Pay	4,485	5,460	5,460	5,460
710200 Retirement	1,471,191	1,386,955	1,716,688	1,716,688
710300 Health Insurance	395,707	421,631	568,729	568,729

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SALARIES & EMPLOYEE BENEFITS (CONTINUED)				
710400 Workers' Compensation Insurance	82,534	40,968	85,726	85,726
710500 Other Benefits <i>Salary Savings (19.26%)</i>	1,220	1,140	1,140 <i>(1,102,875)</i>	1,140 <i>(1,102,875)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	5,704,673	5,633,510	5,443,533	5,443,533
SERVICES & SUPPLIES				
720300 Communications	40,645	42,500	58,600	58,600
720500 Household Expense	680	1,000	36,000	36,000
720600 Insurance	181,356	29,766	24,462	24,462
720702 Witness Fees	0	3,000	3,000	3,000
720800 Maintenance-Equipment	2,698	1,000	1,000	1,000
721100 Memberships	19,825	24,000	24,000	24,000
721300 Office Expense	57,736	90,000	70,530	70,530
721309 Law Books	43,572	32,000	32,000	32,000
721400 Professional & Specialized Services	429,294	230,000	97,000	97,000
721601 Rents & Leases - Co Vehicles	98,381	90,000	90,000	90,000
721900 Special Departmental Expense	32,480	35,000	35,000	35,000
721910 Juvenile Justice Commission	279	2,000	2,000	2,000
721912 Special Departmental Expense - POST Training	2,641	5,000	5,000	5,000
722000 Transportation & Travel	46,465	70,000	60,000	60,000
722100 Utilities	10,147	10,500	50,000	50,000
TOTAL SERVICES & SUPPLIES	966,197	665,766	588,592	588,592
OTHER CHARGES				
730330 Rents & Leases - Equipment	59,792	66,000	66,000	66,000
TOTAL OTHER CHARGES	59,792	66,000	66,000	66,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	0	41,628	41,628

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL INTRAFUND TRANSFER	0	0	41,628	41,628
<u>TOTAL EXPENDITURES</u>	<u>6,730,662</u>	<u>6,365,276</u>	<u>6,139,753</u>	<u>6,139,753</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>6,319,575</u>	<u>6,018,276</u>	<u>5,792,753</u>	<u>5,792,753</u>

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, which is constantly changing, 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. Additionally, for a variety of reasons there has been a significant increase in the number of cases that involve defendants with significant diagnosed behavioral health problems. These cases also require much more time than other cases as finding appropriate placements and ensuring justice for victims and defendants is very complex. These situations have 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 new and complex types of cases. We should be adding staff to comply with these mandates created by changes in state law.

Instead, for Fiscal Year 2024-25, the District Attorney has budgeted a 19.26% salary savings to help the County realize the necessary Net County Cost savings. The budgeted salary savings equates to un-funding four (4) prosecutors, and one (1) criminal investigator. This is 20% of our attorney staff and 10% of our investigative staff. This reduction in staff will become exacerbated when the Superior Court receives their scheduled new judicial position and the District Attorney is required to provide a two prosecutors to staff that courtroom. While the decision will not be made until it must be, we will maintain our ability to prosecute violent, serious, and special victim crimes as long as possible. This may mean, withdrawing from task forces on which we currently participate, not filing "mere" possession cases, and other quality of life misdemeanors, vandalism, petty theft, trespassing, just to name a few.

The Madera County District Attorney's Office has enjoyed exceptional retention of staff over the last four years. Other district attorney offices have not been as fortunate. This has created an environment in those offices where additional workload has been shifted to remaining staff causing lowered morale, and increased turnover. An analysis of the cost of turnover for prosecutors in the Madera County District Attorney's Office reveals that the actual cost to the County of losing one prosecutor is over \$100,000. One prosecutor left the Madera County District Attorney's Office in May 2024, for a neighboring district attorney's office.

DISTRICT ATTORNEY

WORKLOAD

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
FILES OPENED	6,768	7,000	7,050
CONSOLIDATED COURTS			
Juvenile Petitions	361	307	340
Jury Trials	21	20	25
Post Conviction Cases	125	125	125
Felonies Filed	1,508	1,500	1,600
Misdemeanors Filed	3,672	3,700	3,750

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.

- 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.

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** (\$4,009,561) are recommended increased \$490,423 based on the cost of recommended staff.
- 710103** **Extra Help** (\$149,104) is recommended decreased \$99,114 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.
- 710107** **Premium Pay** (\$5,460) is recommended unchanged based on current actual cost for Bi-Lingual compensation to District Attorney staff.
- 710200** **Retirement** (\$1,716,688) reflects the County's anticipated contribution to Social Security and the Public Employees Retirement System.
- 710300** **Health Insurance** (\$568,729) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$85,726) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710503** **Elected Expense Allowance** (\$1,140) is recommended unchanged based on current actual cost for Elected Expense Allowance as directed by current Memorandum of Understanding.

SERVICES & SUPPLIES

- 720300** **Communications** (\$58,600) is recommended increased \$16,100 based on current actual costs for cell 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.

SERVICES & SUPPLIES (Continued)

- 720500** **Household Expense** (\$36,000) is recommended increased \$35,000 based on the actual cost of janitorial services in the Justice Center.
- 720600** **Insurance** (\$24,462) 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** (\$24,000) 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 (\$7,608), 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 (\$12,146), as required in the MOU.
- 721300** **Office Expense** (\$70,530) is recommended decreased \$19,470 for general office supplies, computer equipment, copying costs, the purchase of printed forms. Asset Forfeiture and Consumer Protection revenue will offset this entirely.
- 721309** **Law Books** (\$32,000) is recommended unchanged for maintaining legal periodicals and books; and software licenses for online legal research services. Asset Forfeiture and Consumer Protection revenue will offset this entirely.
- 721400** **Professional & Specialized Services** (\$97,000) is recommended decreased \$133,000 for the Karpel Case Management System maintenance (\$50,000) 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 (\$47,000).
- 721601** **Rents & Leases – County Vehicles** (\$90,000) is recommended unchanged for the leasing of fifteen vehicles from Central Garage. The vehicles are used by the investigators in performance of their duties. The trucks will be used for an estimated 65,000 miles at a cost of \$40,000. The sedans will be used for an estimated 90,000 miles at a cost of \$50,000.

SERVICES & SUPPLIES (Continued)

- 721900** **Special Departmental Expense** (\$35,000) is recommended unchanged for witness expenses, CD and DVD media, photographic services, prison and court records, investigator equipment, and \$5,000 for special funds. These expenses are critical for providing the prosecutors with the necessary resources in trial.
- 721910** **Juvenile Justice Commission** (\$2,000) is recommended unchanged in accordance with the submitted request by the commission and includes compensation and mileage reimbursement for the 12 commission members, plus photo copy and postage charges.
- 721912** **Special Departmental Expense - POST Training** (\$5,000) 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** (\$60,000) is recommended decreased \$10,000 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** (\$50,000) are recommended for the Department's share of utilities.

OTHER CHARGES

- 730330** **Rents & Leases - Equipment** (\$66,000) is recommended unchanged for rental of a copy machine (\$10,000), and for rental of a vehicle storage facility (\$56,000). The vehicle storage facility is used to store impounded vehicles designated as evidence.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfer** (\$41,628) is recommended for the cost of Justice Center VoIP network expense.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	1.00	-	1.75	-	0.75	-	B
4130U	Fiscal Manager	0.75	-	-	0.75	(0.75)	0.75	B
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	16.0	-	16.0	-	-	-	
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	-		-		-	-	
3423	Crime Analyst I or							
3456	Crime Analyst II	2.0	-	2.0	-	-	-	
3669	Legal Secretary I or							
3653	Legal Secretary II or							
3374	Legal Assistant I	9.0	-	9.0	-	-	-	A
3326	Supervising Deputy District Attorney	1.5	-	1.5	-	-	-	
3469	Supervising DA Criminal Investigator	0.5	-	0.5	-	-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	1.0	-	1.0	-	-	-	
4138	Executive Assistant to the District Attorney	1.0	-	1.0	-	-	-	
TOTAL		38.6	0.0	38.6	0.8	0.0	0.8	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

**2023-24
Authorized
Positions**

**2024-25
Proposed
Positions**

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

NOTES:

- A** Reflects the request of the District Attorney to amend the current Legal Secretary allocation to include Legal Assistant.
The Legal Assistant assignment will be limited to 2 FTE positions.
- B** Reflects the request of the District Attorney to unfund 0.75FTE of the Fiscal Manager and fund 0.75FTE Principal Analyst.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	73,628	60,000	60,000	60,000
TOTAL OTHER FINANCING SOURCES	73,628	60,000	60,000	60,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>73,628</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	119,941	116,389	123,597	123,597
710200 Retirement	53,143	47,083	61,325	61,325
710300 Health Insurance	0	720	0	0
710400 Workers' Compensation Insurance	1,026	1,077	1,041	1,041
TOTAL SALARIES & EMPLOYEE BENEFITS	174,110	165,269	185,963	185,963
SERVICES & SUPPLIES				
721100 Memberships	400	400	660	660
TOTAL SERVICES & SUPPLIES	400	400	660	660
<u>TOTAL EXPENDITURES</u>	<u>174,510</u>	<u>165,669</u>	<u>186,623</u>	<u>186,623</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>100,882</u>	<u>105,669</u>	<u>126,623</u>	<u>126,623</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 2024-25.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$123,597) are recommended based on the cost of recommended staff.

710200 **Retirement** (\$61,325) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710400 **Workers' Compensation** (\$1,041) reflects the Department's contribution to the County's Self Insurance Service Fund.

SERVICES & SUPPLIES

721100 **Memberships** (\$660) are recommended increased \$260 for California District Attorney Association dues (\$135), and State Bar dues (\$525), as required by applicable Memorandums of Understanding.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620700 Auto Theft Deterrent Fees	143,440	150,000	150,000	150,000
TOTAL LICENSES, PERMITS & FRANCHISES	143,440	150,000	150,000	150,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>143,440</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	139,907	135,324	150,038	150,038
710200 Retirement	53,892	54,650	78,578	78,578
710300 Health Insurance	9,321	10,006	9,970	9,970
710400 Workers' Compensation Insurance	1,066	1,119	1,237	1,237
TOTAL SALARIES & EMPLOYEE BENEFITS	204,186	201,099	239,823	239,823
SERVICES & SUPPLIES				
721100 Memberships	677	677	735	735
721400 Professional & Specialized Services	47,000	70,000	70,000	70,000
722000 Transportation & Travel	0	2,000	1,882	1,882
TOTAL SERVICES & SUPPLIES	47,677	72,677	72,617	72,617
<u>TOTAL EXPENDITURES</u>	<u>251,863</u>	<u>273,776</u>	<u>312,440</u>	<u>312,440</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>108,423</u>	<u>123,776</u>	<u>162,440</u>	<u>162,440</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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Program Cases	1,152	1,200	1,250

ESTIMATED REVENUES

620706 **Auto Theft Deterrent Fees** (\$150,000) 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** (\$150,038) are recommended increased \$14,714 based on the cost of recommended staff.

710200 **Retirement** (\$78,578) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.

710300 **Health Insurance** (\$9,970) is based on the employer’s share of health insurance premiums.

710400 **Workers’ Compensation** (\$1,237) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – DUI PROGRAM

SERVICES & SUPPLIES

- 721100** **Memberships** (\$735) is recommended increased \$58 based on actual costs to provide for California District Attorney Association dues (\$225), and State Bar dues (\$510).
- 721400** **Professional & Specialized Services** (\$70,000) is recommended unchanged to provide for blood-drawing services. DUI fines partially offset this expense.
- 722000** **Transportation & Travel** (\$1,882) is recommended decreased \$118 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 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652503 State - Prison Crimes Reimbursement	384,326	402,176	411,397	411,397
TOTAL INTERGOVERNMENTAL REVENUE	384,326	402,176	411,397	411,397
<u>TOTAL ESTIMATED REVENUES</u>	<u>384,326</u>	<u>402,176</u>	<u>411,397</u>	<u>411,397</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	244,008	248,103	242,146	242,146
710105 Overtime	1,995	0	0	0
710200 Retirement	90,040	110,881	134,740	134,740
710300 Health Insurance	30,252	36,881	28,335	28,335
710400 Workers' Compensation Insurance	1,915	2,011	1,841	1,841
TOTAL SALARIES & EMPLOYEE BENEFITS	368,211	397,876	407,062	407,062
SERVICES & SUPPLIES				
721100 Memberships	800	800	835	835
721300 Office Expense	499	500	500	500
722000 Transportation & Travel	2,820	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	4,119	4,300	4,335	4,335
<u>TOTAL EXPENDITURES</u>	<u>372,330</u>	<u>402,176</u>	<u>411,397</u>	<u>411,397</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-11,996</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

	Actual <u>2022-23</u>	Estimated <u>2023-24</u>	Projected <u>2024-25</u>
Cases Referred	197	350	375
Program Cases Worked	1,564	1,100	1,150

ESTIMATED REVENUES

652503 **State – Prison Crimes Reimbursement** (\$411,397) 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** (\$242,146) are recommended decreased \$5,957 based on the cost of recommended staff.

710200 **Retirement** (\$134,740) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.

710300 **Health Insurance** (\$28,335) is based on the employer’s share of health insurance premiums.

710400 **Workers’ Compensation** (\$1,841) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

SERVICES & SUPPLIES

- 721100** **Memberships** (\$835) are recommended increased \$35 based on actual costs to provide for California District Attorney Association dues (\$225), State Bar dues (\$510), 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 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 2024-25

Department: DISTRICT ATTORNEY-FED VERT
 PROSECUTION GRANT (03548)
 Function: Public Protection
 Activity: Judicial - Other
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Fed - Other	159,765	217,586	251,697	251,697
TOTAL INTERGOVERNMENTAL REVENUE	159,765	217,586	251,697	251,697
<u>TOTAL ESTIMATED REVENUES</u>	<u>159,765</u>	<u>217,586</u>	<u>251,697</u>	<u>251,697</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	103,950	141,732	150,294	150,294
710200 Retirement	37,768	57,253	78,686	78,686
710300 Health Insurance	9,707	15,214	15,217	15,217
710400 Workers' Compensation Insurance	2,040	2,142	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	153,465	216,341	244,197	244,197
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	0	5,000	5,000
722000 Transportation & Travel	1,052	1,245	2,500	2,500
TOTAL SERVICES & SUPPLIES	1,052	1,245	7,500	7,500
<u>TOTAL EXPENDITURES</u>	<u>154,518</u>	<u>217,586</u>	<u>251,697</u>	<u>251,697</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-5,247</u>	<u>0</u>	<u>0</u>	<u>0</u>

DISTRICT ATTORNEY – FED VERTICAL PROSECUTION

COMMENTS

In October of 2022, the District Attorney received the Office of Traffic Safety Grant for DUI Vertical Prosecution. This grant provides funding to assign a specialized prosecutor to prosecute alcohol and drug impaired driving cases. This prosecutor will handle cases throughout each step of the criminal process, providing true vertical prosecution. This will be accomplished through a more focused and specific caseload for the grant prosecutor. The prosecutor will also receive training specific to impaired driving cases.

WORKLOAD

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Program Cases	85	70	75

REVENUE

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
State Grant	\$ 159,765	\$ 217,586	\$ 251,697
General Fund Contribution	<u>0</u>	<u>0</u>	<u>0</u>
Total	\$ 159,765	\$ 217,586	\$ 251,697

STAFFING

	<u>2023-24</u> <u>Authorized</u>	<u>2024-25</u> <u>Recommended</u>
<u>Permanent</u> Deputy District Attorney I/II/III/SR	1	1

DISTRICT ATTORNEY – FED VERTICAL PROSECUTION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$150,294) are recommended increased \$8,562 based on recommended staff.
- 710200** **Retirement** (\$78,686) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.
- 710300** **Health Insurance** (\$15,217) is based on the employer’s share of health insurance premiums.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services** (\$5,000) is recommended increased \$5,000 for blood-drawing services.
- 722000** **Transportation & Travel** (\$2,500) is recommended increased \$1,255 for training, transportation and travel for staff.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DISTRICT ATTORNEY-FED
 VERTICAL PROSECUTION GRANT (03548)**
 Function: **Public Protection**
 Activity: **Judicial - Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650800 State - Pub Assist Admin	280,005	285,000	316,686	316,686
655000 Federal - Pub Assist Admin	351,111	724,000	804,327	804,327
655007 Federal - CalWorks Admin	217,127	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	848,243	1,009,000	1,121,013	1,121,013
<u>TOTAL ESTIMATED REVENUES</u>	<u>848,243</u>	<u>1,009,000</u>	<u>1,121,013</u>	<u>1,121,013</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	459,252	625,728	678,366	678,366
710105 Overtime	10,755	20,000	20,000	20,000
710107 Premium Pay	910	3,120	3,120	3,120
710200 Retirement	202,795	287,972	434,579	434,579
710300 Health Insurance	58,922	114,725	73,986	73,986
710400 Workers' Compensation Insurance	27,479	28,853	15,325	15,325
710500 Other Benefits	80	0	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	760,193	1,080,398	1,225,376	1,225,376
SERVICES & SUPPLIES				
720300 Communications	3,481	6,000	6,000	6,000
720500 Household Expenses	4,446	4,000	4,000	4,000
720600 Insurance	3,076	3,076	3,600	3,600
720800 Maintenance - Equipment	157	700	700	700
720900 Maintenance - Structures & Grounds	0	150	150	150
721100 Memberships	1,100	1,240	1,240	1,240
721300 Office Expense	5,219	6,000	6,000	6,000
721400 Professional & Specialized Services	6,159	5,000	5,000	5,000
721600 Rents & Leases - Equipment	0	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
SERVICES & SUPPLIES (CONTINUED)				
721601 Rents & Leases - Co Vehicles	41,301	56,000	56,000	56,000
721700 Rents & Leases - Buildings	0	0	0	0
721900 Special Departmental Expense	6,178	37,000	37,000	37,000
722000 Transportation & Travel	8,735	12,000	12,000	12,000
722100 Utilities	20,556	9,000	9,000	9,000
TOTAL SERVICES & SUPPLIES	100,408	140,166	140,690	140,690
OTHER CHARGES				
730330 Rents & Leases - Equipment	3,564	35,200	35,200	35,200
TOTAL OTHER CHARGES	3,564	35,200	35,200	35,200
<u>TOTAL EXPENDITURES</u>	<u>864,165</u>	<u>1,255,764</u>	<u>1,401,266</u>	<u>1,401,266</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>15,922</u>	<u>246,764</u>	<u>280,253</u>	<u>280,253</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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Requests for Investigation	502	325	350
Referred for Prosecution	6	8	10

ESTIMATED REVENUES

- 650800** **State – Pub Assist Admin** (\$316,686) 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** (\$804,327) 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** (\$678,366) are recommended increased \$52,638 based on the cost of recommended staff.

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

- 710107** **Premium Pay** (\$3,120) is recommended unchanged to provide for Bi-Lingual compensation for staff.

- 710200** **Retirement** (\$434,579) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

- 710300** **Health Insurance** (\$73,986) is based on the employer’s share of health insurance premiums.

- 710400** **Workers’ Compensation** (\$15,325) 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** (\$3,600) 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 2024-25**

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

JCN	CLASSIFICATION	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4126	Principal Admin Analyst	-	-	0.25	-	0.25	-	C
4130U	Fiscal Manager	0.25	-	-	0.25	(0.25)	0.25	C
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	(1.0)	1.0	A
3669	Legal Secretary I or							
3653	Legal Secretary II or							
3374	Legal Assistant I	1.0	-	1.0	-	-	-	
3326	Supervising Deputy District Attorney	0.5	-	0.5	-	-	-	
3469	Supervising DA Criminal Investigator	0.5	0.5	1.0	-	0.50	(0.50)	B
TOTAL		6.80	4.50	6.30	5.25	(0.50)	0.75	

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

2023-24 Authorized <u>Positions</u>	2024-25 Proposed <u>Positions</u>	Y-O-Y Changes <u>in Positions</u>
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NOTES:

- A** Reflects the change for the Eligibility Worker classification funding and the agreement with Department of Social Services to provide this service to the District Attorney's Office on a part-time basis.
- B** Reflects the change to the Supervising DA Criminal Investigator classification to Full-Time based on the agreement with Department of Social Services, approved by the Board of Supervisors on March 19, 2024, to provide 100% funding for a full-time position.
- C** Reflects the request of the District Attorney to fund 0.25FTE Principal Analyst and offset with the unfunding of 0.25FTE Fiscal Manager.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 FED - OTHER	146,447	195,943	81,248	81,248
TOTAL INTERGOVERNMENTAL REVENUE	146,447	195,943	81,248	81,248
<u>TOTAL ESTIMATED REVENUES</u>	<u>146,447</u>	<u>195,943</u>	<u>81,248</u>	<u>81,248</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	77,897	99,320	108,356	108,356
710200 Retirement	30,599	39,725	76,193	76,193
710300 Health Insurance	16,523	20,011	19,940	19,940
710400 Workers' Compensation Insurance	1,200	1,260	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	126,219	160,316	204,489	204,489
SERVICES & SUPPLIES				
720300 Communications	582	0	0	0
721300 Office Expense	488	0	0	0
721400 Professional & Specialized Services	20,353	19,158	6,070	6,070
721900 Special Departmental Expense	9,343	16,469	3,105	3,105
TOTAL SERVICES & SUPPLIES	30,767	35,627	9,175	9,175
<u>TOTAL EXPENDITURES</u>	<u>156,985</u>	<u>195,943</u>	<u>213,664</u>	<u>213,664</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>10,538</u>	<u>0</u>	<u>132,416</u>	<u>132,416</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.

WORKLOAD

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Victim/Witness Contacts	577	570	575
U-VISA applications	12	12	20

ESTIMATED REVENUES

657000 FED – Other (\$81,248) 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 (\$108,356) are recommended increased \$9,036 based on cost of recommended staff.

710200 Retirement (\$76,193) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.

710300 Health Insurance (\$19,940) is based on the employer's share of health insurance premiums.

DISTRICT ATTORNEY – COUNTY VICTIM SERVICES

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services** (\$6,070) is recommended decreased \$13,088 for services provided by the Marjaree Mason Center, a requirement for the execution of the grant award agreement.
- 721900** **Special Departmental Expense** (\$3,105) is recommended decreased \$14,614 for expenses associated with the operation of the grant that includes emergency housing for clients (\$980), emergency meals for clients (\$270), and emergency transportation for clients (\$1,855).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
4208	Victim Services Specialist	1.0	-	1.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>0.0</u>	<u>-</u>	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	58,545	59,000	172,869	172,869
620701 Boat Licenses	0	0	180,000	180,000
TOTAL LICENSES, PERMITS & FRANCHISES	58,545	59,000	352,869	352,869
INTERGOVERNMENTAL REVENUE				
654000 State - Other	45,683	26,000	1,215,642	1,215,642
657000 Federal - Other	0	42,000	563,852	563,852
TOTAL INTERGOVERNMENTAL REVENUE	45,683	68,000	1,779,494	1,779,494
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	2,438	3,000	2,500	2,500
661500 Law Enforcement Services	229,021	270,000	4,385,138	4,385,138
662705 Coroner Fees	0	0	38,000	38,000
TOTAL CHARGES FOR CURRENT SERVICES	231,459	273,000	4,425,638	4,425,638
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	32	0	0	0
672000 Other Sales	300	0	0	0
673000 Miscellaneous Revenue	44,459	15,600	235,470	235,470
TOTAL MISCELLANEOUS REVENUE	44,791	15,600	235,470	235,470
OTHER FINANCING SOURCES				
680200 Operating Transfers In	385,000	385,000	873,200	873,200
TOTAL OTHER FINANCING SOURCES	385,000	385,000	873,200	873,200
<u>TOTAL ESTIMATED REVENUES</u>	<u>765,478</u>	<u>800,600</u>	<u>7,666,671</u>	<u>7,666,671</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	8,296,332	8,286,221	13,756,603	13,756,603
710103 Extra Help	319,925	380,000	320,000	320,000
710105 Overtime	785,247	503,800	500,000	500,000
710106 Standby & Night Premium	23,136	30,000	79,385	79,385
710107 Premium Pay	9,575	0	0	0
710110 Uniform Allowance	71,106	59,850	112,500	112,500
710111 Bonus	132,000	0	0	0
710200 Retirement	3,949,113	3,922,022	6,037,336	6,037,336
710300 Health Insurance	995,645	1,232,311	2,358,635	2,358,635
710400 Workers' Compensation Insurance	548,732	843,291	939,252	939,252
710500 Other Benefits	1,300	1,200	1,200	1,200
<i>FY 2023-24 Salary Savings Target</i>		<i>(1,610,000)</i>		
<i>FY 2024-25 Budget Reduction Target</i>				<i>(635,136)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	15,132,110	13,648,695	24,104,911	23,469,775
SERVICES & SUPPLIES				
720300 Communications	177,232	195,000	227,406	227,406
720305 Microwave Radio Services	51,333	122,791	154,756	154,756
720500 Household Expense	12,636	10,540	40,540	40,540
720600 Insurance	983,611	991,826	1,119,332	1,119,332
720601 General Insurance	2,747	2,717	4,688	4,688
720800 Maintenance - Equipment	125,935	153,400	187,900	187,900
720900 Maintenance - Buildings & Improvements	39,432	12,000	50,500	50,500
721100 Memberships	11,153	10,460	18,859	18,859
721300 Office Expense	33,023	30,000	52,900	52,900
721306 Eqpt < FA Limit	-88	59,400	59,400	59,400
721307 Furn < FA Limit	1,060	35,000	35,000	35,000
721400 Professional & Specialized Services	245,330	438,326	1,079,806	1,079,806
721500 Advertisements & Publications	2,634	0	0	0
721601 Rents & Leases - Co Vehicles	2,637,653	3,296,575	3,714,000	3,714,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	487,301	350,000	688,870	688,870
722000 Transportation & Travel	230,778	200,000	383,006	383,006
722100 Utilities	161,703	165,018	195,018	195,018
TOTAL SERVICES & SUPPLIES	5,203,475	6,073,053	8,011,981	8,011,981
OTHER CHARGES				
730330 Rents & Leases - Equipment	654,318	726,830	1,070,060	1,070,060
TOTAL OTHER CHARGES	654,318	726,830	1,070,060	1,070,060
FIXED ASSETS				
740300 Equipment	80,397	25,000	145,000	145,000
TOTAL FIXED ASSETS	80,397	25,000	145,000	145,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	0	2,000	84,452	84,452
TOTAL INTRAFUND TRANSFERS	0	2,000	84,452	84,452
<u>TOTAL EXPENDITURES</u>	21,070,301	20,475,578	33,416,404	32,781,268
<u>NET COUNTY COST (EXP - REV)</u>	20,304,822	19,674,978	25,749,733	25,114,597

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, law enforcement grants, and law enforcement services per development agreements. This includes law enforcement services at Tesoro Viejo Development, Riverstone Development, Valley Children's Hospital campus, and Chukchansi Casino.

ESTIMATED REVENUES

- 620700** **Licenses and other permits** (\$172,869) is recommended based on the projected license and permit fees received in the current fiscal year.
- 620701** **Boat Licenses** (\$180,000) is recommended based on projected boat license fees to be collected.
- 654000** **State-Other** (\$1,215,642) is recommended and is based on the projected available funds from POST Training revenue reimbursements, OHV Grant Funds, Tobacco Grant Funds,
- 657000** **Federal-Other** (\$563,852) is recommended and based on the projected reimbursements to be received from the United States Forest Service (USFS) and United States Department of Justice Grant Funds.
- 661100** **Civil Process Services** (\$2,500) is recommended based on projected reimbursements to be received in the current budget year.
- 661500** **Law Enforcement Services** (\$4,385,138) is recommended based on projected reimbursements to be received for law enforcement services, which includes reimbursements from Hensley and Eastman Lakes, Chukchansi, Tesoro Viejo, Riverstone, Valley Children's Hospital, and various community and school events throughout the County.
- 662705** **Coroner Fees** (\$38,000) is recommended unchanged and is based on the projected amount of Coroner Fees received in the budget year.
- 673000** **Miscellaneous Revenue** (\$235,470) is recommended based on projected revenue received in the current budget year.

ESTIMATED REVENUES (continued)

680200 **Operating Transfers In** (\$873,200) is recommended based on the projected available funds from the Rural Small Counties Funds (\$25,000), CAL-MMET Funds (\$189,000), COPS-Front Line Law Enforcement (\$134,200), Criminal Justice Facility Fund (\$360,000) and Rural Crime Prevention (\$165,000).

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$13,756,603) is recommended for the cost of employee compensation and recommended staffing levels.

- Addition of One Deputy Sheriff and 1.5 Public Safety Records Specialist to maintain compliance with the Tesoro Viejo Development agreement.
- Addition of Two Deputy Sheriffs and 4.5 Public Safety Records Specialist to maintain compliance with the Riverstone Development agreement.

710103 **Extra Help** (\$320,000) is recommended unchanged. 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** (\$500,000) is recommended 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** (\$79,385) is recommended 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** (\$112,500) is recommended based on recommended staffing levels to provide uniform allowance for employees.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710200 **Retirement** (\$6,037,336) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$2,358,635) is based on the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$939,252) 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** (\$227,406) is recommended 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.
- 720305 **Microwave Radio Services** (\$154,756) 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** (\$40,540) is recommended for refuse disposal and household supplies.
- 720600 **Insurance** (\$1,119,332) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601 **General Insurance** (\$4,688) is recommended for aircraft insurance.
- 720800 **Maintenance - Equipment** (\$187,900) is recommended to pay for the cost of fuel for non-300 vehicles. This also funds the service contract for microfiche 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** (\$50,500) is recommended for special costs associated with occupancy of the Sheriff Administration building and Ranchos Sub Station.

SHERIFF-CORONER

SERVICES & SUPPLIES (continued)

721100 **Memberships** (\$18,859) is recommended for the following memberships:

California Crime Prevention Officer's Assoc (2 ea)	\$70	Fresno-Madera Chiefs Assn.	\$ 500
Cal State Sheriff's Assn.	7,032	CA Law Enfor Assn. of Records CLEAR(6 clerks)	300
National Sheriffs Assn.	500	California Region V Office of Emergency	200
Warrant Officers Assn.	300	Public Safety Communications Assn. (2 ea)	100
Cal State Peace Officers Assn.	5,688	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
CA Assn of Hostage Negotiations (10@\$41)	410	Airborne Public Safety Association	90
California Assn of Property and Evidence (2@45)	90	FBI National Academy Associates (3@\$130)	390
Association of Threat Assessment Professionals	215	Peloton	1,056
California State Coroners' Association	525	CLETS	175

721300 **Office Expense** (\$52,900) is recommended based on current expenditures and projected need for general office supplies and equipment.

721306 **Equipment< FA Limit** (\$59,400) is recommended 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** (\$1,079,806) is recommended to pay for services with Mark43, Live 911, Transparency Engagement, CLEAR, Grey Key, Cellbrite, Rapid DNA, WAVE, Central Valley Toxicology, CA Mortuary, Central Valley Forensic, Stericycle, NAAG, Ambrosini, The Parker Center, Law Dog, 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** (\$3,714,000) is recommended to pay for new vehicle mileage and the mileage rate at the Central for lease of vehicles.

SHERIFF-CORONER

SERVICES & SUPPLIES (continued)

721900 **Special Departmental Expense** (\$688,870) is recommended costs of ammunition and supplies. It also funds small items and materials consumed during daily operations.

<u>Description</u>	<u>2023-24</u> <u>Authorized</u>	<u>2024-25</u> <u>Recommended</u>
Deputy Sheriff Reserves	\$18,000	\$18,000
Search and Rescue	15,000	15,000
Special Weapons and Tactics Team	27,575	27,575
Diving Team / Rescue Equipment & Supplies	7,250	7,250
Volunteer Citizens on Patrol	7,500	7,500
Explorer Program	6,000	6,000
Consumable Supplies/Equipment (Safety Equip (Vests), Armory)	79,555	79,555
Ammunition	130,620	130,620
K-9 Program, K-9 care equipment, supplies, Insurance	12,500	18,000
Crime Prevention / Neighborhood Watch Program	3,500	3,500
Sheriff's Business Office Expenses	3,000	3,000
Dispatch Expenses, (channel card, supplies)	15,000	15,000
Informant, Vice Operations, Cellular Data Analysis Cost	2,000	2,000
Handheld Radio/Taser Replacement	16,500	16,500
Ranchos Sub Station	15,000	15,000
Cannabis Eradication	15,000	15,000
Tobacco Enforcement/ Education	5,000	5,000
Contracted Programs	23,000	23,000
Off-Highway Vehicle	75,000	75,000
Anti-Drug Program	17,000	17,000
BSEE Grant	78,345	78,345
Bass Lake	75,000	75,000
Morgue	<u>60,000</u>	<u>60,000</u>
Total	<u>\$620,745</u>	<u>\$626,245</u>

722000 **Transportation & Travel** (\$383,006) is recommended based on training needs of new hires, promoted staff, a County-wide workplace violence training, travel to Mammoth and current year expenditures.

722100 **Utilities** (\$195,018) is recommended based on current Fiscal Year expenditures to pay for water and power costs in Madera, Oakhurst and Ranchos Sub Station.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$1,070,060) 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)	\$ 47,660
▪ Sheriff Lease Building	720,000
▪ Lease of Hangar with City of Madera for aircraft	2,400
▪ Morgue Lease Building	60,000
▪ Detectives Lease Building	240,000

FIXED ASSETS

740300 **Fixed Assets** (\$145,000) is recommended to purchase the following Office System improvements and Grant related expenses.

- 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).
- BSEE C23L0612 Grant (\$80,272) is recommended for the purchase of a boat per the grant agreement with BSEE.
- Off-Highway Vehicle Grant (\$39,728) is recommended for the purchase of OHV equipment approved within the grant agreement. The equipment will be reimbursed from the grant.

INTRAFUND TRANSFERS

770100 **Intrafund Transfers Out** (\$84,452) is recommended for reimbursement to BHS for portions of Case Managers and Licensed Mental Health Clinician time approved through the SAMHSA MHAT Grant.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	Senior Accounting Technician	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or					-	-	
3206	Administrative Analyst II	1.0	-	2.0	-	1.00	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II or					-	-	
3209	Senior Administrative Analyst or					-	-	
4126	Principal Administrative Analyst	1.0	-	1.0	-	-	-	
4131	Assistant Sheriff	-	-	1.0	-	1.0	-	C
3416	Community Service Officer	1.0	3.0	1.0	3.0	-	-	
3227	Crime Scene Technician or					-	-	
3320	Crime Scene Specialist	2.0	-	2.0	-	-	-	
3428	Deputy Coroner or	-	-	2.0	-	2.00	-	A
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II							
3428	Deputy Coroner or							
3727	Senior Deputy Coroner or	-	-	2.0	-	2.0	-	A
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II							
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	32.0	-	72.0	-	40.00	-	A/B
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	0.5	-	-	-	(0.50)	-	A
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	0.5	-	-	-	(0.50)	-	A

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions	
3411 Deputy Sheriff I or					-	
3412 Deputy Sheriff II	0.5	-	-	-	(0.50)	A
3610 Executive Assistant to the Sheriff	1.0	-	1.0	-	-	
4130U Fiscal Manager	1.0	-	1.0	-	-	
3360 Information Technology Systems Analyst I or						
3361 IT Systems Analyst II or						
3316 Senior IT Systems Analyst	1.0	-	1.0	-		
3636 Program Assistant I or						
3637 Program Assistant II or						
3458 Public Safety Records Specialist	6.0	-	13.0	-	7.0	A/D
3356 Property and Evidence Technician	2.0	-	2.0	-	-	
3667 Public Safety Dispatcher or						
4600 Sr. Public Safety Dispatcher	12.0	-	12.0	-	-	
3654 Senior Program Assistant or						
4600 Public Safety Records Specialist	2.0	-	2.0	-	-	
1013 Sheriff-Coroner	1.0	-	1.0	-	-	
3728 Sheriff's Administrative Services Manager	1.0	-	1.0	-	-	
4207 Sheriff's Commander	2.0	-	1.0	1.0	(1.00)	C
3327 Sheriff's Corporal	11.0	-	12.0	-	1.0	
3677 Sheriff's Dept Public Information Officer	1.0	-	1.0	-	-	
3251 Sheriff's Lieutenant	3.0	-	3.0	-	-	
3321 Sheriff's Sergeant	12.0	1.0	16.0	1.0	4.0	A
3668 Supervising Public Safety Dispatcher	1.0	-	1.0	-	-	
0115 Undersheriff	1.0	-	1.0	-	-	
TOTAL	97.5	4.0	153.0	5.0	55.5	1.0

NOTES:

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

	2023-24 Authorized <u>Positions</u>	2024-25 Proposed <u>Positions</u>	Y-O-Y Changes <u>in Positions</u>
A	Combining positions from 04019, 04023, 04030, 04034, 04050, 04051, 04054, 04059, 04062, 04070, 04071, 04076		
B	Increase by three Deputy Sheriffs (1.0 for Tesoro Viejo & 2.0 for Riverstone) and reflects one Deputy Sheriff Added Mid Year for the DARE Program.		
C	Reorganization, convert one Commander position to Assistant Sheriff		
D	Increase by six Public Safety Records Specialist (4.5 for Riverstone & 1.5 for Tesoro Viejo)		

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State- Other	188,734	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	188,734	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>188,734</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	134,260	0	0	0
TOTAL SERVICES & SUPPLIES	134,260	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>134,260</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-54,474</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.

This budget was closed in Fiscal Year 2023-24.

ESTIMATED REVENUES

654000 ST – OTHER (\$0) is recommended based on the projected reimbursements from the California Office of Emergency Services.

680200 OPERATING TRANSFER IN (\$0) is not recommended for fiscal year 2024-25.

SERVICES & SUPPLIES

721400 Professional and Specialized Services (\$0) is not recommended established to pay for debris clean up, tree removal, and road repairs.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
661500 Law Enforcement Services	297,121	314,661	0	0
TOTAL OPERATING TRANSFERS IN	297,121	314,661	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>297,121</u>	<u>314,661</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	116,206	172,035	0	0
710105 Overtime	22,194	10,000	0	0
710106 Stand-by Pay	58	4,000	0	0
710107 Premium Pay	260	4,000	0	0
710110 Uniform Allowance	1,275	1,800	0	0
710200 Retirement	58,020	86,241	0	0
710300 Health Insurance	16,194	35,335	0	0
710400 Workers' Compensation Insurance	1,000	1,000	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	215,206	314,411	0	0
SERVICES & SUPPLIES				
720600 Insurance	50	50	0	0
722016 Reimburse Day Meals	0	200	0	0
TOTAL SERVICES & SUPPLIES	50	250	0	0
<u>TOTAL EXPENDITURES</u>	<u>215,256</u>	<u>314,661</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-81,864</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.

As of Fiscal Year 2024-25, this budget is moved to the main Sheriff budget org key 04010.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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 I or	-	-	-	-	-	-	
3412	Deputy Sheriff II	2.0	-	-	-	(2.0)	-	A
TOTAL		<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2.0)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal Other Revenue	156,837	558,653	405,779	405,779
TOTAL INTERGOVERNMENTAL REVENUE	156,837	558,653	405,779	405,779
MISCELLANEOUS REVENUE				
673800 PY Cancel	0	0		
TOTAL MISCELLANEOUS REVENUE	0	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>156,837</u>	<u>558,653</u>	<u>405,779</u>	<u>405,779</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	201,583	194,600	134,927	134,927
710104 Temporary	0	174,720	174,720	174,720
710105 Overtime	55,872	60,000	60,000	60,000
710106 Standby Pay	2,537	0	2,537	2,537
710110 Uniform Allowance	1,029	951	1,029	1,029
710200 Retirement	89,626	91,740	59,881	59,881
710300 Health Insurance	35,195	35,336	15,217	15,217
710400 Worker's Compensation	1,140	1,197	1,317	1,317
TOTAL SALARIES & EMPLOYEE BENEFITS	386,982	558,544	449,628	449,628
SERVICES & SUPPLIES				
720300 Communications	11,957	15,000	15,000	15,000
720305 Microwave Radio Services	8,000	8,000	8,000	8,000
720800 Maintenance - Equipment	0	0		

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
SERVICES & SUPPLIES (CONTINUED)				
721300 Office Expense	2,197	8,000	8,000	8,000
721306 EQPT<FA Limit	0	20,000	0	0
721314 COMP EQPT <FA LIMIT	0	0	0	0
721400 Prof & Spec Svs	0	3,000	3,000	3,000
721600 Rents & Leases - Equipment	0	0	0	0
721601 Rents & Leases - Co Vehicle	0	4,000	0	0
721900 Special Departmental Expense	3,608	75,000	75,000	75,000
722000 Transportation & Travel	3,831	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	29,592	138,000	114,000	114,000
FIXED ASSETS				
740300 Equipment/Furniture	113,371	100,000	15,000	15,000
TOTAL SERVICES & SUPPLIES	113,371	100,000	15,000	15,000
<u>TOTAL EXPENDITURES</u>	<u>529,945</u>	<u>796,544</u>	<u>578,628</u>	<u>578,628</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>373,108</u>	<u>237,891</u>	<u>172,849</u>	<u>172,849</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** (\$496,483) 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** (\$134,927) is recommended based on recommended staffing. As of Fiscal Year 2024-25, the Administrative Analyst position has been moved to the main Sheriff Budget Org 04010.

710104 **Temp Salaries** (\$174,720) is recommended to fund four extra help Emergency Services Technicians.

710105 **Overtime** (\$60,000) is recommended unchanged for expected overtime of EMPG project staff during emergencies.

710106 **Standby Pay** (\$2,537) is recommended for standby pay for the safety officer.

710110 **Uniform Allowance** (\$1,029) is recommended unchanged for uniform expenses for the safety officer.

710200 **Retirement** (\$59,881) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$15,217) is based on the employer's share of health insurance premiums.

710400 **Worker's Compensation** (\$1,317) 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 unchanged based on projected need.
- 721400** **Professional & Special Services** (\$3,000) is recommended unchanged for special data services expense.
- 721900** **Special Departmental Expense** (\$75,000) is recommended 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** (\$15,000) is recommended to purchase equipment specified on the Cal OES EMPG Grants.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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>	
3321	Sheriff's Sergeant	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I							
3206	or Administrative Analyst II	1.0	-	-	-	(1.0)	-	A
TOTAL		2.0	-	1.0	-	(1.0)	-	

NOTES:

A One position in this Org has been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: **SHRF-Homeland Security**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General SHSGP Grants**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	0	336,416	336,416
TOTAL INTERGOVERNMENTAL REVENUE	0	0	336,416	336,416
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>336,416</u>	<u>336,416</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	0	64,183	64,183
721900 Special Departmental	0	0	101,266	101,266
TOTAL SERVICES & SUPPLIES	0	0	165,449	165,449
FIXED ASSETS				
740300 Equipment	0	0	170,967	170,967
TOTAL FIXED ASSETS	0	0	170,967	170,967
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>336,416</u>	<u>336,416</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 Grants. These Grants are 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.

As of Fiscal Year 2024-25, activities previously reported in Budget Orgs 04079 and 04081 have been transferred to this Budget.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$336,416) is recommended based on the remaining balances of the 2021, 2022, and 2023 Homeland Security Grants.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$64,183) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

721900 **Special Departmental** (\$101,266) is recommended for the purchase of supplies specified by the grant.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$170,967) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620701 Boat Licenses	123,971	180,000	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	123,971	180,000	0	0
OTHER FINANCING SOURCES				
661500 Law Enforcement Services	187,211	0	0	0
TOTAL OTHER FINANCING SOURCES	187,211	0	0	0
MISCELLANEOUS REVENUE				
673900 Miscellaneous Revenue	1,073	0	0	0
TOTAL MISCELLANEOUS REVENUE	1,073	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>312,255</u>	<u>180,000</u>	<u>0</u>	<u>0</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	504,292	580,785	0	0
710103 Extra Help	0	40,000	0	0
710105 Overtime	53,586	35,000	0	0
710106 Standby Pay	359	0	0	0
710110 Uniform Allowance	5,825	5,850	0	0
710200 Retirement	254,625	291,174	0	0
710300 Health Insurance	57,797	109,016	0	0
710400 Workers' Compensation Insurance	3,496	4,441	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	879,980	1,066,266	0	0
SERVICES & SUPPLIES				
720300 Communications	387	2,500	0	0
720305 Microwave Radio Services	3,000	3,000	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
720600 Insurance	593	599	0	0
720601 Insurance Premium	1,580	1,971	0	0
720800 Maintenance - Equipment	19,203	25,000	0	0
720900 Maintenance - Structures & Grounds	0	10,000	0	0
721300 Office Expense	0	4,000	0	0
721306 Equipment<FA Limit	0	3,000	0	0
721601 Rents & Leases - Co Vehicles	12,225	95,301	0	0
721900 Special Departmental Expense	21,677	75,000	0	0
722000 Transportation/Travel/Educ	3,637	10,000	0	0
722100 Utilities	2,953	5,000	0	0
TOTAL SERVICES & SUPPLIES	65,255	235,371	0	0
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	21,980	0	0
TOTAL OTHER CHARGES	0	21,980	0	0
<u>TOTAL EXPENDITURES</u>	945,235	1,323,617	0	0
<u>NET COUNTY COST (EXP - REV)</u>	632,980	1,143,617	0	0

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 Sergeant are assigned to Bass Lake Operations for six months and perform duties with the Patrol Division for the balance of the year.

As of Fiscal Year 2024-25, this budget is moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	0.5	-	-	-	(0.50)	-	A
3411	Deputy Sheriff I or					-		
3412	Deputy Sheriff II	0.5	-	-	-	(0.50)	-	A
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	0.5	-	-	-	(0.50)	-	A
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	-	-	(4.00)	-	A
3321	Sheriff's Sergeant	1.0	-	-	-	(1.0)	-	A
TOTAL		6.5	-	-	-	(6.50)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	25,000	43,000	0	0
TOTAL MISCELLANEOUS REVENUE	25,000	43,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>25,000</u>	<u>43,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	37,428	35,000	0	0
721900 Special Departmental Expense	3,572	5,000	0	0
722000 Trans/Travel/Educ	0	3,000	0	0
TOTAL SERVICES & SUPPLIES	41,000	43,000	0	0
FIXED ASSETS				
740300 Equipment	25,000	0	0	0
TOTAL FIXED ASSETS	25,000	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>66,000</u>	<u>43,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>41,000</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.

As of Fiscal Year 2024-25, this budget is moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	32,746	38,000	0	0
TOTAL CHARGES FOR CURRENT SERVICES	32,746	38,000	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	42,838	0	0	0
TOTAL MISCELLANEOUS REVENUE	42,838	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>75,584</u>	<u>38,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	254,766	324,220	0	0
710105 Overtime	8,126	14,000	0	0
710106 Standby Pay	17,675	15,000	0	0
710110 Uniform Allowance	2,150	2,700	0	0
710200 Retirement	101,364	131,665	0	0
710300 Health Insurance	46,866	77,165	0	0
710400 Workers' Compensation Insurance	1,500	1,575	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	432,448	566,325	0	0
SERVICES & SUPPLIES				
720300 Communications	7,033	10,000	0	0
720305 Microwave Radio Services	2,000	2,000	0	0
720500 Household Expense	27,206	30,000	0	0
720600 Insurance	82	82	0	0
720800 Mtce Equipment	447	4,500	0	0
720900 Mtce Bldgs & Improve	0	500	0	0
721100 Memberships	150	900	0	0
721300 Office Expense	8,817	2,500	0	0
721400 Professional & Specialized Services	343,802	440,000	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
721601 Rents & Leases - Co Vehicle	21,728	63,200	0	0
721900 Special Departmental Expense	27,208	60,000	0	0
722000 Transportation & Travel	8,156	8,000	0	0
722100 Utilities	22,057	25,000	0	0
TOTAL SERVICES & SUPPLIES	468,686	646,682	0	0
OTHER CHARGES				
730330 Rents & Leases - Equipment	46,743	60,000	0	0
TOTAL OTHER CHARGES	46,743	60,000	0	0
FIXED ASSETS				
740301 Eqpt>\$5,000	0	10,000	0	0
TOTAL FIXED ASSETS	0	10,000	0	0
<u>TOTAL EXPENDITURES</u>	947,877	1,283,007	0	0
<u>NET COUNTY COST (EXP - REV)</u>	<u>872,293</u>	<u>1,245,007</u>	<u>0</u>	<u>0</u>

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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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		-	-	(2.00)	-	A
3428	Deputy Coroner or							
3727	Senior Deputy Coroner	2.0		-	-	(2.0)	-	A
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant	-	-	-	-	-	-	A
3321	Sheriff's Sergeant	1.0	-	-	-	(1.0)	-	A
TOTAL		5.0	-	-	-	(5.0)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	0	10,000	0	0
TOTAL MISCELLANEOUS REVENUE	0	10,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	6,000	0	0
722000 Transportation & Travel	0	4,000	0	0
TOTAL SERVICES & SUPPLIES	0	10,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – Explorer Program

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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	0	3,000	0	0
TOTAL MISCELLANEOUS REVENUE	0	3,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	3,000	0	0
722000 Transportation & Travel	0			
TOTAL SERVICES & SUPPLIES	0	3,000	0	0
FIXED ASSETS				
740300 Equipment/Furniture	0	0	0	0
TOTAL SERVICES & SUPPLIES	0	0	0	0
TOTAL EXPENDITURES	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – Search and Rescue

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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	192,552	600,000	600,000	600,000
659000 Other - Government Agency	0			
TOTAL FOR INTERGOVERNMENTAL REVENUE	192,552	600,000	600,000	600,000
MISCELLANEOUS REVENUE				
673903 Miscellaneous Reimbursement & Refunds	50,000	0	0	0
TOTAL FOR MISCELLANEOUS REVENUE	50,000	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	34,479	0	0	0
TOTAL OTHER FINANCING SOURCES	34,479	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>277,031</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				
720300 Communication Services	2,995	0	0	0
720800 Maintenance - Equipment	780	0	0	0
720900 Maintenance - Bldgs & Improvements	1,820	0	0	0
721000 Med/Dent/Lab Sply	3,688	0	0	0
721300 Office Expense	8,576	0	0	0
721400 Professional & Specialized Services	0	0	0	0
721900 Special Departmental Expense	157,629	190,000	190,000	190,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SERVICES & SUPPLIES (continued)				
722000 Transportation/Travel	1,502	0	0	0
TOTAL SERVICES & SUPPLIES	176,991	190,000	190,000	190,000
OTHER CHARGES				
731305 Contributions/Other Agencies	0	0	0	0
TOTAL OTHER CHARGES	0	0	0	0
FIXED ASSETS				
740300 Equipment	114,085	160,000	160,000	160,000
TOTAL FIXED ASSETS	114,085	160,000	160,000	160,000
<u>TOTAL EXPENDITURES</u>	<u>291,075</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>14,044</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.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	211,629	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	211,629	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>211,629</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
FIXED ASSETS				
740300 Equipment	165,725	0	0	0
TOTAL FIXED ASSETS	165,725	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>165,725</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(45,904)</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.

This grant ended Fiscal Year 2022-23.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$0) is not recommended for Fiscal Year 2024-25.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$0) is not recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force, and funded by CalOES under grant #2018-0054.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	28,425	125,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	28,425	125,000	0	0
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	16,276	0	0	0
TOTAL FOR CHARGES FOR CURRENT SERVICES	16,276	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>44,701</u>	<u>125,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	0	45,000	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	0	45,000	0	0
SERVICES & SUPPLIES				
720300 Communications	418	500	0	0
721400 Professional & Specialized Services	32,700	59,000	0	0
721900 Special Departmental Expense	30	15,000	0	0
722000 Transportation & Travel	1,975	5,500	0	0
TOTAL SERVICES & SUPPLIES	35,123	80,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>35,123</u>	<u>125,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(9,579)</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – FED DOM CANNABIS ERAD

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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 ST-Grant Revenue	0	149,215	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	149,215	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>149,215</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	138,163	93,935	0	0
710105 Overtime	6,631	10,955	0	0
710110 Uniform Allowance	1,575	900	0	0
710200 Retirement	68,214	47,090	0	0
710300 Health Insurance	7,362	17,668	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	221,944	170,548	0	0
SERVICES & SUPPLIES				
720300 Communications	0	1,003	0	0
721300 Office Expense	0	625	0	0
721900 Special Departmental Expense	0	938	0	0
722000 Transportation & Travel	0	7,080	0	0
TOTAL SERVICES & SUPPLIES	0	9,646	0	0
<u>TOTAL EXPENDITURES</u>	<u>221,944</u>	<u>180,193</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>221,944</u>	<u>30,978</u>	<u>0</u>	<u>0</u>

SHERIFF – TOBACCO GRANT

COMMENTS

This budget funds a Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program at 75%. The remaining 25% comes from general fund to support the portion of the deputies' duties that relate to a School Resource Office. This budget, Org Key 04047, was created by the Board in Fiscal Year 2018-19.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget Org 04010.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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 I or						-	
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1.00)</u>	<u>-</u>	A
TOTAL		1.0	-	-	-	(1.00)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 ST- Other	149,862	149,215	0	0
TOTAL INTERGOVERNMENTAL REVENUE	149,862	149,215	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>149,862</u>	<u>149,215</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	48,528	76,146	0	0
710105 Overtime	9,334	10,955	0	0
710110 Uniform Allowance	600	900	0	0
710200 Retirement	24,404	38,172	0	0
710300 Health Insurance	15,416	17,668	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	98,282	143,841	0	0
SERVICES & SUPPLIES				
720300 Communications	819	1,003	0	0
721300 Office Expense	0	1,000	0	0
721900 Special Departmental Expense	0	1,500	0	0
722000 Transportation & Travel	0	7,080	0	0
TOTAL SERVICES & SUPPLIES	819	10,583	0	0
FIXED ASSETS				
740300 Equipment	3,737	0	0	0
TOTAL FIXED ASSETS	3,737	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>102,838</u>	<u>154,424</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(47,024)</u>	<u>5,209</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 04048, was created by the Board in Fiscal Year 2018-19. The original grant was for three years and expired on June 30, 2020. It continues to fund a School Resource Deputy for Yosemite Unified School District.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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 I or							
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1.00)</u>	<u>-</u>	A
TOTAL		1.0	-	-	-	(1.00)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 St - Grant Revenue	0	153,532	0	0
TOTALSTATE GRANT REVENUE	0	153,532	0	0
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	37,035	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	37,035	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>37,035</u>	<u>153,532</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	63,733	80,730	0	0
710105 Overtime	10,938	18,000	0	0
710110 Uniform Allowance	825	900	0	0
710200 Retirement	31,808	33,176	0	0
710300 Health Insurance	12,096	14,576	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	119,400	147,382	0	0
SERVICES & SUPPLIES				
720300 Communications	552	650	0	0
721300 Office Expense	0	2,500	0	0
721900 Special Departmental Expense	0	2,500	0	0
722000 Transportation & Travel	0	500	0	0
TOTAL SERVICES & SUPPLIES	552	6,150	0	0
<u>TOTAL EXPENDITURES</u>	<u>119,952</u>	<u>153,532</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>82,918</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1.00)</u>	<u>-</u>	A
TOTAL		1.0	-	-	-	(1.00)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	127,113	187,200	0	0
TOTAL OPERATING TRANSFERS IN	127,113	187,200	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>127,113</u>	<u>187,200</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	62,344	177,327	0	0
710105 Overtime	2,525	20,000	0	0
710106 Stand-by Pay	55	1,500	0	0
710107 Premium Pay	0	1,000	0	0
710110 Uniform Allowance	750	1,900	0	0
710200 Retirement	30,664	88,894	0	0
710300 Health Insurance	10,222	35,335	0	0
710400 Workers' Compensation Insurance	19,753	704	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	126,312	326,660	0	0
SERVICES & SUPPLIES				
720300 Communication Services	0	0	0	0
720600 Insurance	739	739	0	0
721900 Special Department Expense	62	0	0	0
722016 Reimburse Day Meals	0	100	0	0
TOTAL SERVICES & SUPPLIES	801	839	0	0
<u>TOTAL EXPENDITURES</u>	<u>127,113</u>	<u>327,499</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>140,299</u>	<u>0</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	2.0	-	-	-	(2.00)	-	A
TOTAL		<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2.00)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
661500 Law Enforcement Services	0	932,006	0	0
TOTAL OPERATING TRANSFERS IN	0	932,006	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>932,006</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	173,486	548,773	0	0
710105 Overtime	14,431	20,000	0	0
710106 Stand-by Pay	40	4,000	0	0
710107 Premium Pay	585	4,000	0	0
710110 Uniform Allowance	1,800	6,300	0	0
710200 Retirement	78,774	275,100	0	0
710300 Health Insurance	21,906	71,483	0	0
710400 Workers' Compensation Insurance	2,000	2,100	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	293,022	931,756	0	0
SERVICES & SUPPLIES				
720600 Insurance	50	50	0	0
721900 Special Departmental Expense	0	0	0	0
722016 Reimburse Day Meals	0	200	0	0
TOTAL SERVICES & SUPPLIES	50	250	0	0
<u>TOTAL EXPENDITURES</u>	<u>293,072</u>	<u>932,006</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>293,072</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 five Deputy Sheriff. These Deputies 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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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 I or							
3412	Deputy Sheriff II	7.0	-	-	-	(7.0)	-	A
TOTAL		<u>7.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7.0)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652700 State Disaster Relief	65,139	774,436	774,436	774,436
TOTAL INTERGOVERNMENTAL REVENUE	65,139	774,436	774,436	774,436
<u>TOTAL ESTIMATED REVENUES</u>	<u>65,139</u>	<u>774,436</u>	<u>774,436</u>	<u>774,436</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional and Specialized Services	34,575	774,436	634,241	634,241
TOTAL SERVICES & SUPPLIES	34,575	774,436	634,241	634,241
<u>TOTAL EXPENDITURES</u>	<u>34,575</u>	<u>774,436</u>	<u>634,241</u>	<u>634,241</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(30,564)</u>	<u>0</u>	<u>(140,195)</u>	<u>(140,195)</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** (\$774,436) 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** (\$634,241) is recommended established to pay for tree removal services.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	735,858	0	0	0
662765 Services to Chukchansi Casino	0	881,728	0	0
TOTAL CHARGES FOR CURRENT SERVICES	735,858	881,728	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>735,858</u>	<u>881,728</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	424,327	462,603	0	0
710105 Overtime	59,564	45,900	0	0
710106 Stand-by Pay	518	1,500	0	0
710107 Premium Pay	0	0	0	0
710110 Uniform Allowance	4,350	4,600	0	0
710200 Retirement	202,874	231,903	0	0
710300 Health Insurance	32,221	36,535	0	0
710400 Workers' Compensation Insurance	4,016	3,685	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	727,869	786,726	0	0
SERVICES & SUPPLIES				
720300 Communications	3,302	3,000	0	0
720305 Microwave Radio Services	10,000	10,000	0	0
720600 Insurance	346	346	0	0
721601 Rents/Lse Co Vehicle	15,072	34,462	0	0
721900 Special Departmental Expense	0	3,000	0	0
722000 Transportation/Travel/Educ	0	100	0	0
TOTAL SERVICES & SUPPLIES	28,720	50,908	0	0
<u>TOTAL ESTIMATED EXPENDITURES</u>	<u>756,589</u>	<u>837,634</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>20,731</u>	<u>(44,094)</u>	<u>0</u>	<u>0</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%.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	5.0	-	-	-	(5.00)	-	A
TOTAL		<u>5.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5.00)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	696,732	924,164	0	0
TOTAL CHARGES FOR CURRENT SERVICES	696,732	924,164	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>696,732</u>	<u>924,164</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	544,380	560,044	0	0
710105 Overtime	49,368	10,000	0	0
710106 Stand-by Pay	1,410	0	0	0
710107 Premium Pay	2,080	0	0	0
710110 Uniform Allowance	6,200	6,500	0	0
710200 Retirement	269,086	280,750	0	0
710300 Health Insurance	60,192	65,294	0	0
710400 Workers' Compensation Insurance	1,500	1,575	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	934,216	924,163	0	0
SERVICES & SUPPLIES				
720300 Communications	0	6,700	0	0
720600 Insurance	50	50	0	0
721601 Rents/Lse Co Vehicle	88,795	263,152	0	0
721900 Special Dept Exp	0	20,000	0	0
722016 Reimburse Day Meals	68	400	0	0
TOTAL SERVICES & SUPPLIES	88,913	290,302	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,023,130</u>	<u>1,214,465</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>326,398</u>	<u>290,301</u>	<u>0</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	4.0	-	-	-	(4.0)	-	A
3321	Sheriff's Sergeant	1.0	-	-	-	(1.0)	-	A
3327	Sheriff's Corporal	1.0	-	-	-	(1.0)	-	A
TOTAL		6.0	-	-	-	(6.0)	-	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	164,650	165,000	0	0
TOTAL OPERATING TRANSFERS IN	164,650	165,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>164,650</u>	<u>165,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	129,923	212,728	0	0
710105 Overtime	7,604	30,000	0	0
710106 Standby Pay	223	305	0	0
710107 Premium Pay	0	500	0	0
710110 Uniform Allowance	1,500	1,800	0	0
710200 Retirement	62,732	106,640	0	0
710300 Health Insurance	23,489	27,254	0	0
710400 Workers' Compensation Insurance	56,604	1,423	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	282,075	380,650	0	0
SERVICES & SUPPLIES				
720300 Communications	1,050	3,500	0	0
720305 Microwave Radio Services	2,000	2,000	0	0
720600 Insurance	1,499	1,499	0	0
721100 Memberships	0	100	0	0
721300 Office Expense	0	400	0	0
721601 Rents & Leases - Co Vehicle	32,105	54,496	0	0
721900 Special Departmental Expense	0	200	0	0
722000 Transportation & Travel	0	500	0	0
TOTAL SERVICES & SUPPLIES	36,654	62,695	0	0
<u>TOTAL EXPENDITURES</u>	<u>318,729</u>	<u>443,345</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>154,079</u>	<u>278,345</u>	<u>0</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	2.0	-	-	-	(2.00)	-	A
TOTAL		<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2.00)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	25,268	30,000	30,000	30,000
662700 Other Charges for Services	13,956	25,000	20,000	20,000
TOTAL CHARGES FOR CURRENT SERVICES	39,224	55,000	50,000	50,000
MISCELLANEOUS REVENUE				
673800 PY Cancel Warrants	0	0	0	0
TOTAL CHARGES FOR MISCELLANEOUS REVENUE	0	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	355,000	0	0
TOTAL OTHER FINANCING SOURCES	0	355,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>39,224</u>	<u>410,000</u>	<u>50,000</u>	<u>50,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	371,570	675,729	665,468	665,468
710103 Extra Help	0	2,000	0	0
710105 Overtime	8,603	25,000		
710106 Stand-by Pay	5	500	1,000	1,000
710107 Premium Pay	780	0	0	0
710110 Uniform Allowance	3,450	4,500	4,500	4,500
710200 Retirement	203,970	323,622	291,667	291,667
710300 Health Insurance	70,963	101,639	121,736	121,736
710400 Workers' Compensation Insurance	3,225	3,387	3,726	3,726
FY 2024-25 Budget Reductions Target				(333,986)

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
TOTAL SALARIES & EMPLOYEE BENEFITS	662,566	1,136,377	1,088,097	754,111
SERVICES & SUPPLIES				
720300 Communications	4,133	8,000	8,000	8,000
720305 Microwave Radio Services	3,000	3,000	3,000	3,000
720600 Insurance	1,170	1,170	1,170	1,170
720800 Maintenance - Equipment	0	0	0	0
720900 Maintenance - Bldg & Improvement	0	0	0	0
721300 Office Expense	6	10,000	10,000	10,000
721400 Professional & Specialized Services	8,585	8,500	8,500	8,500
721600 Rents & Leases - Equipment	0	0		
721601 Rents & Leases - Co Vehicle	91,013	184,353	140,000	140,000
721900 Special Departmental Expense	35	32,900	10,000	10,000
722000 Transportation & Travel	8,648	10,500	10,500	10,500
TOTAL SERVICES & SUPPLIES	116,589	258,423	191,170	191,170
OTHER CHARGES				
730330 Rents & Leases - Equipment	6,323	8,500	8,500	8,500
TOTAL OTHER CHARGES	6,323	8,500	8,500	8,500
<u>TOTAL EXPENDITURES</u>	<u>785,478</u>	<u>1,403,299</u>	<u>1,287,767</u>	<u>953,781</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>746,254</u>	<u>993,299</u>	<u>1,237,767</u>	<u>903,781</u>

SHERIFF – CIVIL UNIT

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** (\$20,000) is recommended based on projected fee revenues to be received in the budget year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$665,468) are recommended based on the cost of recommended staffing.

710106 **Stand by Pay** (\$1,000) is recommended increased \$500 based on current expenditures.

710110 **Uniform Allowance** (\$4,500) is recommended for the payment of uniform expense for safety employees.

710200 **Retirement** (\$291,667) reflects the County's contribution to Social Security and the Public Employees' Retirement System for safety employees.

710300 **Health Insurance** (\$121,736) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$3,726) reflects the Sheriff's Office contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$8,000) is recommended unchanged to pay for cell phone and data charges based on current Fiscal Year expenditures.

SHERIFF – CIVIL UNIT

SERVICES & SUPPLIES (cont.)

- 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** (\$10,000) is recommended for consumable office supplies.
- 721400** **Professional & Specialized Services** (\$8,500) is recommended unchanged to pay for specialized services and the new civil software maintenance agreement with Tyler Soft Code.
- 721601** **Rents & Leases – Co Vehicle** (\$140,000) is recommended reduced \$44,353 to pay for the 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** (\$10,000) is recommended reduced \$22,900 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 unchanged 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 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
3413	Sheriff's Civil Unit Manager	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	4.0	-	-	-	
3429	Public Safety Records Specialist	2.0	-	2.0	-	-	-	
TOTAL		8.0	-	8.0	-	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654064 State-Off Hwy Vehicle	33,493	200,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	33,493	200,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>33,493</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	20,265	100,000	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	20,265	100,000	0	0
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	224	5,000	0	0
721900 Special Departmental Expense	6,765	75,000	0	0
722000 Transportation & Travel	0	20,000	0	0
TOTAL SERVICES & SUPPLIES	6,990	100,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>27,255</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(6,237)</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal-Other	0	0	0	0
TOTAL 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>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	135,668	162,022	0	0
710105 Overtime	10,097	25,000	0	0
710110 Uniform Allowance	975	1,200	0	0
710200 Retirement	62,949	75,049	0	0
710300 Health Insurance	19,486	24,162	0	0
710400 Workers' Compensation Insurance	12,599	1,264	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	241,773	288,697	0	0
SERVICES & SUPPLIES				
720300 Communications	0	750	0	0
720305 Microwave Radio Services	2,000	2,000	0	0
720600 Insurance	2	2	0	0
720800 Maintenance - Equipment	0	0	0	0
721300 Office Expenses	0	0	0	0
721400 Professional and Specialized Services	0	16,000	0	0
721900 Special Departmental Expense	5,059	17,000	0	0
722000 Transportation & Travel	2,184	3,000	0	0
TOTAL SERVICES & SUPPLIES	9,245	38,752	0	0
<u>TOTAL EXPENDITURES</u>	<u>251,018</u>	<u>327,449</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>251,018</u>	<u>327,449</u>	<u>0</u>	<u>0</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 2023-2024.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget Org 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	1.0	-	-	-	(1.0)	-	A
3636	Program Assistant I or							
3637	Program Assistant II or							
3669	Legal Secretary I or							
3653	Legal Secretary II or							
3458	Public Safety Records Specialist	1.0	-	-	-	(1.0)	-	A
TOTAL		<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2.00)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
ESTIMATED REVENUES:				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	188,685	194,918	0	0
TOTAL OTHER FINANCING SOURCES	188,685	194,918	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>188,685</u>	<u>194,918</u>	<u>0</u>	<u>0</u>
EXPENDITURES:				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	209,074	202,929	0	0
710105 Overtime	21,682	20,000	0	0
710106 Stand-by Pay	0	300	0	0
710110 Uniform Allowance	1,950	1,800	0	0
710200 Retirement	103,765	101,728	0	0
710300 Health Insurance	9,620	10,786	0	0
710400 Workers' Compensation Insurance	1,807	1,897	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	347,896	339,440	0	0
SERVICES & SUPPLIES				
720300 Communications	1,019	1,800	0	0
720305 Microwave Radio Services	4,000	4,000	0	0
721300 Office Expense	0	2,000	0	0
721601 Rents and Leases - Equipment	32,086	67,521	0	0
721900 Special Departmental Expense	2,390	2,000	0	0
722000 Transportation & Travel	68	3,500	0	0
TOTAL SERVICES & SUPPLIES	39,564	80,821	0	0
<u>TOTAL EXPENDITURES</u>	<u>387,460</u>	<u>420,261</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>198,775</u>	<u>225,343</u>	<u>0</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	2.0	-	-	-	(2.00)	-	A
TOTAL		<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2.00)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657081 FED - JUSTICE ASST GRANT	82,234	60,000	767,101	767,101
TOTAL INTERGOVERNMENTAL REVENUE	82,234	60,000	767,101	767,101
<u>TOTAL ESTIMATED REVENUES</u>	<u>82,234</u>	<u>60,000</u>	<u>767,101</u>	<u>767,101</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	0	0	0	0
721900 Special Departmental Expense	18,978	60,000	0	0
TOTAL SERVICES & SUPPLIES	18,978	60,000	0	0
FIXED ASSETS				
740300 Equipment	37,013	0	767,101	767,101
TOTAL FIXED ASSETS	37,013	0	767,101	767,101
<u>TOTAL EXPENDITURES</u>	<u>55,991</u>	<u>60,000</u>	<u>767,101</u>	<u>767,101</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(26,243)</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** (\$767,101) is recommended based on the projected available funding from the grants.

FIXED ASSETS

740300 **Equipment** (\$767,101) is recommended as per the grant awards for the purchase of equipment and operating supplies for the Sheriff's Office.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,629,462	1,567,208	1,683,713	1,683,713
TOTAL OTHER FINANCING SOURCES	1,629,462	1,567,208	1,683,713	1,683,713
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,629,462</u>	<u>1,567,208</u>	<u>1,683,713</u>	<u>1,683,713</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,123,981	1,256,646	1,315,346	1,315,346
710103 Extra Help	0	3,000	0	0
710105 Overtime	25,308	15,600	0	0
710106 Stand-by Pay	674	3,200	5,000	5,000
710107 Premium Pay	3,315	0	0	0
710110 Uniform Allowance	12,025	13,500	12,600	12,600
710200 Retirement	543,535	629,957	583,750	583,750
710300 Health Insurance	122,569	171,612	213,038	213,038
710400 Workers' Compensation Insurance	29,035	30,478	33,526	33,526
FY 2024-25 Budget Reductions Target				(124,747)
TOTAL SALARIES & EMPLOYEE BENEFITS	1,860,443	2,123,993	2,163,260	2,038,513
SERVICES & SUPPLIES				
720300 Communications	9,362	17,000	12,000	12,000
720305 Microwave Radio Services	18,000	18,000	18,000	18,000
720600 Insurance	2,328	2,328	2,328	2,328
720800 Maintenance - Eqpt	43	0	0	0
721300 Office Expense	715	25,000	10,000	10,000
721601 Rents/Lse - Co Vehicle	61,580	62,596	62,596	62,596
721900 Special Departmental Expense	407	30,000	10,000	10,000
722000 Transportation & Travel	983	10,000	5,000	5,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL SERVICES & SUPPLIES	93,419	164,924	119,924	119,924
<u>TOTAL EXPENDITURES</u>	<u>1,953,861</u>	<u>2,288,917</u>	<u>2,283,184</u>	<u>2,158,437</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>324,399</u>	<u>721,709</u>	<u>599,471</u>	<u>474,724</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

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$1,683,713) is recommended from the current fiscal year and reflects the projected realignment revenues to be received based on the beginning base amount of the current fiscal year. This amount could be higher as the state is looking to increase the allocation for each county.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,315,346) is recommended based on the recommended staffing level. We are requesting three additional deputies to serve in the courts, in response to the addition of three judges to the Madera Superior Court.

710106 **Stand-by Pay** (\$5,000) is recommended based on current usage.

710110 **Uniform Allowance** (\$12,600) is recommended for uniform expense of safety employees.

710200 **Retirement** (\$583,750) is the County contribution to Social Security and the Public Employees' Retirement System for safety employees.

710300 **Health Insurance** (\$213,038) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$33,526) reflects Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$12,000) 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.

720305 **Microwave Radio Services** (\$18,000) is recommended unchanged for the program's contribution to the Internal Service Fund.

SHERIFF – COURT SECURITY

SERVICES & SUPPLIES (cont.)

- 720600** **Insurance** (\$2,328) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$10,000) is recommended for the purchase of twelve new Surface Pros for the bailiffs in Court.
- 721601** **Rents & Leases - Equipment** (\$62,596) is recommended due to mileage rate increase from Fleet Services for fleet mileage expense for the court vehicle.
- 721900** **Special Departmental Expense** (\$10,000) is recommended unchanged to pay for small tools, equipment, and computer systems as needed. Safety Equipment is needed to equip additional court security staff. This account also funds new County information network equipment at State Courthouse.
- 722000** **Transportation & Travel** (\$5,000) is recommended unchanged to provide for training and for private mileage reimbursement.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I							
3412	Deputy Sheriff II	11.0	-	11.0	-	-	-	
3327	Sheriff's Corporal	1.0	-	1.0	-	-	-	
3251	Sheriff's Lieutenant	1.0	-	1.0	-	-	-	
3321	Sheriff's Sergeant	1.0	-	1.0	-	-	-	
TOTAL		14.0	-	14.0	-	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	118,408	223,753	0	0
TOTAL INTERGOVERNMENTAL REVENUE	118,408	223,753	0	0
MISCELLANEOUS REVENUE				
673903 Miscellaneous Revenue	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0
CHARGES FOR CURRENT SERVICES				
680200 Operating Transfers In	0	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	0	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>118,408</u>	<u>223,753</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	46,463	95,042	0	0
710105 Overtime	0	15,000	0	0
710106 Stand-by Pay	218	500	0	0
710107 Premium Pay	390	780	0	0
710110 Uniform Allowance	450	900	0	0
710200 Retirement	23,598	47,665	0	0
710300 Health Insurance	0	15,214	0	0
710400 Workers' Compensation Insurance	1,800	1,891	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	72,919	176,992	0	0

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SERVICES & SUPPLIES				
720300 Communications	819	1,000	0	0
720305 Microwave Radio Services	0	0	0	0
720600 Insurance	0	0	0	0
721300 Office Expense	0	1,500	0	0
721400 Professional & Specialized Services	5,000	16,152	0	0
721601 Rents & Leases - Co Vehicles	0	15,009	0	0
721900 Special Departmental Expense	18,376	5,500	0	0
722000 Transportation/Travel/Educ	170	7,600	0	0
TOTAL SERVICES & SUPPLIES	24,365	46,761	0	0
FIXED ASSETS				
740300 Equipment	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0
<u>TOTAL ESTIMATED EXPENDITURES</u>	97,284	223,753	0	0
<u>NET COUNTY COST (EXP - REV)</u>	<u>(21,124)</u>	<u>0</u>	<u>0</u>	<u>0</u>

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 September 30, 2022. ORG 04076 was created and funded mid-year FY 2019-2020. The Sheriff's Office has applied for this grant for the FY 23-24 year and is awaiting on status of award.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget Org 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	1.0	-	-	-	(1.0)	-	A
TOTAL		<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1.0)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	3,035	84,604	0	0
TOTAL INTERGOVERNMENTAL REVENUE	3,035	84,604	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,035</u>	<u>84,604</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
FIXED ASSETS				
740300 Equipment	38,695	84,604	0	0
TOTAL FIXED ASSETS	38,695	84,604	0	0
<u>TOTAL EXPENDITURES</u>	<u>38,695</u>	<u>84,604</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>35,660</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.

This grant ended in Fiscal Year 2023-24.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$0) is not recommended for Fiscal Year 2024-25.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$0) is not recommended for Fiscal Year 2024-25.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	214,077	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	214,077	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>214,077</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721306 Equipment<FA Limit	0	60,157	0	0
721400 Professional & Specialized Services	33,137	55,496	0	0
722000 Transportation & Travel	60,081	0	0	0
TOTAL SERVICES & SUPPLIES	93,218	115,653	0	0
FIXED ASSETS				
740300 Equipment	0	98,424	0	0
TOTAL FIXED ASSETS	0	98,424	0	0
<u>TOTAL EXPENDITURES</u>	<u>93,218</u>	<u>214,077</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>93,218</u>	<u>0</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.

This grant ended in Fiscal Year 2023-24.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$0) is not recommended in Fiscal Year 2024-25.

SERVICES & SUPPLIES

721306 **Equipment<FA Limit** (\$0) is not recommended in Fiscal Year 2024-25.

721400 **Professional and Specialized Services** (\$0) is not recommended in Fiscal Year 2024-25.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$0) is not recommended in Fiscal Year 2024-25.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	205,958	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	205,958	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>205,958</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	24,580	49,000	0	0
721900 Special Departmental	10,627	59,620	0	0
TOTAL SERVICES & SUPPLIES	35,207	108,620	0	0
FIXED ASSETS				
740300 Equipment	3,036	97,338	0	0
TOTAL FIXED ASSETS	3,036	97,338	0	0
<u>TOTAL EXPENDITURES</u>	<u>38,243</u>	<u>205,958</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>38,243</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.

As of Fiscal Year 2024-25, this budget has been moved to the SHSGP budget Org 04025.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: SHRF-CaIOES
 #2022-0043(04081)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2022-0043 Grant

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	225,137	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	225,137	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>225,137</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	60,000	0	0
721900 Special Departmental	92,968	165,137	0	0
TOTAL SERVICES & SUPPLIES	92,968	225,137	0	0
FIXED ASSETS				
740300 Equipment	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>92,968</u>	<u>225,137</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>92,968</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2022-0043 program under Org Key 04081. 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.

As of Fiscal Year 2024-25, this budget has been moved to the SHSGP budget Org 04025.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: SHRF-BSEE
 Equipment Grant (04082)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	0	78,345	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	78,345	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>78,345</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721900 Special Departmental	43,237	78,345	0	0
TOTAL SERVICES & SUPPLIES	43,237	78,345	0	0
<u>TOTAL EXPENDITURES</u>	<u>43,237</u>	<u>78,345</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>43,237</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – BSEE EQUIPMENT GRANT

COMMENTS

This budget provides appropriations for the Sheriff's Boating Safety and Enforcement Equipment Grant under Org Key 04082. The work is supported by a grant from the California State Parks, Division of Boating and Waterways. The purpose of the funding is to provide safety equipment for the Swiftwater/Dive Rescue Team.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673400 Misc Rev - TR Funds	0	237,000	94,000	94,000
TOTAL MISCELLANEOUS REVENUE	0	237,000	94,000	94,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>237,000</u>	<u>94,000</u>	<u>94,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	12,415	10,000	15,000	15,000
720500 Household Expenses	6,359	5,000	7,000	7,000
720800 Maintenance - Equipment	0	4,000	4,000	4,000
721300 Office Expense	119	5,000	5,000	5,000
721400 Professional & Specialized Services	0	10,000	10,000	10,000
721900 Special Departmental Expense	8,655	20,000	20,000	20,000
722000 Transportation & Travel	3,340	23,000	23,000	23,000
TOTAL SERVICES & SUPPLIES	30,887	77,000	84,000	84,000
OTHER CHARGES				
730330 Rents & Leases - Equipment	6,835	10,000	10,000	10,000
TOTAL OTHER CHARGES	6,835	10,000	10,000	10,000
FIXED ASSETS				
740300 Equipment/Furniture	0	150,000	0	0
TOTAL FIXED ASSETS	0	150,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>37,723</u>	<u>237,000</u>	<u>94,000</u>	<u>94,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>37,723</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** (\$94,000) is recommended from the current fiscal year and represents available funding from the asset forfeiture funds.

SERVICES & SUPPLIES

720300 **Communications** (\$15,000) is recommended increases \$5,000 for NET communication expenses.

720500 **Household Expenses** (\$7,000) is recommended increased \$2,000 based on current fiscal year expenditures.

720800 **Maintenance - Equipment** (\$4,000) 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 unchanged to provide special tools, equipment, and supplies. Funding in this account may be used for drug “buy money.”

722000 **Transportation & Travel** (\$23,000) is recommended unchanged to provide for technical training for new investigators.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$10,000) is recommended unchanged to pay copier lease expenses. The account also provides funds for lease of radio repeaters and other small equipment.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Fed - Other	40,788	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	40,788	0	0	0
OPERATING TRANSFERS IN				
680200 Operating Transfers In	0	58,790	0	0
TOTAL OPERATING TRANSFERS IN	0	58,790	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>40,788</u>	<u>58,790</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	4,504	42,720	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	4,504	42,720	0	0
SERVICES & SUPPLIES				
720300 Communication Services	0			
721300 Office Expense	1,464	4,800	0	0
721400 Professional & Specialized Services	22,285	0	0	0
722000 Transportation & Travel	10,616	11,270	0	0
TOTAL SERVICES & SUPPLIES	34,364	16,070	0	0
<u>TOTAL EXPENDITURES</u>	<u>38,869</u>	<u>58,790</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-1,919</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.

This budget was closed in Fiscal Year 2024-25.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	0	249,903	0	0
TOTAL OPERATING TRANSFERS IN	0	249,903	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>249,903</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expense	0	2,400	0	0
721900 Special Departmental Expense	136,108	11,500	0	0
TOTAL SERVICES & SUPPLIES	136,108	13,900	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	0	236,003	0	0
TOTAL INTRAFUND TRANSFERS	0	236,003	0	0
<u>TOTAL EXPENDITURES</u>	<u>136,108</u>	<u>249,903</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>136,108</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.

This budget was closed in Fiscal Year 2024-25.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	156,843	125,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	156,843	125,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>156,843</u>	<u>125,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	91,371	92,677	0	0
710110 Uniform Allowance	975	900	0	0
710200 Retirement	44,578	46,459	0	0
710300 Health Insurance	0	15,214	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	136,924	155,250	0	0
SERVICES & SUPPLIES				
721300 Office Expense	845	1,547	0	0
721900 Special Departmental Expense	367	1,608	0	0
TOTAL SERVICES & SUPPLIES	1,212	3,155	0	0
<u>TOTAL EXPENDITURES</u>	<u>138,135</u>	<u>158,405</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-18,708</u>	<u>33,405</u>	<u>0</u>	<u>0</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.

As of Fiscal Year 2024-25, this budget has been moved to the main Sheriff budget org key 04010.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 I or							
3412	Deputy Sheriff II	1.0	-	-	-	(1.0)	-	A
TOTAL		<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1.0)</u>	<u>-</u>	

NOTES:

A As of Fiscal Year 2024-25, all positions under this Org have been moved to Org 04010

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: SHRF-Fork Fire
 Debris Removal (04094)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	0	997,500	1,159,220	1,159,220
TOTAL INTERGOVERNMENTAL REVENUE	0	997,500	1,159,220	1,159,220
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>997,500</u>	<u>1,159,220</u>	<u>1,159,220</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional Specialized	0	1,330,000	1,159,220	1,159,220
TOTAL SERVICES & SUPPLIES	0	1,330,000	1,159,220	1,159,220
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>1,330,000</u>	<u>1,159,220</u>	<u>1,159,220</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>332,500</u>	<u>0</u>	<u>0</u>

SHERIFF – FORK FIRE DEBRIS REMOVAL

COMMENTS

This budget provides appropriations for the Sheriff’s Fork Fire Debris Removal under Org Key 04094. The Fork Fire started on September 7th, 2022, and eventually burned 43 structures. This budget allows for cleanup of the debris caused by the Fork Fire. The State with CDAA Funding will cover 75% with a match of 25% from the county.

ESTIMATED REVENUES

654000 **ST-Other** (\$1,159,220) is recommended based on available grant funding projected.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$1,159,220) is recommended for services related to the cleanup of the Fork Fire debris.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</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	47	25	25	25
TOTAL REVENUE	47	25	25	25
<u>TOTAL ESTIMATED REVENUES</u>	<u>47</u>	<u>1,025</u>	<u>1,025</u>	<u>1,025</u>
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	1,025	1,025	1,025
TOTAL SERVICES & SUPPLIES	0	1,025	1,025	1,025
TOTAL EXPENDITURES	<u>0</u>	<u>1,025</u>	<u>1,025</u>	<u>1,025</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(47)</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 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
651300 State - Mental Health	51,000	51,000	2,218,928	2,218,928
654000 State - Other	214,130	300,000	300,000	300,000
657000 Federal - Other	165,362	165,000	165,000	165,000
TOTAL INTERGOVERNMENTAL REVENUE	430,492	516,000	2,683,928	2,683,928
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	154	35,000	0	0
662900 DLY Jail Cnfn Cost PC 1203.1c	0	165,000	0	0
TOTAL CHARGES FOR CURRENT SERVICES	154	200,000	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	126	0	0	0
673400 Misc Rev - TR Funds	0	50,000	4,500	4,500
673900 Misc Reimbursement - Other	4,208	0	0	0
TOTAL MISCELLANEOUS REVENUE	4,334	50,000	4,500	4,500
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,513,208	3,660,916	3,510,000	3,510,000
TOTAL OTHER FINANCING SOURCES	2,513,208	3,660,916	3,510,000	3,510,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,948,188</u>	<u>4,426,916</u>	<u>6,198,428</u>	<u>6,198,428</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	7,109,497	7,959,888	8,641,984	8,641,984
710103 Temporary Salaries	10,456	0	0	0
710105 Overtime	803,823	300,000	700,000	700,000
710106 Stand-by Pay	49,889	80,000	80,000	80,000
710107 Premium Pay	9,187	0	0	0
710110 Uniform Allowance	84,120	94,500	94,500	94,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SALARIES & EMPLOYEE BENEFITS (CONTINUED)				
710200 Retirement	3,352,798	3,849,478	3,812,609	3,812,609
710300 Health Insurance	1,085,982	1,666,382	1,871,725	1,871,725
710400 Workers' Compensation Insurance	430,833	642,176	809,559	809,559
FY 2023-24 Salary Savings		(1,000,000)		
FY 2024-25 Budget Reductions Target				(1,000,000)
TOTAL SALARIES & EMPLOYEE BENEFITS	12,936,585	13,592,424	16,010,377	15,010,377
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	45,525	61,000	61,000	61,000
720300 Communications	16,887	17,000	25,000	25,000
720305 Microwave Radio Services	11,293	23,000	20,083	20,083
720500 Household Expense	169,466	158,000	200,000	200,000
720600 Insurance	250,561	400,693	326,814	326,814
720800 Maintenance - Equipment	217,163	380,000	380,000	380,000
721000 Medical, Dental & Lab Supplies	28,711	65,000	65,000	65,000
721100 Memberships	45	500	500	500
721300 Office Expense	31,995	60,000	60,000	60,000
721400 Professional & Specialized Services	670,502	300,000	737,760	737,760
721430 Prof. & Specialized - Inmate Medical Services	4,941,549	5,906,200	6,190,505	6,190,505
721431 Prof. & Specialized - Food Services	1,092,823	1,445,337	1,445,337	1,445,337
721500 Advrts/Publications	1,536	0	0	0
721601 Rents & Leases - County Vehicle	138,605	275,082	275,082	275,082
721602 Rents & Leases - Other Equipment	0	60,000	0	0
721800 Small Tools & Instruments	50	200	200	200
721900 Special Departmental Expense	52,896	156,000	156,000	156,000
722000 Transportation & Travel/Education	68,545	45,000	95,000	95,000
722001 Transportation - Prisoners	8,804	5,000	10,000	10,000
722100 Utilities	485,032	230,000	300,000	300,000
TOTAL SERVICES & SUPPLIES	8,231,987	9,588,012	10,348,281	10,348,281
OTHER CHARGES				
730300 Rents & Leases - Equipment	39,365	60,000	60,000	60,000
740301 Equipt/Furniture >\$5000	42,344	0	0	0

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL OTHER CHARGES	81,709	60,000	60,000	60,000
<u>TOTAL EXPENDITURES</u>	<u>21,250,281</u>	<u>23,240,436</u>	<u>26,418,658</u>	<u>25,418,658</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>18,302,093</u>	<u>18,813,520</u>	<u>20,220,230</u>	<u>19,220,230</u>

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. 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. AB 109 is expected to continue to impact Madera County and other county jails for many years to come.

WORKLOAD

Average Daily Inmate Population
Bookings

<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
431	447	464
4720	5110	5475

ESTIMATED REVENUES

- 651300** **State – Mental Health** (\$2,218,928) reflects projected Jail Mental Health Realignment revenues and PATH Funding.
- 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** (\$165,000) is recommended based on the current fiscal year and reflects the projected revenues from the State Criminal Alien Assistance Program (SCAAP).

ESTIMATED REVENUES (continued)

- 673400** **Misc. Revenue TR Funds** (\$4,500) 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** (\$3,510,000) is recommend based on the current fiscal year and reflects projected revenues from AB 109 (\$3,400,000) and Prop 69 (\$50,000), and projected booking fees (\$60,000). The AB 109 revenue includes an additional \$1,500,000 allocated to the department by the Community Corrections Partnership (CCP).

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$8,641,984) reflects a recommended increase of \$682,096 from the current fiscal year based on the projected costs of the recommended staff allocations. Facing the challenges imposed by heightened state regulations and mandates and the transfer of more complex cases from state prisons to our county jails necessitates heightened supervision to safeguard all involved. Additionally, the population of inmates experiencing mental illness and cognitive impairments has significantly increased, necessitating more supervision and care than what is typically required for other inmates. The mental health crisis has strained the state system to its limits, shifting the burden of treatment and care back to the county level. Enhancing our staff is a pivotal step toward mitigating potential legal challenges and ensuring the safety of those in our care.
- 710105** **Overtime** (\$700,000) is recommended increased \$400,000 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

SALARIES & EMPLOYEE BENEFITS (continued)

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** (\$80,000) is recommended unchanged for the current fiscal year. 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** (\$94,500) 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** (\$3,812,609) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$1,871,725) is based on the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$809,559) 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 2024-25, 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** (\$25,000) is recommended increased \$8,000 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** (\$20,083) is recommended based on 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.

SERVICES & SUPPLIES (continued)

- 720500** **Household Expense** (\$200,000) is recommended increased \$42,000 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 \$40,000 annually).
- 720600** **Insurance** (\$326,814) is recommended for the Department’s contribution to the County’s Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$380,000) is recommended unchanged 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.
- 721000** **Medical, Dental & Laboratory Supplies** (\$65,000) is recommended unchanged 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).

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$60,000) is recommended unchanged from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as from the current fiscal year for all general office supplies, copy paper, and a number of various forms. This account also provides for computer equipment and minor office equipment purchases and toner.

721400 **Professional & Specialized Services** (\$737,760) is recommended increased \$437,760 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:

\$600,000 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.

\$21,018 InTime: Scheduling program for shift bids, work schedules, overtime requests, and schedule creation.

\$10,000 Psychological Examinations: As required by state law for all Correctional Officer applicants. An estimated ___ examinations will be given in Fiscal Year 2023-24.

\$10,000 Polygraph Examinations: Administered to all Correctional Officer applicants.

\$40,000 Justice Benefits Inc.: Prepares and assists DOC staff with Federal revenue enhancement activities related to State Criminal Alien Assistance Program (SCAAP) and PATH funding receiving 9% up to awards of \$89,921; and 18% on any amount over that.

\$29,742 LensLock: Supplies body worn cameras and software.

\$25,000 Lexipol: Department Policy Manual and Training

SERVICES & SUPPLIES (continued)

- 721430** **Inmate Medical Services** (\$6,190,505) reflects a recommended increase of \$284,305 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 \$515,875.
- 721431** **Inmate Food Services** (\$1,445,337) is unchanged 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 2024-25 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** (\$275,082) is recommended unchanged from the current fiscal year for travel to out of county facilities and funds the department’s transportation of prisoners to and from those in-county and out-of-county facilities, to include medical appointments, court, etc. For FY 2023-24, it is estimated the annual mileage will be 179,792 miles @ 1.53 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.
- 721900** **Special Departmental Expense** (\$156,000) is recommended unchanged 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** (\$95,000) is recommended increased \$50,000 from the current fiscal year to cover the training costs for newly promoted Corporals and Sergeant’s Supervisory Core Academy costs and increased costs of required Academy ammunition. Management and supervisory staff attend out-of-county professional meetings that are offered or sponsored by the State of California’s Board of State and Community Corrections, as well as the Central California Jail Manager’s Association, California State Sheriff’s Association, Fresno/Madera Chief’s Association, California Jail Programs Association and Central California Training Officer’s Association.

SERVICES & SUPPLIES (continued)

722001 **Transportation - Prisoners** (\$10,000) is recommended increased \$5,000 from the current fiscal year. The transportation unit moves sentenced inmates to the primary reception center at North Kern State Prison in the southern Central Valley, occasionally DVI located in Tracy in the northern Central Valley, Patton and C.R.C located in San Bernardino, Metro and CIW in Los Angeles County, and Atascadero State Hospital in San Luis Obispo County. DOC transportation has also been impacted by the reduction of assistance from Los Angeles County transportation. This account funds per diem costs associated with this out-of-county travel.

722100 **Utilities** (\$300,000) is recommended increased \$70,000 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 2024-25. Contract rates are based on escalation clauses and agreed to capital increases.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
3205	Administrative Analyst I or	2.0	-	3.0	-	1.0	-	C
3206	Administrative Analyst II					-	-	
3205U	Administrative Analyst I or					-	-	
3206U	Administrative Analyst II or					-	-	
3209U	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
4131	Assistant Sheriff	1.0	-	1.0	-	-	-	
3823	Building Crafts & Maintenance Worker I or					-	-	
3822	Building Crafts & Maintenance Worker II	1.0	-	1.0	-	-	-	
3377	Business Systems Information Analyst I or					-	-	
3378	Business Systems Information Analyst II	1.0	-	1.0	-	-	-	
3131	Correctional Captain or Correctional Captain (POST)	1.0	-	1.0	-	-	-	
3433	Correctional Corporal or Correctional Corporal (POST)	12.0	-	12.0	-	-	-	
3255	Correctional Lieutenant or Correctional Lieutenant (POST)	2.0	-	2.0	-	-	-	
3431	Correctional Officer I or					-	-	
3432	Correctional Officer II or Correctional Deputy	81.0	2.0	81.0	2.0	-	-	
3659	Correctional Records Specialist I or					-	-	
3660	Correctional Records Specialist II	6.0	1.0			(6.0)	(1.0)	A

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		
3458 Public Safety Records Specialist			6.0	1.0	6.0	1.0	B
3325 Correctional Sergeant or Correctional Sergeant (POST)	8.0	-	8.0	-	-	-	
3351 Human Resources Technician I or					-	-	
3352 Human Resources Technician II or	1.0	-	1.0	-	-	-	
3205 Administrative Analyst I or							
3354 Administrative Analyst II							
3636 Program Assistant I or					-	-	
3637 Program Assistant II	4.0	-	4.0	-	-	-	
3638 Program Assistant I or					-	-	
3639 Program Assistant II					-	-	
3654 Senior Program Assistant	1.0	-	-	-	(1.0)	-	C
TOTAL	123.0	3.0	123.0	3.0	-	-	

NOTES:

- A** Replaced position title with Public Safety Records Specialist
- B** In FY23/24 position title was Correctional Records Specialist I/II
- C** Converted Senior Program Assistant to Administrative Analyst in FY23/24, pending BOS approval

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	75,000	75,000	75,000	75,000
TOTAL OTHER FINANCING SOURCES	75,000	75,000	75,000	75,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	16,140	25,000	25,000	25,000
721900 Special Departmental Expense	39,327	50,000	50,000	50,000
TOTAL SERVICES & SUPPLIES	55,468	75,000	75,000	75,000
<u>TOTAL EXPENDITURES</u>	<u>55,468</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(19,532)</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** (\$25,000) 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** (\$50,000) 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 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657013 FED - CH Food Prog Juv Hall	48,354	65,000	65,000	65,000
TOTAL INTERGOVERNMENTAL REVENUE	48,354	65,000	65,000	65,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	247,843	0	1,287,000	1,287,000
TOTAL MISCELLANEOUS REVENUE	247,843	0	1,287,000	1,287,000
OTHER FINANCING SOURCES				
680200 Operating Financing Sources	195,601	993,899	300,000	300,000
TOTAL MISCELLANEOUS REVENUE	195,601	993,899	300,000	300,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>491,799</u>	<u>1,058,899</u>	<u>1,652,000</u>	<u>1,652,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,642,125	2,900,000	3,063,165	3,063,165
710103 Extra Help	121,113	210,000	165,000	165,000
710105 Overtime	221,174	200,000	250,000	250,000
710106 Stand-by Pay	295	9,000	4,000	4,000
710107 Premium Pay	12,101	11,500	13,000	13,000
710110 Uniform Allowance	28,024	28,800	28,800	28,800
710200 Retirement	1,221,196	1,450,000	1,500,000	1,500,000
710300 Health Insurance	422,663	725,000	845,000	845,000
710400 Workers' Compensation Insurance	233,383	180,239	155,570	155,570
TOTAL SALARIES & EMPLOYEE BENEFITS	4,902,072	5,714,539	6,024,535	6,024,535

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	27,770	30,000	30,000	30,000
720300 Communications	5,281	15,000	10,000	10,000
720500 Household Expense	56,064	60,000	60,000	60,000
720600 Insurance	5,594	5,653	6,546	6,546
720800 Maintenance - Equipment	456	5,500	5,500	5,500
720900 Maintenance - Structures & Grounds	0	1,000	1,000	1,000
721100 Memberships	0	180	180	180
721300 Office Expense	5,966	6,500	6,500	6,500
721400 Professional & Specialized Services	736,329	950,000	950,000	950,000
721601 Rens & Leases - Co Vehicles	10,873	10,000	10,000	10,000
721900 Special Departmental Expense	33,208	11,000	12,000	12,000
722000 Transportation & Travel	4,159	4,000	4,000	4,000
722100 Utilities	35,213	30,000	30,000	30,000
TOTAL SERVICES & SUPPLIES	920,913	1,128,833	1,125,726	1,125,726
OTHER CHARGES				
730330 Lease - Principal (GASB 87)	0	10,000	5,000	5,000
TOTAL OTHER CHARGES	0	10,000	5,000	5,000
FIXED ASSETS				
740200 Buildings and Improvements	40,853	120,000	0	0
TOTAL FIXED ASSETS	40,853	120,000	0	0
INTRAFUND EXPENSE				
770100 Intrafund Transfer	0	0	65,000	65,000
TOTAL INTRAFUND EXPENSE	0	0	65,000	65,000
<u>TOTAL EXPENDITURES</u>	<u>5,863,838</u>	<u>6,973,372</u>	<u>7,220,261</u>	<u>7,220,261</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>5,372,039</u>	<u>5,914,473</u>	<u>5,568,261</u>	<u>5,568,261</u>

JUVENILE DETENTION FACILITY

COMMENTS

The Madera County Juvenile Correctional Facility is a place of detention for youth offenders taken into custody under the provisions of Section 602 of the Welfare & Institutions Code and Juvenile Court Law. Youths 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 was merged into the Juvenile Hall to reduce the FY 2009-10 Probation budget. The Correctional Camp program, now known as Juvenile Correctional Academy program, was reduced from 64 beds to 25 beds, and the Juvenile Hall was reduced from 70 to 40 beds. Furthermore, in FY 2010-11, an artificial cap was placed on the youth detention program. 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. There are five secured youth track beds for realigned youth. 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

- 657013** **Federal - Child Food Program** (\$65,000) is recommended unchanged from the current fiscal year based on the Department's receipt of funds from the Federal Child Food Program.
- 670000** **Intrafund Revenue** (\$1,287,000) is recommended (\$500,000) 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, and CalAIM PATH funding (\$392,000) for salary reimbursement & (\$395,000) for vendor contracts & software upgrades for implementation of the program.
- 680200** **Operating Financing Sources** (\$300,000) is recommended from Juvenile reserve funds.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,063,165) is recommended increased \$163,165 based on recommended staffing levels, while holding vacant positions and continue funding positions through State grants without any detriment to public safety. The state grant funds three Youth Correctional Officer positions, one Probation Program Specialist, and one Youth Correctional Officer Lieutenant from SB 823 DJJ Realignment. Partial reimbursement (\$395,00) staff will be funded by CalAIM PATH funding.
- 710103** **Extra Help** (\$165,000) is recommended reduced \$45,000 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 backfill transportation officers and help staff the special housing of youth when there is a need. This is utilized to deal with youth who need to be isolated because they pose physical harm to themselves or others.

JUVENILE DETENTION FACILITY

SALARIES & EMPLOYEE BENEFITS (continued)

- 710105** **Overtime** (\$250,000) is recommended increased \$50,000 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** (\$4,000) is recommended for the time officers are needed for hospital stays for the youth in surrounding cities.
- 710107** **Premium Pay** (\$13,000) is recommended unchanged based on current year needs.
- 710110** **Uniform Allowance** (\$28,800) is recommended unchanged.
- 710200** **Retirement** (\$1,500,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$845,000) is based on the County's anticipated contribution for employee health care costs.
- 710400** **Workers' Compensation** (\$155,570) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$30,000) is recommended unchanged to cover the clothing and personal hygiene costs of the youths.
- 720300** **Communications** (\$10,000) is recommended decreased \$5,000 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 unchanged based on current need for garbage pickup and items such as latex gloves, bedding, mattresses, antibacterial janitorial supplies, laundry service, and additional PPE.

JUVENILE DETENTION FACILITY

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$6,546) 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** (\$180) is recommended unchanged for the Deputy Chief's, Lieutenant's, and Sergeants' memberships to the California Association of Probation Institution Administrators (CAPIA).
- 721300** **Office Expense** (\$6,500) is recommended unchanged to purchase necessary items including computers, printers, furniture, law books, and general office supplies.
- 721400** **Professional & Specialized Services** (\$950,000) is recommended unchanged to cover increases in annual medical and food contract increases and SB823 contracted Workforce re-entry services and an RFID advanced safety checks system. The SB823 costs are reimbursed fully by the grant. This account also includes funding for youth development programs, program evaluations, electronic monitoring (house arrest), Lexipol, private security, background investigations, psychological evaluations on prospective employees and annual inspections as required by Title 15 Regulations.
- 721601** **Rents & Leases – Co Vehicles** (\$10,000) is recommended for the new County rate for the leasing of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$12,000) is recommended increased \$1,000 for the purchase of radios, batteries, safety equipment, riot gear, handcuffs, waist chains, pepper spray and other items.
- 722000** **Transportation & Travel** (\$4,000) is recommended unchanged for registration fees of mandated training.
- 722100** **Utilities** (\$30,000) is recommended unchanged based on prior year average and the anticipated increase of gas and electricity and newly installed water meters.

JUVENILE DETENTION FACILITY

OTHER CHARGES

730330 Lease-Principal (GASB 87) (\$5,000) is recommended decreased \$5,000 for the copy machine lease.

INTRAFUND EXPENSE

770100 Intrafund Transfer (\$65,000) is recommended for the cost of Madera County IT new VOIP phone system.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

JCN	CLASSIFICATION	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	A
3104	Deputy Chief Probation Officer	1.0	-	1.0	-	-	-	
3461	Youth Correctional Officer I or					-	-	
3462	Youth Correctional Officer II	31.0	1.0	31.0	1.0	-	-	
3463	Youth Correctional Officer Corporal	6.0	-	6.0	-	-	-	
	Youth Correctional Officer Sergeant	4.0	-	4.0	-	-	-	
3455	Youth Correctional Officer Lieutenant	1.0	-	1.0	-			
3527	Probation Specialist	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
	TOTAL	46.0	1.0	46.0	1.0	-	-	

NOTES:

A Flexibly staffed the Administrative Analyst I/II up to Senior Administrative Analyst.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630306 RESTITUTION FINE REBATE 10%	23,935	25,000	25,000	25,000
TOTAL FINES, FORFEITURES & PENALTIES	23,935	25,000	25,000	25,000
INTERGOVERNMENTAL REVENUE				
652503 ST - PRISON CRIMES REIMB	17,824	140,000	100,000	100,000
652505 ST - C J S S REALIGNMENT	750,000	750,000	750,000	750,000
652507 ST - TANF GRANT-PROBATION	0	728,000	728,000	728,000
654000 ST - OTHER	812,565	0	309,637	309,637
654007 ST - CORR TRAINING SB 924	89,412	70,000	80,000	80,000
655209 FED - MEDI CAL ADM/TRGT CS MGM	0	80,000	30,000	30,000
657016 FED - PROBATION IVE RECOVERY	289,012	135,000	135,000	135,000
657044 FED - HEALTH TARGETED CASE	172,119	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	2,130,932	1,903,000	2,132,637	2,132,637
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	89,392	265,873	720,873	720,873
673000 MISCELLANEOUS	131	309,637	0	0
TOTAL MISCELLANEOUS REVENUE	89,523	575,510	720,873	720,873
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	288,112	700,000	368,374	368,374
TOTAL OTHER FINANCING SOURCES	288,112	700,000	368,374	368,374
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,532,501</u>	<u>3,203,510</u>	<u>3,246,884</u>	<u>3,246,884</u>

EXPENDITURES

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	3,019,986	3,200,000	3,374,219	3,374,219
710103 Extra Help	35,080	0	50,000	50,000
710105 Overtime	6,590	25,000	25,000	25,000
710107 Premium Pay	6,790	3,000	10,000	10,000
710110 Uniform	(4)	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
SALARIES & EMPLOYEE BENEFITS (CONTINUED)				
710200 Retirement	1,373,790	1,600,000	1,650,000	1,650,000
710300 Health Insurance	423,871	675,000	766,350	766,350
710400 Workers' Compensation Insurance	145,000	292,171	296,904	296,904
TOTAL SALARIES & EMPLOYEE BENEFITS	5,011,102	5,795,171	6,172,473	6,172,473
SERVICES & SUPPLIES				
720300 Communications	37,632	30,000	45,000	45,000
720305 Microwave Radio Services	14,681	25,000	26,107	26,107
720500 Household Expenses	2,368	10,000	10,000	10,000
720600 Insurance	22,154	109,227	118,529	118,529
720800 Maintenance - Equipment	0	1,000	1,000	1,000
721000 Medical, Dental & Lab Supplies	1,069	23,000	23,000	23,000
721100 Memberships	5,512	5,000	5,000	5,000
721300 Office Expense	19,117	70,000	70,000	70,000
721400 Professional & Specialized Services	438,508	576,125	565,000	565,000
721601 Rents & Leases - Co Vehicles	73,221	50,000	75,000	75,000
721900 Special Departmental Expense	146,642	100,000	65,000	65,000
721905 SB 924 Training	75,444	70,000	80,000	80,000
722000 Transportation, Travel & Education	44,787	35,000	35,000	35,000
722020 Central Garage Services	0	0	12,000	12,000
TOTAL SERVICES & SUPPLIES	881,135	1,104,352	1,130,636	1,130,636
OTHER CHARGES				
730100 Support & Care of Persons	48,525	0	0	0
730330 Lease - Principal (GASB 87)	16,568	60,000	36,000	36,000
731400 Interfund Expenses	1,000	35,000	0	0
TOTAL OTHER CHARGES	66,094	95,000	36,000	36,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	31,274	80,000	125,000	125,000
TOTAL INTRAFUND TRANSFER	31,274	80,000	125,000	125,000
<u>TOTAL EXPENDITURES</u>	<u>5,989,604</u>	<u>7,074,523</u>	<u>7,464,109</u>	<u>7,464,109</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>3,457,103</u>	<u>3,871,013</u>	<u>4,217,225</u>	<u>4,217,225</u>

COMMENTS

The Madera County Probation Department supports community safety by working with County departments, criminal justice agencies and community partners to supervise and rehabilitate youth and adults in the justice system. The department assists crime victims by educating them on their rights, securing restitution and holding clients accountable. During Fiscal Year 2022–23, 2,459 adults and 461 youth were under probation supervision. With a continued focus on supporting young people, their families and all persons under supervision, the department has two divisions, Juvenile Services (JSD) and the Adult Services (ASD). Juvenile Services Division supports youth and their families with evidence-based practices that focus on rehabilitation, trauma-informed care, and positive youth development.

JSD provides community outreach, prevention, and intervention programs to strengthen families, increase youth resiliency, and avoid justice system involvement for youth at risk of entering the justice system. These programs were developed in collaboration with County partners, the Superior Court, law enforcement, education partners and community leaders. Adults Services Division supports a fair and equitable model for all adult probation clients that values the client's individual needs and ensures access to meaningful and relevant opportunities for success. ASD provides supervision and reentry services to justice system involved adults, focusing on case management and assessment to link them to the services that will assist in rehabilitation. To ensure these critical services are provided, the Probation Department has 128 staff and a budget of \$33,155,000.

YOUTHS

- **House Arrest/Electronic Monitoring** - The Court is given the alternative of releasing these youths under house arrest prior to disposition of the case. Furthermore, youths may be released into house arrest as conditions of their sentence or in-lieu of confinement, if they qualify.
- **Court Day School** - The Court Day School is a 180-day program in partnership between the Madera County Probation Department, Madera County Superintendent of Schools and Madera County Behavioral Health Services Department (BHS). The probation officer works in collaboration with counselors, teachers, and administrators from the participating agencies. The components of the program include education, mental health services, substance abuse treatment, electronic monitoring, intensive supervision, community service, recreational activities, mentoring, and work force. Counseling services include Forward Thinking, Aggression Replacement Therapy (ART), Phoenix New Freedom, Word on the Street (CSEC), Making Proud Choices and Safe Dates, Edovo Learning Tablets, Adverse Childhood Experiences (ACEs), and Battle for Change. Since August of 2017, these counseling services have been provided after school at the Juvenile Services Division location.

COMMENTS (continued)

YOUTHS (continued)

- **Intensive Supervision Group Home Alternative** - This Program began in October 1986, and was established to control the increasing costs for placements. Short-term residential 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 youths in this Program; however, with new, local alternatives, averages range from 15-20 youths.

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.
- **Transition Center** – The Transition Center, formerly called Day Reporting Center, is a “one stop shop” center of rehabilitation services at the new Justice Center for all our probation clients. The Transition Center’s goal is to change criminal behavior through cognitive behavioral treatment, substance abuse treatment through classes that teach participants real-world skills, so they are successfully prepared to reenter the community.
- **Adult Drug Court** - The Adult Drug Court is a Diversion Drug Court (pre-plea) model, expanding the target population to include both misdemeanor and felony substance abuse offenders; shorten the program length to 9-12 months (to comply with state-mandated probation term caps); and modify the incentive structure. The program has a specialized Deputy Probation Officer (DPO) to work as the main point of contact for the Drug Court team supporting goals and objectives of the program. The program is overseen by a Drug Court Team, with representatives from the Madera County Probation Department, Behavioral Health Services Department (BHS), the District Attorney’s Office (DA), as well as the Superior Court. Under the program, individuals with a history of drug use problems and assessed to be high-risk with either misdemeanor or felony drug

COMMENTS (continued)

charges considered eligible. Individuals are diverted from traditional court proceedings into drug court prior to pleading to a charge. If they successfully complete the drug court program, the charges and case will be dismissed.

ADULTS (continued)

- **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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Superior Court Investigations	2,734	2,922	3,200
Juvenile Court Disposition	243	300	350
Juvenile Referrals	726	900	950

Caseload

Adult Caseload	2,459	2,500	2,600
Juvenile Caseload	461	475	500
Pretrial	102	140	160

PROBATION

Drug Test Analysis	7/1/23-6/30/24		7/1/24-12/31/25	
	Tested	Positives	Tested	Positives
Adults	<u>1,553</u>	<u>838</u> = <u>54</u> %	2,500	1250 = 50%
Youths	<u>141</u>	<u>73</u> = <u>52</u> %	200	100= 50%

ESTIMATED REVENUES

- 630306** **Restitution Fine Rebate** (\$25,000) is recommended unchanged from the current fiscal year.
- 652503** **Prison Crimes Reimbursement** (\$100,000) is recommended for the current fiscal year.
- 652505** **CJSS Realignment** (\$750,000) is recommended unchanged from the current fiscal year.
- 652507** **ST – TANF Grant Probation** (\$728,000) is recommended for the current fiscal year.
- 652507** **ST – Other** (\$309,637) is recommended for AB 1869 Criminal Fees Backfill, as a result of lost revenues from the repeal of various criminal fees.
- 654007** **SB 924** (\$80,000) is recommended increased \$10,000 based on projected staffing levels.
- 655209** **MAA/TCM** (\$30,000) is recommended decreased \$50,000 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.
- 670000** **Intrafund Revenue** (\$720,873) is recommended for reimbursement of Adult Drug Court expenses revenue (\$133,873) and reimbursements for department services and for revenue from Madera County Behavioral Health Services for 1 FTE Deputy Probation Officer for FDC services (\$132,000), CalOES PU Grant reimbursement (\$130,000), and CalAIM PATH funding (\$325,000) for professional services & software upgrades.
- 680200** **Operating Transfers In** (\$368,374) is recommended decreased \$331,626 for reimbursement of Pretrial Services expenses.

PROBATION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,374,219) are recommended increased \$174,219 based on recommended staffing levels, while holding vacant positions and continue funding through Federal and State grants without any detriment to public safety. Holding 4 additional vacancies to meet NCC this fiscal year will impact supervision and public safety. One DPO position for Adult Drug Court, two DPO positions for Pretrial, and one DPO position for CalOES PU are through grant funding. Additional funding of positions is from salary savings in the previous fiscal year.
- 710103** **Extra Help** (\$50,000) is recommended increased \$50,000 for one extra help Deputy Probation Officer. Extra help staff are not paid unless they report for duty and do not receive vacation or sick leave accruals.
- 710105** **Overtime** (\$25,000) is recommended unchanged based on overtime costs for hospital stays for youth and adult offenders, operations, and teaching classes for programs.
- 710107** **Premium Pay** (\$10,000) is recommended increased \$7,000 based on cost for bilingual pay per the MOU.
- 710200** **Retirement** (\$1,650,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$766,350) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$296,904) reflects the Department's contribution to the County's Self-Insurance Internal Service.

SERVICES & SUPPLIES

- 720300** **Communications** (\$45,000) is recommended increased \$15,000 for phone, air cards, security cameras, and Remote Security Access monthly costs. This account also includes funds for the California Law Enforcement Telecommunications System (CLETS) and a dedicated data line for Live Scan (an electronically transmitted fingerprint system).
- 720305** **Microwave Radio Services** (\$26,107) is recommended increased \$1,107 for the Department's contribution to the Internal Service Fund for 2024-2025 based on the number of radios in this Department utilizing the County's microwave radio network.
- 720500** **Household** (\$10,000) is recommended unchanged the costs of shredding and janitorial supplies at various Probation locations.

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$118,529) 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.
- 721000** **Medical, Dental & Laboratory Supplies** (\$23,000) is recommended unchanged for the costs and volume of purchases for specimen cups, envelopes for drug testing, gloves, PPEs, and drug testing iCups for advanced detection of fetanyl. On July 1, 2015, Probation contracted with Madera County Public Health Department (MCPHD) to provide drug testing services and amended the MOU in 2023. 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** (\$70,000) is recommended unchanged 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 \$50,000 is reimbursable from State funds.
- 721400** **Professional & Specialized Services** (\$565,000) is recommended decreased \$11,125 for the following contracted services and technical services. The Pretrial (\$350,000) amount will be reimbursed through State grants. The Adult Drug Court cost (\$20,000) will be reimbursed through grants.
- JBI, Inc Title IVE claiming (\$35,000)
 - Automon Case Management System (\$120,000)
 - Columbia Ultimate Collection System Maintenance/RevQ (\$12,000)
 - Crime Time Online Legal Research (\$5,000)
 - Lexipol (\$15,000)
 - Pretrial Services: electronic monitoring services, drug testing, software upgrade (\$300,000)

SERVICES & SUPPLIES (continued)

- Adult Drug Court Services (\$20,000)

This account also funds background checks and evaluations on potential employees. Additionally, Probation will also have collection costs for the commission fees for outside agency service; administration fee for the Franchise Tax Board-Court Order Debt Program; charges for access to DMV software; and a skip tracing tool-Accurint.

721601 **Rents & Leases – Co Vehicles** (\$75,000) is recommended for the rental of vehicles from the Central Garage. Estimated 2024-25 mileage for leased vehicles is 24,000 miles.

721900 **Special Departmental Expense** (\$65,000) is recommended decreased \$35,000 for the purchase of safety equipment and Pretrial Services expenses. Some of the costs this account funds are 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 \$3,000); safety equipment (\$50,000) including body armor for new armed staff and replacement of expiring vest, batons, OC spray, etc.; firearms (\$25,000); ammunition (\$15,000) required for officers carrying weapons to maintain weapon proficiency; the cost of LiveScan fingerprints (\$2,000); 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** (\$80,000) 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 2024-2025.

722000 **Transportation & Travel** (\$35,000) is recommended unchanged for 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.

722020 **Central Garage Services** (\$12,000) is recommended for the cost of maintenance and service

OTHER CHARGES

730330 **Lease – Principal (GASB 87)** (\$36,000) is recommended for the lease of copy machines.

INTRAFUND TRANSFER

770100 **Intrafund Transfer** (\$125,000) is recommended increased \$45,000. This account funds Madera County Information Technology Department support related to Probation CMS Web/App server and the cost of Justice Center VoIP network expense. This account will also reimburse Madera County Public Health for drug tests services at an increased rate per the MOU.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
3349	Accounting Technician I or					-	-	
3354	Accounting Technician II or					-	-	
3353	Senior Accounting Technician	1.0	-	1.0	-	-	-	
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	-		-	
2128	Chief 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	17.0	3.0	17.0	3.0	-	-	
3257	Deputy Probation Officer Supervisor	5.0	1.0	5.0	1.0	-	-	
3527	Probation Specialist	-	1.0		1.0	-	-	
3511	Probation Technician I or							
3512	Probation Technician II	1.0	-	1.0	-	-	-	
3457	Probation Division Manager	1.0	-	0.5	-	(0.5)	-	A
3636	Program Assistant I or							
3637	Program Assistant II	6.0	2.0	5.0	3.0	(1.0)	1.0	B
3140	Revenue Services Manager	1.0	-	1.0	-	-	-	
3319	Senior Deputy Probation Officer	4.0	-	4.0	-	-	-	
3654	Senior Program Assistant	2.0	-	2.0	-	-	-	
3377	Business Systems Information Analyst I or							

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	2023-24 Authorized <u>Positions</u>		2024-25 Proposed <u>Positions</u>		Y-O-Y Changes <u>in Positions</u>	
TOTAL	<u>44.0</u>	<u>7.0</u>	<u>42.50</u>	<u>8.0</u>	<u>(1.50)</u>	<u>1.0</u>

NOTES:

- A** 0.5 FTE Probation Division Manager will be funded by 04710. ORG 14370 SB 678 will fund 0.50 of the remaining costs.
- B** Unfunded one (1) FTE Program Assistant.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	100,858	100,000	300,000	300,000
TOTAL OTHER FINANCING SOURCES	100,858	100,000	300,000	300,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>100,858</u>	<u>100,000</u>	<u>300,000</u>	<u>300,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	11,428	0	0	0
721900 Special Departmental Expense	89,430	100,000	300,000	300,000
TOTAL SERVICES & SUPPLIES	100,858	100,000	300,000	300,000
<u>TOTAL EXPENDITURES</u>	<u>100,858</u>	<u>100,000</u>	<u>300,000</u>	<u>300,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</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 (\$300,000) is recommended unchanged from the current fiscal year and represents receipt of Community Corrections Planning Funds.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$300,000) 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 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	677,931	728,700	814,220	814,220
673904 MISC REIMB-SALARY/BENEFITS	56,082	80,000	80,000	80,000
TOTAL OTHER FINANCING SOURCES	734,013	808,700	894,220	894,220
<u>TOTAL ESTIMATED REVENUES</u>	<u>734,013</u>	<u>808,700</u>	<u>894,220</u>	<u>894,220</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	303,153	334,500	373,200	373,200
710105 Overtime	0	7,500	7,500	7,500
710107 Premium Pay	125	1,000	1,000	1,000
710110 Uniform	780	0		
710200 Retirement	136,662	157,000	162,500	162,500
710300 Health Insurance	42,650	77,000	97,000	97,000
710400 Worker's Compensation Insurance	28,755	3,286	2,529	2,529
TOTAL SALARIES & EMPLOYEE BENEFITS	512,125	580,286	643,729	643,729
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	0	0	0
720300 Communications	1,447	3,000	3,000	3,000
720500 Household Expense	1,585	0	0	0
720600 Insurance	1,437	1,452	1,682	1,682
721000 Med/Dent/Lab Sply	1,069	0	0	0
721300 Office Expense	1,313	1,500	1,500	1,500
721400 Professional & Specialized Services	79,637	109,262	130,000	130,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
721600 Rents & Leases - Equipment	0	0	0	0
721601 Rents & Leases - Co Vehicles	15,924	25,000	25,000	25,000
721900 Special Departmental Expense	45,113	6,000	6,000	6,000
722000 Transportation & Travel	7,653	3,000	8,000	8,000
TOTAL SERVICES & SUPPLIES	155,178	149,214	175,182	175,182
OTHER CHARGES				
730330 Lease - Principal (GASB 87)	0			
TOTAL OTHER CHARGES	0	0	0	0
FIXED ASSETS				
740200 Buildings & Improvements	8,984	0	0	0
TOTAL FIXED ASSETS	8,984	0	0	0
INTRAFUND TRANSFER				
770100 Intrafund Transfer	57,726	79,200	75,309	75,309
TOTAL INTRAFUND TRANSFER	57,726	79,200	75,309	75,309
<u>TOTAL EXPENDITURES</u>	<u>734,013</u>	<u>808,700</u>	<u>894,220</u>	<u>894,220</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</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 millions to Counties that met legislative requirements through a grant application process. In April 2000, the Madera County Board of Supervisors adopted a collaborative approach to juvenile justice as proposed by the Juvenile Justice Coordinating Council.

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** (\$814,220) is recommended increased \$85,520 from the current fiscal year and reflects the projected JJCPA funds.

673904 **Misc Reimb-Salary/Benefits** (\$80,000) is recommended for the funds received from Madera Unified School District for the services of a Deputy Probation Officer at Ripperdan School.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$373,200) is recommended increased \$38,700 based on the cost of recommended staffing and funding 0.33 FTE Business Systems Information Analyst.

710105 **Overtime** (\$7,500) is recommended unchanged for overtime costs.

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

710200 **Retirement** (\$162,500) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$97,000) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$2,529) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

PROBATION - CRIME PREVENTION ACT OF 2000

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended unchanged for the telecommunication charges of this Division.
- 720600** **Insurance** (\$1,682) reflects the Department's contribution to the County's self-insured Liability Program.
- 721300** **Office Expense** (\$1,500) is recommended unchanged for necessary office supplies.
- 721400** **Professional & Specialized** (\$130,000) is recommended increased \$20,738 based on current estimates. This account will fund evaluation efficacy of probation practices and outcomes and contracted services for Big Brothers Big Sisters, Council on Crime Delinquency for juvenile assessments and Behavioral Intervention, INC for electronic monitoring services.
- 721601** **Rents & Leases – Co Vehicles** (\$25,000) is recommended unchanged for the County rate for use of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$6,000) recommended unchanged for miscellaneous safety equipment.
- 722000** **Transportation & Travel** (\$8,000) is recommended increased \$5,000 to provide funds for various training and associated travel expenses required by the program.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfers** (\$75,309) is recommended to fund a .5 FTE Certified Alcohol & Drug Counselor for the Juvenile Services Division, Juvenile Facility, and Court Day School and drug testing services at Madera County Public Health.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	3.0	2.5	3.0	2.5	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0		1.0		-	-	
3527	Probation Specialist	1.0		1.0		-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	-		0.33		0.33		A
TOTAL		5.0	2.5	5.33	2.5	0.33	-	

NOTES:

A Added (0.33) FTE Business Systems Information Analyst. ORG 04787 JJCPA and ORG 14370 SB 678 will fund 0.33 each of the remaining costs.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	944,472	1,095,800	1,226,513	1,226,513
TOTAL OTHER FINANCING SOURCES	944,472	1,095,800	1,226,513	1,226,513
<u>TOTAL ESTIMATED REVENUES</u>	<u>944,472</u>	<u>1,095,800</u>	<u>1,226,513</u>	<u>1,226,513</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	552,710	565,000	555,000	555,000
710105 Overtime	1,221	10,000	10,000	10,000
710107 Premium Pay	1,040	1,000	2,000	2,000
710200 Retirement	255,663	285,000	275,000	275,000
710300 Health Insurance	71,370	120,000	135,000	135,000
710400 Worker's' Compensation Insurance	3,047	3,286	4,688	4,688
TOTAL SALARIES & EMPLOYEE BENEFITS	885,051	984,286	981,688	981,688
SERVICES & SUPPLIES				
720300 Communications	1,591	2,500	2,500	2,500
720500 Household	470	0	0	0
720600 Insurance	215	300	300	300
721300 Office Expense	6,871	2,500	2,500	2,500
721400 Professional & Specialized Services	45,688	51,714	40,000	40,000
721601 Rents & Leases - Co Vehicles	7,249	9,500	15,500	15,500
721900 Special Departmental Expense	(3,977)	35,000	35,000	35,000
722000 Transportation & Travel	1,314	10,000	4,000	4,000
TOTAL SERVICES & SUPPLIES	59,421	111,514	99,800	99,800

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
FIXED ASSETS				
740301 Eqpt/Furniture>\$5000	0	0	95,000	95,000
TOTAL FIXED ASSETS	0	0	95,000	95,000
INTRAFUND EXPENSE				
770100 Intrafund Transfer	0	0	50,025	50,025
TOTAL INTRAFUND TRANSFERS	0	0	50,025	50,025
<u>TOTAL EXPENDITURES</u>	<u>944,472</u>	<u>1,095,800</u>	<u>1,226,513</u>	<u>1,226,513</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</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 former California Youth Authority (CYA). This funding offsets the local cost of keeping juveniles who commit 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** (\$1,226,513) is recommended increased \$130,713 and is based on the projected revenues from the Youthful Offender Block Grant funds.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$555,000) is recommended decreased \$10,000 based on the cost of recommended staffing and funding 0.33 FTE Business Systems Information Analyst.

710105 **Overtime** (\$10,000) is recommended based on overtime costs.

710107 **Premium Pay** (\$2,000) is recommended based on the cost of bilingual pay.

710200 **Retirement** (\$275,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$135,000) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$4,688) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$2,500) is recommended unchanged based on the telecommunications costs of this program.

PROBATION - YOUTHFUL OFFENDER BLOCK GRANT

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$300) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$2,500) is recommended unchanged based on anticipated expenditures for office supplies.
- 721400** **Professional & Specialized Services** (\$40,000) is recommended for the maintenance and upgrade of revenue software.
- 721601** **Rents & Leases – Co Vehicles** (\$15,500) is recommended increased \$6,000 to provide for the County rate for the use of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$35,000) is recommended unchanged for officer safety equipment and youth incentives.
- 722000** **Transportation & Travel** (\$4,000) is recommended decreased \$6,000 for required officer training and field trips for Academy Cadets and Court Day School students that align with Evidence Based Practices.

FIXED ASSETS

- 740301** **Equipment/Furniture >\$5,000** (\$95,000) is recommended for the purchase of Probation vehicle with upfitting and radios.

INTRAFUND EXPENSE

- 770100** **Intrafund Transfer** (\$50,025) is recommended for the cost of the Madera County IT VOIP phone system at Juvenile Services Division.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	7.0	-	7.0	-	-	-	
3527	Probation Specialist	-	1.0	-	1.0	-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	-	-	0.33	-	0.33	-	A
TOTAL		7.0	1.0	7.33	1.0	0.33	-	

NOTES:

A Added (0.33) FTE Business Systems Information Analyst. ORG 04785 JJCPA and ORG 14370 SB 678 will fund 0.33 each of the remaining costs.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 Grant Revenue	0	11,000	130,000	130,000
TOTAL CHARGES FOR INTERGOVERNMENTAL REVENUE	0	11,000	130,000	130,000
TOTAL CHARGES FOR OTHER FINANCING SOURCES	0	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>11,000</u>	<u>130,000</u>	<u>130,000</u>
<u>EXPENDITURES:</u>				
Intrafund Expense				
770100 Intrafund Expense	0	11,000	130,000	130,000
TOTAL INTRAFUND EXPENSE	0	11,000	130,000	130,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>11,000</u>	<u>130,000</u>	<u>130,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</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** (\$130,000) is recommended based on the current projections for the grant period.

INTRAFUND EXPENSE

770100 **Intrafund Expense** (\$130,000) is recommended for the reimbursement cost of a Deputy Probation Officer.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
657000 Grant Revenue	0	133,873	133,873	133,873
TOTAL CHARGES FOR OTHER FINANCING SOURCES	0	133,873	133,873	133,873
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>133,873</u>	<u>133,873</u>	<u>133,873</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
721900 Special Department Expense	0			
770100 Intrafund Expense	0	133,873	133,873	133,873
TOTAL INTERFUND EXPENSE	0	133,873	133,873	133,873
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>133,873</u>	<u>133,873</u>	<u>133,873</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** (\$133,873) is recommended based on the current projections of the grant.

INTERFUND EXPENSE

770100 **Intrafund Expense** (\$133,873) 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 2024-25

Department: PROB-Mobile Probation Grant
 (04797) Mobile Probation Grant
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	497,197	497,197	497,197
TOTAL OTHER FINANCING SOURCES	0	497,197	497,197	497,197
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>497,197</u>	<u>497,197</u>	<u>497,197</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	0	12,000	12,000	12,000
721900 Special Department Expense	0	185,197	185,197	185,197
TOTAL SERVICES & SUPPLIES	0	197,197	197,197	197,197
FIXED ASSETS				
740300 Equipment/Furniture > \$5,000	0	300,000	300,000	300,000
TOTAL FIXED ASSETS	0	300,000	300,000	300,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>497,197</u>	<u>497,197</u>	<u>497,197</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION–MOBILE PROBATION GRANT

COMMENTS

The Budget Act of 2022 (Assembly Bill 178) established the Mobile Probation Service Centers Grant Program. Per the Budget Act, \$20,000,000 shall be available to fund a competitive grant program for county probation departments to establish mobile probation service centers. This grant allows county probation departments to purchase vehicles, equipment, telecommunications, and other technology needed to operate mobile probation service centers to assist probationers, particularly those individuals who are unhoused and struggling with meeting probation requirements. At the April 13, 2023, BSCC Board meeting, 25 organizations were awarded a total amount of \$17,644,154 in state grant funds. This grant began May 1, 2023, and will end September 30, 2027.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$497,197) is recommended for the current fiscal year and represents receipt of Mobile Probation Grant funds from the reserve account.

SERVICES & SUPPLIES

721300 **Office Expense** (\$12,000) is recommended for the purchase of general office supplies for the Probation Mobile Unit sprinter van.

721900 **Special Department Expense** (\$185,197) is recommended for the purchase of vehicle supplies, Toughbooks, and monitors for the Probation Mobile Unit sprinter van.

740301 **Equipment/Furniture > \$5,000** (\$300,000) is recommended for the purchase and upfitting of the Probation Mobile Unit sprinter van.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
INTEREST & RENTS				
640101 INTEREST ON CASH	19,607	0	0	0
TOTAL INTEREST & RENTS	19,607	0	0	0
INTERGOVERNMENTAL REVENUE				
650500 ST - OTHER IN-LIEU	1,237,543	1,237,543	1,169,478	1,169,478
650906 ST - SPECIAL CIRCUMSTANCES	133,250	0	0	0
662800 INTERFUND REVENUE	0	242,257	172,765	172,765
TOTAL INTERGOVERNMENTAL REVENUE	1,370,793	1,479,800	1,342,243	1,342,243
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,390,400</u>	<u>1,479,800</u>	<u>1,342,243</u>	<u>1,342,243</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	790,956	700,000	619,584	619,584
710105 Overtime	2,305	10,000	10,000	10,000
710107 Premium Pay	3,265	1,000	5,000	5,000
710200 Retirement	365,422	345,000	272,651	272,651
710300 Health Insurance	132,990	170,000	156,878	156,878
710400 Workers Compensation Insurance	22,748	23,000	25,300	25,300
TOTAL SALARIES & EMPLOYEE BENEFITS	1,317,685	1,249,000	1,089,413	1,089,413

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
SERVICES & SUPPLIES				
720300 Communications	9,708	3,000	10,000	10,000
720500 Household Expense	73	0	0	0
720600 Insurance	300	300	330	330
721000 Med/Dental/Lab Supply	1,069	0	0	0
721300 Office Expense	3,235	1,500	1,500	1,500
721400 Professional & Specialized Services	0	20,000	150,000	150,000
721601 Rents & Leases - Co Vehicles	18,111	29,000	29,000	29,000
721900 Special Departmental Expense	13,093	23,000	23,000	23,000
722000 Transportation & Travel	2,067	4,000	4,000	4,000
TOTAL SERVICES & SUPPLIES	47,657	80,800	217,830	217,830
FIXED ASSETS				
740301 Equipment/Furniture>\$5000	16,133	150,000	35,000	35,000
TOTAL FIXED ASSETS	16,133	150,000	35,000	35,000
<u>TOTAL EXPENDITURES</u>	<u>1,381,475</u>	<u>1,479,800</u>	<u>1,342,243</u>	<u>1,342,243</u>
<u>NET COST (REV-EXP)</u>	<u>(8,926)</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 (\$1,342,243) for Probation's receipt of SB678 funds.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$619,584) are recommended decreased \$80,416 based on the cost of recommended staffing to fund a 0.33 FTE Business Systems Information Analyst. Also, funding 0.5 FTE Probation Division Manager, which was previously funded in 04710.

710105 Overtime (\$10,000) is recommended for overtime costs.

710107 Premium Pay (\$5,000) is recommended for the cost of bilingual pay.

710200 Retirement (\$272,651) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$156,878) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$25,300) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

PROBATION – COMMUNITY CORRECTIONS PERFORMANCE INCENTIVE ACT OF 2009

SERVICES & SUPPLIES

- 720300** **Communications** (\$10,000) is recommended increased \$7,000 for the telecommunications costs of this program.
- 720600** **Insurance** (\$330) 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** (\$150,000) is recommended increased \$130,000 for anticipated contractual services related to background checks and evaluations on potential employees, CAIS assessments and training, and Batterers Intervention Program classes for offenders.
- 721601** **Rents & Leases – Co Vehicles** (\$29,000) is recommended unchanged for the County rate 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.

FIXED ASSETS

- 740301** **Equipment/Furniture>\$5000** (\$35,000) is recommended for the purchase of radios.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	8.0	-	8.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	-	-	0.34	-	0.34	-	A
3457	Probation Division Manager			0.5		0.5		B
3319	Senior Deputy Probation Officer	1.0	-	1.0	-	-	-	
	TOTAL	10.0	-	10.84	-	0.84	-	

NOTES:

- A** Funding 0.34 Business Systems Information Analyst I/II. ORG 04785 and ORG 04787 fund 0.33 each of the remaining costs.
- B** 0.5 FTE Probation Division Manager will be funded by 14370. ORG 04710 will fund 0.50 of the remaining costs.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	362	0	0	0
TOTAL CHARGES FOR OTHER FINANCING SOURCES	362	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>362</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
721400 Professional & Specialized Services	24,692	0	0	0
721900 Special Department Expense	18,230	0	0	0
TOTAL INTERFUND EXPENSE	42,921	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>42,921</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>42,559</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.

The grant ended in Fiscal Year 2022-23.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: PROB-Pretrial SB 129
 (14400)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	1,683	0	0	0
654000 ST - Other	288,112	700,000	368,374	368,374
TOTAL OTHER FINANCING SOURCES	289,795	700,000	368,374	368,374
<u>TOTAL ESTIMATED REVENUES</u>	<u>289,795</u>	<u>700,000</u>	<u>368,374</u>	<u>368,374</u>
<u>EXPENDITURES:</u>				
INTRAFUND TRANSFER				
750100 Operating Transfer Out-GF	288,112	700,000	368,374	368,374
TOTAL INTRAFUND TRANSFER	288,112	700,000	368,374	368,374
<u>TOTAL EXPENDITURES</u>	<u>288,112</u>	<u>700,000</u>	<u>368,374</u>	<u>368,374</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,683)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION – Pretrial SB 129

COMMENTS

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.

ESTIMATED REVENUES

654000 State - Other (\$368,374) is recommended based on the estimated revenue for the Pretrial SB 129 funds.

EXPENDITURES

750100 Operating Transfers Out-GF (\$368,374) is recommended for the reimbursement cost of salaries and benefits for Deputy Probation Officers, professional & specialized services, and special departmental costs.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: PROB-SB 823 Juvenile Justice
 (14420) Realignment
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	511,390	300,000	500,000	500,000
TOTAL OTHER FINANCING SOURCES	511,390	300,000	500,000	500,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>511,390</u>	<u>300,000</u>	<u>500,000</u>	<u>500,000</u>
<u>EXPENDITURES:</u>				
INTRAFUND TRANSFER				
731400 Interfund Transfer	261,622	300,000	500,000	500,000
TOTAL INTRAFUND TRANSFER	261,622	300,000	500,000	500,000
<u>TOTAL EXPENDITURES</u>	<u>261,622</u>	<u>300,000</u>	<u>500,000</u>	<u>500,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(249,768)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –SB 823 Juvenile Justice Realignment

COMMENTS

Senate Bill 823, passed in 2020, prospectively realigns the Division of Juvenile Justice (DJJ) population from the State to California Counties effective July 1, 2021. This high-risk and older 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 discussed how to best succeed in providing safety and services to this population. The Juvenile Justice Realignment Block Grant Annual Plan was developed as a summary of philosophy, staffing and services, along with a fiscal breakdown of allotted funds. SB 823 authorizes the Juvenile Justice Realignment Block Grant to fund implementation over a three-year period that begins July 1, 2021. This funding will be used for building infrastructure and ensuring adequate educational, treatment services and prioritize contracted services, infrastructure improvements and equipment, and contracted placement costs.

ESTIMATED REVENUES

680200 Operating Transfers In (\$500,000) is recommended based on the estimated revenue for the SB 823 Juvenile Justice Realignment funds.

EXPENDITURES

731400 Interfund Expense (\$500,000) is recommended for the reimbursement cost of Youth Correctional Officers, professional & specialized services, and construction costs.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PROB-Juvenile Facility Grant
(14430) AB 178**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **Special Revenue**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	6,015	0	0	0
654000 State - Other	1,393,399	1,143,399	1,000,000	1,000,000
TOTAL OTHER FINANCING SOURCES	1,399,414	1,143,399	1,000,000	1,000,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,399,414</u>	<u>1,143,399</u>	<u>1,000,000</u>	<u>1,000,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	106,048	100,000	100,000	100,000
TOTAL SERVICES & SUPPLIES	106,048	100,000	100,000	100,000
FIXED ASSETS				
740200 Buildings & Improvements	37,869	200,000	200,000	200,000
TOTAL FIXED ASSETS	37,869	200,000	200,000	200,000
Other Charges				
780100 Appropriation for Contingencies	0	843,399	700,000	700,000
TOTAL OTHER CHARGES	0	843,399	700,000	700,000
TOTAL REVENUE	1,399,414	1,143,399	1,000,000	1,000,000
<u>TOTAL EXPENDITURES</u>	<u>143,917</u>	<u>1,143,399</u>	<u>1,000,000</u>	<u>1,000,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,255,497)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –JUVENILE FACILITY GRANT AB 178

COMMENTS

The Juvenile Facility Grant (AB 178: 5227-119-0001), as administered by the Board of State and Community Corrections (BSCC), is one-time funding granted to counties for county probation departments consistent with Provision 1 of Item 5227-119-0001, Budget Act of 2022 (Chapter 45, Statutes of 2022 (AB 178)). The purpose of the grant is to repair county youth facilities and/or enhance counties' ability to provide rehabilitation programs and services for realigned youths, including youths who will be assigned to secure youth treatment facilities.

ESTIMATED REVENUES

654000 State - Other (\$1,000,000) is recommended for the current fiscal year and represents the fund balance of the Juvenile Facility Grant.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$100,000) is recommended for the purchase of items to repair and enhance the facility; such as furniture, classroom items, paint, carpet, and workshop and program supplies.

740200 Buildings and Improvements (\$200,000) is recommended for costs of construction and building improvements at the Juvenile Correctional Facility.

780100 Appropriation for Contingencies (\$700,000) is recommended for any additional costs of construction and building improvements needed in the fiscal year at the Juvenile Correctional Facility.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: PROB-Mobile Probation Grant
 (14440) Mobile Probation Grant
 Revenue
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	0	0	0	0
654000 State - Other	0	497,197	497,197	497,197
TOTAL OTHER FINANCING SOURCES	0	497,197	497,197	497,197
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>497,197</u>	<u>497,197</u>	<u>497,197</u>
<u>EXPENDITURES:</u>				
INTRAFUND TRANSFER				
750100 Operating Transfer Out-GF	0	497,197	497,197	497,197
TOTAL INTRAFUND TRANSFER	0	497,197	497,197	497,197
TOTAL EXPENSES	0	497,197	497,197	497,197
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>497,197</u>	<u>497,197</u>	<u>497,197</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION–MOBILE PROBATION GRANT REVENUE

COMMENTS

The Budget Act of 2022 (Assembly Bill 178) established the Mobile Probation Service Centers Grant Program. Per the Budget Act, \$20,000,000 shall be available to fund a competitive grant program for county probation departments to establish mobile probation service centers. This grant allows county probation departments to purchase vehicles, equipment, telecommunications, and other technology needed to operate mobile probation service centers to assist probationers, particularly those individuals who are unhoused and struggling with meeting probation requirements. At the April 13, 2023, BSCC Board meeting, 25 organizations were awarded a total amount of \$17,644,154 in state grant funds. This grant began May 1, 2023, and will end September 30, 2027.

ESTIMATED REVENUES

654000 State - Other (\$497,197) is recommended for the current fiscal year for the Mobile Probation Grant.

EXPENDITURES

750100 Operating Transfer Out-GF (\$497,197) is recommended for transfer to 04797 for the reimbursement of costs for the purchase, upfitting, and maintenance of the Probation Mobile Unit sprinter van.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: PROB-CaAIM PATH
 (14450) CaAIM PATH
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	0	0	0	0
654000 State - Other	0	150,000	1,350,000	1,350,000
TOTAL OTHER FINANCING SOURCES	0	150,000	1,350,000	1,350,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>150,000</u>	<u>1,350,000</u>	<u>1,350,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0		200,000	200,000
721900 Special Departmental Expense		150,000	100,000	100,000
TOTAL SERVICES & SUPPLIES	0	150,000	300,000	300,000
INTERFUND EXPENSE				
731400 Interfund Transfer	0	0	525,000	525,000
TOTAL FIXED ASSETS	0	0	525,000	525,000
Other Charges				
780100 Appropriation for Contingencies	0		525,000	525,000
TOTAL OTHER CHARGES	0	0	525,000	525,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>150,000</u>	<u>1,350,000</u>	<u>1,350,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

Assembly Bill 133 mandates that all counties implement pre-release Medi-Cal enrollment processes and California has received expenditure authority under its California Advancing and Innovating Medi-Cal (“CaIAIM”) for the Providing Access and Transforming Health (“PATH”) initiative to support the implementation of the Justice-Involved Reentry Initiative. PATH funds will be used to support the planning and implementation of pre-release Medi-Cal and reentry services to individuals in county jails and youth correctional facilities.

ESTIMATED REVENUES

654000 **State - Other** (\$1,350,000) is recommended for the current fiscal year and represents the fund balance of the CaIAIM PATH funding.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$200,000) is recommended for the purchase of vendor services for billing, software implementation and upgrades, and consultant services for program implementation.

721900 **Special Department Expense** (\$100,000) is recommended for costs of hardware and staff supplies for use in the program implementation.

731400 **Interfund Transfer** (\$525,000) is recommended for reimbursement of County staff salaries for PATH services.

780100 **Appropriation for Contingencies** (\$525,000) is recommended for any additional costs of needed in the fiscal year for CaIAIM PATH services.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE				
652129 ST-REALIGNMENT	11,822,803	9,532,181	9,891,905	9,891,905
TOTAL REVENUE	11,822,803	9,532,181	9,891,905	9,891,905
<u>TOTAL ESTIMATED REVENUES</u>	<u>11,822,803</u>	<u>9,532,181</u>	<u>9,891,905</u>	<u>9,891,905</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,616,202	1,760,000	2,889,733	2,889,733
710103 Temporary Salaries	911	0	0	0
710105 Overtime	71,899	100,000	100,000	100,000
710106 Stand-By Pay	756	2,500	2,500	2,500
710107 Premium Pay	5,660	2,500	6,000	6,000
710110 Uniform Allowance	2,225	2,500	2,500	2,500
710200 Retirement	730,821	821,000	1,206,340	1,206,340
710300 Health Insurance	215,999	335,000	570,096	570,096
710400 Workers' Compensation Insurance	32,737	33,000	36,300	36,300
TOTAL SALARIES & EMPLOYEE BENEFITS	2,677,211	3,056,500	4,813,469	4,813,469
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	2,000	2,000	2,000
720300 Communications	13,717	13,000	13,000	13,000
720502 Refuse Disposal	73	0	0	0
720600 Insurance	2,500	2,500	2,750	2,750
720800 Maintenance - Equipment	0	500	500	500
721000 Med/Dental/Lab Supply	1,031	0	0	0
721300 Office Expense	1,176	5,000	5,000	5,000
721400 Professional & Specialized Services	2,271,051	2,750,000	3,430,000	3,430,000
721601 Rents & Leases - Co Vehicles	36,821	47,000	47,000	47,000
721900 Special Departmental Expense	187,087	32,000	32,000	32,000
722000 Transportation & Travel	9,730	25,000	25,000	25,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
TOTAL SERVICES & SUPPLIES	2,523,187	2,877,000	3,557,250	3,557,250
FIXED ASSETS				
740301 Equipment/Furniture > \$5,000	0	0	100,000	100,000
TOTAL OTHER CHARGES	0	0	100,000	100,000
OPERATING TRANSFER OUT				
750000 Operating Transfer Out	1,902,662	1,902,000	4,233,855	4,233,855
TOTAL OPERATING TRANSFER OUT	1,902,662	1,902,000	4,233,855	4,233,855
<u>TOTAL EXPENDITURES</u>	<u>7,103,059</u>	<u>7,835,500</u>	<u>12,704,574</u>	<u>12,704,574</u>
<u>(Amount to Reserve)/Amount from Reserve</u>	<u>(4,719,744)</u>	<u>(1,696,681)</u>	<u>2,812,669</u>	<u>2,812,669</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.

This CCP Plan, submitted on behalf of the CCP by the Probation department, is designed to help Californians understand the efforts, goals, and successes in implementing Public Safety Realignment. The information shared is used as the basis of the Board of State and Community Corrections' (BSCC) annual report to the Governor and Legislature on the implementation of Community Corrections Partnership (CCP) Plans as required by paragraph (11) of subdivision (b) of Section 6027 of the Penal Code.

Probation Adult Services is also relocating to our new Justice Center in the Spring, thus, providing the infrastructure to serve more probation clients and be a community center of "One Stop Shop" of rehabilitative services. The Probation Department will expand rehabilitative services and increase the number of probation clients without increasing costs. The Transition Center formerly called Day Reporting Center is a "one stop shop" center of rehabilitation services for at the new Justice Center for all our probation clients. The Transition Center goal is to change criminal behavior through cognitive behavioral treatment, substance abuse treatment and classes that teach participants real-world skills, so they are successfully prepared to reenter the community.

ESTIMATED REVENUES

652129 **LCC (AB 109) Revenue** (\$9,891,905) for Community Corrections Partnership (CCP) Committee's Local Realignment Plan.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$2,889,733) are recommended increased \$1,129,733 based on the cost of recommended staffing which has been approved by the CCP Executive Committee. The Committee approved funding: one (1) additional FTE Deputy Probation Officer to be responsible for the sole supervision of high-risk DUI probation clients and dedicated to reducing repeat DUI drivers in Madera County, representing a critical investment in community safety; one (1) FTE Probation Technician to perform electronic monitoring services for the AB 109 population; and two (2) FTE Senior Deputy District Attorneys for Proposition 47 community for behavioral health treatment and the Madera District Attorney Diversion (MDAD) program.

PROBATION – LOCAL COMMUNITY CORRECTIONS

SALARIES & EMPLOYEE BENEFITS, (continued)

- 710105** **Overtime** (\$100,000) is recommended 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** (\$6,000) is recommended based on current bilingual pay costs.
- 710200** **Retirement** (\$1,206,340) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$570,096) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$36,300) 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 based on the telecommunications costs of this program.
- 720600** **Insurance** (\$2,750) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$500) is recommended unchanged for building maintenance.
- 721300** **Office Expense** (\$5,000) is recommended unchanged for general office supplies.
- 721400** **Professional & Specialized Services** (\$3,429,019) is recommended increased \$679,019 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 (2) City of Madera Police Officers, one (1) Madera Superior Court Sr. Legal Clerk, one (1) Madera Superior Court Business Analyst, and two (2) City of Chowchilla Police Officers.

PROBATION – LOCAL COMMUNITY CORRECTIONS

SERVICES & SUPPLIES, (continued)

- 721601** **Rents & Leases – Co Vehicles** (\$47,000) is recommended increased for the new rates for the rental of vehicles from Central Garage. Estimated 2023-24 mileage for leased vehicles is 32,400 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.

FIXED ASSETS

- 740200** **Buildings & Improvements** (\$800,000) is recommended for roof repairs at the Madera County Jail.
- 740301** **Equipment/Furniture > \$5,000** (\$100,000) is recommended for one new, upfitted probation vehicle for the DPO specializing in DUI caseloads to allow the officer to enforce alcohol restrictions, mandate counseling sessions, and monitor participation in evidenced based rehabilitation programs.

OPERATING TRANSFERS

- 750000** **Operating Transfer Out** (\$3,431,855) is recommended increased \$,1,529,855 for transfers to Department of Corrections (\$3,431,855) and to pay for drug testing fees at the County Public Health department.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	Assistant 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	8.0	-	9.0	-	1.0	-	E
3257	Deputy Probation Officer Supervisor	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	4.0	-	-	-	A
3423	Crime Analyst I or							
3456	Crime Analyst II	1.0	-	1.0	-	-	-	
3215	Mental Health Crisis Worker	1.0	-	1.0	-	-	-	
3275	Prelicensed Mental Health Clinician	1.0	-	1.0	-	-	-	
3527	Probation Specialist	2.0	-	2.0	-	-	-	
3512	Probation Technician	-	-	1.0	-	1.0	-	F
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3319	Senior Deputy Probation Officer	2.0	-	2.0	-	-	-	
3327	Sheriff's Corporal	1.0	-	1.0	-	-	-	
3321	Sheriff's Sergeant	1.0	-	1.0	-	-	-	B
3469	Supervising District Attorney Investigator	0.5	-	0.5	-	-	-	C
3414	District Attorney Investigator	1.0	-	1.0	-	-	-	D

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		
3322 Senior Deputy District Attorney	-	-	2.0	-	2.0	-	G
TOTAL	<u>26.5</u>	<u>-</u>	<u>30.5</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	

NOTES:

- A** Funded three (3) FTE Deputy Sheriff I/II in the fiscal year 2023-2024.
- B** Funded one (1) FTE Sheriff's Sergeant in the fiscal year 2023-2024.
- C** Funded 0.5 FTE Supervising District Attorney Investigator in the fiscal year 2023-2024. The remaining 0.5 will be funded by the Department of Social Services.
- D** Funded 1.0 FTE District Attorney Investigator in the fiscal year 2023-2024.
- E** Funding 1.0 FTE Deputy Probation I/II in the fiscal year 2024-2025.
- F** Funding 1.0 FTE Probation Technician in the fiscal year 2024-2025.
- G** Funding 2.0 FTE Senior Deputy District Attorneys in the fiscal year 2024-2025.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	421,635	500,000	500,000	500,000
657000 Federal - Other	0	300,000	300,000	300,000
TOTAL INTERGOVERNMENTAL REVENUE	421,635	800,000	800,000	800,000
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	59,466	62,000	62,000	62,000
TOTAL CHARGES FOR CURRENT SERVICES	59,466	62,000	62,000	62,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	530,442	5,000	5,000	5,000
TOTAL MISCELLANEOUS REVENUE	530,442	5,000	5,000	5,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	290,000	704,965	1,404,325	1,404,325
TOTAL OTHER FINANCING SOURCES	290,000	704,965	1,404,325	1,404,325
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,301,542</u>	<u>1,571,965</u>	<u>2,271,325</u>	<u>2,271,325</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	331,291	318,795	340,904	340,904
710103 Temporary Salaries	17,126	20,000	20,000	20,000
710104 Temporary Salaries - PCF	160,029	175,000	175,000	175,000
710105 Overtime	95,569	0	0	0
710200 Retirement	155,753	129,463	143,964	143,964
710300 Health Insurance	57,390	91,283	91,302	91,302

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SALARIES & EMPLOYEE BENEFITS (CONTINUED)				
710400 Workers' Compensation Insurance	88,907	179,793	15,791	15,791
TOTAL SALARIES & EMPLOYEE BENEFITS	906,065	914,334	786,961	786,961
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	32,807	154,500	200,000	200,000
720300 Communications	29,277	39,085	60,000	60,000
720305 Microwave Radio Services	39,526	63,753	70,289	70,289
720500 Household Expense	28,187	27,951	35,000	35,000
720600 Insurance	61,838	543	5,892	5,892
720800 Maintenance - Equipment	527,642	590,899	590,899	590,899
720900 Maintenance - Structures & Grounds	48,239	85,719	150,000	150,000
721100 Memberships	4,940	16,275	16,275	16,275
721300 Office Expense	15,842	20,160	70,000	70,000
721400 Professional & Specialized Services	58,795	40,196	50,000	50,000
721460 Professional & Spec. CAL FIRE Contract	5,001,025	7,450,014	9,385,025	9,385,025
721500 Publications & Legal Notices	0	1,200	1,200	1,200
721600 Rents & Leases - Equipment	5,924	0	0	0
721800 Small Tools & Instruments	11,451	28,872	28,872	28,872
721900 Special Departmental Expense	119,143	128,038	128,038	128,038
722000 Transportation & Travel	0	3,000	3,000	3,000
722100 Utilities	111,191	113,925	133,925	133,925
TOTAL SERVICES & SUPPLIES	6,095,828	8,764,130	10,928,415	10,928,415
OTHER CHARGES				
730330 Rents & Leases - Principal	22,514	30,760	30,760	30,760
TOTAL OTHER CHARGES	22,514	30,760	30,760	30,760
FIXED ASSETS				
740300 Equipment/Furniture	409,452	80,000	80,000	80,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL FIXED ASSETS	409,452	80,000	80,000	80,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	6,414	10,000	15,000	15,000
TOTAL INTRAFUND TRANSFERS	6,414	10,000	15,000	15,000
<u>TOTAL EXPENDITURES</u>	7,440,273	9,799,224	11,841,136	11,841,136
<u>NET COUNTY COST (EXP - REV)</u>	<u>6,138,731</u>	<u>8,227,259</u>	<u>9,569,811</u>	<u>9,569,811</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 14 fire stations, approximately 45 volunteers, 57 permanent-paid personnel, and 6 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, 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 63 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

For Fiscal Year 2024-25, the total cost of the CalFire Agreement for this Budget is \$10,285,025. Based on the Fire Chief's review of the CalFire Agreement, the agreement can be reduced to \$9,385,025 due to projected salary savings and Amador Plan costs. The CAO Recommended Budget for the agreement is \$9,385,025 due to current budgetary constraints and the revenue growth for 2024-25 will not be sufficient to keep up with the growth presented for the year.

The CAL FIRE contract for FY 2024-25 includes the following items:

- The current staff benefit rate for CAL FIRE Peace Officer/Firefighter (POF) staff is estimated at 75.85%.

FIRE DEPARTMENT

ADDITIONAL COMMENTS CONCERNING CAL FIRE COOPERATIVE AGREEMENT (continued)

- The current staff benefit rate for CAL FIRE POF Extended Duty Week Compensation (EDWC) staff is estimated at 39.04%.
- The current CAL FIRE administrative rate is estimated at 12.10%.

III. WORKLOAD

<u>STATIONS</u>	<u>CY 2020*</u>	<u>CY 2021*</u>	<u>CY 2022*</u>	<u>CY 2023*</u>
<u>Battalion 13 (Madera Battalion)</u>				
Station #1 Madera (Company 1) CAL FIRE Staffed	1,796	1,961	1,888	1,680
Station #2 Chowchilla (Company 2)	42	458	407	384
Station #3 Madera Acres (Company 3) CAL FIRE Staffed	1,351	1,356	1,230	1,117
Station #5 Central California Women's Facility (Company 5) CCWF Staffed	550	501	454	483
Station #7 Tesoro Viejo(Company 7) CAL FIRE Staffed	341	554	504	395
Station #9 Rolling Hills (Company 9) CAL FIRE Staffed	368	468	436	446
Station #19 Bonadelle (Company 19) CAL FIRE Staffed	722	925	812	736
<u>Battalion 4214 (Ahwahnee Battalion)</u>				
Station #12 Oakhurst (Company 12) CAL FIRE Staffed	1,055	1,210	1,310	931
Station #14 Bass Lake (Company 14)	240	248	248	253
Station #15 Raymond (Company 15)	145	131	100	100
Station #18 Cedar Valley (Company 18)	144	175	162	154
<u>Battalion 4215 (Coarsegold Battalion)</u>				
Station #8 Indian Lakes (Company 8) (Casino) CAL FIRE Staffed	700	770	716	557
Station #10 Yosemite Lakes Park (Company 10)	396	396	342	323
Station #11 North Fork (Company 11)	<u>359</u>	<u>359</u>	<u>332</u>	<u>318</u>
TOTAL FOR COUNTY STATIONS	8,636	9,512	8,941	7,877

*Responses to all fire and non-fire calls.

FIRE DEPARTMENT

<u>STATIONS (continued)</u>	<u>CY 2020*</u>	<u>CY2021*</u>	<u>CY2022*</u>	<u>CY2023*</u>
*<u>AMADOR Stations</u> (Amador coverage period only)				
Ahwahnee CAL FIRE	123	153	185	142
Bass Lake CAL FIRE	113	140	172	136
Rancheria CAL FIRE	109	141	156	103
TOTAL FOR CAL FIRE STATIONS	345	434	513	381
TOTAL FOR ALL STATIONS	8,981	9,946	9,454	8,258

*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** (\$1,404,325) reflects the projected reimbursements received from CSA 22 Zone of Benefit “B” and Millerton Preserve for fire services, is recommended increased by \$125,000 for the renovations to the new office space and for the iPads for frontline engines and to meet CalFire requirement of patient care reporting and to also integrate with Table Command for incident management response.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$340,904) is recommended increased by \$22,109 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** (\$175,000) is recommended 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** (\$143,964) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$91,302) reflects the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$15,791) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

FIRE DEPARTMENT

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$200,000) is recommended 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** (\$60,000) is recommended increased by \$20,915 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** (\$70,289) is recommended 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** (\$35,000) is recommended increased by \$7,049 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** (\$5,892) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$590,899) 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 - \$269,089 to purchase fuel, oil, tires, batteries, parts, repairs, etc.
- Equipment Maintenance - \$288,527 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.
- Mobile Radio and Pager - \$27,771 to maintain mobile radios and pagers.
- Vehicle Rebuilding - \$5,512 to rebuild projects as allowed or for additional vehicle maintenance.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

- 720900** **Maintenance - Structures and Grounds** (\$150,000) is recommended increased by \$64,281 for maintenance and repairs at the fire Stations, this equates to real cost for needed repairs to buildings. The large increase is to reflect total expenses and addition of a new fire station and building improvements for the new administration building.
- 721100** **Memberships** (\$16,275) 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** (\$70,000) is recommended increased by \$49,840 for the printing of weed abatement notices, general office supplies, copying costs, and minor computer supplies and equipment. Approximately \$5,000 of this account provides funds to mail weed abatement notices. The large increase is to reflect the cost of new iPads for frontline engines and 500 to meet CalFire requirement of patient care reporting and to also integrate with Table Command for incident management response.
- 721400** **Professional & Specialized Services** (\$50,000) is recommended for the following programs:
- Weed Abatement Program - \$21,500 to contract for the removal of weeds; the costs are reimbursed by the property owners.
 - Automatic-Aid-Firebaugh Contract - \$16,000 to pay the Firebaugh Fire Department on a per-call basis for the Eastside Acres area. Costs are based on a 3-year average of calls at \$250 per call. This cost of service has increased by \$50 per call with Firebaugh City. The last increase for this call for assistance was in 2010.
 - Paid Call Firefighter Physical - \$10,000 for respiratory exams and physicals.
 - Station 11 Property Tax - \$2,500 per MCC# 10028-C-2013 established between the North Fork tribe and Madera County.
- 721460** **Professional & Specialized – CAL FIRE Cooperative Agreement** (\$9,385,025) is recommended for estimated costs related to the Cooperative Agreement. Assumes a 7% salary savings based on normal hiring delays and actual salary placements.

SERVICES & SUPPLIES (continued)

RECAP OF State CAL FIRE Schedule A Cooperative Agreement Request:

County Fire Stations (\$8,380,781) reflects the cost of the CAL FIRE cooperative agreement 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.

Valley Children's (\$651,706) is projected cost of one (1) Full Time Equivalent staffing funded by Valley Children's Hospital through CSA 22 Zone of Benefit D.

Amador Stations and Support Command Cost (\$624,919) is the projected 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 12.10% administrative charge is also included in this account.

Millerton (\$627,919) is projected cost of one (1) Full Time Equivalent staffing at the The Preserve at Millerton development project.

Projected Contral/Salary Savings (-\$900,000) reflects the estimated savings between the adopted CAL FIRE Cooperative Agreement cost (\$10,285,025) and projected actual expenditures for Fiscal Year 2024-25. The projected savings is calculated using an anticipated 7% salary savings through normal attrition and actual salary placement of firefighters by CAL FIRE and the projected actual cost of the County's Amador Plan fire stations. Due to recent extended fire seasons, the actual costs paid by the County has been lower due to Amador Plan stations staying in "state responsibility" status for longer periods of time during the fiscal year.

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

721800 **Small Tools & Instruments** (\$28,872) is recommended unchanged for necessary hand tools.

FIRE DEPARTMENT

721900

Special Departmental Expense (\$128,038) reflects unchanged for firefighting supplies based on prior year expenditures. The major items requested in this account include the following:

Fire-Fighting Supplies - \$65,270 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 - \$11,236 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 - \$7,951 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 - \$2,425 is recommended unchanged to fund gym access and equipment 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 - \$19,562 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 - \$7,293 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.

Hazardous Materials Specialized Equipment - \$5,421 is recommended unchanged to purchase supplies and replacement gear for the Hazmat trailer.

Firefighter Wellness - \$5,425 is recommended unchanged to purchase firefighter wellness supplies.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

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

722100 Utilities (\$133,925) is recommended increased by \$20,000 to accommodate the projected need for utilities at 14 stations and Headquarters. This increase is to offset new fire station and increasing cost.

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 (\$80,000) is recommended unchanged to replace a command vehicle (\$80,000).

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	
3179	Fire Equipment Manager	1.0	-	1.0	-	1.0	-	
3713	Fire Master Mechanic	3.0	-	3.0	-	3.0	-	
3713	Parts Assistant	-	-	-	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0	-	1.0	-	-	-	
TOTAL		6.0	-	6.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662765 SVC TO CHUKCHANSI CASINO	1,614,197	2,322,716	2,028,849	2,028,849
TOTAL CHARGES FOR CURRENT SERVICES	1,614,197	2,322,716	2,028,849	2,028,849
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,614,197</u>	<u>2,322,716</u>	<u>2,028,849</u>	<u>2,028,849</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	14,816	21,589	21,589	21,589
720300 Communications	2,400	2,803	2,803	2,803
720500 Household Expense	2,548	4,914	4,914	4,914
720800 Maintenance - Equipment	42,847	75,729	75,729	75,729
720900 Maintenance - Structures & Grounds	5,664	6,510	6,510	6,510
721300 Office Expense	2,534	2,948	2,948	2,948
721400 Professional & Specialized Services	1,372,333	2,173,440	1,879,573	1,879,573
721800 Small Tools & Instruments	0	1,789	1,789	1,789
721900 Special Departmental Expense	10,949	14,042	14,042	14,042
722100 Utilities	9,880	18,952	18,952	18,952
TOTAL SERVICES & SUPPLIES	1,463,971	2,322,716	2,028,849	2,028,849
<u>TOTAL EXPENDITURES</u>	<u>1,463,971</u>	<u>2,322,716</u>	<u>2,028,849</u>	<u>2,028,849</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(150,226)</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** (\$2,028,849) reflects the projected reimbursements for actual CAL FIRE agreement costs to staff Station 8 plus a 12% county administrative overhead charge to cover the County's costs of running Station 8.

SERVICES & SUPPLIES

720200 **Clothing & Personal Supplies** (\$21,589) 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** (\$2,803) is recommended for all telephone costs at Station #8.

720500 **Household Expense** (\$4,914) 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** (\$75,729) 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 - \$39,441 for rebuild projects approved by the Board, and for additional vehicle maintenance.

Vehicle Maintenance - \$29,290 to purchase fuel, oil, tires, batteries, parts for repairs, etc.

Equipment Maintenance - \$5,880 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$1,118 to maintain mobile radios and pagers.

720900 **Maintenance - Structures & Grounds** (\$6,510) is recommended for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

721300 **Office Expense** (\$2,948) 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** (\$1,879,573) 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 12.10% for nine CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$1,272,177) is requested for CAL FIRE staffing for Station #8 Indian Lakes.

EDWC Payment (\$385,068) 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.

Operating/Training Expenses (\$0) is requested for general expenses and projected training costs for CAL FIRE personnel.

SERVICES & SUPPLIES (continued)

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

RECAP OF State CAL FIRE Schedule A Cooperative Agreement (continued):

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

Administration Charge (\$202,880) 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 2024-25 administration charge is 12.10%

721800 **Small Tools & Instruments** (\$1,789) is recommended for necessary hand tools.

721900 **Special Departmental Expense** (\$14,042) is recommended for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$9,320 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 - \$2,187 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 - \$900 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 - \$651 to purchase a new hose. This increase will provide for a replacement program.

Hazardous Materials Specialized Equipment - \$684 to purchase supplies and gear.

722100 **Utilities** (\$18,952) is recommended for projected utilities expenses at Station #8.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	310,190	732,063	627,619	627,619
TOTAL CHARGES FOR CURRENT SERVICES	310,190	732,063	627,619	627,619
<u>TOTAL ESTIMATED REVENUES</u>	<u>310,190</u>	<u>732,063</u>	<u>627,619</u>	<u>627,619</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	310,190	732,063	627,619	627,619
<u>TOTAL EXPENDITURES</u>	<u>310,190</u>	<u>732,063</u>	<u>627,619</u>	<u>627,619</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** (\$627,619) 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** (\$627,619) is recommended based on the one (1) Fire Captain and two (2) Fire Apparatus Engineers 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 12.10% for five CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$424,812) is requested for CAL FIRE staffing for Riverstone CSA 22 Zone C.

EDWC Payment (\$128,580) 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 (\$67,744) 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 2024-25 administration charge is 12.10%.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	659,853	1,567,989	1,367,937	1,367,937
TOTAL CHARGES FOR CURRENT SERVICES	659,853	1,567,989	1,367,937	1,367,937
<u>TOTAL ESTIMATED REVENUES</u>	<u>659,853</u>	<u>1,567,989</u>	<u>1,367,937</u>	<u>1,367,937</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	32,000	32,000	32,000
720300 Communications	0	6,800	6,800	6,800
720500 Household Expense	0	3,000	3,000	3,000
720800 Maintenance - Equipment	0	30,000	30,000	30,000
720900 Maintenance - Structures & Grounds	0	2,400	2,400	2,400
721300 Office Expense	0	1,500	1,500	1,500
721400 Professional & Specialized Services	659,853	1,455,289	1,255,237	1,255,237
721800 Small Tools & Instruments	0	1,500	1,500	1,500
721900 Special Departmental Expense	0	15,500	15,500	15,500
722100 Utilities	0	20,000	20,000	20,000
<u>TOTAL EXPENDITURES</u>	<u>659,853</u>	<u>1,567,989</u>	<u>1,367,937</u>	<u>1,367,937</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** (\$1,367,937) is recommended for expected reimbursements from the developer to fully offset the projected cost of three (2) Full Time Equivalent (FTE) 24/7 firefighters.

SERVICES & SUPPLIES

720200 **Clothing & Personal Supplies** (\$32,000) 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** (\$6,800) is recommended for all telephone costs at Station #7.

720500 **Household Expense** (\$3,000) 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.

720800 **Maintenance - Equipment** (\$30,000) is recommended for fuel and maintenance of various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. A breakdown of this account is as follows:

Vehicle Maintenance - \$20,000 to purchase fuel, oil, tires, batteries, parts for repairs, etc.

Equipment Maintenance - \$5,000 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$5,000 to maintain mobile radios and pagers.

720900 **Maintenance - Structures & Grounds** (\$2,400) is recommended for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$1,500) 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** (\$1,255,237) 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 (\$849,622) is requested for CAL FIRE staffing for Tesoro Viejo CSA 22 Zone E.

EDWC Payment (\$257,160) 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 (\$135,490) 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 2024-25 administration charge is 12.10%.

721800 **Small Tools & Instruments** (\$1,500) is recommended for necessary hand tools.

721900 **Special Departmental Expense** (\$15,500) is recommended for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$10,000 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 - \$2,000 to purchase items to restock kits, items to protect against communicable disease, and supplies for the automated external defibrillators.

SERVICES & SUPPLIES (continued)

721900 **Special Departmental Expense** (continued)

Food - \$300 to purchase food to feed firefighters on extended fires when employees and/or volunteers are working through mealtimes.

Training Programs & Supplies - \$1,000 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 - \$1,200 to purchase a new hose. This increase will provide for a replacement program.

Hazardous Materials Specialized Equipment - \$1,000 to purchase supplies and gear.

722100 **Utilities** (\$20,000) is recommended for projected utilities expenses at Station #7.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: AG. COMMISSIONER/
 WTS & MEASURES (05410)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630225 AG- Admin Penalties	500	7,500	1,000	1,000
TOTAL FINES, FORFEITURES & PENALTIES	500	7,500	1,000	1,000
INTERGOVERNMENTAL REVENUE				
652200 State - Agriculture	1,216,732	1,288,000	1,281,718	1,281,718
TOTAL INTERGOVERNMENTAL REVENUE	1,216,732	1,288,000	1,281,718	1,281,718
CHARGES FOR CURRENT SERVICES				
661000 Agriculture Services	443,884	450,000	450,000	450,000
TOTAL CHARGES FOR CURRENT SERVICES	443,884	450,000	450,000	450,000
MISCELLANEOUS REVENUE				
672000 Other Sales	4,274	4,500	4,500	4,500
673000 Miscellaneous	275	0	0	0
TOTAL MISCELLANEOUS REVENUE	4,549	4,500	4,500	4,500
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,665,664</u>	<u>1,750,000</u>	<u>1,737,218</u>	<u>1,737,218</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,012,113	1,134,549	1,209,855	1,209,855
710103 Temporary Salaries	0	5,000	5,000	5,000
710106 Standby & Night Premium	0	200	0	0
710107 Premium Pay	1,170	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SALARIES & EMPLOYEE BENEFITS (CONTINUED)				
710200 Retirement	393,081	470,675	522,292	522,292
710300 Health Insurance	154,223	243,420	243,420	243,420
710400 Workers' Compensation Insurance	12,115	9,755	14,214	14,214
TOTAL SALARIES & EMPLOYEE BENEFITS	1,572,702	1,863,599	1,994,781	1,994,781
SERVICES & SUPPLIES				
720100 Agricultural	0	30,000	20,000	20,000
720200 Clothing & Personal Supplies	715	600	800	800
720300 Communications	11,293	15,000	18,000	18,000
720500 Household Expense	117	250	300	300
720600 Insurance	124,238	147,839	175,811	175,811
720800 Maintenance - Equipment	5,657	20,000	10,000	10,000
720900 Maintenance - Bldgs	5,840	12,000	10,000	10,000
721000 Medical, Dental & Lab Supplies	1,578	5,000	5,000	5,000
721100 Memberships	3,236	4,000	4,000	4,000
721200 Miscellaneous Expenses	0	250	200	200
721201 Cash Shortages	0	50	30	30
721300 Office Expense	11,912	40,000	25,000	25,000
721307 Furniture less than Fixed Asset Limit	9,372	4,000	9,000	9,000
721314 Computer Equipment less than Fixed Asset Limit	2,467	12,000	10,000	10,000
721400 Professional & Specialized Services	6,931	38,000	28,000	28,000
721601 Rents & Leases - Co Vehicles	63,004	80,000	80,000	80,000
721800 Small Tools & Instruments	1,326	3,000	3,000	3,000
721900 Special Departmental Expense	3,092	30,000	15,000	15,000
722000 Transportation & Travel	5,878	15,000	15,000	15,000
TOTAL SERVICES & SUPPLIES	256,657	456,989	429,141	429,141
OTHER CHARGES				
730330 Rents & Leases - Equipment	4,262	5,000	5,000	5,000
TOTAL OTHER CHARGES	4,262	5,000	5,000	5,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: AG. COMMISSIONER/
WTS & MEASURES (05410)
Function: Public Protection
Activity: Protective Inspection
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
FIXED ASSETS				
740301 Fixed Asset > \$5,000	0	230,000	150,000	150,000
TOTAL FIXED ASSETS	0	230,000	150,000	150,000
OTHER FINANCING USES				
750121 Capital Project	0	90,000	50,000	50,000
770000 Intrafund Expense	4,319	10,000	8,500	8,500
TOTAL OTHER FINANCING USES	4,319	100,000	58,500	58,500
<u>TOTAL EXPENDITURES</u>	<u>1,837,940</u>	<u>2,655,588</u>	<u>2,637,422</u>	<u>2,637,422</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>172,276</u>	<u>905,588</u>	<u>900,204</u>	<u>900,204</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>2022-23</u>	Man-hours Estimated <u>2023-24</u>	Man-hours Projected Need <u>2024-25</u>
Pest Management*	1,415	1,600	1,600
Pest Exclusion	2,100	3,000	2,500
Pesticide Use Enforcement	11,125	14,000	14,500
Nursery and Seed Inspection	112	200	200
F & V, Organic & Certified Producers	125	100	150
Apiary Inspections	280	300	300
Crop Statistics	250	300	300
Weights & Measures	1,850	3,100	2,500

*Includes GWSS Insect Trapping Program

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

ESTIMATED REVENUES

- 630200** **Court Fines** (\$1,000) is recommended decreased \$5,500 for expected fine revenue.
- 652200** **State - Agriculture** (\$1,281,718) is recommended a decreased of \$6,282 for expected state agriculture funding.
- 661000** **Agriculture Services** (\$450,000) is expected to remain the same for revenue from charges for agriculture services, due to Phytosanitary inspections remaining constant.
- 672000** **Other Sales** (\$4,500) is expected to remain constant for revenue from sales.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,209,855) is recommended to increase by \$75,306 based on the cost of current staffing, and includes step and longevity increases for existing staff.
- 710103** **Extra Help** (\$5,000) is recommended and remains unchanged and reflects appropriations to hire retired annuitant for training of weights & measure staff.
- 710106** **Standby & Night Premium** (\$0) is recommended for fiscal year 2024-25.
- 710200** **Retirement** (\$522,292) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$243,420) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$14,214) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

SERVICES & SUPPLIES

- 720100** **Agricultural** (\$20,000) is recommended to decrease by \$10,000 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** (\$800) is recommended increased by \$200 for protective clothing, gloves, aprons, masks, etc. to ensure compliance with State safety regulations.
- 720300** **Communications** (\$18,000) is recommended to increase by \$3,000 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** (\$300) recommended to increase by \$50 the cost of laundering coveralls, and to purchase hand wipes, new shop rags, and to replenish miscellaneous supplies.
- 720600** **Insurance** (\$175,811) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended decreased by \$10,000 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** (\$10,000) is recommended a decrease of \$2,000 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 unchanged based on current and projected needs for the Department, including meter testing supplies.
- 721100** **Memberships** (\$4,000) is recommended unchanged 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** (\$25,000) is recommended a decrease of \$15,000, office furniture for new office has already been 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** (\$9,000) is recommended an increase of \$5,000 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** (\$10,000) is recommended a decrease of \$2,000 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** (\$28,000) is recommended a decrease of \$10,000 based on the cost of device testing by Merced County for FY 2023-24, 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** (\$80,000) is recommended for Central Garage mileage costs.
- 721800** **Small Tools & Instruments** (\$3,000) is recommended unchanged based on the need for various hand tools and inspection equipment used by this Department.
- 721900** **Special Departmental Expense** (\$15,000) is recommended a decrease of \$15,000 due to present inventory of new computer hardware some 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** (\$15,000) is recommended unchanged 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** (\$5,000) 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)

- 740301** **Fixed Asset >\$5,000 (Inspector Trucks)** (\$150,000) is recommended for the purchase of two new trucks to replace high mileage vehicles, one high-capacity slide-in prower and one prower utility trailer.
- 750121** **Capital Project** (\$50,000) is recommended for zero water landscaping around the Ag Commissioners building, and expansion of the fenced County parking lot and security structure for the weight truck. Finalize metal building construction.
- 770000** **Intrafund Expenses** (\$8,500) is recommended for the VOIP phone monthly costs and fuel costs for weight truck.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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		-	-	
3161	Ag. and Standards Inspector I or							
3162	Ag. and Standards Inspector II or							
3163	Ag. and Standards Inspector III or							
3751	Senior Ag. and Standards Inspector	9.0	2.0	9.0	2.0			B
2120	Agricultural Commissioner/Sealer	1.0	-	1.0		-	-	
3166	Deputy Agricultural Commissioner	3.0		3.0		-	-	
3654	Senior Program Assistant			1.0				A
3636	Program Assistant I							
3637	Program Assistant II	2.0	-	1.0		1.0	-	
		<u>16.0</u>	<u>2.0</u>	<u>16.0</u>	<u>2.0</u>	<u>1.00</u>	<u>-</u>	

TOTAL

A Reflects the department's request to flexibly staff one (1) FTE Program Assistant position up to the Senior Program Assistant to better meet the needs of the department.

B The (9) positions flexibly staffed depending on level of licensure and experience in each classification.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PREDATORY ANIMAL
CONTROL (06200)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	82,377	89,730	95,114	95,114
<u>TOTAL EXPENDITURES</u>	82,377	89,730	95,114	95,114
<u>NET COUNTY COST (EXP - REV)</u>	82,377	89,730	95,114	95,114

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 Wildlife Management services for the County. The funding provides 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 Wildlife Damage Management services. The requested amount for Wildlife Management services for 2023-24 is \$89,730, a decrease of \$2,641 from the 2022-23 approved amount.

WORKLOAD

	<u>7/1/22 – 6/30/23</u>	<u>7/1/23 – 2/23/24</u>
ACRES WORKED	32,921	30,069
PROPERTIES WORKED	12	11
SPECIALIST HOURS	1,661	971
DAMAGE REPORTED	\$75,161	\$89,107
ANIMALS REMOVED	94	64
TECHNICAL ASSISTANCE PROJECTS	56	56
DISEASE SAMPLES TAKEN	16	12
DIRECT CONTROL SERVICE VISITS	363	269

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$95,114) is recommended for contractual annual predatory animal management services provided by the Animal Damage Control Section of the United States Department of Agriculture.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620200 Business Licenses	-10	0	0	0
620500 Zoning Permits	109,163	176,025	180,000	180,000
TOTAL LICENSES, PERMITS & FRANCHISES	109,153	176,025	180,000	180,000
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	658,804	1,250,000	1,723,782	1,723,782
TOTAL FINES, FORFEITURES & PENALTIES	658,804	1,250,000	1,723,782	1,723,782
INTERGOVERNMENTAL REVENUE				
654000 State - Other	125,914	85,500	110,000	110,000
662800 Interfund Revenue	0	1,365,500	1,385,500	1,385,500
670000 Interfund Revenue	0	15,000	15,000	15,000
TOTAL FOR INTERGOVERNMENTAL REVENUE	125,914	1,466,000	1,510,500	1,510,500
CHARGES FOR CURRENT SERVICES				
660200 Special Assessments	1,288	0	0	0
660800 Planning & Engineering Services	764,527	1,597,580	2,313,744	2,313,744
662800 Interfund Revenue	241,625	0	0	0
662804 LAFCO-REIMB FOR CO SERVICES	9,878	9,000	9,000	9,000
TOTAL CHARGES FOR CURRENT SERVICES	1,017,318	1,606,580	2,322,744	2,322,744
OTHER FINANCING SOURCES				
680200 Operating Transfers In	445,000	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL OTHER FINANCING SOURCES	445,000	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,356,190</u>	<u>4,498,605</u>	<u>5,737,026</u>	<u>5,737,026</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,268,878	1,581,377	2,397,520	2,397,520
710103 Extra Help	111,798	89,251	90,000	90,000
710105 Overtime	6,185	0	0	0
710107 Premium Pay	705	780	2,340	2,340
710110 Uniforms Allowance	1,025	1,450	1,650	1,650
710200 Retirement	537,125	669,555	890,562	890,562
710300 Health Insurance	114,116	258,634	303,950	303,950
710400 Workers' Compensation Insurance	31,191	13,824	14,098	14,098
TOTAL SALARIES & EMPLOYEE BENEFITS	2,071,022	2,614,871	3,700,120	3,700,120
SERVICES & SUPPLIES				
720200 Clothing and Personal Supplies	0	5,000	5,000	5,000
720300 Communications	10,405	13,000	13,000	13,000
720305 Microwave Radio Services	3,388	5,465	5,465	5,465
720600 Insurance	162,312	162,312	173,185	173,185
720800 Maintenance - Equipment	0	900	900	900
721100 Memberships	930	4,200	4,000	4,000
721300 Office Expense	12,085	10,000	10,000	10,000
721400 Professional & Specialized Services	933,130	1,806,039	1,948,474	1,948,474
721500 Publications & Legal Notices	21,787	37,000	35,000	35,000
721601 Rents & Leases - Co Vehicles	35,192	39,040	39,040	39,040
721900 Special Departmental Expense	5,747	15,500	15,500	15,500
721969 Special Departmental Expense - Graffiti Abatement	2,114	5,000	5,000	5,000
722000 Transportation & Travel	111,736	39,000	39,000	39,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: PLANNING
 (05900)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL SERVICES & SUPPLIES	1,298,826	2,142,456	2,293,564	2,293,564
OTHER CHARGES				
730330 Lease - Principal	11,016	15,216	17,280	17,280
TOTAL OTHER CHARGES	11,016	15,216	17,280	17,280
FIXED ASSETS				
740300 Equipment/Furniture	13,500	0	0	0
TOTAL FIXED ASSETS	13,500	0	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Expense/Revenues	11,048	12,000	12,000	12,000
TOTAL INTRAFUND TRANSFERS	11,048	12,000	12,000	12,000
<u>TOTAL EXPENDITURES</u>	<u>3,405,412</u>	<u>4,784,543</u>	<u>6,022,964</u>	<u>6,022,964</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,049,222</u>	<u>285,938</u>	<u>285,938</u>	<u>285,938</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</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Conditional Use Permits/Variances	16	20	20
General Plan Amendments	8	5	6
Rezoning	7	15	17
Site Plan Review	0	0	0
Specific Plans	0	0	0
Mining Permits	0	0	0
Variances (Setbacks)	19	17	18
Zoning Permits	18	15	16
Lot Line Adjustments	18	16	16
Parcel Maps	17	12	15
Subdivisions	2	7	7
House Numbers	500	600	600
Zoning Violations	800	800	950
Citations/Request for Complaints	0	0	0
Review Building Permits	1986	2100	2100
Review Business Licenses	1178	1200	1250
Review Grading Permits	105	105	105
Public Hearings	20	20	20
Commission Meetings	13	12	12
Environmental Committee Meeting	24	24	24
Negative Declarations	25	28	32
Distressed Homes Registration	39	42	46
Distressed Homes Citations/Violations	28	21	25

ESTIMATED REVENUES

620500 **Zoning Permits** (\$180,000) is recommended increased \$3,975 for zoning and setback permits.

630200 **Other Court Fines** (\$1,723,782) is recommended increased \$473,782 based on special assessments on property and Code Enforcement fines and penalties.

CED - PLANNING DIVISION

ESTIMATED REVENUES (continued)

- 654000** **State – Other** (\$110,000) is recommended increased \$24,500 based on the Waste Tire Amnesty Grant, SB2 Grant and the Abandoned Vehicle Grant.
- 660800** **Planning & Engineering Services** (\$2,313,744) is recommended increased \$716,164 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** (\$1,385,500) is recommended based on the revenue for the CDBG Grant and shared salary.
- 662804** **LAFCO-REIMB FOR CO SERVICES** (\$9,000) is recommended for charges to LAFCO for rent, utilities and staff assistance.
- 670000** **Intrafund Revenue** (\$15,000) is recommended based on the revenue for shared salary.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,397,520) are recommended increased \$816,143 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$90,000) is recommended decreased \$749 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** (\$890,562) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$303,950) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$14,098) 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 for telephone costs and for wireless connections for four (5) 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 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** (\$173,185) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$900) is recommended and funds annual maintenance for folding machine.
- 721300** **Office Expense** (\$10,000) is recommended 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** (\$1,948,474) is recommended for contracts with consultants for grants and special projects; revenues offset most of these expenses.
- 721500** **Publications & Legal Notices** (\$35,000) is recommended for 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** (\$39,040) is recommended to lease vehicles from the Central Garage. The Division has five (5) vehicles – two (2) sedans, one (2) SUV and two (1) pickups. It is anticipated the Division will travel 34,000 miles, which equates to \$39,040. A portion of the mileage (up to \$14,000) will be funded by the Waste Tire Enforcement Grant.
- 721900** **Special Departmental Expense** (\$15,500) 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** (\$39,000) 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 (\$1,437.85), which will be funded by the grant. This total includes Association of Environmental Professionals annual conference (\$5,216.99), American Planning Association annual conference (\$4,097.29), CALAFCO annual conference (\$3,647.74), California County Planning Commission Association annual conference (\$739.90), California County Planning Directors Association annual conference (\$2,641.23), California State Association of Counties annual conference (\$4,783.38), ESRI annual conference (\$6,627.84), International Council of Shopping Centers (\$1,855.53), Virtual classes associated with Code enforcement and Planning topics and updates (\$2,336.00), Computronix trainings and classes (\$4,936.25).

OTHER CHARGES

- 730330** **Lease – Principal** (\$17,280) 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 2024-25**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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		-	-	
2146	Chief of Development Services	1.0		1.0		-	-	
3183	Code Enforcement Officer I or							
3184	Code Enforcement Officer II	3.0		3.0				
4114	Supervising Code Enforcement Officer	1.0		1.0		-	-	
4104	Deputy Director of CED-Planning	1.0		1.0		-	-	
2144	Director of Comm. & Econ. Dev.	1.0		1.0		-	-	
3241	Planner I or							
3242	Planner II or							
3243	Planner III	4.0		4.0			-	
3306	Planning Technician or							
3518	Planning Aide	1.0		1.0		-	-	
3261	Senior Planner	3.0		3.0		-	-	
TOTAL		<u>17.0</u>	<u>-</u>	<u>17.0</u>	<u>-</u>			

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: BUILDING AND FIRE SAFETY
 INSPECTIONS (01370)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620300 Construction Permits	4,297,443	3,276,583	3,753,224	3,753,224
620700 Other Licenses & Permits	2,971	248,220	256,180	256,180
TOTAL LICENSES, PERMITS & FRANCHISES	4,300,414	3,524,803	4,009,404	4,009,404
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	12,888	20,000	20,000	20,000
TOTAL FINES, FORFEITURES & PENALTIES	12,888	20,000	20,000	20,000
CHARGES FOR CURRENT SERVICES				
660800 Planning & Engineering SVCS	1,472,545	900,000	900,000	900,000
TOTAL CHARGES FOR CURRENT SERVICES	1,472,545	900,000	900,000	900,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	100	0	0	0
TOTAL MISCELLANEOUS REVENUE	100	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>5,785,946</u>	<u>4,444,803</u>	<u>4,929,404</u>	<u>4,929,404</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,311,286	1,823,686	2,026,600	2,026,600
710103 Extra Help	134,266	158,771	134,572	134,572
710105 Overtime	44,164	40,000	50,000	50,000
SALARIES & EMPLOYEE BENEFITS (continued)				
710110 Uniforms	2,125	3,000	3,000	3,000
710200 Retirement	549,120	805,075	912,663	912,663
710300 Health Insurance	179,807	471,622	502,161	502,161
710400 Workers' Compensation Insurance	75,000	45,000	15,775	15,775
TOTAL SALARIES & EMPLOYEE BENEFITS	2,295,768	3,347,154	3,644,771	3,644,771

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BUILDING AND FIRE SAFETY
INSPECTIONS (01370)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	2,707	3,000	3,000	3,000
720300 Communications	9,470	18,000	12,000	12,000
720600 Insurance	90,022	66,615	67,165	67,165
720800 Maintenance - Equipment	0	500	500	500
721100 Memberships	1,544	2,800	2,500	2,500
721300 Office Expense	35,461	23,000	23,000	23,000
721400 Professional & Specialized Services	1,233,683	900,000	1,100,000	1,100,000
721500 Publications & Legal Notices	341	500	500	500
721601 Rents & Leases - Co Vehicles	129,941	200,000	187,500	187,500
721800 Small Tools & Instruments	1,420	3,000	1,500	1,500
721900 Special Departmental Expense	1,333	5,000	2,000	2,000
722000 Transportation & Travel	29,715	29,816	39,550	39,550
TOTAL SERVICES & SUPPLIES	1,535,638	1,252,231	1,439,215	1,439,215
OTHER CHARGES				
730330 Leases - Principal	7,556	8,500	8,500	8,500
770100 Intrafund Expense/Revenues	0	12,000	12,000	12,000
TOTAL OTHER CHARGES	7,556	20,500	20,500	20,500
<u>TOTAL EXPENDITURES</u>	3,838,961	4,619,885	5,104,486	5,104,486
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,946,985)</u>	<u>175,082</u>	<u>175,082</u>	<u>175,082</u>

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** (\$3,753,224) is recommended increased \$476,641 for residential and commercial building permits. Increase due to new development in Madera County.
- 620700** **Other Licenses & Permits** (\$256,180) is recommended increased \$7,960 for fire prevention projects and sprinkler permits.
- 632000** **Other Court Fines** (\$20,000) is recommended unchanged for fees collected for life safety violations and citations.
- 660800** **Planning & Engineer Service** (\$90,000) is recommended unchanged for fees collected from commercial and residential plan.

CED - BUILDING AND FIRE SAFETY

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,026,600) is recommended increased \$202,914 based on the cost of recommended salaries with the proposed staffing levels.
- 710103** **Extra Help** (\$134,572) is recommended decreased \$23,899 to fund one Building Inspector, one Permit Technician and one Office Assistant I to assist with project processing and approvals, inspections, and building violations.
- 710105** **Overtime** (\$50,000) is recommended increased \$10,000 to allow personnel to meet periodic demand of the development community.
- 710200** **Retirement** (\$912,663) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$502,161) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$15,775) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.
- 710700** **Uniforms** (\$3,000) is recommended unchanged to provide new uniforms to new inspection staff and compensate for staff's laundering/maintenance of required uniforms.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$3,000) 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** (\$12,000) is recommended decreased \$6,000. 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** (\$67,165) reflects the Division's contribution to the County's Self-Insured Liability Program.

CED - BUILDING AND FIRE SAFETY

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$500) is recommended unchanged for maintenance of equipment, printers, and computers.
- 721000** **Medical, Dental & Laboratory Supplies** (\$0) is recommended unchanged for purchase of first-aid supplies for each of the Building and Fire Inspector's vehicles.
- 721100** **Memberships** (\$2,500) is recommended decreased \$300 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** (\$23,000) is recommended unchanged for the purchase of new code books and training manuals, printed forms, office supplies, computer supplies, printer paper, and office equipment.
- 721400** **Professional & Specialized Services** (\$1,100,00) is recommended increase \$200,000 for use of outside contractors for specialized plan checking and inspectors when the workload exceeds staffing, (Wildan and BPR Consulting Group), as well as the technical support services from Computronix for the maintenance of the POSSE database.
- 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** (\$187,500) is recommended decreased \$12,500 to lease vehicles from the Central Garage. The division has ten vehicles at an average of 16,025.64 miles per year x \$1.17 per mile.
- 721800** **Small Tools & Instruments** (\$1,500) is recommended decreased \$1500 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** (\$2,000) is recommended decreased \$3,000 to purchase batteries for GPS units, cameras, other minor special needs expenses.

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** \$39,550 is recommended increased \$9,734 for CASp training and certification (mandated training for the permit and inspection 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 (CE) are required every three years for Building Officials, Plans Examiners, Permit Technicians and Building Inspectors. The Department estimates \$4,900 for CE online class registrations for fourteen staff. \$7,500 registration for 5 staff first time online certification classes and online tests. We estimate that we will need ten Out of County training trips (CALBO), (SVBO), and State Fire Marshal training with registration at \$9,900, lodging \$8,800, meals \$4,300, and \$4,150 in personal mileage.

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 2024-25**

Department: **BUILDING & FIRE SAFETY
(01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-				-	-	
3353	Senior Accounting Technician	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		-	-	
3151	Building Inspector I or					-	-	
3152	Building Inspector II or					-	-	
4119	Building Inspector III	8.0	-	7.0	1.0	(1.0)	1.0	A
4134	Building Permit Services Manager	1.0	-	1.0		-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II or							
3379	Senior Business Systems Information Analyst	1.0	-	1.0		-	-	
4103	Deputy Director of CED-Building and Fire Safety	1.0	-	1.0		-	-	
3154	Fire Prevention Inspector I or		-			-	-	
4136	Fire Prevention Inspector II or					-	-	
4137	Fire Prevention Inspector III	3.0		4.0		1.0	-	B
4211	Plan Checker I or					-	-	
4212	Plan Checker II or					-	-	
4213	Plan Checker III	4.0	-	4.0		-	-	
3636	Program Assistant I or					-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BUILDING & FIRE SAFETY
(01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3637	Program Assistant II	2.0	-	2.0	-	-	-	
3418	Permit Technician I or		-		-	-	-	
4133	Permit Technician II or		-		-	-	-	
3418	Permit Technician III	4.0	-	5.0	1.0	1.0	-	C
3150	Supervising Building Inspector	-	1.0	1.0	1.0	1.0	(1.0)	D
4214	Supervising Plan Checker	1.0	-	1.0	-	-	-	
3513	Senior Permit Technician	1.0	-	1.0	-	-	-	
TOTAL		<u>28.0</u>	<u>1.0</u>	<u>30.0</u>	<u>1.0</u>	<u>2.0</u>	<u>-</u>	

NOTES:

- A. Request to unfund one Building Inspector to fund the Supervising Building Inspector position.
- B. Request to add one Fire Prevention Inspector due to increased workloads for recent State-mandated Fire, Health, and Safety inspections.
- C. Request to add one Permit Technician due to increasing demand for building permits that have exceeded current staffing.
- D. Request to fund the Supervising Building Inspector

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
ESTIMATED REVENUES:				
INTERGOVERNMENTAL REVENUE				
654501 State - Water Grant	1,450,960	14,976,000	5,633,830	5,633,830
TOTAL INTERGOVERNMENTAL REVENUE	1,450,960	14,976,000	5,633,830	5,633,830
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	0	130,000	130,000
662801 Interfund Revenue-Cost Plan	0	200,000	0	0
TOTAL CHARGES FOR CURRENT SERVICES	0	200,000	130,000	130,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,704,083	2,403,800	3,500,000	3,500,000
TOTAL OTHER FINANCING SERVICES	2,704,083	2,403,800	3,500,000	3,500,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,155,043</u>	<u>17,579,800</u>	<u>9,263,830</u>	<u>9,263,830</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	531,384	954,500	1,510,523	1,510,523
710107 Premium Pay	1,560	1,600	1,600	1,600
710200 Retirement	221,347	385,000	468,541	468,541
710300 Health Insurance	84,161	275,000	380,000	380,000
710400 Workers' Compensation Insurance	2,500	3,000	3,500	3,500
TOTAL SALARIES & EMPLOYEE BENEFITS	840,951	1,619,100	2,364,164	2,364,164
SERVICES & SUPPLIES				
720300 Communications	5,682	6,000	7,200	7,200
720600 Insurance	1,000	1,000	1,500	1,500
721100 Memberships	8,375	14,000	13,000	13,000
721300 Office Expense	18,412	16,500	18,000	18,000
721400 Professional & Specialized Services	3,708,375	6,500,000	4,569,266	4,569,266
721500 Publication & Legal Notices	0	500	500	500
721601 Rent/Lease Co Vehicles	0	0	3,000	3,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	81	3,000	3,000	3,000
722000 Transportation & Travel	22,710	50,000	60,000	60,000
TOTAL SERVICES & SUPPLIES	3,764,635	6,591,000	4,675,466	4,675,466
OTHER CHARGES				
730330 Rents & Leases - Equipment	7,454	11,200	11,200	11,200
730130 Lnd Flex Lnd Payments	0	7,300,000	200,000	200,000
730131 Multi-Bend Lnd Payments	0	2,000,000	2,000,000	2,000,000
740301 Eqpt/Furniture > \$5000	0	15,000	5,000	5,000
TOTAL OTHER CHARGES	7,454	9,326,200	2,216,200	2,216,200
OTHER FINANCING USES				
750121 Operating Transfers Out - Capital Projects	0	40,000	0	0
TOTAL OTHER FINANCING USES	0	40,000	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Expenses	1,530	3,500	8,000	8,000
TOTAL INTRAFUND TRANSFERS	1,530	3,500	8,000	8,000
<u>TOTAL EXPENDITURES</u>	<u>4,614,570</u>	<u>17,579,800</u>	<u>9,263,830</u>	<u>9,263,830</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>459,528</u>	<u>0</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 the County Groundwater Sustainability Agencies (GSAs) in the Madera, Chowchilla, and Delta-Mendota Subbasins and the Madera County Flood Control and Water Conservation Agency. The Department of Water and Natural Resources is overseen by the Office of Development Services.

This budget funds administration and planning for County- managed Groundwater Sustainability Agencies.

EXPECTED REVENUES

- 620704 **Environmental Health Permits** (\$0) is recommended to decrease as the well permit fees are part of the revenue for the Drought budget (Org Key 05951)
- 654501 **State – Water Grant** (\$5,633,830) is recommended to decrease based on funds available from grants.
- 662800 **Interfund Revenue** (\$130,000) is recommended as repayments are expected from providing flood control and drought support.
- 680200 **Operating Transfers In** (\$3,500,000) is recommended to transfer funds from the GSA Adm. Fee budget.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$1,510,523) is recommended to increase for filling funded positions in the department.
- 710103 **Temporary Salaries** (\$0) is recommended to decrease as there is no extra-help staff in the department.
- 710107 **Premium Pay** (\$1,600) is recommended to pay for the cost of bilingual staff.
- 710200 **Retirement** (\$468,541) is recommended to increase for the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300 **Health Insurance** (\$380,000) is recommended increased for the employer’s share of health insurance premiums.
- 710400 **Workers’ Compensation** (\$3,500) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 **Communications** (\$7,200) is recommended based on the projected cost of communications services for the Department.
- 721100 **Memberships** (\$13,000) is recommended to increase to pay for the membership costs for staff in the department.
- 721300 **Office Expense** (\$18,000) is recommended for general office supplies.
- 721400 **Professional & Specialized Expense** (\$4,569,266) is recommended to pay for specialized engineering and geotechnical services related to the GSA, which will be partially covered by state grants.
- 721601 **Rent/Lease Co Vehicles** (3,000) is recommended for payment of mileage for vehicle use.
- 721900 **Special Departmental Expense** (\$3,000) is recommended unchanged for unanticipated expenses.
- 722000 **Transportation & Travel** (\$60,000) is recommended for the training costs of staff.
- 730330 **Rents/Leases Principal-GASB** (\$11,200) is recommended to pay the cost of the printer services for the Department.
- 730130 **Land Flex- Landowner Payments** (\$200,000) is recommended to decrease for the payments to landowners currently participating in the LandFlex program.
- 730131 **Multi-Benefit Land Repurposing Land Payment** (\$2,000,000) is recommended for payments to eligible landowners participating in the Multi-Benefit Land Repurposing Program.
- 740301 **Eqpt/Furniture > \$5000** (\$5,000) is recommended to decrease for the purchase of IT equipment.
- 750121 **Operating Transfers Out- Capital projects** (\$0) is recommended to decrease as the renovations for the new office space has been completed in 2023.
- 770100 **Intrafund Expenses** (\$8,000) is recommended to increase to cover VoIP phones in the office.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	5.0	-	5.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	2.0	-	2.0	-	-	-	
4126	Principal Administrative Analyst	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II					-	-	
3654	Senior Program Assistant	1.0	-	1.0	-	-	-	
	TOTAL	11.0	-	11.0	-	-	-	

Notes:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: COUNTY GSAs (Drought)
(05951)
Function: Public Protection
Activity: Development and Implementatio
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES & PERMITS				
620700 Other License & Permits		0	500	500
620704 Environmental Health Permits	20,246	48,000	35,000	35,000
654535 ST-Grant	0	0	125,000	125,000
TOTAL LICENSES & PERMITS	20,246	48,000	160,500	160,500
OTHER FINANCING SOURCES				
680200 Operating Transfers In	50,000	0	0	0
TOTAL OTHER FINANCING SOURCES	50,000	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>70,246</u>	<u>48,000</u>	<u>160,500</u>	<u>160,500</u>
<u>ESTIMATED EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	62,795	48,000	136,000	136,000
TOTAL SERVICES & SUPPLIES	62,795	48,000	136,000	136,000
OTHER EXPENSES				
731400 Interfund Expense	0	0	80,000	80,000
750100 Operating Transfers Out	0	0	10,000	10,000
TOTAL OTHER EXPENSES	0	0	90,000	90,000
<u>TOTAL EXPENDITURES</u>	<u>62,795</u>	<u>48,000</u>	<u>226,000</u>	<u>226,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(7,451)</u>	<u>0</u>	<u>65,500</u>	<u>65,500</u>

COMMENTS

Senate Bill 552 requires counties in the state of California to develop and implement a Drought and Water Shortage Risk Analysis and Response Plan.

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.

Additional funding is needed to comply with state requirements for drought response.

EXPECTED REVENUES

- 620700** **Other License & Permits** (\$500) is recommended for the Department's projected portion of permit fees.
- 620704** **Environmental Health Permits** (\$35,000) is recommended for the Department's projected portion of permit fees and will be utilized for the development and implementation of the "Drought and Water Shortage Risk Analysis and Response Plan" required by Senate Bill 552.
- 654535** **ST – Grant** (\$125,000) is recommended for revenue received from the County Drought Resilience Assistance Program State grant.
- 680200** **Operating Transfers In** (\$0) is recommended unchanged as no operating transfers in are expected for this fiscal year.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Expense** (\$136,000) is recommended to pay the costs related to the development and planning of the Madera County Drought Plan required by Senate Bill 552.
- 721500** **Publication & Legal Notices** (\$0) is recommended unchanged as no publication and legal notices are expected for this fiscal year.
- 731400** **Interfund Expenses** (\$80,000) is recommended to transfer funds to pay for the County GSAs staff time in Drought.

SERVICES & SUPPLIES (continued)

750000 **Operating Transfers Out** (\$10,000) is recommended to pay back the Flood Control Agency for a portion of repayment of interfund revenue to cover the cost of developing the Drought and Water Shortage Risk Analysis and Response Plan.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Special Fund

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
Beginning Balance	724,290	582,256	538,830	538,830
<u>ESTIMATED REVENUES:</u>				
610100 Cur Sec Prop Tax	244,764	231,122	298,000	298,000
610102 Cur Sec RDA SA Other Dist	0	0	16,000	16,000
610200 Cur Unsecured Prop Tax	4,538	2,851	7,200	7,200
610300 Prior Secured Prop Tax	(28)	0	0	0
610400 Prior Unsecured Prop Tax	495	0	0	0
610600 Cur Supplemental Prop Tax	13,152	3,374	7,000	7,000
610700 Prior Supplemental Prop Tax	14	0	0	0
610904 Timber Yield Tax	0	1	0	0
640101 Interest on Cash	10,321	6,226	26,000	26,000
652900 ST - H/O Prop Tax	2,124	1,083	2,200	2,200
654535 ST - Grant	700,805	306,600	1,242,600	1,242,600
659010 RDA Pass Thru	51,446	50,650	66,000	66,000
662800 Interfund Revenue	28,573	0	0	0
680200 Operating Transfers In	0	0	10,000	10,000
<u>TOTAL ESTIMATED REVENUES</u>	1,056,205	601,907	1,675,000	1,675,000
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	12,027	110,000	150,000	150,000
710200 Retirement	5,099	47,000	66,000	66,000
710300 Health Insurance	0	27,000	30,434	30,434
710400 Workers' Compensation Insurance	2,309	2,424	2,666	2,666

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Special Fund

	ACTUAL	BOARD	DEPARTMENT	CAO
	<u>2022-23</u>	<u>APPROVED</u>	<u>REQUEST</u>	<u>RECOMMENDED</u>
		<u>2023-24</u>	<u>2024-25</u>	<u>2024-25</u>
TOTAL SALARIES & BENEFITS	19,435	186,424	249,100	249,100
SERVICES & SUPPLIES				
720100 Agriculture	0	1,500	0	0
720300 Communication	103	750	750	750
720600 Insurance	135	135	135	135
721100 Memberships	0	500	915	915
721300 Office Expense	0	1,000	1,700	1,700
721400 Professional & Specialized Services	365,499	345,028	1,357,350	1,357,350
721427 Property Tax Admin	5,012	4,500	6,000	6,000
721601 Rent/Lease Co Vehicle	2,183	1,500	1,500	1,500
721900 Special Departmental Expense	88,891	5,000	2,000	2,000
722000 Transportation & Travel	830	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	462,653	364,913	1,375,350	1,375,350
OTHER EXPENSES				
731400 Interfund Expense	299,615	570	50,000	50,000
740301 Capital Assets > \$5,000	6,809	0	0	0
750000 Operating Transfers Out	50,000	50,000	0	0
770100 Intrafund Transfers	0	0	550	550
TOTAL OTHER EXPENSES	356,424	50,570	50,550	50,550
<u>TOTAL EXPENDITURES</u>	<u>838,512</u>	<u>601,907</u>	<u>1,675,000</u>	<u>1,675,000</u>
<u>USE OF FUND BALANCE (EXP-REV)</u>	<u>(217,693)</u>	<u>0</u>	<u>0</u>	<u>0</u>

This is not a General Fund Budget

FLOOD CONTROL

COMMENTS

The Flood Control 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 staff or by consultant.

Note: This budget reflects the consolidation of budget organization #01350 – Flood Control (General Fund) into budget organization #15010 – Flood Control Fund, effective with the 2012-13 Fiscal Year.

ESTIMATED REVENUES

610000 **Property Tax** (\$328,200) is recommended from revenue received from Cur Sec Prop Tax (\$298,000), Cur Sec RDA SA Other Dist (\$16,000), Cur Unsecured Prop Tax (\$7,200), Prior Secured Prop Tax (\$0), Prior Unsecured Prop Tax (\$0), Cur Supplemental Prop Tax (\$7,000), Prior Supplemental Prop Tax (\$0), Timber Yield Tax (\$0).

640101 **Interest on Cash** (\$26,000) is recommended for Interest on cash in Flood Control.

652900 **ST- H/O Prop Tax** (\$2,200) is recommended for revenue received from property tax.

654535 **ST- Grant** (\$1,242,600) is recommended for revenue received from State grants.

SPECIAL NOTE: Expected Grant Revenue for ongoing grants:

- Flood Maintenance Assistance Program 2024 (\$202,600)
- Integrated Climate Adaptation and Resiliency Program (\$40,000)
- Flood System Repair Program (\$1,000,000)

659010 **RDA Pass Thru** (\$66,000) is recommended for revenue received from tax increment revenue within the flood district.

662800 **Interfund Revenue** (\$0) is recommended as no interfund revenue is expected for this fiscal year.

673000 **Miscellaneous Revenue** (\$0) is recommended as no miscellaneous revenue is expected for this fiscal year.

680200 **Operating Transfers In** (\$10,000) is recommended to transfer funds from the Drought budget for a portion of repayment of interfund revenue to cover the cost of developing the Drought and Water Shortage Risk Analysis and Response Plan.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$150,000) is recommended for increasing staff level at two positions.
- 710200 **Retirement** (\$66,000) is recommended for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$30,434) is recommended for the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$2,666) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720100 **Agriculture** (\$0) is recommended decreased. This category is covered under Account 721400.
- 720300 **Communications** (\$750) is recommended unchanged for the cost of communication expenses for staff.
- 720600 **Insurance** (\$135) is recommended to pay for the cost of County insurance.
- 721100 **Memberships** (\$915) is recommended increased to fund memberships needed for staff.
- 721300 **Office Expense** (\$1,700) is recommended increased \$700 to provide for general office supplies for continuing department functionality.
- 721400 **Professional & Specialized Services** (\$1,357,350) is recommended for work to be performed as follows:

SPECIAL NOTE: The revenue in the Flood Control budget is not adequate to fund all projects in accordance with state and federal law.
(* Represents a state grant; **Unfunded requirements, ***Partially grant funded)

- * Integrated Climate Adaptation and Resiliency Program - \$40,000 (All Grant, no match needed)
- * Flood Maintenance Assistance Program - \$202,600 (All Grant, no match needed)
- * Flood System Repair Program - \$1,000,000 (10% County match)

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

- ** Fresno River Channel Clean-Up - \$25,000
- ** Indian Lakes SWRCB Water Rights, Monitoring & Filing - \$10,000
- ** California Department of Fish & Wildlife 1602 Application & Permit and Implementation - \$35,000
- ** MS4/NPDES Permit \$50,000 (and \$12,500 annual fee)
- ** SWRCB Aquatic Weed NPDES Permit - \$3,000
- ** NFIP Administration - \$25,000
- ** Flood Repairs/Patrol Services (Emergency) - \$100,000
- ** Flood Supplies such as sandbags - \$20,000

- *** Vegetation Management - \$200,000
- *** Levee and Channel Maintenance - \$100,000
- *** Flood Technical Support - \$100,000
- *** Rodent Control - \$80,000

721427 Property Tax Admin (\$6,000) is recommended for payment to Auditor's and Assessor's offices for administration and collection of tax revenues.

721601 Rent/LSE CO Vehicle (\$1,500) is recommended for payment of mileage of the Department vehicles.

721900 Special Departmental Expense (\$2,000) is recommended to purchase all items necessary such as Personal Protective Equipment.

722000 Trans/Travel/Educ (\$5,000) is recommended unchanged \$5,000 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 Expense (\$50,000) is recommended to transfer funds to pay for County GSAs staff time in the Flood Agency.

SERVICES & SUPPLIES (continued)

750000 **Operating Transfers Out** (\$0) is recommended as no operating transfers out are expected for this fiscal year.

770100 **Intrafund Transfers** (\$550) is recommended to pay for VoIP phones in the office.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Enterprise Fund

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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>	
4217	Water Resources Specialist I or							
4218	Water Resources Specialist II or							
4219	Water Resources Specialist III	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I	-	-			-	-	
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3836	Senior Grounds/Flood Control Maint Worker	-	1.0	-	1.0	-	-	
TOTAL		<u>2.0</u>	<u>1.0</u>	<u>2.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: LOCAL AGENCY FORMATION
 COMMISSION (06100)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>EXPENDITURES</u>				
OTHER CHARGES				
731305 Contributions to Other Agencies	65,093	39,480	48,951	48,951
TOTAL OTHER CHARGES	65,093	39,480	48,951	48,951
<u>TOTAL EXPENDITURES</u>	<u>65,093</u>	<u>39,480</u>	<u>48,951</u>	<u>48,951</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>65,093</u>	<u>39,480</u>	<u>48,951</u>	<u>48,951</u>

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** (\$48,951) is recommended as the County's contribution for Fiscal Year 2024-25 based on the final budget adopted by LAFCO on May 22, 2024.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: ANIMAL SERVICES
 (06000)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620100 Animal Licenses	30,248	60,000	126,500	126,500
TOTAL LICENSES, PERMITS & FRANCHISES	30,248	60,000	126,500	126,500
CHARGES FOR CURRENT SERVICES				
661400 Humane Services	204,338	240,000	310,800	310,800
673917 Citations	0	0	17,000	17,000
TOTAL CHARGES FOR CURRENT SERVICES	204,338	240,000	327,800	327,800
MISCELLANEOUS REVENUE				
673000 Miscellaneous	62,400	0	5,500	5,500
TOTAL MISCELLANEOUS REVENUE	62,400	0	5,500	5,500
<u>TOTAL ESTIMATED REVENUES</u>	<u>296,985</u>	<u>300,000</u>	<u>459,800</u>	<u>459,800</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	612,229	955,249	957,947	957,947
710103 Extra Help	110,039	0	0	0
710105 Overtime	17,420	20,000	20,000	20,000
710106 Standby Pay	23,215	26,078	26,078	26,078
710107 Premium Pay	2,340	0	3,120	3,120
710110 Uniform Allowance	4,050	4,500	4,500	4,500
710200 Retirement	252,926	394,541	425,470	425,470
710300 Health Insurance	113,386	265,467	194,943	194,943
710400 Workers' Compensation Insurance	193,132	81,060	92,651	92,651
<i>Salary Savings</i>		(344,196)	(250,399)	(250,399)

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
TOTAL SALARIES & EMPLOYEE BENEFITS	1,328,738	1,402,698	1,474,311	1,474,311
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	500	2,000	3,000	3,000
720300 Communications	7,657	7,000	5,500	5,500
720500 Household Expense	24,695	25,000	30,000	30,000
720600 Insurance	88,521	63,705	63,705	63,705
720800 Maintenance - Equipment	7,782	10,000	10,000	10,000
721100 Memberships	270	660	660	660
721300 Office Expense	12,632	12,000	12,000	12,000
721400 Professional & Specialized Services	157,558	250,000	200,000	200,000
721500 Publications & Legal Notices	201	500	500	500
721601 Rents & Leases - Co Vehicles	106,221	55,000	165,000	165,000
721900 Special Departmental Expense	99,029	70,000	70,000	70,000
722000 Transportation, Travel, & Education	1,042	4,000	4,000	4,000
770100 Intrafund Expense	0	0	23,687	23,687
TOTAL SERVICES & SUPPLIES	506,108	499,865	588,052	588,052
FIXED ASSETS				
740300 Equipment/Furniture	86,675	0	0	0
TOTAL FIXED ASSETS	86,675	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,921,521</u>	<u>1,902,563</u>	<u>2,062,363</u>	<u>2,062,363</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,624,536</u>	<u>1,602,563</u>	<u>1,602,563</u>	<u>1,602,563</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 the 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 California 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 the City of Madera limits:

WORKLOAD

	<u>City</u>	<u>County</u>	<u>Total</u>
<u>Fiscal Year 2022-23</u>			
Dogs	999 (43%)	1,331 (57%)	2,330
Cats	354 (54%)	307 (46%)	661
Total	1,353 (45%)	1,638 (55%)	2,991
	<u>City</u>	<u>County</u>	<u>Total</u>
<u>*** July 2023 – April 2024</u>			
Dogs	803 (35%)	1,505 (65%)	2,308
Cats	307 (54%)	259 (46%)	566
Total	1,110 (39%)	1,764 (61%)	2,874

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 - incredible progress in complying with the recommendations made in the Shelter Assessment in 2019 by Team Shelter USA.

ANIMAL SERVICES

COMMENTS (continued)

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 FTEs with ten (10) FTEs 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 was recommended to increase to twenty (20) FTEs. Four (4) FTEs are recommended to allow the department to move away from the ongoing use of temporary staffing. Three (3) FTE new positions were also recommended to maintain a healthy environment for both the employees and animals in our care. This recommended increase in positions would help to improve adoptions, rescues, and the enrichment of animals, as well as give our current employees a chance to advance into positions requiring a higher skill set. To mitigate the impact of this increase, the proposed seven (7) FTEs are 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 the animal shelter and seek direction prior to the recruitment of any of the proposed new positions.

In FY 2023-2024, the number of recommended and funded employees was twenty (20) FTEs, transitioning Extra-Help to full-time, however, we were unable to retain all positions due to funding and qualifying applicants. These additional FTE positions are recommended to maintain a healthy environment for both the employees and the animals in our care. The recommended total of employees would help improve and maintain adequate personnel assistance in adoptions, rescues, intake, outreach, events, microchip clinics, cleaning, dispatch, public relations, and enrichment of animal services and care, along with reducing possible employee injuries and fatigue. We have seen an inflation, including but not limited to; dog/cat food, livestock feed, vaccines, medications, animal care products, litter, supplies, vendor fees such as animal disposal, and veterinary care. With this inflation of fees, it has become difficult to sustain a healthy environment for the animals in our care and provide the much-needed services for our county and the City of Madera residents. Within the first six (6) months of FY 23-24, the shelter impounded a total of 1,666 dogs and cats throughout the entire County, including City limits of Madera and Chowchilla, causing overcrowding and unexpected veterinary expenses.

	<u>City</u>	<u>County</u>	<u>Total</u>
<u>*(FIRST 6 MONTHS OF FY 23/24: JUL 2023-DEC 2023)</u>			
Dogs	432 (35%)	809 (65%)	1,241
Cats	222 (52%)	203 (48%)	425
Total	654 (39%)	1,012 (61%)	1,666

Due to recommended reduced shelter funds/expenditures for FY 24/25, the Animal Services Department will have to reduce services to the County, City of Madera, and City of Chowchilla residents, due to a lack of funding and shelter staff, which will negatively impact field and shelter operations. Services provided to residents will be restricted, if need be, to maintain county budget. Programs such as low-cost spay & neuter and our TNR (Trap/Neuter/Release) will be reduced, as well as assisting the public with medical care for their pets. Field and shelter services such as the intake of relinquished pets, stray intake, and private euthanasia and disposal would be limited or unavailable.

COMMENTS (continued)

Impact of services for Animal Services Department:

- Limited low cost spay/neuter
- Limited TNR (Trap/Neuter/Release)
- Limited intake of owner relinquished pets
- Limited stray intake
- Limited private euthanasia and disposal
- Field operation for our Officers: reduction in patrolling, limited calls for service (emergency calls will be priority)
- Limit on medical care for resident's personal pets
- Limit on free items - food pantry, vaccinations, deworming, spay/neuters, medical care
- Limited services provided to the City of Madera and the City of Chowchilla
- Limit on medical expenses for shelter care
- Enrichment for shelter animals
- Public events and outreach

ESTIMATED REVENUES

- 620100** **Animal Licenses** (\$126,500) is recommended increase based on projections in the current fiscal year dog license and kennel licensing.
- 661400** **General / Humane Services** (\$310,800) is recommended increase based on projections of the current fiscal year and shelter service fees; includes projected revenue from the City of Madera, \$182,326. If City contract is terminated by either City or County, either department will provide a written notice of 180 days to administration. Payment will continue to be provided by City of Madera, to Madera County Animal Services until end of services, MCC NO. 11231-18. Animal Services fees have increased due to county growth and to potentially better equip the department's needs and demands.
- 673917** **Citations** (\$17,000) is recommended projections based on fiscal year field officer administration citations.

Shelter Fees:

- California Food and Agriculture Fee: (\$35.00 one-time fee for unaltered dog or cat at large).
- Rabies Vaccine Deposit Fee (\$10.00 one-time fee, reduced fees determined by the director).
- Boarding Fee (\$10.00 per day, reduced fees determined by the director).

ESTIMATED REVENUES (continue)

Shelter Fees (continued):

- License Fees (Unaltered Fee \$50.00 per year, Altered Fee \$10.00 per year, Altered + Senior 65yrs+ Fee \$5.00 per year).
- Animal Adoption Fees (\$125.00 for dogs; \$75 for cats, other animal adoption fees determined by the director, reduced fees determine by the director).
- Animal Adoption Fee for Livestock (\$200.00 Equine, \$150.00 Bovine, \$75.00 Caprine, \$25.00 Avian, other animal adoption fees determined by the director, reduced fees determined by the director).
- Leash Law Violations - Unaltered and Altered (\$50.00 - 1st violation, \$100.00 - 2nd violation, \$200.00 - 3rd violation + Billing*, additional violations fee determines by director, denial return determine by director, reduced fees determined by the director).
- Owner Surrender/Relinquish (OS/OR) (Owned animals: \$75.00 one-time fee + \$25.00 Disposal if not adoptable + Billing*, reduced fees determined by the director).
- Owner Surrender/Relinquish Litter (OSL/ORL) (\$75.00 each litter under 8 weeks of age + \$25.00 Disposal if not adoptable + Billing*.
 - Any animal older than 8 weeks of age is an OS/OR Fee, Per Animal, reduced fees determined by the director).
- Owner Request Euthanasia Fee (\$75.00 one-time fee + Billing*, reduced fees determined by the director).
 - Request Euthanasia Pickup Additional Fee (\$25.00 Officer Time + \$1.50 Per/Mile Round-Trip + Billing*)
- Disposal of Small Animals (\$25.00 one-time fee, reduced fees determined by the director).
 - Request Pickup Additional Fee (\$25.00 Officer Time + \$1.50 Per/Mile Round-Trip + Billing*)
- Livestock Impound Fee (\$75.00 one-time fee + \$10.00 Boarding Per/Day + \$1.50 Per/Mile Round-Trip for Transport + \$25.00 Per/Hour for Officer Time, per Officer + \$75.00 Equipment/Trailer Fee + Billing*, reduced fees determined by the director).
- At Home Bite Quarantine (\$75.00 No Current Rabies at Time of Bite Fee + \$45.00 Quarantine + \$25.00 Per Officer Inspection Fee + \$1.50 Per/Mile, Round-Trip + Rabies Fee* + License Fee* + Billing*).
 - Rabies Fee will determine if dog owner can provide proof of vaccination: if no proof is provided, additional fee is \$10.00 for rabies voucher.
 - License Fee will determine on dog: altered \$10.00, altered + senior 65yrs+ \$5.00, and unaltered \$50.00.

ESTIMATED REVENUES (continue)

Shelter Fees (continued):

- At Shelter Bite Quarantine (\$75.00 No Current Rabies at Time of Bite Fee + \$45.00 Quarantine + \$100.00 for 10-Day Boarding Fee + \$35.00 Food and Agriculture Fee + Rabies Fee* + License Fee* + Owner Surrender/Relinquish (O/R) Fee* or Euthanasia Request Fee* + Disposal Fee* + Billing*).
 - Rabies Fee will determine if dog owner can provide proof of vaccination: if no proof is provided, additional fee is \$10.00 for rabies voucher.
 - License Fee will determine if dog owner can provide proof of sterility.
 - License Fee will determine on dog: altered \$10.00, altered + senior 65yrs+ \$5.00, and unaltered \$50.00.
 - Owner Relinquish (O/R) Fee \$75.00 or
 - Euthanasia Request Fee \$75.00 + Disposal Fee \$25.00
- Wildlife License Fee - Annual (\$100.00 One Time Fee + \$50.00 One Time Officer Inspection Fee, minimum of two (2) inspections per year + \$25.00 Per Additional Officer Fee + \$1.50 Per/Mile Round-Trip, Per Inspection Fee + Billing*, reduced fees determined by the director).
- Kennel License Fee – Annual (\$500.00 Per/Kennel + \$100 One Time Officer Inspection Fee + \$25.00 Per Officer Recheck Fee + \$1.50 Per/Mile Round Trip on Recheck Fee + Billing*, reduced fees determined by the director).
- Vicious or Potentially Dangerous Animal Fee – Annual (\$300.00 One Time Permit Fee + \$100.00 One Time Officer Inspection Fee + \$100.00 If animal Shelter Impound Fee + Billing*, reduced fees determined by the director).
- Low-Cost Spay and Neuter Voucher Fee (Voucher price will reflect veterinary shelter cost at HOPE’s set price, cat and dog spay/neuter price is based on weight*, price may change without notice*, reduced fees determined by the director).
 - Price increase will be presented to the BOS every time ANSVC receives update from vet.
- Billing Fee Applicable on All Invoices (\$5.00 or 15%, whichever is greater, reduced fees determined by the director).

***Administrative Fees Pending: County Counsel

ANIMAL SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$957,947) an increase of \$2,698, however, due to recommended hiring freeze, which will certainly impact the shelters' day-to-day business operations, all field services, and all services provided to residents within County and Cities, will most likely be affected, but most importantly the quality of life of the animals residing in the shelter will be affected. A hiring freeze will be implemented for the full FY 24/25, a total of \$250,399 in salary savings which is the equivalent of four (4) full time employee positions, will remain vacant to comply with County recommendations. Only in the case of emergency, will a hire occur if an employee was to resign or be terminated. All permanent salaries include longevity, premiums, anniversary step increases, and classifications title changes.
- 710105** **Overtime** (\$20,000) is recommended due to staff shortages and covers emergency call outs for the safety of the community.
- 710106** **Standby Pay** (\$26,078) is recommended based on actual and projected expenditures with the reimbursement rate for standby at \$4.00/hr.
- 710107** **Premium Pay** (\$3,120) is recommended based on actual and projected expenditures for employee premiums.
- 710110** **Uniform Allowance** (\$4,500) is recommended to reflect the actual and projected expenses more accurately for a monthly allotment per officer.
- 710200** **Retirement** (\$425,470) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$194,943) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$92,651) reflects the Department's contribution to the County's Self-Insurance Internal Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$3,000) are recommended increase of \$1,000 to provide shelter employees uniform shirts/polos, rubber/rain boots, hearing/ear protection, leather/protective bite gloves, rain gear, cooling towels, and officer personal protective clothing: jackets, shirts/polos, and departmental identification badges, tags, and patches. Venders have increased prices to all products.

ANIMAL SERVICES

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$5,500) Decrease of \$1,500 for telecommunication expenses of this Department. Decrease due to new phone system upgrade (VoIP), ATT – landline expense has been removed.
- 720500** **Household Expense** (\$30,000) is a recommended increase of \$5,000 due to supply and demand price increases; purchasing of cleaning supplies, concentrates/chemicals, laundry detergent, latex gloves, sanitation supplies, any personal protective equipment (PPE), and all household and kitchen equipment, all essentials for daily operation.
- 720600** **Insurance** (\$63,705) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended unchanged for office equipment, building repairs, shelter mechanical equipment and animal handling equipment.
- 721100** **Memberships** (\$660) are recommended unchanged for memberships in the California Animal Control Directors' Association (\$330) and California Animal Welfare Association, previously known as, State Humane Association of California (\$330).
- 721300** **Office Expense** (\$12,000) is recommended unchanged for office supplies; printing of citation books, officer forms, license books/tags, adoption agreements and all other department forms and documents necessary for business operation and compliance.
- 721400** **Professional & Specialized Services** (\$200,000) an alarming decrease of \$50,000 due to County recommended cutbacks. Although veterinary fees have increase, (\$80,000) will fund medical expenditures, (\$120,000) is for adjoining account for County-wide spay and neuter program. It is estimated that approximately \$24,000 of the funds will be issued to Cities of Madera and Chowchilla residents and \$96,000 will be issued to County residents for spay and neuter services. This program will be rolled out County-wide as the number of City of Madera strays affect shelter animal intakes and County employee workload, ultimately affecting County cost and time. In addition, veterinarians treating injured animals as required by state laws are reimbursed from this account. This account is also used for specialized lab services, medications, vaccines and specialized animal disposal and handling services and any other necessary animal services expenses, and all adoption spay and neuter services.
- 721500** **Publications & Legal Notices** (\$500) are recommended unchanged to publicize rabies clinics and large animal sales, as well as media coverage and other creative advertising platforms such as Canva, Amazon.
- 721601** **Rents & Leases – Co Vehicles** (\$165,000) is recommended unchanged for the use of leased vehicles from Fleet Services.

ANIMAL SERVICES

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$70,000) is recommended unchanged to comply with County cutbacks, however all vendor prices have increase impacting services and supplies: animal food/feed, controlled substances/medications/vaccinations, medical equipment, deceased animal disposal and on-call disposal services may be impacted. Veterinary expenses have significantly increased, which are rendered from this account. The increase is recommended to continue minimal animal care which is required by state laws. Services rendered will be to provide for the cost of animal feed, controlled substance drugs, vaccines/medications, animal traps/crates/snappy snares and any other unforeseen miscellaneous veterinary and animal supplies expenses. Intake of animals has increased by 600 animals from fiscal year 21/22 to fiscal year 22/23 and continues to increase. The cost of food for dogs, cats, and other animal feed averages \$40,500 per year. This account is also used for specialized services and any other necessary animal services expenses.
- 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.
- 770000** **Intrafund Expense** (\$23,687) is recommended for upgrades and fixtures on new phone system, VoIP.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	1.0	-			B
3206	Administrative Analyst II							
3349	Accounting Technician I or	1.0		1.0				
3354	Accounting Technician II or							
3353	Senior Accounting Technician		-	-	-	-	-	
3421	Animal Services Assistant	4.0		6.0		-	-	A
3437	Animal Services Care Specialist	4.0	-	3.0	-	-	-	A
3438	Animal Services Coordinator	4.0	-	2.0	-	-	-	A
2130	Director of Animal Services	1.0	-	1.0	-	-	-	
3410	Animal Services Officer	4.0	-	4.0	-	-	-	
3409	Senior Animal Services Officer	1.0	-	1.0	-	-	-	
3408	Animal Services Supervisor	1.0	-	1.0	-	-	-	
TOTAL		20.0	-	20.0	-	-	-	

NOTES:

- A** Six (6) FTE Animal Services Assistant, two (3) FTE Animal Services Care Specialist and two (2) FTE Animal Services Coordinator, to better meet the needs of the Department
- B** Administrative Analyst I & II Classification has been created to better meet the needs of the Department

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: FISH AND GAME FINES
 (11200)
 Function: Public Protection
 Activity: Other Protection
 Fund: Fish and Game

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
BEGINNING FUND BALANCE	14,900	14,800		
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630206 FISH & GAME FINES	964	2,200	2,200	2,200
630222 ST PENALTY PC1464 CO SHARE	551	1,300	1,300	1,300
TOTAL FINES, FORFEITURES & PENALTIES	1,515	3,500	3,500	3,500
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	172	100	100	100
TOTALREVENUE FROM USE OF MONEY/PROP	172	100	100	100
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,687</u>	<u>3,600</u>	<u>3,600</u>	<u>3,600</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	1,475	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	1,475	5,000	5,000	5,000
<u>TOTAL EXPENDITURES</u>	<u>1,475</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>(212)</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 2024-25 is projected at \$3,600 based on prior year receipts. At the end of the 2022-23 fiscal year, the cash balance for the Fish and Game Fines Fund was \$15,112. As of April 30, 2023, the Fund had a balance of \$15,053.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$5,000) is recommended unchanged for the 2024-25 fiscal year.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: TRIAL COURT
OPERATIONS (02300)
Function: Public Protection
Activity: Judicial
Fund: General

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630100 Vehicle Code Fines	101,300	71,000	71,000	71,000
630200 Other Court Fines	678,753	1,069,531	1,069,531	1,069,531
TOTAL FINES, FORFEITURES & PENALTIES	780,053	1,140,531	1,140,531	1,140,531
CHARGES FOR CURRENT SERVICES				
661200 Court Fees and Costs	89,167	180,000	180,000	180,000
TOTAL CHARGES FOR CURRENT SERVICES	89,167	180,000	180,000	180,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>869,220</u>	<u>1,320,531</u>	<u>1,320,531</u>	<u>1,320,531</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720900 Maintenance-Buildings & Improvements	0	15,500	15,500	15,500
722100 Utilities	0	15,757	15,757	15,757
TOTAL SERVICES & SUPPLIES	0	31,257	31,257	31,257
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>1,289,273</u>	<u>1,320,531</u>	<u>1,320,531</u>	<u>1,320,531</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>420,053</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 2024-25.

Trial Court Facilities (SB 1732)

SB 1732, passed in 2002, established the governance structure and procedures for the transfer of responsibilities for trial court facilities from the County to the State. It provided the essential steps in completing the trial court funding reform effort which began in 1997 with the passage of the Lockyer-Isenberg Trial Court Funding Act (AB 322) discussed above. The transfer process was to be accomplished as expeditiously as possible by June 30, 2007, and was negotiated on a building-by-building basis between the State and each County, resulting in an agreement governing each facility.

COMMENTS (continued)

Trial Court Facilities (SB 1732) (continued)

On April 24, 2007, the Board of Supervisors approved all necessary documents for the transfer of responsibility for trial court facilities from the County of Madera to the State of California, Administrative Office of the Courts (AOC) in accordance with the provisions of SB 1732. The facilities are the former County Government Center, Bass Lake Government Center, and the Family Court Services facility, which was leased at 321 West Yosemite Avenue. The effective date of transfer was April 30, 2007, for the former County Government Center and the Bass Lake Government Center, and May 1, 2007, for the Family Court Services facility.

Under the provisions of SB 1732, the State requires a revenue source for the ongoing operations and maintenance of court facilities once transferred to the State by requiring the County to pay to the State an amount that the County has historically, on average, expended for the annual operation and maintenance for each court facility. The components were based on the actual annual direct and indirect county expenditures on court facilities from 1995-96 through 1999-2000. The development of the County Facilities Payment Plan (CFP) was completed by the County Auditor-Controller and approved by the State Department of Finance. The annual County "maintenance of effort" for operations and maintenance for the transferred court facilities will be \$263,587 and is recommended to be funded through this budget. This amount will remain constant each year.

SB 1732 also requires the County to pay a percentage of the annual maintenance and utility expenses for the shared facilities. The pro-rata share of maintenance and utility costs for the former Government Center will be 28%, and 32.5% for Bass Lake Court. However, in the fall of 2015, the Courts moved into their own building and the Joint Occupancy Agreement for the Madera Courthouse was terminated by Board of Supervisors on December 15, 2015. The annual costs for the shared maintenance and utility expenses are recommended to be funded through this budget.

The following is the recommended Trial Court Operations budget for 2024-25:

SERVICES & SUPPLIES

720900 **Maintenance - Building & Improvements** (\$15,500) 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.

	<u>Actual</u> <u>2022-23</u>	<u>Approved</u> <u>2023-24</u>	<u>Recommended</u> <u>2024-25</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	 \$1,025,681	 \$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 2024-25

Department: GRAND JURY
 (03400)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
670300 Miscellaneous Revenue	25	0	0	0
TOTAL MISCELLANEOUS REVENUE	25	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>25</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	4,390	2,830	2,830	2,830
721300 Office Expense	2,763	6,000	6,000	6,000
721400 Professional & Specialized Expense	2,557	1,000	1,000	1,000
721500 Advertisements/Publications & Legal Notices	0	8,000	8,000	8,000
721900 Special Departmental Expense	23,524	20,000	20,000	20,000
722000 Transportation & Travel	26,008	31,100	31,100	31,100
TOTAL SERVICES & SUPPLIES	59,241	68,930	68,930	68,930
OTHER CHARGES				
730330 Rents & Leases - Principal	13,800	13,800	13,800	13,800
TOTAL OTHER CHARGES	13,800	13,800	13,800	13,800
<u>TOTAL EXPENDITURES</u>	<u>73,041</u>	<u>82,730</u>	<u>82,730</u>	<u>82,730</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>73,016</u>	<u>82,730</u>	<u>82,730</u>	<u>82,730</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 2024-25, the Grand Jury has requested a budget in the amount of \$82,730, reflecting no changes from previous fiscal year. The following is the proposed budget submitted by the Grand Jury for 2024-25:

Basic Expenses

Office Supplies & Office Equipment (includes printing of the annual Final Report)	6,000
Professional Services (Court Reporter, Information Technology Services, Subpoenas)	1,000
Office Rent	13,800
Advertisements and Publications	8,000
Telephone and Internet	<u>2,830</u>
Total Basic Expenses	\$31,630

Meeting and Mileage Expenses

Committee Meetings/Full Grand Jury Panels	20,000
Mileage and Training Expenses	<u>31,100</u>
Total Meetings and Mileage and Expenses	\$51,100

TOTAL BUDGET REQUESTED \$82,730

It is recommended to fund the Grand Jury at \$82,730 for the 2024-25 fiscal year. If, during the 2024-25 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:

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 and miscellaneous office supplies.
- 721400** **Professional & Specialized** (\$1,000) is recommended unchanged for the use of a court reporter, Information Technology services, and/or for serving of subpoenas.
- 721500** **Advertisements/Publications & Legal Notices** (\$8,000) is recommended funded to cover the costs of necessary advertisements and legal notices with newspapers, and the printing and distributing of the Final Grand Jury Reports.
- 721900** **Special Departmental Expense** (\$20,000) 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** (\$31,100) 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 2024-25

Department: PUBLIC DEFENDER
 (03600)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	921,960	690,000	921,500	921,500
TOTAL CHARGES FOR CURRENT SERVICES	921,960	690,000	921,500	921,500
MISCELLANEOUS REVENUE				
673914 Misc Reimbursement - Legal Fees	23,719	35,000	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	23,719	35,000	35,000	35,000
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	0	555,810	400,830	400,830
TOTAL OTHER FINANCING SOURCES	0	555,810	400,830	400,830
<u>TOTAL ESTIMATED REVENUES</u>	<u>945,679</u>	<u>1,280,810</u>	<u>1,357,330</u>	<u>1,357,330</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Prof. & Specialized Services-Contracts	3,562,144	3,672,847	3,854,367	3,854,367
721433 Prof. & Specialized Services-Outside Attorneys	175,407	295,000	190,000	190,000
721434 Prof. & Specialized Services-Capital Cases	7,500	105,000	105,000	105,000
TOTAL SERVICES & SUPPLIES	3,745,051	4,072,847	4,149,367	4,149,367
<u>TOTAL EXPENDITURES</u>	<u>3,745,051</u>	<u>4,072,847</u>	<u>4,149,367</u>	<u>4,149,367</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,799,373</u>	<u>2,792,037</u>	<u>2,792,037</u>	<u>2,792,037</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** (\$921,500) is recommended increased 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** (\$400,830) is recommended and represents the projected available realignment revenue and reimbursements.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services - Contracts** (\$3,854,367) is recommended at the same level and is based on actual expenditures.
- 721433** **Professional & Specialized Services - Outside Attorneys** (\$190,000) 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** (\$105,000) 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 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
620700 Other License & Permits	2,045	2,500	2,500	2,500
662696 Formation Fees	371	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	2,416	2,500	2,500	2,500
MISCELLANEOUS REVENUE				
673900 Miscellaneous	319	0	0	0
680200 Operating Transfer In	0	50,000		
TOTAL MISCELLANEOUS REVENUE	319	50,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,735</u>	<u>52,500</u>	<u>2,500</u>	<u>2,500</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,201,013	1,161,296	1,266,537	1,266,537
710103 Temporary Salaries	1,325	15,000	15,000	15,000
710105 Overtime	79	0	0	0
710107 Premium Pay	780	0	1,000	1,000
710200 Retirement	478,747	477,725	541,801	541,801
710300 Health Insurance	134,768	177,781	155,630	155,630
710400 Workers' Compensation Insurance	10,824	10,396	10,533	10,533
TOTAL SALARIES & EMPLOYEE BENEFITS	1,827,535	1,842,198	1,990,501	1,990,501
SERVICES & SUPPLIES				
720300 Communications	6,473	9,000	9,000	9,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (CONTINUED)				
720600 Insurance	90,130	145,786	3,906	3,906
720800 Maintenance - Equipment	4,338	6,500	6,500	6,500
721100 Memberships	35,513	36,000	38,000	38,000
721300 Office Expense	8,196	19,000	19,000	19,000
721400 Professional & Specialized Expense	40,473	47,000	38,000	38,000
721500 Publications & Legal Notices	176	52,000	2,000	2,000
721900 Special Departmental Expense	15,949	59,500	59,500	59,500
722000 Transportation & Travel	57,579	65,000	65,000	65,000
TOTAL SERVICES & SUPPLIES	258,828	439,786	240,906	240,906
OTHER CHARGES				
730330 Rents & Leases - Equipment	8,457	9,000	9,000	9,000
TOTAL OTHER CHARGES	8,457	9,000	9,000	9,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	8,338	8,338	8,914	8,914
TOTAL INTRAFUND TRANSFER	8,338	8,338	8,914	8,914
<u>TOTAL EXPENDITURES</u>	<u>2,103,158</u>	<u>2,299,322</u>	<u>2,249,322</u>	<u>2,249,322</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,100,423</u>	<u>2,246,822</u>	<u>2,246,822</u>	<u>2,246,822</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 2022-2023	ESTIMATE 2023-2024	PROJECTED 2024-2025
Board Preparations**		50	50
Board Meetings **		50	50
Board Meetings Posting **		55	55
Agenda Review Meetings-BOS	35	28	28
Assess. Appeals Applications	24	21	21
Assess. Appeals Prep/Mtgs	4	6	6
Biennial Notices/COI-Form 700	400	423	423
311 Calls	0	0	0
Board Chambers Testing	50	100	100
Ag Preserves	10	9	9
Ordinances	8	10	10
Resolutions	204	180	180
Contracts	309	275	275

**** Boards (BOS, MCAA, RAN, LAFCO, CITY SELECTION COMMITTEE, RIVERSTONE PFA, RIVERWALK PFA, GUNNER RANCH PFA, 7TH AVE INDUSTRIAL PARK PFA, TESORO VIEJO PFA, IHSS, MCFCWCA)**

BOARD OF SUPERVISORS

Projected workload in FY 2022-23 representing time spent per item.

	Projected Workload FY2024-25	Time Spent
Assessment Appeals Application	21 items	1 hours/per item
Assessment Appeals Preparation and Meetings	6 items	8 hours/per item
Biennial Notices/Conflict of Interest (700 Forms)	423 items	5 minutes/per item
Agricultural Preserves (Applications, Contracts, Cancellations)	9	30 minutes/per item
Commission & Committee Mgmt	100	3 hour/week
Laserfiche/Microfilm Record Mgmt (Scanned, Indexed, Imaged, Retention, Destruction)	52 weeks	80 hours/week
Ordinances (Civic Plus)	10 items	4 hours/per item
Technical Software Maintenance (Website/Contract Mgmt System)		hours/per week
Administration (Calls, Payroll, Budget, A/P, Travel Requests)		4 hours/per week
Training Sessions (Agenda Mgmt Software)		20 hours/per month

ESTIMATED REVENUES

620700 **Other License & Permits** (\$2,500) is recommended for photocopy fees, clerk fees, film permit fees.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,266,537) are recommended 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.
- 710200** **Retirement** (\$541,801) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$155,630) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$10,533) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$9,000) is recommended to cover smartphones and surface pros.
- 720600** **Insurance** (\$3,906) 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** (\$38,000) is recommended for dues of County Supervisors' Association of California (CSAC-\$20,731), Regional Council of Rural Counties (RCRC-\$12,000), California Clerk of The Board of Supervisors Association (CCBSA-(\$400), National Association of Counties (NACo-\$2,686), California Association of Clerks and Election Officials (CACEO) (\$250), and YSPCOC (\$1,000).
- 721300** **Office Expense** (\$19,000) is recommended for office supplies, business cards, document folders, office furniture, printing, computer supplies, certificates, plaques, and mobile shredding service.
- 721400** **Professional & Specialized Expense** (\$38,000) is recommended for the services of Netfile, an electronic filing and administration system for Statements of Economic Interests (FPPC Form 700); Civic Plus 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, Audio/Visual vendors for On-the-Road Board meetings and Translation Services (when required by law).

BOARD OF SUPERVISORS

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$2,000) is recommended for the publishing of ordinances, appeals, notices, hearings, and various Board and Election proceedings.
- 721900** **Special Departmental Expense** (\$59,500) is recommended for business meeting meals, conference room audio/video upgrades, and community development funding for (5) districts.
- 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** (\$8,914) is recommended for VoIP phone expense for fifteen (15) office phones.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</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	-	-

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	0	0	118,000	118,000
662728 Vision/Dental Admin Fee	552	1,000	1,000	1,000
TOTAL CHARGES FOR CURRENT SERVICES	552	1,000	119,000	119,000
MISCELLANEOUS REVENUE				
673903 Miscellaneous Reimbursement	117	150	150	150
TOTAL MISCELLANEOUS REVENUE	117	150	150	150
OTHER FINANCING SOURCES				
680200 Operating Transfer In	166,293	196,757	260,110	260,110
TOTAL MISCELLANEOUS REVENUE	166,293	196,757	260,110	260,110
<u>TOTAL ESTIMATED REVENUES</u>	<u>166,962</u>	<u>197,907</u>	<u>379,260</u>	<u>379,260</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	754,015	774,231	852,241	852,241
710107 Premium Pay	1,300	1,560	2,340	2,340
710200 Retirement	317,823	355,404	379,477	379,477
710300 Health Insurance	52,714	56,437	79,908	79,908
710400 Workers' Compensation Insurance	14,257	10,320	10,524	10,524
<i>FY2023-24 Salary Savings</i>		<i>(62,130)</i>		
TOTAL SALARIES & EMPLOYEE BENEFITS	1,140,110	1,135,822	1,324,490	1,324,490
SERVICES & SUPPLIES				
720300 Communications	368	4,725	4,725	4,725
720600 Insurance	780	788	913	913
720800 Maintenance - Equipment	0	800	800	800
721100 Memberships	987	990	1,050	1,050
721300 Office Expense	2,807	9,000	7,200	7,200

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Expense	2,775	2,500	2,500	2,500
721500 Publications & Legal Notices	480	500	500	500
721600 Rents & Leases - Equipment	57	0	0	0
721900 Special Departmental Expense	2,693	12,000	9,300	9,300
722000 Transportation & Travel	2,815	17,000	14,000	14,000
TOTAL SERVICES & SUPPLIES	13,763	48,303	40,988	40,988
OTHER CHARGES				
730330 Rents & Leases - Equipment	9,512	9,480	9,480	9,480
TOTAL OTHER CHARGES	9,512	9,480	9,480	9,480
<u>TOTAL EXPENDITURES</u>	<u>1,163,385</u>	<u>1,193,605</u>	<u>1,374,958</u>	<u>1,374,958</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>996,423</u>	<u>995,698</u>	<u>995,698</u>	<u>995,698</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.

Separate Budget Units:

County Administration has three divisions with its own separate budget units that are under its administrative control. These three budget units are: County Insurance & Risk Management, General Services, and the 311 Customer Service Center. General Services also includes the building maintenance, grounds maintenance, capital projects and fleet services functions.

ESTIMATED REVENUES

- 662723** **Services to Other Agencies** (\$118,000) is recommended for charges to other departments for assistance with Workers Compensation claims.
- 680200** **Operating Transfer In** (\$260,110) 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** (\$852,241) is recommended increased \$78,010 and reflects the estimated cost of current staffing levels adjusted for step increases and longevity.
- 710107** **Premium Pay** (\$2,340) is recommended funded for bilingual pay.
- 710200** **Retirement** (\$379,477) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

ADMINISTRATIVE OFFICE / PURCHASING

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300 Health Insurance (\$79,908) is based on the employer's share of health insurance premiums.
- 710400 Workers' Compensation (\$10,524) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 Communications (\$4,725) is recommended unchanged based on current and projected telephone costs for this Department.
- 720600 Insurance (\$913) 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 (\$1,050) is recommended increased for membership in the County Administrative Officers Association.
- 721300 Office Expense (\$7,200) is recommended decreased 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 (\$9,300) is recommended decreased and reflects the cost of miscellaneous events, award plaques, commendations, certificates, storage, and various Departmental supplies.
- 722000 Transportation & Travel (\$14,000) is recommended decreased based on the anticipated out-of-County travel, private mileage reimbursement, and training costs.

OTHER CHARGES

- 730330 Principal (GASB 87) (\$9,480) is recommended based on the estimated lease cost of copiers.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	2.0	1.0	2.0	1.0	-	-	
2123	County Administrative Officer	1.0	-	1.0	-	-	-	
2151	Assistant County Administrative Officer	1.0	-	1.0	-	-	-	
3191	Deputy CAO - Finance	-	1.0	-	1.0	-	-	
3620	Executive Assistant to the CAO or							
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
4112	Grants Services Manager	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	1.0	-	1.0	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Sr. Program Assistant	1.0	-	1.0	-	-	-	
3204	Senior Buyer or							
3211	Buyer II	-	1.0	-	1.0	-	-	
TOTAL		7.0	4.0	7.0	4.0	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662721 PC 1205(D) Admin - Collection Fees	270	500	500	500
662723 Services to Other Agencies	55,787	52,500	0	0
662800 Interfund Revenue	0	2,500	4,500	4,500
TOTAL CHARGES FOR CURRENT SERVICES	56,057	55,500	5,000	5,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	75,000	92,500	92,500
TOTAL MISCELLANEOUS REVENUE	0	75,000	92,500	92,500
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	50,000	0	0
TOTAL OTHER FINANCING SOURCES	0	50,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>56,057</u>	<u>180,500</u>	<u>97,500</u>	<u>97,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	165,305	179,787	194,687	194,687
710107 Premium Pay	1,885	1,560	780	780
710200 Retirement	65,114	73,147	82,216	82,216
710300 Health Insurance	38,034	53,666	38,936	38,936
710400 Workers' Compensation Insurance	1,329	1,416	1,432	1,432
<i>FY 2024-25 Salary Savings</i>			<i>(85,840)</i>	<i>(85,840)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	271,666	309,576	232,211	232,211
SERVICES & SUPPLIES				
720300 Communications	11,477	14,980	12,500	12,500
721300 Office Expense	368	750	500	500
721400 Professional & Specialized Expense	16,921	23,300	20,545	20,545
721900 Special Departmental Expense	0	150	0	0
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	28,766	39,680	34,045	34,045
<u>TOTAL EXPENDITURES</u>	<u>300,433</u>	<u>349,256</u>	<u>266,256</u>	<u>266,256</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>244,375</u>	<u>168,756</u>	<u>168,756</u>	<u>168,756</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** (\$500) is recommended for fees collected.
- 662723** **Services to Other Agencies** (\$0) is not recommended for FY2024-25.
- 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** (\$92,500) is recommended for charges to County departments for services provided by the 311 Customer Service Center.
- 680200** **Operating Transfer In** (\$0) is not recommended for FY2024-25. It was utilized to represent the estimated reimbursable cost for 311 Customer Service Center operations during the pandemic.

311 CUSTOMER SERVICE CENTER

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$194,687) are recommended for standard step increases of permanent employees. In order to meet the CAO's recommended NCC, salary savings will be budgeted. These savings will be realized by holding 1 FTE Senior Program Assistant position vacant for the entire fiscal year. This vacancy will impact the service provided to constituents.
- 710107** **Premium Pay** (\$780) is recommended funded for bilingual pay.
- 710200** **Retirement** (\$82,216) is recommended for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$38,936) is recommended based on the expected employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$1,432) is recommended for the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$12,500) is recommended to maintain after-hour access for the 311 Customer Service Center.
- 721300** **Office Expense** (\$500) is recommended unchanged for basic office expenses.
- 721400** **Professional & Specialized Services** (\$20,545) recommended for the annual cost of the MadCoServices phone app, web portal, and supporting Customer Relationship Management service request system (\$17,360). 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 (\$3,035).
- 721900** **Special Department Expense** (\$0) is not recommended to cover miscellaneous equipment costs to maintain the 311 Customer Service Center.
- 722000** **Transportation & Travel** (\$500) is recommended for staff training.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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 2024-25

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	184,475	195,500	195,500
673000 Miscellaneous Revenue	46,283	0	0	0
TOTAL MISCELLANEOUS REVENUE	46,283	184,475	195,500	195,500
OTHER FINANCING SOURCES				
680200 Operating Transfer In	1,718,212	2,455,175	2,702,747	2,702,747
TOTAL OTHER FINANCING SOURCES	1,718,212	2,455,175	2,702,747	2,702,747
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,764,495</u>	<u>2,639,650</u>	<u>2,898,247</u>	<u>2,898,247</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721200 Miscellaneous Expense	141,691	155,000	174,900	174,900
721400 Professional & Specialized Services	1,469,239	991,830	1,079,345	1,079,345
721900 Special Departmental Expense	236,116	0	0	0
TOTAL SERVICES & SUPPLIES	1,847,046	1,146,830	1,254,245	1,254,245
OTHER CHARGES				
730300 Retire Other Long-Term Debt	45,000	0	0	0
730330 Principal (GASB 87)	2,575,044	2,981,930	3,407,028	3,407,028
730500 Interest Other Long-Term Debt	1,273,824	0	0	0
730504 Interest (GASB 87)	644,653	1,869,237	1,951,382	1,951,382
731305 Contributions to Other Agencies	381,482	341,798	277,977	277,977
TOTAL OTHER CHARGES	4,920,003	5,192,965	5,636,387	5,636,387
<u>TOTAL EXPENDITURES</u>	<u>6,767,049</u>	<u>6,339,795</u>	<u>6,890,632</u>	<u>6,890,632</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>5,002,554</u>	<u>3,700,145</u>	<u>3,992,385</u>	<u>3,992,385</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** (\$195,500) is estimated based on the projected facility use charges to the new Ag Commissioner and Madera Ranchos Library facilities.

680200 **Operating Transfers In** (\$2,702,747) reflects the projected impact fee reimbursements for the debt service of capital that are included in the County's Capital Improvement Plan.

SERVICES & SUPPLIES

721200 **Miscellaneous Expense** (\$174,900) is recommended increased \$19,900 primarily due to the addition of crow abatement costs. This account also provides for refunds or payments to the State Board of Equalization of sales and use taxes on out-of-State items purchased by the County, the Strong Motion Instrumentation Program costs, audit exceptions, and other miscellaneous expenses not provided for in other budgets, including the cost of Employee Assistance Programs. A portion of this account is required to provide for the periodic payment to an audit firm that is contracted to review the County's sales tax with the State Board of Equalization.

721400 **Professional & Specialized Services** (\$1,079,345) reflects an increase of \$87,515 from the current year budget. This account provides for the following:

- \$515,000 - Private Security for Government Center, Courthouse Park, Library and Justice Center
- \$50,000 - Encampment Cleanup (PARC Environmental)
- \$229,460 - 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)

- \$120,000 - 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 \$57,759 over the current fiscal year primarily due to the two payments for the Fire Equipment Round 5 lease rather than one. The County's annual debt service is summarized below:

Description	Account 730330 - Principal	Account 730504 - Interest	Total Both Accounts
Justice Center/Government Center	\$750,000	\$1,218,175	\$1,968,175
Solar Phase 1 and Phase 3	\$760,000	\$278,639	\$1,038,639
Jail HVAC	\$485,248	\$61,533	\$546,781
Oakhurst Government Center, Ag Facility, Ranchos Library and Sheriff's Substation	\$238,055	\$79,866	\$317,921
Fire Equipment Round 1 (KS State Bank)	\$190,806	\$29,890	\$220,696
Fire Equipment Round 2 (Pacific Premier)	\$169,893	\$30,185	\$200,078
Fire Equipment Round 3 (BofA)	\$227,430	\$35,752	\$263,182
Fire Equipment Round 4 (BofA)	\$179,967	\$33,214	\$213,181
Fire Equipment Round 5 (BofA)	\$100,629	\$72,477	\$173,106
Fire Station No. 3	\$305,000	\$111,651	\$416,651
Total	\$3,407,028	\$1,951,382	\$5,358,410

OTHER CHARGES (continued)

- 731305** **Contributions to Other Agencies** (\$277,977) is recommended based on the following contribution levels to other agencies:
- **Fresno-Madera Area Agency on Aging** (\$24,735) 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** (\$0) is not recommended; effective FY2024-25, this amount is allocated in its own budget Org Key 00214 Senior Meals Program.
 - **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 represents county supplemental funding to support additional projects that are intended to increase visitations to and through Madera County.
 - **San Joaquin Valley Water Infrastructure Authority (SJWIA)** (\$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.
 - **Yosemite Area Regional Transportation System (YARTS)** (\$67,000) is recommended for the County's annual contribution.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</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.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	331,669	400,000	425,000	425,000
662800 Interfund Revenue	379,173	425,000	450,000	450,000
TOTAL CHARGES FOR CURRENT SERVICES	710,842	825,000	875,000	875,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	1,544,090	1,700,000	1,825,000	1,825,000
673000 Miscellaneous	841	1,000	2,000	2,000
673903 Misc Reimbursement & Refunds	224,241	230,000	285,000	285,000
673910 Misc Reimb-Ins Reimb	0	2,000	0	0
TOTAL MISCELLANEOUS REVENUE	1,769,173	1,933,000	2,112,000	2,112,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,480,015</u>	<u>2,758,000</u>	<u>2,987,000</u>	<u>2,987,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	268,815	257,000	273,398	273,398
710200 Retirement	104,024	102,578	115,466	115,466
710300 Health Insurance	17,963	15,213	15,217	15,217
710400 Workers' Compensation Insurance	1,576	2,344	2,324	2,324
TOTAL SALARIES & EMPLOYEE BENEFITS	392,378	377,135	406,405	406,405
SERVICES & SUPPLIES				
720300 Communication Services	675	650	650	650
720600 Insurance	96	97	112	112
720601 Insurance Premiums	611,723	818,000	1,223,000	1,223,000
720602 Unemployment Insurance	165,407	190,000	220,000	220,000
720605 Employer Share Retiree Health Insurance	4,469,810	5,000,000	5,250,000	5,250,000
720606 Insurance Administrative Fees	72,670	85,000	94,000	94,000
721203 Other Miscellaneous	0	500	500	500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	3,634	500	500	500
721400 Prof & Spec Svc	150			
721601 Rents & Leases - Co Vehicles	0	200	200	200
721900 Special Departmental Expense	337	0	0	0
722000 Transportation & Travel	4,199	2,000	2,000	2,000
TOTAL SERVICES & SUPPLIES	5,328,700	6,096,947	6,790,962	6,790,962
<u>TOTAL EXPENDITURES</u>	<u>5,721,078</u>	<u>6,474,082</u>	<u>7,197,367</u>	<u>7,197,367</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>3,241,064</u>	<u>3,716,082</u>	<u>4,210,367</u>	<u>4,210,367</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 (\$875,000) is recommended increased \$50,000 based on subvented departments share of retiree health costs.
- 670000** Miscellaneous Revenue (\$2,112,000) is recommended increased \$179,000 based on subvented departments share of retiree health costs.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$273,398) are recommended increased \$27,314 based on cost of recommended staff.
- 710200** Retirement (\$115,466) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance (\$15,217) is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation (\$2,324) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720600** Insurance (\$112) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601** Insurance Premiums (\$1,223,000) is recommended increased \$405,000 for the premium costs of the following policies: Property Insurance (\$1,100,000); Pollution (\$36,000); Crime Bond (\$22,000); and Cyber Liability (\$65,000).

LEGAL/INSURANCE

SERVICES & SUPPLIES (continued)

- 720602** **Unemployment Insurance** (\$220,000) is recommended increased \$30,000 based on current year (2023-24) experience. This budget reimburses the State for unemployment benefits paid to eligible recipients previously employed by the County.
- 720605** **Employer-Share Retiree Health Insurance** (\$5,250,000) is recommended increased \$250,000 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, 2024, there were 724 retirees participating in the PERS Health Benefits Program.
- 720606** **Insurance Administrative Fees** (\$94,000) is recommended increased \$9,000 based on current actual costs.
- 720800** **Maintenance - Equipment** (\$0) is not recommended for Fiscal Year 2024-25.
- 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 2024-25 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.

Based on the actuary's estimated 2024-25 claim values, an additional \$4,787,837 is recommended to be added to the fund. To fund the estimated 2024-25 claims values, it is recommended that \$4,316,927 be contributed from the General Fund, \$467,885 from the Road Fund, and \$3,025 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 2024-25 claim values, an additional \$5,692,041 is recommended to be added to the fund. To fund the estimated 2024-25 claims values, it is recommended that \$3,953,738 be contributed from the General Fund, \$1,096,783 from the Road Fund, \$640,606 from Special Districts, and \$914 from Fleet Services.

NOTE: The Estimated Fund Expenses for the Workers' Compensation and Liability programs for 2024-25 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:

LEGAL/INSURANCE

	<u>Workers' Compensation</u>	<u>Liability</u>
<u>RECOMMENDED ACTUARIAL FUNDING</u>		
Estimated Fund Balance as of 6/30/24	\$8,972,207	\$1,208,270
Actuarial's Recommended Fund Balance as of 6/30/24	\$8,947,000	\$1,486,000
Estimated Fund Excess (or Deficit)	\$25,207	(\$277,730)
 Recommended Fund Contribution for 2024-25	 \$4,787,837	 \$5,692,041
Less: Road Department Contribution	(467,885)	(1,096,783)
Less: Central Garage Contribution	(3,025)	(914)
Less: Districts Contribution	(0)	(640,606)
 RECOMMENDED GENERAL FUND CONTRIBUTION	 \$4,316,927	 \$3,293,889
Combined Total Recommended General Fund Contribution	 <u>\$7,610,816</u>	
 <u>ESTIMATED FUND EXPENSES FOR 2024-25</u>		
Judgment & Damages	\$3,200,000	\$1,200,000
Professional and Legal Services	\$0	\$900,000
Excess Insurance Authority Premiums	\$1,005,000	\$4,700,000
Annual Actuary Studies	\$2,250	\$2,250
Adjustment Services	\$650,000	\$125,000
State Self-Insurance Assessment Premium	\$125,000	\$0
Hearing Tests	\$2,000	\$0
 Total Recommended Fund Expenses for 2024-25	 <u>\$4,984,250</u>	 <u>\$6,927,250</u>

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3192	Deputy CAO - Legal/Risk Services	1.0	-	1.0	-	-	-	
3208	Risk Management Analyst	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 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	0	944,450	944,450	944,450
662723 Services to Other Agencies	16,972	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	16,972	944,450	944,450	944,450
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	2,714	3,000	3,000	3,000
TOTAL MISCELLANEOUS REVENUE	2,714	3,000	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>19,686</u>	<u>947,450</u>	<u>947,450</u>	<u>947,450</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	21,124	0	0	0
721400 Professional & Specialized Services	2,007,196	1,950,000	1,950,000	1,950,000
TOTAL SERVICES & SUPPLIES	2,028,320	1,950,000	1,950,000	1,950,000
<u>TOTAL EXPENDITURES</u>	<u>2,028,320</u>	<u>1,950,000</u>	<u>1,950,000</u>	<u>1,950,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,008,634</u>	<u>1,002,550</u>	<u>1,002,550</u>	<u>1,002,550</u>

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 (\$944,450) represents future reimbursements by sub-vented Departments through the annual countywide cost allocation plan.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$1,950,000) is recommended unchanged for the following functions:

Payments for Outside Attorneys	\$250,000
Contract County Counsel Function	\$ 1,700,000

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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 2024-25**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
<u>INTERGOVERNMENTAL REVENUE</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	98,738	86,065	98,700	98,700
TOTAL CHARGES FOR CURRENT SERVICES	98,738	86,065	98,700	98,700
MISCELLANEOUS REVENUE				
673000 Intrafund Revenue	1,066,293	1,294,906	1,414,078	1,414,078
680200 Operating Transfer In	0	35,000	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	1,066,293	1,329,906	1,449,078	1,449,078
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,165,031</u>	<u>1,415,971</u>	<u>1,547,778</u>	<u>1,547,778</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,453,792	1,489,072	1,576,655	1,576,655
710103 Extra Help	9,240	7,500	7,500	7,500
710107 Premium Pay	1,950	2,340	2,340	2,340
710200 Retirement	566,715	604,712	680,266	680,266
710300 Health Insurance	167,689	238,477	216,488	216,488
710400 Workers' Compensation Insurance	34,901	12,285	12,297	12,297
TOTAL SALARIES & EMPLOYEE BENEFITS	2,234,287	2,354,386	2,495,546	2,495,546
SERVICES & SUPPLIES				
720300 Communications	8,581	800	0	0
720600 Insurance	1,066	1,077	1,247	1,247
720800 Maintenance - Equipment	689	1,200	1,200	1,200
721100 Memberships	1,410	1,865	1,980	1,980
721300 Office Expense	26,903	23,500	25,500	25,500
721400 Professional & Specialized Services	242,216	188,212	156,956	156,956
		401		

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
SERVICES & SUPPLIES (CONTINUED)				
721500 Publications & Legal Notices	4,577	11,000	11,000	11,000
721900 Special Departmental Expense	1,717	4,000	8,000	8,000
722000 Transportation & Travel	11,754	10,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	298,913	241,654	215,883	215,883
OTHER CHARGES				
730330 Rents & Leases - Principal	596	600	8,272	8,272
770100 Intrafund Transfers	0	0	8,746	8,746
TOTAL OTHER CHARGES	596	600	17,018	17,018
<u>TOTAL EXPENDITURES</u>	2,533,796	2,596,640	2,728,447	2,728,447
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,368,765</u>	<u>1,180,669</u>	<u>1,180,669</u>	<u>1,180,669</u>

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.

Maintaining a leveled budget for Fiscal Year 2024-2025 will result in an additional delay to fund a position to staff the roll out of centralizing the administration of the short-term disability/leave of absence program, as well as a reduction in specialized training for newly promoted and/or hired staff.

WORKLOAD

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
<u>Recruitment/Testing</u>			
Requisitions Received	528	525	530
Announcements	242	225	230
Applications Evaluated	5,038	5,775	5,900
Written Exams	41	40	45
Oral Exams	79	60	70
Performance/Situational Exams	2	4	4
Bilingual Exams	22	12	15
Eligible Lists	245	225	250
Promotion by Competitive Standards (PBCS)	129	150	175
Advanced Step Analysis	503	500	525
Executive Recruitment	1	1	1
<u>Reception</u>			
Phone Calls/Emails	16,700	16,350	16,000

HUMAN RESOURCES

WORKLOAD (continued)

	<u>Actual 2022-23</u>	<u>Estimated 2023-24</u>	<u>Projected 2024-25</u>
<u>Personnel Transactions</u>			
New Hires – Permanent	301	300	315
New Hires – Extra Help	117	120	110
Promotions/Transfers	352	385	400
Separations	254	265	265
Status Changes	1,810	1,900	1,900
<u>Civil Service Commission</u>			
Regular and Special Meetings	20	20	20
Classification Specification Reviews	89	24	300
Position Classification/Reclassification	7	40	50
<u>Labor Relations</u>			
Meet and Confer	78	125	200
<u>Employee Relations/Organizational Issues</u>			
Department Consultation	190	200	225
Disability Interactive Processes	398	450	460
<u>Training/Policy Development</u>			
Policies Created/Revised	7	20	20
Training Events	20	30	30
<u>Employee Benefits</u>			
Processing Health Insurance Forms (Health, Dental and Vision)	27,500	28,000	28,000
Deferred Compensation Forms	2,400	2,250	2,350
Protected Leave Monitoring (i.e. FMLA)	2,100	2,500	2,500
ACA Monitoring for Health Insurance Eligibility	45 hrs/month	35 hrs/month	30hrs/month

HUMAN RESOURCES

ESTIMATED REVENUES

- 670000** **Intrafund Revenue** (\$1,414,078) is recommended increased by \$119,172 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** (\$35,000) is recommended based on the projected transfers for Civil Service Commission Hearings.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,576,655) are recommended increased \$87,583 based on recommended staffing levels and functions for human resources, which remains unchanged. 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** (\$680,266) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$216,488) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$12,297) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$0) is not recommended. The cost for VoIP is now budgeted in account 770100.
- 720600** **Insurance** (\$1,247) 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.

HUMAN RESOURCES

SERVICES & SUPPLIES (continued)

- 721100** **Memberships** (\$1,980) is recommended unchanged based on current and projected expenditures for membership in the County Personnel Administrators Association of California, the California Public Employers Labor Relations Association.
- 721300** **Office Expense** (\$25,500) is recommended to be increased by \$2,000 based on current and projected expenditures. This account funds normal office supply needs, training and reference materials, shipping expenses, and any necessary photocopying of materials used in the Civil Service process.
- 721400** **Professional & Specialized Services** (\$156,956) is a recommended decrease of \$31,256. Anticipated expenditures include the Counsel to the Civil Service Commission. Specifically, this account includes funding for testing materials (\$20,000); legal counsel for the Civil Service Commission (\$10,000); Unemployment Administration Program (\$3,058); Civil Service Commission Hearings (\$35,000) and professional development and training services for the County (\$88,900).
- 721500** **Publications & Legal Notices** (\$11,000) is recommended unchanged based on expenditures for the advertisement of employment opportunities within the County of Madera.
- 721900** **Special Departmental Expense** (\$8,000) is a recommended increase of \$4,000 for the estimated cost of the employee service awards and new hire orientation expenses.
- 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** (\$8,272) is a recommended increase of \$7,672 for the leases of the Ricoh printer and the badge printer.
- 770100** **Intrafund Transfers** (\$8,746) is the actual VoIP telephone costs of this Department provided by IT for FY2024-25.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	(1.0)	1.0	A
3351	Human Resources Technician I or							
3352	Human Resources Technician II	3.0	1.0	3.0	1.0	-	-	
3480	Senior Human Resources Technician	2.0	-	2.0	-	-	-	
3645	Human Resources Assistant I or							
3646	Human Resources Assistant II	1.0	-	1.0	-	-	-	
3294	Human Resources Analyst I or							
3295	Human Resources Analyst II or	3.0	-	4.0	-	1.0	-	A
3297	Senior Human Resources Analyst	2.0	1.0	2.0	1.0	-	-	
TBD	Human Resources Investigator	1.0	-	-	1.0	(1.0)	1.0	B
4127	Human Resources Manager	3.0	1.0	4.0	-	1.0	(1.0)	B
TOTAL		18.0	3.0	18.0	4.0	-	1.0	

NOTES:

- A** Unfund (1) FTE Executive Assistant and fund one (1) FTE Human Resources Analyst I/II
- B** Unfund (1) FTE Human Resources Investigator and fund one (1) FTE Human Resources Manager for reorganization of current structure

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	0	500	1,000	1,000
721100 Memberships	944	500	1,500	1,500
721300 Office Expense	5,579	2,500	1,500	1,500
721400 Professional & Specialized Services	0	2,000	1,500	1,500
721500 Publications & Legal Notices	0	2,000	1,500	1,500
722000 Transportation & Travel	2,955	2,500	3,000	3,000
TOTAL SERVICES & SUPPLIES	9,478	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	<u>9,478</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>9,478</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>

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** (\$1,000) 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** (\$1,500) is recommended for 4 (four) annual membership subscriptions to the California Public Information Officer Association.
- 721300** **Office Expense** (\$1,500) 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** (\$1,500) 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** (\$1,500) 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** (\$3,000) 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 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	25,000	72,097	72,097
TOTAL CHARGES FOR CURRENT SERVICES	0	25,000	72,097	72,097
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	7	0	0	0
TOTAL MISCELLANEOUS REVENUE	7	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>7</u>	<u>25,000</u>	<u>72,097</u>	<u>72,097</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	316,696	379,730	408,835	408,835
710200 Retirement	144,205	152,990	172,651	172,651
710300 Health Insurance	54,991	60,855	60,868	60,868
710400 Workers' Compensation	3,965	3,023	3,023	3,023
TOTAL SALARIES & EMPLOYEE BENEFITS	519,857	596,597	645,377	645,377
SERVICES & SUPPLIES				
720300 Communications	368	1,000	500	500
720800 Mtce-Equipment	30	0	0	0
721300 Office Expense	1,693	2,000	2,000	2,000
721400 Professional & Specialized Services	13,167	25,000	20,000	20,000
721500 Publications & Legal Notices	0	1,000	1,000	1,000
721601 Rents & Leases - Co Vehicles	17,755	1,000	2,000	2,000
721900 Special Departmental Expense	1,885	10,000	4,000	4,000
722000 Transportation & Travel	4,027	10,000	10,000	10,000
740100 Land	15,261	0	0	0
TOTAL SERVICES & SUPPLIES	54,187	50,000	39,500	39,500
<u>TOTAL EXPENDITURES</u>	<u>574,044</u>	<u>646,597</u>	<u>684,877</u>	<u>684,877</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>574,037</u>	<u>621,597</u>	<u>612,780</u>	<u>612,780</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.

For Fiscal Year 2024-25, the implications of upholding a leveled budget for the General Services Administration entail scaling back on capital project management within Professional & Specialized Services. These reductions cannot be directly allocated to specific non-funded projects. This encompasses expenses related to conceptual planning, grant applications, and various real property transactions such as appraisals and title services.

ESTIMATED REVENUES

673000 **Interfund Revenue** (\$72,097) is anticipated to be realized from charges to subvented departments (Department of Social Services, Public Health, Behavioral Health, Fleet Services etc.) for various administrative services including lease management, project management, and oversight of Building Maintenance and Grounds Maintenance.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$408,835) is a recommended increase of \$29,105 based on projected step increases.

710200 **Retirement** (\$172,651) is a recommended increase of \$19,661 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$60,868) is a recommended based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$3,023) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

GENERAL SERVICES

SERVICES & SUPPLIES

- 720300** **Communications** (\$500) is a recommended decrease of \$500 for expenses related to charges for cellular telephone lines.
- 721300** **Office Expense** (\$2,000) is a recommended unchanged based on the current year's projected expenditures for office expenses.
- 721400** **Professional & Specialized Services** (\$20,000) is a recommended decrease of \$5,000 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.
- 721500** **Publications & Legal Notices** (\$1,000) is recommended unchanged for publications and legal notices associated with real property transactions.
- 721601** **Rents & Leases – Co Vehicles** (\$2,000) is a recommended increase of \$1,000 due to the increase in mileage rates for the rental of vehicles from Fleet Services.
- 721900** **Special Departmental Expense** (\$4,000) is recommended decrease of \$6,000 for special facility requests.
- 722000** **Transportation & Travel** (\$10,000) is a recommended unchanged based on funding for travel, conference attendance, and training for the Principal Administrative Analyst, Facilities Superintendent, and Division Director.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	
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		-	-	
3601	Account Clerk I							
3602	Account Clerk II	-	1.0		1.0	-	-	
TOTAL		4.0	2.0	4.0	2.0	-	-	

NOTES:

DEFERRED MAINTENANCE – CAPITAL PROJECTS

COMMENTS

In September 2022, County Administration received notification of a one-time \$2,500,000 funding allocation from the State to assist with unfunded capital improvement projects. A Deferred Maintenance – Capital Project fund was created the following month, October 2022, for proper tracking of the one-time funding allocation. As the capital project manager for the County, the County Administration – General Services Division oversees the County’s Deferred Maintenance fund.

The below descriptions are for current capital projects being funded by the Deferred Maintenance fund, and are provided for the transparency, objectivity, and integrity as it relates to the prioritization of the deferred building maintenance and capital project improvement needs of the County. Although the total amount needed for these urgent repairs exceeds the current funds available, staff intends to work on exploring different revenue sources to address the current financial constraints to fund the repairs.

The Capital Projects funded by the Deferred Maintenance Fund are summarized below:

Madera County Jail Projects

- **Roof Restoration:** Restoring the roof to address existing leaks and damages to maintain the structural integrity of the building.
- **Bullet Proof Glass & Safety Doors:** Installing bulletproof windows and safety doors in the jail will enhance the safety of both inmates and staff. These measures can help protect against potential threats, such as gunfire or violent attacks, by providing a physical barrier that is more resistant to penetration.
- **Hot Water Tie-In:** Hot water tie-in is needed to optimize the distribution of hot water throughout the jail facility.
- **Backflow Prevention Device Installation:** A backflow prevention device protects the facility's water supply from contamination.
- **Tankless Water Heater Installation:** Replacing the inoperative water heater and upgrading to a tankless water heater system to improve energy efficiency and ensure a reliable supply of hot water.
- **Refrigeration Monitor:** Necessary to monitor refrigeration leaks in HVAC systems that pose a health hazard.

DEFERRED MAINTENANCE – CAPITAL PROJECTS

Madera County Jail Projects (Continued)

	Price Estimate
Roof Repair	\$700,000.00
Bullet Proof Glass & Safety Doors	\$200,000.00
Hot Water Tie In	\$90,000.00
Backflow Prevention Device	\$58,000.00
Tankless Water Heater (Locker Rooms)	\$20,000.00
Refrigeration Monitor	\$20,000.00
Total	\$1,088,000.00

Other General Services Projects

- Government Center - Replace Roof:** The existing roof has been experiencing several leaks over the past 2 years and requires constant repairs, it's crucial to address the issue promptly. A leaking roof can lead to various problems, including structural damage, mold growth, and compromised safety of staff.
- Juvenile Hall - Replace Roof:** The existing roof has needed replacement for several years, it's essential to prioritize this project to prevent further damage and potential safety hazards.

	Price Estimate
Government Center - Replace Roof	\$1,200,000.00
Juvenile Hall - Replace Roof	\$800,000.00
Total	\$2,000,000.00

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDI 2024-25
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communication	8,881	7,500	7,500	7,500
720500 Household Expense	557,025	0	0	0
721400 Professional & Specialized Services	27,708	696,041	720,000	720,000
TOTAL SERVICES & SUPPLIES	593,613	703,541	727,500	727,500
<u>TOTAL EXPENDITURES</u>	<u>593,613</u>	<u>703,541</u>	<u>727,500</u>	<u>727,500</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>593,613</u>	<u>703,541</u>	<u>727,500</u>	<u>727,500</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.

In our efforts to maintain a balanced budget for Fiscal Year 2024-25, we've had to reduce the scope of janitorial services in the parking garage. This means cutting back power washes, mass sweeping, and de-webbing services from four times a year to just two. Furthermore, we've had to eliminate crow abatement services at the Government Center. As a result, things will appear dirtier, show more wear and tear on the buildings, and overall less clean. Unless additional funds are identified, the annual window washings may be eliminated as well.

SERVICES & SUPPLIES

720300 Communication (\$7,500) is recommended based on current projections for VOIP phones.

721400 Professional & Specialized Services (\$720,000) is a recommended increase of \$23,959. This increase is attributed to heightened expenses in janitorial services due to the minimum wage increase and an upsurge in the cost of supplies. Another increase is anticipated mid-year due to another adjustment in minimum wage. The following subvented departments are billed directly: Behavioral Health Services, Child Support, Public Health, Social Services, DA Investigations, and Public Works. Also included in this account are window washing and power washing services for the Government Center and parking garage, 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 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
640300 Rent & Concessions	1	0	0	0
662800 Interfund Revenue	16,860	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	16,861	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	83,447	262,839	262,839	262,839
673000 Miscellaneous Revenue	17,008	0	0	0
TOTAL MISCELLANEOUS REVENUE	100,455	262,839	262,839	262,839
<u>TOTAL ESTIMATED REVENUES</u>	<u>117,316</u>	<u>262,839</u>	<u>262,839</u>	<u>262,839</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	338,873	626,461	668,060	668,060
710103 Temporary Salaries	2,281	20,000	0	0
710105 Overtime	1,276	6,000	7,500	7,500
710106 Stand-By Pay	23,906	35,776	35,000	35,000
710200 Retirement	138,336	250,446	282,122	282,122
710300 Health Insurance	51,466	182,565	182,604	182,604
710400 Workers' Compensation Insurance	86,537	7,693	7,693	7,693
TOTAL SALARIES & EMPLOYEE BENEFITS	642,676	1,128,941	1,182,979	1,182,979
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	4,137	6,000	6,000	6,000
720300 Communications	8,468	7,900	6,500	6,500
720500 Household Expense	3,733	500	700	700
720600 Insurance	20,479	18,850	18,850	18,850
720800 Maintenance - Equipment	7,450	30,000	30,000	30,000
720900 Maintenance - Structures & Grounds	191,732	180,000	180,000	180,000
720905 Maintenance - Structures & Grounds-Jail	124,756	140,000	80,000	80,000
720914 Maintenance - Pest Control	6,425	10,000	10,000	10,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	1,655	2,081	2,081	2,081
721400 Professional & Specialized Services	400,065	260,000	228,508	228,508
721601 Rents & Leases - Co Vehicles	88,520	60,000	60,000	60,000
721800 Small Tools & Instruments	3,948	10,000	10,000	10,000
721805 Small Tools & Instruments-Jail	1,280	2,500	2,500	2,500
721900 Special Departmental Expense	10,496	10,000	10,000	10,000
722000 Transportation & Travel	5,164	7,583	7,583	7,583
TOTAL SERVICES & SUPPLIES	878,308	745,414	652,722	652,722
<u>TOTAL EXPENDITURES</u>	<u>1,520,984</u>	<u>1,874,355</u>	<u>1,835,701</u>	<u>1,835,701</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,403,668</u>	<u>1,611,516</u>	<u>1,572,862</u>	<u>1,572,862</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.

Reducing expenses in a leveled budget for Building Maintenance involves reducing maintenance for all County facilities including the jail's structures and grounds. This potentially leads to the deterioration of infrastructure, increased repair costs, health and sanitation risks, reduced security, and increased legal liabilities.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$262,839) is anticipated in charges to subvented departments for building maintenance services which include one (1FTE) Building Crafts & Maintenance Worker I/II fully dedicated to the Department of Social Services as well as reimbursements for fire monitoring services from both the Department of Social Services and Public health.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$668,060) is a recommended decrease of \$41,599 based on step increases, longevity and recommended staffing levels.

710103 Temporary Salaries (\$0) is a recommended decrease of \$20,000 from the prior fiscal year.

710105 Overtime (\$7,500) is a recommended increase of \$1,500 based on current projections resulting from unanticipated after-hours critical building needs.

700106 Stand-By Pay (\$35,000) is recommended decrease of \$776, which provides for two simultaneous workers (one for general County facilities, and one for County Jail and Juvenile Hall) to remain on call to respond to alarms and emergencies that occur on nights, weekends, and holidays.

710200 Retirement (\$282,122) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

BUILDING MAINTENANCE

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$182,604) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$7,693) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$6,000) is recommended unchanged 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** (\$6,500) is a recommended decrease of \$1,400 based on the Department's projected share of telecommunications cost and monthly cell phone costs which includes 16 cell phones for staff to access and utilize the County's CRM system.
- 720500** **Household Expense** (\$700) is a recommended increase of \$200 to supply materials not covered under the janitorial contract.
- 720600** **Insurance** (\$18,850) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$30,000) is recommended unchanged for load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall. Also included in this budget are costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for maintenance equipment are also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$180,000) is recommended unchanged for necessary supplies and services to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$80,000) is a recommended decrease of \$60,000 due to significant tenant improvements that have been budgeted through the deferred maintenance fund. 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** (\$10,000) is recommended unchanged for estimated Pest Control Services for County facilities in addition to new pest control services to be performed at Madera County Justice Center.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,081) is recommended unchanged based on the current year's projection for office and computer supplies.
- 721400** **Professional & Specialized Services** (\$228,508) is a recommended decrease of \$31,492 due to budgetary reductions. We may not be able to maintain the same level of service based on current projections of increases in contract costs for preventative maintenance services. Services included here are 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.
- 721601** **Rents & Leases – Co Vehicles** (\$60,000) is recommended unchanged due to the increase in mileage rates for maintenance vehicles. Expenses include costs for rental of vehicles from the Fleet Services, gasoline, and any necessary rental equipment to perform grounds maintenance.
- 721800** **Small Tools & Instruments** (\$10,000) is recommended unchanged. 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** (\$10,000) is recommended unchanged based 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** (\$7,583) is recommended unchanged for travel and education.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	24,555	15,000	80,000	80,000
TOTAL CHARGES FOR CURRENT SERVICES	24,555	15,000	80,000	80,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	42,677	76,000	15,600	15,600
673903 Miscellaneous Reimbursement	523			
TOTAL MISCELLANEOUS REVENUE	43,200	76,000	15,600	15,600
<u>TOTAL ESTIMATED REVENUES</u>	<u>67,754</u>	<u>91,000</u>	<u>95,600</u>	<u>95,600</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	288,387	359,457	374,108	374,108
710106 Stand-By Pay	2,830	25,000	28,000	28,000
710200 Retirement	112,053	143,234	157,986	157,986
710300 Health Insurance	52,484	121,710	121,736	121,736
710400 Workers' Compensation Insurance	7,567	4,394	4,394	4,394
TOTAL SALARIES & EMPLOYEE BENEFITS	463,322	653,795	686,224	686,224
SERVICES & SUPPLIES				
720100 Agricultural	681	3,700	2,000	2,000
720200 Clothing & Personal Supplies	13,054	13,000	10,000	10,000
720300 Communications	3,954	3,000	5,500	5,500
720500 Household Expense	2,195	2,000	4,000	4,000
720600 Insurance	45,325	104,747	104,747	104,747
720800 Maintenance - Equipment	21,836	25,000	18,000	18,000
720900 Maintenance - Structures & Grounds	38,020	47,000	40,000	40,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
721300 Office Expense	556	3,000	3,000	3,000
721306 Eqpt< FA Limit	189	0	0	0
721400 Professional & Specialized Services	7,426	15,000	23,000	23,000
721601 Rents & Leases - Equipment	33,050	26,115	33,000	33,000
721800 Small Tools & Instruments	13,020	10,000	5,000	5,000
721900 Special Departmental Expense	0	500	500	500
722000 Transportation & Travel	1,185	500	500	500
TOTAL SERVICES & SUPPLIES	180,490	253,562	249,247	249,247
<u>TOTAL EXPENDITURES</u>	643,812	907,357	935,471	935,471
<u>NET COUNTY COST (EXP - REV)</u>	576,057	816,357	839,871	839,871

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.

For Fiscal Year 2024-25, reductions in clothing, uniform expenses, small tools, equipment, and maintenance for equipment from a balanced budget in Parks and Grounds can lead to insufficient equipment maintenance, heightening the risk of accidents and injuries to park workers. Additionally, the lack of proper tools and equipment may prolong maintenance tasks, diminishing productivity and hindering our parks' upkeep and usability.

ESTIMATED REVENUES

662800 Interfund Revenue (\$80,000) is anticipated in charges to subvented departments for grounds maintenance services.

670000 Intrafund Revenue (\$15,600) is anticipated in charges for grounds maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$374,108) is a recommended increase of \$14,651 based on maintaining existing staffing levels and projected step increases.

710106 Stand-By-Pay (\$28,000) is recommended to compensate staff for being on call to service events at County parks that occur during weekends. Stand-By-Pay also compensates staff for being on call for emergencies which may occur throughout the week. Discussed with HR.

710200 Retirement (\$157,986) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$121,736) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$4,394) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES

- 720100** **Agriculture** (\$2,000) is recommended to decrease \$1,700 based on current forecasted projections for hardware related expenses.
- 720200** **Clothing & Personal Supplies** (\$10,000) is recommended decrease of \$3,000 which include uniforms, boot reimbursements, personal protective equipment, rain gear, and gloves.
- 720300** **Communications** (\$5,500) is recommended to increase \$2,500 to reflect expenses related to the department's projected share of telecommunications cost, including monthly cell phone costs for staff to utilize the County's CRM system.
- 720500** **Household Expense** (\$4,000) is recommended increase of \$2,000 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** (\$104,747) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$18,000) is recommended to decrease by \$7,000. Expenses include projected expenditures for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900** **Maintenance - Structures and Grounds** (\$40,000) is recommended to decrease \$7,000 based on the projected forecast 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** (\$3,000) is recommended unchanged for expenses related to general office supplies and the addition of a newly leased scanner/printer.
- 721400** **Professional & Specialized Services** (\$23,000) is recommended to increase by \$8,000 for specialized landscape and grounds maintenance services.
- 721601** **Rents & Leases - Equipment** (\$33,000) is recommended to increase by \$6,885 due to the increase in mileage rates for maintenance vehicles. Expenses include costs for rental of vehicles from the Fleet Services, gasoline, and any necessary rental equipment to perform grounds maintenance.
- 721800** **Small Tools & Instruments** (\$5,000) is recommended to decrease by \$2,500 to reflect current need of replacement tools, such as weedwhackers, edgers, and trimmers, needed to perform routine landscape maintenance county-wide.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

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

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	6.0	1.0	6.0	1.0	-	-	
3836	Senior Grounds/Flood Control Maintenance Worker	1.0	-	1.0	-	-	-	
TOTAL		8.0	1.0	8.0	1.0	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673903 Misc Reimbursements & Refunds	5,208	0	0	0
TOTAL MISCELLANEOUS REVENUE	5,208	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>5,208</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	42,640	64,389	64,389	64,389
722100 Utilities	1,048,301	975,435	975,435	975,435
TOTAL SERVICES & SUPPLIES	1,090,941	1,039,824	1,039,824	1,039,824
<u>TOTAL EXPENDITURES</u>	<u>1,090,941</u>	<u>1,039,824</u>	<u>1,039,824</u>	<u>1,039,824</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,085,734</u>	<u>1,039,824</u>	<u>1,039,824</u>	<u>1,039,824</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, Fleet Services, Department of Corrections, Juvenile Hall, Department of Social Services, Sheriff's Department facilities, and Parks.

The baseline utilities budget relies heavily upon on anticipated solar savings. Staff is anticipating significant increases as utility costs are on the rise, and water rates are now based on meter usage. PG&E rates have seen a notable increase, with electricity rates climbing by 17% and gas rates by 3.5%. To mitigate these expenses, the County is placing heavy reliance on solar energy savings. This upcoming year will serve as a trial period to gauge the impact of these new costs on our budget.

SERVICES & SUPPLIES

720300 Communications (\$64,389) is recommended unchanged based on the forecasted estimate for communication services throughout the various County facilities. Communication lines include telephone lines, as well as communication lines necessary for smoke control systems, elevators, and security systems.

722100 Utilities (\$975,435) is recommended unchanged based on projected utility costs.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660101 Property Tax Admin Fee	37,743	30,000	35,000	35,000
660300 Audit/Acctg Fees	101,821	452,252	452,252	452,252
662801 Interfund	0	20,000	20,000	20,000
TOTAL CHARGES FOR CURRENT SERVICES	139,563	502,252	507,252	507,252
MISCELLANEOUS REVENUE				
673000 Miscellaneous	25,631	16,000	10,000	10,000
TOTAL MISCELLANEOUS REVENUE	25,631	16,000	10,000	10,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>165,194</u>	<u>518,252</u>	<u>517,252</u>	<u>517,252</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,457,038	1,626,998	1,723,573	1,723,573
710103 Temporary Salaries	88,052	119,106	20,000	20,000
710105 Overtime	24,542	12,000	5,000	5,000
710200 Retirement	562,851	669,051	729,443	729,443
710300 Health Insurance	201,950	327,095	289,949	289,949
710400 Workers' Compensation Insurance	36,347	16,936	14,214	14,214
710500 Other Benefits	1,300	1,200	1,200	1,200
TOTAL SALARIES & EMPLOYEE BENEFITS	2,372,079	2,772,386	2,783,379	2,783,379
SERVICES & SUPPLIES				
720300 Communications	1,575	1,804	1,704	1,704
720600 Insurance	2,969	3,369	2,491	2,491
720800 Maintenance - Equipment	0	1,500	0	0
721100 Memberships	1,976	3,890	5,490	5,490
721300 Office Expense	20,329	28,000	56,215	56,215
721400 Professional & Specialized Expense	61,658	143,500	109,000	109,000
721900 Special Departmental Expense	1,691	3,200	2,494	2,494
722000 Transportation & Travel	21,047	435 35,000	30,950	30,950

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
TOTAL SERVICES & SUPPLIES	111,245	220,263	208,344	208,344
OTHER CHARGES				
730330 Rents & Leases - Equipment	9,075	11,600	10,000	10,000
TOTAL OTHER CHARGES	9,075	11,600	10,000	10,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	16,663	11,205	12,958	12,958
TOTAL INTRAFUND TRANSFER	16,663	11,205	12,958	12,958
<u>TOTAL EXPENDITURES</u>	<u>2,509,062</u>	<u>3,015,454</u>	<u>3,014,681</u>	<u>3,014,681</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,343,869</u>	<u>2,497,202</u>	<u>2,497,429</u>	<u>2,497,429</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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Accounts Payable Transactions	43,115	46,532	50,220
Auditor Warrants	12,615	11,871	12,227
Auditor AP EFTs	6,607	6,801	7,001
Payroll Warrants	1,763	1,124	1,157
Payroll EFTs	19,823	20,624	21,242
Journal Entries	17,769	16,000	16,640
Cash Receipts	65,102	71,800	79,187
Bond Rates Calculated	24	25	24

ESTIMATED REVENUES

- 660101** **Property Tax Admin Fee** (\$35,000) 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** (\$10,000) is recommended decreased based on current year projections. This revenue represents incentives for timely payments.

AUDITOR-CONTROLLER

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,723,573) are recommended increased \$96,575 based on cost of recommended staff due to increases in complex pronouncements disseminated by the Governmental Accounting Standards Board along with anticipated increases in all positions due to the Class and Compensation study that commenced the prior fiscal year. Due to the County budgetary constraints, two Full Time Equivalent (FTE) positions will be kept vacant for at least 9 out of the 12 months of the fiscal year, impacting functions like property tax apportionments, state controller financial transaction reporting, and state cost plan reporting. In addition, the reflected salary increase does not address the additional staffing needed to ensure the accomplishment of all functions of the Auditor-Controller Office and does not allow for proper succession planning in the critical functions noted above.
- 710103** **Extra Help** (\$20,000) is recommended decreased \$99,106 based on part time extra help staffing. While the Department no longer needs additional assistance in the payroll division it continues to require additional staffing to complete the County's Cost Allocation Plan and County wide Financial Transaction Report as mandated by the State of California.
- 710105** **Overtime** (\$5,000) is recommended decreased by \$7,000 based on actual costs to process payroll and other deadlines.
- 710200** **Retirement** (\$729,443) is recommended increased \$60,392 based on increased salaries and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$289,949) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$14,214) 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** (\$1,704) is recommended decreased \$100 based on actual costs.
- 720600** **Insurance** (\$2,491) reflects the Department's contribution to the County's Self-Insured Liability Program.

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$0) is recommended decreased \$1,500 based on actual costs for maintenance of copiers and printers.
- 721100** **Memberships** (\$5,490) is recommended increased \$1,600 based on the actual costs of memberships.
- 721300** **Office Expense** (\$56,215) is recommended increased \$28,215 mainly due to a reclassification from professional services for annual subscription for lease software to comply with GASB 87 & 96 standards, and also includes computer equipment, printed forms, Central Duplicating costs, general office supplies, computer supplies, and other subscriptions.
- 721400** **Professional & Specialized Services** (\$109,000) is recommended decreased \$34,500 for certain reclassifications to Office Expense from the following expenditures:
- | | |
|----------|---|
| \$40,000 | Multi-year consultant contract for Cost Allocation Plan and SB90 claims. |
| \$21,000 | Foster and Foster – actuarial services on the County’s Retiree Healthcare Plan. |
| \$8,000 | Annual updates for Engagement software and implementing cloud solution. |
| \$40,000 | Central Square consulting services for ERP system. |
- 721900** **Special Departmental Expense** (\$2,494) is recommended decreased by \$706 for GFOA Award submission fee, Continuing Professional Education (CPE) training and subscription service for Certified Public Accountants and Certified Fraud Examiner
- 722000** **Transportation & Travel** (\$30,950) is recommended decreased by \$4,050 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** (\$10,000) is recommended decreased based on actual costs for the copy machine lease and interactive whiteboard.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfers** (\$12,958) is recommended increased \$1,753 based on charges for the VoIP phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	1.0	-	1.0	C
3203	Senior Accountant-Auditor	1.0	-	2.0	-	1.0	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	-	-	1.0	-	1.0	-	B
3353	Senior Accounting Technician	2.0	-	1.0	1.0	(1.0)	1.0	B, D
3353U	(Unrep) Senior Accounting Technician	3.0	-	2.0	-	(1.0)	-	A
3120	Assistant Auditor-Controller	1.0	-	1.0	-	-	-	
1002	Auditor-Controller	1.0	-	1.0	-	-	-	
3178	Deputy Auditor-Controller	-	-	-	-	-	-	
4107	Chief Accountant-Auditor	4.0	-	4.0	-	-	-	
4105	Chief Internal Auditor	1.0	-	1.0	-	-	-	
3313	General Accounting Supervisor	-	1.0	-	-	-	(1.0)	C
3601	Account Clerk I or	-	-	-	-	-	-	
3602	Account Clerk II	2.0	1.0	2.0	-	-	(1.0)	D
3312	Payroll Supervisor	-	-	-	-	-	-	
3205U	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	-	-	-	-	-	-	
3209U	Sr. Administrative Analyst	2.0	-	2.0	-	-	-	
4126	Principal Administrative Analyst	1.0	-	1.0	#	-	-	
						-	-	
TOTAL		23.0	2.0	23.0	2.0	-	-	

NOTES:

A Reflects the Department's request to fund 1 FTE Senior Accountant-Auditor and delete 1 FTE Unrepresented Senior Accounting

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

**2023-24
 Authorized
Positions**

**2024-25
 Proposed
Positions**

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

- Technician to better meet the needs of the Department.
- B** Reflects the request of the Department to fund 1 FTE Accounting Technician I/II and unfund 1 FTE Senior Accounting Technician
- C** Reflects the request of the Department to delete 1 FTE unfunded General Accounting Supervisor and add 1 FTE unfunded Accountant-Auditor I/II
- D** Reflects the request of the Department to delete 1 FTE unfunded Account Clerk I/II and add 1 FTE unfunded Accountant-Auditor I/II

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660101 Property Tax Admin Fee	477,772	485,000	490,000	490,000
660103 Property Characteristics Fee	20,368	15,000	17,500	17,500
662700 Other Charges for Services	1,189	750	750	750
662804 LAFCO-Reimb for County Services	293	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	499,728	500,750	508,250	508,250
OTHER FINANCING SOURCES				
670000 Intrafund Transfer	4	0	0	0
TOTAL MISCELLANEOUS REVENUE	4	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>499,732</u>	<u>500,750</u>	<u>508,250</u>	<u>508,250</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,578,147	1,737,830	1,670,000	1,670,000
710103 Extra Help	0	36,000	36,000	36,000
710200 Retirement	607,194	705,731	703,908	703,908
710300 Health Insurance	230,124	365,130	349,991	349,991
710400 Workers' Compensation Insurance	17,589	14,162	13,728	13,728
710500 Other Benefits	700	1,200	1,200	1,200
<i>Salary Savings (3.65%)</i>		<i>(89,190)</i>		
TOTAL SALARIES & EMPLOYEE BENEFITS	2,433,754	2,770,863	2,774,827	2,774,827
SERVICES & SUPPLIES				
720300 Communications	1,859	2,000	2,000	2,000
720600 Insurance	3,359	3,395	3,931	3,931
720800 Maintenance - Equipment	0	500	500	500
721100 Memberships	1,040	1,500	1,500	1,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
SERVICES & SUPPLIES (continued)				
721300 Office Expense	26,343	18,000	19,000	19,000
721400 Professional & Specialized Services	10,334	13,000	15,000	15,000
721601 Rents & Leases - Equipment	158	12,000	12,000	12,000
722000 Transportation & Travel	6,029	25,000	25,000	25,000
TOTAL SERVICES & SUPPLIES	49,123	75,395	78,931	78,931
OTHER CHARGES				
730330 Rents & Leases - Equipment	19,715	10,000	10,000	10,000
TOTAL OTHER CHARGES	19,715	10,000	10,000	10,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	12,528	13,000	13,000	13,000
TOTAL INTRAFUND TRANSFERS	12,528	13,000	13,000	13,000
<u>TOTAL EXPENDITURES</u>	<u>2,515,120</u>	<u>2,869,258</u>	<u>2,876,758</u>	<u>2,876,758</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,015,388</u>	<u>2,368,508</u>	<u>2,368,508</u>	<u>2,368,508</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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Secured Roll Assessments	63,991	65,800	67,600
Unsecured Roll Assessments	2,843	2,750	2,800
Supplemental Roll Assessments	7,477	7,500	7,500
Deeds Processed	3,098	3,200	3,200
Parcel Splits	1,294	1,200	1,200
Exemptions (Veteran, Religious, Welfare)	4,728	4,750	4,750
Homeowner Exemptions Processed	1,152	1,200	1,200
Map Pages Changed	137	2,515*	150
Map Sales	137	2,515*	150
Significant Audits Accomplished	26	33	33
Ag Preserve & Farmland Security Zone Parcels	4,244	4,260	4,270
Airplanes Assessed	129	150	150
Boats Assessed	486	500	550
Business Statements	2,805	3,000	3,100
Ag Statements	1,694	1,800	2,000
Address Changes	1,010	1,000	1,000
Building Permits (New Construction)	612	782	785
Board Order Changes Processed	646	1,500	1,000
Supplemental Notices Mailed	7,477	3,000	3,000
Appraiser Parcel Visits	8	12	25
Assessment Appeals	24	20	22
Assessed Value Notices	20,943	21,000	21,000
Agricultural Preserve Questionnaire	4,215	4,260	4,270
Mobile Homes (Secured/Unsecured)	1,699	1,579	1,600
State Board of Equalization Tax Rate Area Changes	3	0	1
Acreage Changes	90	18	50
Proposition 8 Declines in Value	2,069	2,075	2,000

*All maps changed due to the completion of the GIS Parcel Fabric Project

ESTIMATED REVENUES

- 660101** **Assessment/Tax Collection Fees** (\$490,000) is recommended increased based on the anticipated assessment roll.
- 660103** **Property Characteristics Fee** (\$17,500) is recommended increased \$2,500 based on anticipated revenue from assessment data sales.
- 662704** **Copies** (\$750) is recommended unchanged based on past trends.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,670,000) is recommended reduced \$67,830 inclusive of the cost of recommended staff and potential promotions by competitive standards during the fiscal year, also with adjustments as identified.
- 710103** **Extra Help** (\$36,000) is recommended unchanged for implementation of GIS parcel fabric.
- 710200** **Retirement** (\$703,908) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System with personnel adjustments.
- 710300** **Health Insurance** (\$349,991) is based on the employer's share of health insurance premiums with personnel adjustments.
- 710400** **Workers' Compensation** (\$13,728) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,000) is recommended unchanged to cover the cost of three existing office cell phones.
- 720600** **Insurance** (\$3,931) 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.

SERVICES & SUPPLIES (continued)

721100 **Memberships** (\$1,500) is recommended unchanged for membership in the California Assessors' Association and any related employee associations.

721300 **Office Expense** (\$19,000) is recommended increased \$1000 for costs for office expenses, which include:

- \$3,500 CoreLogic for the cost guide required for Assessors to be used by appraisal staff.
- 500 MLS Access
- 600 Real Estate Research Corp. special valuation research.
- 225 JD Powers for Mobile home valuations and vessels.
- 895 Aircraft Bluebook CD to determine aircraft valuation.
- 7,200 Crexi for special valuation research.

721400 **Professional & Specialized Services** (\$15,000) is recommended increased \$2,000 to cover the legal fees related to appeals, legal services, and other services. This account provides the following expenditures:

- \$ 3,788 Megabyte Online Business Property Statement – filing for annual business reporting.
- 5,000 Property Statement Letters and Ag Questionnaires – for printing, collating, processing, and mailing.
- 1,250 Software License – for receipt of imaged documents from the Recorder's Office.
- 1,000 Online Forms – Madera County's share of cost of online standard forms.
- 2,500 Cole Huber LLP – Maintain minimum access to legal advice for the Assessor's office.
- 400 Assessor's Annual Report- for printing of Assessor's Roll Turn reports and information

721601 **Rents & Leases – County Vehicle** (\$12,000) is recommended unchanged for leasing vehicles from Central Garage for approximately 11,000 miles.

722000 **Transportation & Travel** (\$25,000) is recommended unchanged based on current and anticipated costs for State-required travel, training, and appraisal field visits for the Assessor and staff, including mileage reimbursement for Department staff.

OTHER CHARGES (continued)

730330 **Rents & Leases – Equipment** (\$10,000) is recommended unchanged 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 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	6.0	5.0	1.0	-	A
3611	Assessment Clerk I or							
3612	Assessment Clerk II or							
3613	Assessment Technician	7.0	4.0	7.0	4.0	-	-	
1001	Assessor	1.0	-	1.0	-	-	-	
3144	Auditor-Appraiser I or							
3145	Auditor-Appraiser II or							
3146	Auditor-Appraiser III	2.0	-	2.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0	-	1.0	-	-	-	
3301	GIS Cadastral Technician I or							
3302	GIS Cadastral Technician II							
3323	or Senior GIS Cadastral Technician	1.0	-	1.0	-	-	-	
3147	Supervising Appraiser	1.0	-	2.0	-	(1.0)	-	A
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	9.0	24.0	9.0	-	-	

NOTES:

A Added one (1) FTE Supervising Appraiser and offset with Appraiser I/II/III in Fiscal Year 2023-24.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
654535 ST - Grant Revenue	216,020	70,000	66,000	66,000
TOTAL CHARGES FOR CURRENT SERVICES	216,020	70,000	66,000	66,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	35,000	33,000	33,000
TOTAL MISCELLANEOUS REVENUE	0	35,000	33,000	33,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>216,020</u>	<u>105,000</u>	<u>99,000</u>	<u>99,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	0	0		
TOTAL SALARIES & EMPLOYEE BENEFITS	0	0	0	0
721400 Professional & Specialized Services	207,790	100,000	99,000	99,000
721900 Special Departmental Expense	0	0		
722000 Transportation & Travel	8,230	5,000		
TOTAL SERVICES & SUPPLIES	216,020	105,000	99,000	99,000
770100 Intrafund Transfers	0	0		
TOTAL INTRAFUND TRANSFERS	0	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>216,020</u>	<u>105,000</u>	<u>99,000</u>	<u>99,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</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** (\$66,000) 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 one to two match from the County.
- 680200** **Operating Transfer In** (\$33,000) is recommended for the County match.

SALARIES & EMPLOYEE BENEFITS

- 710105** **Overtime** (\$0) is recommended eliminated.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services** (\$99,000) is recommended to maintain the new Parcel Fabric GIS layer while a new Assessor Mapping Technician is hired and trained.
- 722000** **Transportation & Travel** (\$0) is recommended eliminated.
- 770100** **Intrafund Transfer** (\$0) is recommended eliminated.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

**TAX COLLECTOR
(00510)**

Function:

General

Activity:

Finance

Fund:

General

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
TRUST REVENUE				
601000 Trust Revenue	8,020	0	0	0
TOTAL TRUST REVENUE	8020	0	0	0
TAXES				
610901 Hotel & Motel Tax	193,260	215,000	220,000	220,000
TOTAL TAXES	193,260	215,000	220,000	220,000
LICENSES, PERMITS & FRANCHISES				
620200 Business Licenses	164,874	151,145	174,000	174,000
TOTAL LICENSES, PERMITS & FRANCHISES	164,874	151,145	174,000	174,000
FINES, FORFEITURES & PENALTIES				
630401 Cost of Tax Collection	169,265	125,000	178,000	178,000
630402 Redemption Fees	0	18,000	19,000	19,000
TOTAL FINES, FORFEITURES & PENALTIES	169,265	143,000	197,000	197,000
CHARGES FOR CURRENT SERVICES				
660100 Assessment/Tax Collection Fees	91,049	55,000	56,000	56,000
660101 Property Tax Admin Fee	56,793	148,000	87,000	87,000
660102 Supplemental Tax Fee	510,922	325,000	419,000	419,000
660231 Spec Assessmt - Bus Imprv Dst	89,752	32,000	61,000	61,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

**TAX COLLECTOR
(00510)**

Function:

General

Activity:

Finance

Fund:

General

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
CHARGES FOR CURRENT SERVICES (continued)				
662700 Other Charges for Services	252,528	150,000	264,000	264,000
662704 Copies	68	100	100	100
TOTAL CHARGES FOR CURRENT SERVICES	1,001,111	710,100	887,100	887,100
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	6,709	3,200	3,000	3,000
673100 Unclaimed Money	0	2,000	2,000	2,000
673102 Tax Payment - Over	748	1,500	1,500	1,500
673104 TOT - Over	162	500	250	250
673700 Cash Overage	25	500	250	250
TOTAL MISCELLANEOUS REVENUE	7,643	7,700	7,000	7,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	87,284	100,000	85,000	85,000
TOTAL OTHER FINANCING SOURCES	87,284	100,000	85,000	85,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,631,458</u>	<u>1,326,945</u>	<u>1,570,100</u>	<u>1,570,100</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	602,394	665,889	798,874	798,874
710103 Extra Help	65,212	123,066	137,710	137,710
710107 Premium Pay	2,860	0	4,680	4,680

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

TAX COLLECTOR

(00510)

Function:

General

Activity:

Finance

Fund:

General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SALARIES & BENEFITS (continued)				
710200 Retirement	233,222	276,731	337,364	337,364
710300 Health Insurance	104,059	163,548	228,255	228,255
710400 Workers' Compensation Insurance	3,306	4,616	4,770	4,770
710500 Other Benefits	650	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	1,011,703	1,234,450	1,512,253	1,512,253
SERVICES & SUPPLIES				
720300 Communications	2,376	4,800	3,000	3,000
720600 Insurance	450	450	631	631
721100 Memberships	348	300	400	400
721201 Cash Shortages	3	250	200	200
721211 Tax Payment - Short	1,730	1,960	2,300	2,300
721212 TOT - Short	114	250	250	250
721300 Office Expense	26,431	34,027	36,332	36,332
721314 Computer Equipment	0	3,500	1,250	1,250
721400 Professional & Specialized Services	98,567	138,342	130,000	130,000
721426 Software Maintenance	6,946	13,100	12,056	12,056
721500 Publications & Legal Notices	13,050	14,000	15,500	15,500
721601 Rents/Lse Co Vehicle	48	100	800	800
722000 Transportation & Travel	8,791	12,500	12,500	12,500
TOTAL SERVICES & SUPPLIES	158,853	223,579	215,219	215,219
OTHER CHARGES				
730330 Rents & Leases	11,210	13,000	13,200	13,200
TOTAL OTHER CHARGES	11,210	13,000	13,200	13,200

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

**TAX COLLECTOR
(00510)**

Function:

General

Activity:

Finance

Fund:

General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
CAPITAL PROJECTS & FIXED ASSETS				
740301 Fixed Assets	0	25,000	0	0
TOTAL CAPITAL PROJECTS & FIXED ASSETS	0	25,000	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	4,470	6,000	4,512	4,512
TOTAL INTRAFUND TRANSFERS	4,470	6,000	4,512	4,512
<u>TOTAL EXPENDITURES</u>	<u>1,186,237</u>	<u>1,502,029</u>	<u>1,745,184</u>	<u>1,745,184</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(445,221)</u>	<u>175,084</u>	<u>175,084</u>	<u>175,084</u>

TAX COLLECTOR

COMMENTS

The primary function of the Tax Collector’s office is to bill and collect all current and prior year taxes due. This includes the Secured Property Tax Roll, Supplementals, Corrected, Escape, Unsecured, and Defaulted tax bills. A defaulted property tax sale is conducted annually for unpaid taxes and our office takes the enforcement actions deemed necessary to collect on the Unsecured roll. Most growth within the county ultimately impacts our office. This includes direct charges added to the tax roll for other County Government agencies, School Districts, and most Special Districts, but not limited to, direct charges by other agencies. In addition to the billing and collection, this office issues new and collects Business License renewal fees. We monitor new, existing, and non-compliant Transient Occupancy Tax operators and collect the Transient Occupancy Tax (TOT) and the Tourism Business Improvement District (TBID) tax due to the county.

<u>TAX COLLECTOR WORKLOAD</u>	<u>Actual 2022-23</u>	<u>Estimated 2023-24</u>	<u>Projected 2024-25</u>
Active 4–Pay Part Pay Payment Plans – All Other	17	16	15
Active 5–Pay Payment Plans – Secured Taxes	141	120	135
Annual Unsecured Lien Notices	733	440	425
Business Improvement District Billing Statements (Quarterly)	3,296	3,420	4,400
Business License Renewal Notices	3,826	4,105	4,384
Business License ACH - Point & Pay	122	77	130
Check21 check processing	30,580	32,000	31,000
Credit Card Tax Payments	4,653	5,160	5,400
E–Check Tax Payments	11,017	12,356	13,025
Current Secured Reminders	8,688	7,124	7,500
Delinquent Secured Bills	2,184	2,289	2,150
Drop Box Payments	3,409	2,905	2,800
Mobile Home Tax Clearances	168	103	125
New Business License Processed	1,219	1,212	1,250
Nightly Bill Prints – All Tax Rolls	9,683	9,400	9,380
Notice of Impending Powers to Sell	98	79	75
Parcels Published for Sale	25	22	20
Parcels Redeemed Default	1,407	1,386	1,300
Parcels Redeemed Tax Sale	38	30	35
Parcels Sold	11	9	7
Phone Calls-Incoming	11,554	12,456	13,000
Refunds	500	468	450

TAX COLLECTOR

WORKLOAD (continued)

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
Returned Items	106	112	110
Returns NSF - ACH	70	67	62
Secured Tax Statements	58,606	61,121	61,987
Supplemental Tax Statements	5,557	5,620	6,200
Transient Occupancy Tax Billing Statements (Quarterly)	3,296	4,166	4,400
Transient Occupancy Tax Delinquent Billing Statements (Quarterly)	1,049	1,073	1,100
Unsecured Liens Active	1,166	1,491	1,150
Unsecured Liens Redeemed	545	727	600
Unsecured Tax Statements	2,571	2,437	2,500
Walk-ins	7,157	7,100	7,300
Wire payments processed	105	113	120

ESTIMATED REVENUES

610901 **Hotel & Motel Tax** (\$220,000) is a recommended increase of \$5,000 based on the projected administrative cost of collecting these taxes including billing, generating delinquent invoice, enforcement collections, posting, processing and reconciliation of payments. This cost is due to a reimbursement for Transient Occupancy Tax (TOT) related systems such as the Megabyte TOT module and Deckard Technologies (Rentalscape) which monitors and identifies non-compliant TOT operators. Ordinance No. 295F states per section 3.20.060 that each lodging operator, including any operator who performs their functions through a managing agent must now register with the tax administrator.

620200 **Business Licenses** (\$174,000) is a recommended increase of \$22,855 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** (\$178,000) is a recommended increase of \$53,000 based on current fiscal year projections and includes all prior secured and prior supplemental secured fees collected. This revenue category consists of an updated thirty-dollar (\$30) cost on the second installment if a parcel is not paid timely.

ESTIMATED REVENUES (continued)

- 630402** **Redemption Fees** (\$19,000) 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 an updated 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 account 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 which is reported annually to the state. The CALFHA grant program is available to those who qualify and will pay up to \$80,000 in defaulted taxes.
- 660100** **Assessment/Tax Collection Fees** (\$56,000) is a recommended increase of \$1,000 based on current fiscal year projections of actual reimbursable costs for Tax collection fees collected. The fund is now collecting revenue based on parcels eligible for tax sale. The qualifying number of parcels on the tax sale list has declined.
- 660101** **Property Tax Admin Fee (R&T 95.3)** (\$87,000) is recommended decrease of \$61,000 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.
- 660102** **Supplemental Tax Fee (R&T 75.70 & 100.2)** (\$419,000) is a recommended increase of \$94,000 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** (\$61,000) is a recommended increase of \$29,000 based on the revenues received to offset the departmental cost of collecting the Tourism Business Improvement District (TBID) tax. Collected costs are based on the administrative rate provided by the Auditor-Controller. Revenue collected is based on charging 0.05% of the department's administrative time to the 2.0% of Transient Occupancy Taxes (TOT) that is collected.

ESTIMATED REVENUES (continued)

- 662700** **Other Charges for Services** (\$264,000) is a recommended increase of \$114,000 based on revenue received from various fees, new fees created, and fee increases supported by GOV 54985 (a). Revenue for this line item includes the non-sufficient fund (NSF) admin fee, non-sufficient fund fee for multiple parcels, semi-annual secured reminder notice fee, annual unsecured reminder notice fee, prior secured billing for delinquent reminder notices, bank levies.
- 662704** **Copies** (\$100) is recommended unchanged based on current fiscal year projections due to the online services available.
- 673000** **Miscellaneous Revenue** (\$3,000) is a recommended decrease of \$200 based on current fiscal year projections and includes banking specific non-sufficient fund (NSF) fees.
- 673100** **Unclaimed Money** (\$2,000) is recommended to remain unchanged based on current fiscal year projections and pending applications submitted to the State Controller's office. This fund is used for any unclaimed revenues received from the State Controller's Office.
- 673102** **Tax Payment - Over** (\$1,500) is a 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).
- 673104** **Transient Occupancy Tax (TOT) Payment - Over** (\$250) is a recommended decrease of \$250. 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** (\$250) is a recommended decrease of \$250. 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.

TAX COLLECTOR

ESTIMATED REVENUES (continued)

680200 **Operating Transfer In** (\$85,000) is a recommended decrease of \$15,000 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** (\$798,874) is a recommended increase of \$132,985 based on maintaining current staffing allocations for the cost-of-living increases, step/longevity increases, and bilingual pay for existing staff that are eligible. Accounting Technicians are flexibly allocated to Sr. Accounting Technicians for the various units within the Tax Collector department this includes the addition of an Accountant Auditor I/II and the addition of an Administrative Analyst I/II.

710103 **Extra Help** (\$137,710) is a recommended increase of \$14,644. 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, and credit card processing; as well as, providing staff support on various upcoming tax projects.

710107 **Premium Pay** (\$4,680) Is a recommended increase of \$4,680. Premium pay was not included in the prior year budget. The Tax Collector currently has eligible staff that can assist constituents in Punjabi and Spanish.

710200 **Retirement** (\$337,364) is a recommended increase of \$60,633 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$228,255) is a recommended increase of \$64,707 based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$4,770) is a recommended increase of \$154 based on the Department's contribution to the County's Self-Insurance Internal Service Fund. This amount reflects the Tax Collector division's 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's share. The overall cost is split between the Treasurer and Tax Collector budgets.

TAX COLLECTOR

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is a recommended decrease of \$1,800 based on the current fiscal year projections. This amount reflects 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 Tax Collector's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$631) is a recommended increase of \$181. This reflects the Department's contribution to the County's Self-Insured Liability Program. This amount reflects the Tax Collector division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 721100** **Memberships** (\$400) is a recommended increase of \$100 for memberships. Per GOV 27000.8 a duly elected county Treasurer – Tax Collector is required to complete a minimum of continuing education hours. These costs are based on the membership for the Treasurer-Tax Collector and the Assistant Treasurer-Tax Collector for the California Association of County Treasurers and Tax Collectors (CACTTC). This amount reflects the Tax Collector division's share. The overall cost for this membership is split between the Treasurer and Tax Collector budget.
- 721201** **Cash (Difference) - Shortage** (\$200) is a recommended decrease of \$50 based on current projections. This fund is used as a cash difference fund for unidentified shortages pursuant to Government Code Sections 29370-29390.1, and Madera County Resolution 91-251.
- 721211** **Tax Payment - Short** (\$2,300) is a recommended increase of \$340 based on current projections. This fund is used to fund identifiable shortages pursuant to Government Code Sections 29370-29390.1, 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 recommended unchanged based on current projections. This fund is used to fund identifiable shortages related to TOT payments pursuant to Government Code Sections 29370-29390.1, 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** (\$36,332) is a recommended increase of \$2,305 based on the current year's forecasted expenditures. These expenditures include tax bill stock, bill mailing supplies, printer supplies, general office supplies, general office furniture, forms, paid and date stamps, and envelopes.

SERVICES & SUPPLIES (continued)

721314 **Computer Equipment** (\$1,250) is a recommended decrease of \$2,250. This item is removed due to the updated equipment polices with Madera County Information Technology.

721400 **Professional & Specialized Services** (\$130,000) is a recommended decrease of \$8,342 based on current contracted services. Granicus is a notification system used to provide communications with County residents. Deckard Technologies is used by the TOT division to monitor compliance for short-term rental properties. Presort services help with the annual secured property tax bill printing and mailing.

<u>Tax Collector</u>	<u>Recommended</u>
Granicus E-Alerts	\$10,500
Posse Business License	\$21,000
Deckard Technologies	\$41,000
Presort	<u>\$44,000</u>
Subtotal:	\$116,500
<u>Tax Sale (All Recoverable)</u>	<u>Recommended</u>
First Corporate Solutions – Title Search Services (Tax Sale)	\$7,500
Bid4Assets – Online Auction Services (Tax Sale)	<u>\$6,000</u>
Subtotal:	\$13,500
Grand Total:	<u>\$130,000</u>

721426 **Software Maintenance** (\$12,056) is a recommended decrease of \$1,044 based on contract maintenance costs for Megabyte services for various programs, and POSSE maintenance for the business license renewal module.

<u>Software Maintenance</u>	<u>Recommended</u>
Posse	\$1,800
Megabyte TOT / BID Module	\$3,565.25
Megabyte Historical Web	\$2,714.25
Megabyte Public Web Service	<u>\$3,976.14</u>
Grand Total:	<u>\$12,055.64</u>

TAX COLLECTOR

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$15,500) is a recommended increase of \$1,500. This cost is 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 in 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. Mandatory publication of these listings is required in a newspaper of general circulation and on the county website.
- 721601** **Rent/Lease Co Vehicle** (\$800) is a recommended increase of \$700. This cost is for the leasing of county vehicles from the Central Garage Fleet department. The vehicle is used for a few hours to distribute Property Tax Postponement program (PTP) information to eligible facilities such as Senior Centers, Mobile Home Parks, and Golf Courses. County vehicles also used for on-site visits for tax collection enforcement actions.
- 722000** **Transportation & Travel** (\$12,500) is unchanged based on required travel for annual conferences, workshops, continuing education credit seminars, meetings and training for Tax Collector staff, management trainings and new employee trainings. Cost estimates are to reimburse private mileage and expenses for out-of-County travel which includes the California Association of County Treasurers and Tax Collectors (CACTTC) annual conference, education conference, and legislative day. This amount reflects the Tax Collector division's share.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$13,200) is a recommended increase of \$200 based on cost estimates for the current lease agreement with Ricoh for the Ricoh Folding Machine and Ricoh Office printer(s).

FIXED ASSESTS

- 740301** **Fixed Assets** (\$0) is a recommended decrease of \$25,000. The amount budgeted for fixed assets was for the estimated costs for the Treasurer-Tax Collector's kitchen rehabilitation due to safety and efficiency.

INTRAFUND TRANSFERS

- 770100** **Intrafund Transfers** (\$4,512) is a recommended decrease of \$1,488. 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 Tax Collector division's share.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant Auditor I or	-	-	-	-	-	-	
3202	Accountant Auditor II or	-	-	-	-	-	-	
3203	Senior Accountant-Auditor	1.0	-	2.0	-	1.0	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II or	-	-	-	-	-	-	
3606	Senior Accounting Technician	6.75	-	5.75	-	(1.0)	-	A
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	-	-	-	-	-	-	
3209	Senior Administrative Analyst	1.0	-	2.0	-	1.0	-	B
3121	Assistant Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
3385	Property Tax and Sales Assistant or	-	-	-	-	-	-	
3386	Senior Property Tax and Sales Assistant	1.0	-	1.0	-	-	-	
TBD	Tax Collector Delinquent Accounts Investigator	-	-	1.0	-	1.0	-	C
1014	Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
4129	Chief Deputy Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
4222	Executive Assistant to the Dept. Head	0.50	-	0.50	-	-	-	
TOTAL		11.75	-	13.75	-	2.00	-	

NOTES:

- A Unfunding one Senior Accounting Technician to fund Senior Accountant-Auditor for additional TOT growth
- B Adding an additional FTE for TOT growth
- C Adding additional FTE new position Tax Collector Delinquent Accounts Investigator

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> APPROVED 2023-24	<u>DEPARTMENT</u> REQUEST 2024-25	<u>CAO</u> RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	711,446	1,664,882	1,742,667	1,742,667
TOTAL CHARGES FOR CURRENT SERVICES	711,446	1,664,882	1,742,667	1,742,667
MISCELLANEOUS REVENUE				
673700 Cash Overage	1	100	100	100
TOTAL MISCELLANEOUS REVENUE	1	100	100	100
<u>TOTAL ESTIMATED REVENUES</u>	<u>711,447</u>	<u>1,664,982</u>	<u>1,742,767</u>	<u>1,742,767</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	344,823	698,892	713,399	713,399
710103 Extra Help	20,310	108,478	108,478	108,478
710200 Retirement	126,966	291,029	301,268	301,268
710300 Health Insurance	49,746	140,727	182,604	182,604
710400 Workers' Compensation Insurance	3,306	4,616	4,770	4,770
710500 Other Benefits	650	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	545,802	1,244,343	1,311,119	1,311,119
SERVICES & SUPPLIES				
720300 Communications	2,376	4,800	4,800	4,800
720600 Insurance	450	450	631	631

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (CONTINUED)				
720800 Maintenance - Equipment	10,744	15,895	13,103	13,103
721100 Memberships	498	800	1,520	1,520
721201 Cash Shortages	0	100	100	100
721300 Office Expense	12,716	10,500	10,500	10,500
721314 Computer Equipment	0	5,500	5,694	5,694
721400 Professional & Specialized Services	102,274	213,600	226,300	226,300
721426 Software Maintenance	18,274	27,994	24,950	24,950
722000 Transportation & Travel	15,165	23,000	25,000	25,000
TOTAL SERVICES & SUPPLIES	162,496	302,639	312,598	312,598
OTHER CHARGES				
730330 Rents & Leases-Equipment	11,210	12,000	14,500	14,500
TOTAL OTHER CHARGES	11,210	12,000	14,500	14,500
CAPITAL PROJECTS & FIXED ASSETS				
740100 Capital Projects	0	0	100,000	100,000
740301 Fixed Assets	0	100,000	0	0
TOTAL CAPITAL PROJECTS & FIXED ASSETS	0	100,000	100,000	100,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	4,497	6,000	4,550	4,550
TOTAL INTRAFUND TRANSFERS	4,497	6,000	4,550	4,550
<u>TOTAL EXPENDITURES</u>	<u>724,005</u>	<u>1,664,982</u>	<u>1,742,767</u>	<u>1,742,767</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>12,558</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, and continuing disclosure requirements, and submits the Annual Debt Transparency Reports for the County. The Treasurer also reviews financial documents and provides guidance when the County issues debt.

WORKLOAD

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
<u>TREASURER</u>			
Cash Receipts (CR/Permits)	13,231	13,692	14,000
Auditor Warrants (Auditors TNS, ACH/EFT bank accounts)	13,383	12,022	15,000
County Employee Payroll Warrants (direct deposit not included)	1,810	1,138	1,500
County Welfare Warrants (Welfare), (EBT)	13,344	14,224	14,500
Treasury Appointment Service	1,453	1,420	1,750
<u>WORK PROGRAM</u>			
School Journal Entries (Book), (Wire)	377	360	400
Auditor Journal Entries (Book)	164	168	200
Madera Cemetery Journal Entries (Book)	84	86	88
Welfare Journal Entries (Book)	299	310	350
Investment Transactions (SymPro)	351	724	725
Bank Transfers (Debt Service), (Wire)	580	606	650
Returns (NSF), (Reversal), (Return Check)	446	438	600
Treasury & Bank Ready Deposits (RD)	1,163	1,112	1,200
Tax Collector Deposits (Deposits), (CR)	1,790	1,860	2,000
Check21 transmissions (checks scanned), (Treasury Cash)	39,941	39,414	45,000

ESTIMATED REVENUES

- 662723 **Services to Other Agencies** (\$1,742,667) is a recommended increase of \$77,785 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 unchanged. This fund is used as a cash difference fund for unidentified overages pursuant to Government Code Section 29370-29390.1 and the 2024 Cash Handling Policy.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$713,399) is a recommended increase of \$14,507 based on maintaining current staffing allocations, cost of living increases, and step/longevity increases.
- 710103 **Extra Help** (\$108,478) is a recommended unchanged. This is based on the need for analytical assistance during peak periods assisting with Treasury services and processes. The cost for Extra Help will be 100% offset through the Treasury Administration Fee.
- 710200 **Retirement** (\$301,268) is a recommended increase of \$10,239 based on the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300 **Health Insurance** (\$182,604) is a recommended increase of \$41,877 based on the employer’s share of health insurance premiums.
- 710400 **Workers’ Compensation** (\$4,770) is a recommended increase of \$154 based on the Department’s contribution to the County’s Self-Insurance Internal Service Fund. This amount reflects the Treasury division’s share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 710500 **Other Benefits** (\$600) is recommended unchanged based on Elected Official Allowance. This amount reflects the Treasury division’s 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 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's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$631) is a recommended increase of \$181 based on an increase of insurance premium fees. The cost reflects the Department's contribution to the County's Self-Insured Liability Program. This amount reflects the Treasury division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720800** **Maintenance – Equipment** (\$13,103) is a recommended decrease of \$2,792 based on current service contract obligations for the OPEX (remittance processor), RTL Lawrence Falcon and cash counters equipment maintenance.
- 721100** **Memberships** (\$1,520) is a recommended increase of \$720. Memberships include the California Association of County Treasurers and Tax Collectors (CACTTC), California Municipal Treasurers Association (CMTA), California Society of Municipal Finance Officers (CSMFO), and Government Investment Officers Association (GIOA). The memberships are for the Treasurer-Tax Collector and designated staff. The cost of the CACTTC is split evenly between the Treasurer and Tax Collector budgets. CMTA, GIOA, and CSMFO are fully expensed to the Treasury division.
- 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 2024 Cash Handling Policy.
- 721300** **Office Expense** (\$10,500) is recommended unchanged based on the current year's forecasted expenditures. These expenditures include printer and general office supplies, general office furniture, forms, endorsement stamps, labels, envelopes, and vault storage supplies.
- 721314** **Computer Equipment** (\$5,694) is a recommended increase of \$194. This amount reflects iPad equipment purchases for the Treasurer-Tax Collector staff. Allows for banking, workflow approvals and crucial operations to be completed remotely when offsite due to meetings or required continuing educational training. This cost reflects the Treasurer's portion.

SERVICE & SUPPLIES (continued)

721400 **Professional & Specialized Services** (\$226,300) is a recommended increase of \$12,700 based on contract obligations. The cost includes Treasury services such as investment advisory fees, bank service fees, vault maintenance, secured courier services, electronic alert and notifications services and confidential shredding services. All Treasury related costs listed below are recovered through the Treasury Administration Fee.

<u>Treasury (All Recoverable)</u>	<u>Recommended</u>
Guardian Mobile	\$600
Treasury Vault Diebold	\$1,500
RT Lawrence	\$9,100
Principal Custodial Bank	\$9,000
Granicus	\$10,500
Secured Courier Services	\$22,000
Meeder Investment	\$63,600
Bank of America Banking Services	\$110,000
 GRAND TOTAL:	 <u>\$226,300</u>

721426 **Software Maintenance** (\$24,950) is a recommended decrease of \$ 3,044 based on current contract obligations for Tracker Debt Management software, SymPro Investment Management software and Cummins Allison (Data Base Manager Software) and RT Lawrence. All Treasury related costs listed below are recovered through the Treasury Administration Fee.

<u>Software Maintenance</u>	<u>Recommended</u>
Cummins Allison (<i>DBM software</i>)	\$350
OPEX (<i>RTL software</i>)	\$1,500
Tracker Debt Management (<i>Debt software</i>)	\$7,600
SymPro (<i>Investment software</i>)	\$15,500
 GRAND TOTAL:	 <u>\$24,950</u>

SERVICE & SUPPLIES (continued)

722000 **Transportation & Travel** (\$25,000) is a recommended increase of \$2,000. This cost is based on required travel for annual conferences, workshops and training for Treasury staff, 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, California Municipal Treasurers Association (CMTA) annual conference, California State Association of Counties (CSAC) legislative conference, Government Investment Officers Association (GIOA) annual conference, California Debt and Investment Advisory Commission (CDIAC), California Society of Municipal Finance Officers (CSMFO) annual conference, education seminars and conference and SymPro and Debt Tracker user trainings. This amount reflects the Treasury division's share.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$14,500) is a recommended increase of \$2,500 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

740100 **Capital Projects** (\$100,000) is a recommended increase. The amount budgeted for capital projects includes estimated costs for the Treasurer-Tax Collector's kitchen rehabilitation for security, safety, and efficiency. This amount reflects the Treasury division's share.

INTRAFUND TRANSFERS

770100 **Intrafund Transfers** (\$4,550) is a recommended decrease of \$1,450. Costs are calculated on the VoIP pricing and licensing fees per phone in the department. Phone services and maintenance will be billed through the 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 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	3.0	-	3.0	-	-	-	
3203	Senior Accountant-Auditor	1.0	-	1.0	-	-	-	
3139	Supervising Accountant-Auditor	1.0	-	-	-	(1.00)	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II or	-	-	-	-	-	-	
3606	Senior Accounting Technician	0.25	-	0.25	-	-	-	
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	-	-	-	-	-	-	
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
4126	Principal Administrative Analyst	1.0	-	2.0	-	1.00	-	B
3121	Assistant Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
4129	Chief Deputy Tax Collector-Treasurer	0.50	-	0.50	-	-	-	
4222	Executive Assistant	0.50	-	0.50	-	-	-	
1014	Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
	TOTAL	9.25	-	9.25	-	-	-	

NOTES:

- A** Unfund Supervising Accountant-Auditor to fund additional Principal Administrative Analyst
- B** Adding additional Principal Administrative Analyst

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610900 OTHER TAXES	1,375,950	1,500,000	1,500,000	1,500,000
TOTAL TAXES	1,375,950	1,500,000	1,500,000	1,500,000
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	14,944	16,000	15,000	15,000
TOTAL LICENSES, PERMITS & FRANCHISES	14,944	16,000	15,000	15,000
INTEGOVERNMENTAL REVENUE				
654000 State - Other	14	0	0	0
TOTAL FOR INTERGOVERNMENTAL REVENUE	14	0	0	0
CHARGES FOR CURRENT SERVICES				
661600 Recording Fees	664,108	600,000	600,000	600,000
662700 Other Charges for Services	6,975	4,000	4,000	4,000
TOTAL CHARGES FOR CURRENT SERVICES	671,083	604,000	604,000	604,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	1,659	0	0	0
673700 Cash Overages	978	1,000	1,000	1,000
TOTAL MISCELLANEOUS REVENUE	2,636	1,000	1,000	1,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In (Mod Fund 1346)	152,625	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
TOTAL OTHER FINANCING SOURCES	152,625	202,000	202,000	202,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,217,254</u>	<u>2,323,000</u>	<u>2,322,000</u>	<u>2,322,000</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	811,696	760,010	850,854	850,854
710103 Extra Help	9,504	30,000	30,000	30,000
710107 Premium Pay	2,633	0	0	0
710200 Retirement	301,779	315,671	359,316	359,316
710300 Health Insurance	124,434	152,138	197,821	197,821
710400 Workers' Compensation Insurance	6,862	33,126	35,079	35,079
710500 Other Benefits	650	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	1,257,557	1,291,545	1,473,670	1,473,670
SERVICES & SUPPLIES				
720300 Communications	3,866	6,000	6,000	6,000
720600 Insurance	1,395	1,410	1,632	1,632
720800 Maintenance - Equipment	303	5,000	5,000	5,000
721100 Memberships	1,625	2,000	2,000	2,000
721300 Office Expense	16,334	20,000	20,000	20,000
721400 Professional & Specialized Services	66,926	80,000	80,000	80,000
721600 Rents & Leases - Equipment	0	0	2,000	2,000
721701 Rents & Grants	5,335	6,000	6,000	6,000
721900 Special Departmental Exp	0	60,000	60,000	60,000
722000 Transportation & Travel	10,514	14,000	14,000	14,000
TOTAL SERVICES & SUPPLIES	106,298	194,410	196,632	196,632
OTHER CHARGES				
730330 Rents & Leases - Principal	5,393	6,000	6,500	6,500
TOTAL OTHER LEASES & EXPENSES	5,393	6,000	6,500	6,500
INTRAFUND EXPENSES				
770100 Intrafund Expense Account	5,987	6,000	7,025	7,025
TOTAL INTRAFUND EXPENSES	5,987	6,000	7,025	7,025
<u>TOTAL EXPENDITURES</u>	<u>1,375,236</u>	<u>1,497,955</u>	<u>1,683,827</u>	<u>1,683,827</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(842,018)</u>	<u>(825,045)</u>	<u>(638,173)</u>	<u>(638,173)</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; 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>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
<u>Recorder</u>			
Births scanned/indexed (includes historical)	2,887	2000	2000
Deaths scanned/indexed (includes historical)	2,434	900	900
Marriages registered/scanned/indexed	703	700	700
Maps recorded	56	50	50
Microfilming daily records (frames)	128,248	120,000	120,000
Scanned/indexed/verified (frames)(backfile)	221,507	150,000	150,000
Recorded and Filed Documents	26,754	26,600	26,600
Copies prepared (plain, certified, and no fee)	3,390	3,000	3,000
Certified copies of birth, death, marriage records	5,352	4,800	4,800
Certified copies for Veterans services	13	10	10
CD w/data or images (copied for sale)/FTP annual subscriptions	89	89	89
Social security truncation/redaction project (beginning w/1980 records) (documents processed)	5,416	5,500	5,500
Certified copies – confidential marriages	43	50	50
Marriage licenses issued (public and confidential)	785	845	845
Fictitious Business Statements filed	850	800	800

COUNTY CLERK-RECORDER

WORKLOAD (continued)

	<u>Actual</u> 2022-23	<u>Estimated</u> 2023-24	<u>Projected</u> 2024-25
<u>County Clerk (continued)</u>			
Fictitious business statement renewal notices	836	800	800
Notary oaths administered/bond filed	95	100	100
Civil Marriages performed	131	125	125
Notices of Determination/exemption filed	170	150	150
Documents acknowledged/copies prepared	409	600	600
Registration of legal document assistants/process servers	7	13	13

ESTIMATED REVENUES

RECORDER REVENUE

610990 **Documentary Transfer Tax** (\$1,500,000) is recommended unchanged 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 \$1,275,000 to be collected in documentary transfer tax collected on all Unincorporated conveyances; with approximately \$175,000 disbursed to the City of Madera and \$50,000 to the City of Chowchilla for transfers within those jurisdictions.

661600 **Recording Fees** (\$600,000) is recommended unchanged based on anticipated revenue generated and allocated to the County Recorder for recordings, map filings, vital record copies and official record copies. A decline in property sales has been observed reducing the number of official documents recorded. The total amount of Recorder Revenue collected is estimated to be \$2,000,000 which includes the net revenue collected by the Clerk division of \$75,000. An estimated total of \$1,032,500 will be disbursed to various state and local accounts: M&D, Domestic Violence, Fish & Game, VRIP, State Treasurer, 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 (HSC 103625(c); FC 1852 & 509; state general fund for Family Law Trust Fund)	\$5,500.00
Child Abuse Prevention Program (HSC 103625(b)(1), WIC 18965, state)	\$8,500.00
Umbilical Cord Program (HSC 103625(b)(a), HSC 1628, state)	\$5,000.00
Missing Persons DNA Program (Penal Code 14251, State DOJ)	\$1,500.00
Building Homes & Jobs Act – State	\$855,000.00
Building Homes & Jobs Act – County	\$45,000.00
Domestic Violence Prevention (GC 26840.7, WIC 18305, local)	\$20,000.00
M&D (GC 26840, 26840.1 & HSC 10043, state)	\$2,000.00
Fish & Game - State	\$60,000.00
VRIP – Vital Statistics Trust (HSC 103625(f)-(g), FC 509, local)	\$5,000.00
State Registrar of Vital Statistics S.R.V.S. (HSC 103525.5, FC 509, state)	\$25,000.00

673700 **Cash Overages** (\$1,000) is recommended. Funds will only be generated in the event of overpayments of less than \$10 on any single 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-RECORDER

COUNTY CLERK REVENUE

- 620700** **Other Licenses & Permits** (\$15,000) is recommended decreased due to a projected decline in sales. 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 unchanged. This amount reflects the revenue collected from the sale of public and confidential marriage licenses that is collected by the County Clerk for the purpose of maintaining the family conciliation court or conciliation and mediation services as described in GC 26840.3.


SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$850,854) 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** (\$359,316) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$197,821) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$35,079) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$6,000) 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 (\$1,500 annually); and fees incurred for telephone services from CenCal.
- 720600** **Insurance** (\$1,632) reflects the County's anticipated contribution to the County's Self-Insured Liability Program.

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$5,000) is recommended unchanged. 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. The alarm monitoring expense is reimbursed from the Modernization Fund (\$140.00 monthly maintenance, plus \$1,440.00 annual maintenance fee).
- 721100** **Memberships** (\$2,000) is recommended unchanged to cover costs of memberships in the California Association of Clerks and Election Officials (\$1,000) and the County Recorders' Association of California (\$1,000).
- 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.
-  **721600** **Rents & Leases – Equipment** (\$2,000) is recommended added for use of County fleet vehicles as needed for travel to conferences to Sacramento, Orange County, and San Diego up to 1700 miles.
- 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** **Special Departmental** (\$60,000) is recommended unchanged 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.

COUNTY CLERK-RECORDER

SERVICES & SUPPLIES (continued)

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** (\$6,500) is recommended to reflect ongoing expenditures for the department's copier lease.

770100 **Intrafund Expense** (\$7,025) 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 "essential license"/per month, plus additional costs and taxes as invoiced by County IT.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	Adminstrative Analyst II	0.5	-	0.5	-	-	-	
3122	Chief Assistant County Clerk-Recorder	1.0	-	1.0	-	-	-	
3194	Division Director Clerk Recorder Services	1.0	-	1.0	-	-	-	
1007	County Clerk-Recorder	0.5	-	0.5	-	-	-	
4637	Deputy Clerk-Recorder I or							
4638	Deputy Clerk-Recorder II	5.0	1.0	5.0	1.0	-	-	
3726	Senior Deputy Clerk-Recorder	1.0	-	1.0	-	-	-	
4222	Executive Assistant to the Dept. Head	0.5	-	0.5	-	-	-	
TOTAL		10.0	1.0	10.0	1.0	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department:

Function:
 Activity:
 Fund:

CLERK-RECORDER
 ELECTIONS (03330)
 General
 Elections
 General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	352,686	2,750	2,780	2,780
TOTAL INTERGOVERNMENTAL REVENUE	352,686	2,750	2,780	2,780
CHARGES FOR CURRENT SERVICES				
660500 Election Services	202,011	7,500	456,000	456,000
TOTAL CHARGES FOR CURRENT SERVICES	202,011	7,500	456,000	456,000
MISCELLANEOUS REVENUE				
672000 Other Sales	46	50	100	100
TOTAL MISCELLANEOUS REVENUE	46	50	100	100
OTHER FINANCING SOURCES				
680200 Operating Transfers In (Clerk Trust)	0	10,000	15,000	15,000
TOTAL OTHER FINANCING SOURCES	0	10,000	15,000	15,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>554,743</u>	<u>20,300</u>	<u>473,880</u>	<u>473,880</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	339,288	568,827	567,596	567,596
710103 Extra Help	83,131	145,000	165,000	165,000
710105 Overtime	1,164	1,500	3,000	3,000
710107 Premium Pay	488	0	0	0
710200 Retirement	122,047	238,032	239,696	239,696
710300 Health Insurance	47,673	121,710	136,953	136,953
710400 Workers' Compensation Insurance	4,049	4,533	3,526	3,526

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

Function:
Activity:
Fund:

**CLERK-RECORDER
ELECTIONS (03330)
General
Elections
General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710500 Other Benefits	650	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	598,490	1,080,202	1,116,371	1,116,371
SERVICES & SUPPLIES				
720300 Communications	1,258	3,000	3,000	3,000
720600 Insurance	767	775	898	898
720800 Maintenance - Equipment	17,500	18,500	28,500	28,500
721100 Memberships	275	275	275	275
721300 Office Expense	11,248	16,600	19,600	19,600
721400 Professional & Specialized Services	97,873	98,000	100,000	100,000
721500 Publications & Legal Notices	2,451	7,500	5,000	5,000
721601 Rents & Leases - Co Vehicles	0	500	500	500
721701 Rents - Grants	1,670	7,500	7,500	7,500
721900 Special Departmental Expense	444,848	360,000	515,000	515,000
722000 Transportation & Travel	7,661	10,000	12,000	12,000
TOTAL SERVICES & SUPPLIES	585,551	522,650	692,273	692,273
OTHER CHARGES				
730330 Rents & Leases - Principal	0	0	7,200	7,200
TOTAL OTHER LEASES & EXPENSES	0	0	7,200	7,200
FIXED ASSETS				
740300 Equipment	0	0	25,000	25,000
TOTAL FIXED ASSETS	0	0	25,000	25,000
INTRAFUND EXPENSE				
770100 Intrafund Expense	3,828	3,828	4,000	4,000
TOTAL INTRAFUND EXPENSE	3,828	3,828	4,000	4,000
<u>TOTAL EXPENDITURES</u>	<u>1,187,869</u>	<u>1,606,680</u>	<u>1,844,844</u>	<u>1,844,844</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>633,126</u>	<u>1,586,380</u>	<u>1,370,964</u>	<u>1,370,964</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 2022-23</u>	<u>Actual 2023-24</u>	<u>Projected 2024-25</u>
11/8/22	General Election (Mid-Term) Major; 59 Precincts, 8 Vote Centers/1 Mobile 73,000 registered voters	1		
3/5/24	Presidential Primary Election (Party Primary) 59 Precincts, 8 vote centers/1 Mobile 75,000 registered voters		1	
11/5/24	Presidential General Election, Major 59 Precincts, 2+ Local Measures 8 vote centers/1 Mobile 77,000 registered voters			1

ESTIMATED REVENUES

- 654000** **State - Other** (\$2,780) is recommended based on expected reimbursement claims from the State.
- 660500** **Election Services** (\$456,000) is recommended based on a Countywide tax measure, one municipal measure and the City Council, School Trustee and Special District Director contests scheduled to appear on the ballot.
- 672000** **Other Sales** (\$100) 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.

ELECTIONS

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$567,596) is recommended increased based on the cost of recommended staffing.
- 710103** **Extra Help** (\$165,000) is recommended increased based on staffing needs in Elections and costs associated with vote center worker pay for the November 2024 Presidential General Election.
- 710105** **Overtime** (\$3,000) is recommended increased. Overtime is requested to allow for any payouts due to additional hours worked during an election.
- 710200** **Retirement** (\$239,696) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$136,953) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$3,526) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended unchanged based on cost experience in this account.
- 720600** **Insurance** (\$898) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$28,500) is recommended increased based on current contract costs for hardware maintenance/warranty for voting equipment and the new vote by mail processing machine.
- 721100** **Memberships** (\$275) is recommended increased for memberships in election related associations.
- 721300** **Office Expense** (\$19,600) is recommended increased based on the anticipated office expense cost for a Presidential General Election and legally required outreach.

SERVICES & SUPPLIES continued

- 721400** **Professional & Specialized Services** (\$100,000) is recommended increased based on costs for software lease for DFM, NetFile, Scytl, CradlePoint, and associated voting systems.
- 721500** **Publications & Legal Notices** (\$5,000) is recommended decreased based on expected legal notice costs.
- 721601** **Rents & Leases – Co Vehicle** (\$500) is recommended unchanged based on past-experience and provides a minimal allowance of use of County vehicles by staff for association training, vote center representative training, voter outreach/education, mileage, and election related travel as it becomes necessary.
- 721701** **Rents** (\$7,500) is recommended for the rental of vote center locations for the November 2024 Presidential General Election.
- 721900** **Special Departmental Expense** (\$515,000) is recommended increased based on past-experience in this account. This includes anticipated costs associated with Measure T going on the ballot.
- 722000** **Transportation & Travel** (\$12,000) is recommended 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** (\$4,000) is recommended added to cover costs associated with house phones/VOIP based on documentation provided by the Information Technology Department on February 15, 2024.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$7,200) is recommended to reflect the addition of a copier to Elections Division once the Department expands into additional space within the Government Center.

FIXED ASSETS

- 740301** **Fixed Asset** (\$25,000) is recommended increased based on the existing contract for the Elevate ballot sorter software license.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	3.0	-	3.0		-	-	
4141	Division Director of Elections	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 Elections Division Manager (new position)	0.5	-	0.5		-	-	
				1.0		1.0	-	
TOTAL		8.0	-	8.0	-	-	-	

NOTES: The Department is proposing to convert the Senior Deputy position to a division manager to avoid working out of class.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **Mail Room (County Clerk)
(02120)**
Function: **General**
Activity: **Other General**
Fund: **General**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	5,041	2,500	2,500	2,500
TOTAL CHARGES FOR CURRENT SERVICES	5,041	2,500	2,500	2,500
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	27,246	25,000	25,000	25,000
TOTAL MISCELLANEOUS REVENUE	27,246	25,000	25,000	25,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>32,287</u>	<u>27,500</u>	<u>27,500</u>	<u>27,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	68,124	97,399	103,206	103,206
710200 Retirement	25,256	39,554	43,584	43,584
710300 Health Insurance	12,713	30,427	30,434	30,434
710400 Workers' Compensation	663	696	586	586
TOTAL SALARIES & EMPLOYEE BENEFITS	106,756	168,076	177,810	177,810
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	325	350	350	350
721300 Office Expense	2,500	2,400	2,800	2,800
721302 Office Expense-Postage	231,443	263,000	281,410	281,410
721601 Rents & Leases - Co Vehicles	53	200	200	200
721900 Special Department Expense	30	500	500	500
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	234,351	266,950	285,760	285,760

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **Mail Room (County Clerk)
(02120)**
Function: **General**
Activity: **Other General**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	19,130	19,865	19,865	19,865
TOTAL OTHER CHARGES	19,130	19,865	19,865	19,865
INTRAFUND TRANSFERS				
770100 Intrafund Expenses	984	984	984	984
TOTAL INTRAFUND TRANSFERS	984	984	984	984
<u>TOTAL EXPENDITURES</u>	<u>361,221</u>	<u>455,875</u>	<u>484,419</u>	<u>484,419</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>328,934</u>	<u>428,375</u>	<u>456,919</u>	<u>456,919</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 Intra-fund Revenue (\$25,000) is recommended unchanged and is based on sub-vented departments share of postage costs.

ESTIMATED EXPENSES

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$103,206) is recommended based on cost of recommended staff.

710200 Retirement (\$43,584) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$30,434) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$586) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720800 Maintenance - Equipment (\$350) is recommended unchanged for potential maintenance and repairs of mail room equipment.

Mail Room (County Clerk)

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,800) is recommended, increased by \$400 to fund the County's Post Office Box rental, and other mail room supplies which include ink for the postage machine.
- 721302** **Office Expense - Postage** (\$281,410) is recommended, increased 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 effective July 2023 by 5% and an additional 2% as of Jan 2024.
- 721601** **Rents & Leases – County Vehicles** (\$200) is recommended for the use of vehicles from the Central Garage.
- 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 and, inserter/folder.

INTRAFUND EXPENSES

- 770100** **Intra-fund Expense** (\$984) is recommended to fund the mailroom telephone lines.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: Mail Room (County Clerk)
(02120)
Function: General
Activity: Other General
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3684	Central Services Assistant	-	1.0	-	1.0	-	-	
3688	Central Services Worker	-	1.0	-	1.0	-	-	
4637	Deputy Clerk-Recorder I or	2.0		2.0	-	-	-	
4638	Deputy Clerk-Recorder II							
TOTAL		<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662802 Interfund Revenue - Comp Svc	264,421	304,436	329,211	329,211
TOTAL CHARGES FOR CURRENT SERVICES	264,421	304,436	329,211	329,211
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	3,337,240	4,183,716	4,662,210	4,662,210
673903 Misc Reimbursement & Refund	417	0	0	0
TOTAL MISCELLANEOUS REVENUE	3,337,658	4,183,716	4,662,210	4,662,210
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,602,079</u>	<u>4,488,152</u>	<u>4,991,421</u>	<u>4,991,421</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,027,388	2,209,664	2,575,274	2,575,274
710103 Extra Help	107,771	53,423	99,444	99,444
710105 Overtime	64,350	58,000	65,000	65,000
710106 Stand-By	76,140	79,872	79,872	79,872
710200 Retirement	841,812	913,689	1,063,305	1,063,305
710300 Health Insurance	263,504	395,431	395,349	395,349
710400 Workers' Compensation Insurance	32,422	26,300	18,548	18,548
TOTAL SALARIES & EMPLOYEE BENEFITS	3,413,387	3,736,379	4,296,792	4,296,792
SERVICES & SUPPLIES				
720300 Communications	217,627	258,709	251,732	251,732
720600 Insurance	2,330	2,355	2,727	2,727
720800 Maintenance - Equipment	314,234	238,700	344,364	344,364
721200 Sales Tax	2,575	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SERVICES & SUPPLIES (CONTINUED)				
721300 Office Expense	7,471	10,000	7,500	7,500
731307 Furniture<FA Limit	4,087		0	0
721314 Computer Equipment <\$5,000	261,988	80,000	58,000	58,000
721400 Professional & Specialized Services	191,725	362,425	208,487	208,487
721426 Software	1,248,157	1,546,887	1,584,495	1,584,495
721600 Rents & Leases - Equipment	4	0	0	0
721900 Special Departmental Expense	3,319	0	0	0
721909 Property Tax	0	25,000	7,500	7,500
722000 Transportation & Travel	39,328	45,194	24,250	24,250
TOTAL SERVICES & SUPPLIES	2,292,845	2,569,270	2,489,055	2,489,055
OTHER CHARGES				
730302 Retirement of Capital Leases	0	1,063,177	0	0
730330 Rents & Leases - Equipment	828,701	7,817	1,020,240	1,020,240
730502 Interest on Capital Leases	12,897	0	25,197	25,197
TOTAL OTHER CHARGES	841,598	1,070,994	1,045,437	1,045,437
FIXED ASSETS				
740300 Equipment	0	65,000	100,000	100,000
TOTAL FIXED ASSETS	0	65,000	100,000	100,000
<u>TOTAL EXPENDITURES</u>	<u>6,547,830</u>	<u>7,441,643</u>	<u>7,931,284</u>	<u>7,931,284</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,945,752</u>	<u>2,953,491</u>	<u>2,939,863</u>	<u>2,939,863</u>

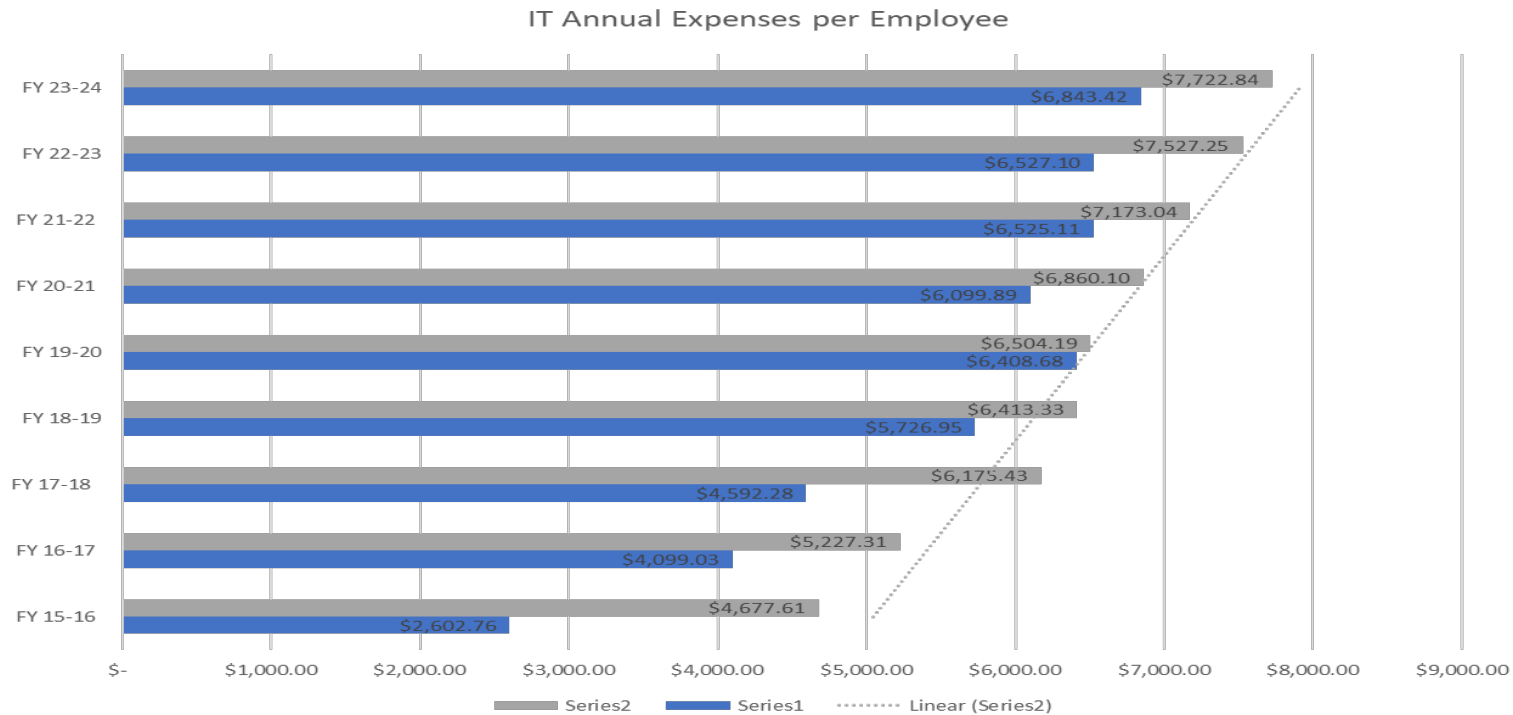
COMMENTS

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 coordination, 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.

Cost Analysis

The OoIT Budget includes the Information Technology (ORG Key 00240), OneSolution Enterprise Resource Planning (ORG Key 00242), Information Security (ORG Key 00243), and VoIP (ORG Key 00244). The VoIP Budget (ORG Key 00244) cost is completely recovered from all departments based on consumption of services. The level of consumption is determined by the individual departments. The total Fiscal Year 2024-25 Budget Request for Information Technology, OneSolution Enterprise Resource Planning, and Information Security is \$12,105,060. This budget is used to provide comprehensive technical services and support to 1,759 funded County employees (Resolution and Schedule of Allocated Positions, 2024-015), at an approximate annual cost of \$6,882 per employee.

To ensure the OoIT is remaining cost-effective, each year a cost comparison of Madera County to comparable counties is completed, using the Classification Study Counties as comparator agencies. In Fiscal Year 2023-24, the average annual expense per employee in the comparator agencies is \$7,722.84. The OoIT has continuously delivered services at a lower cost than the comparator agencies.



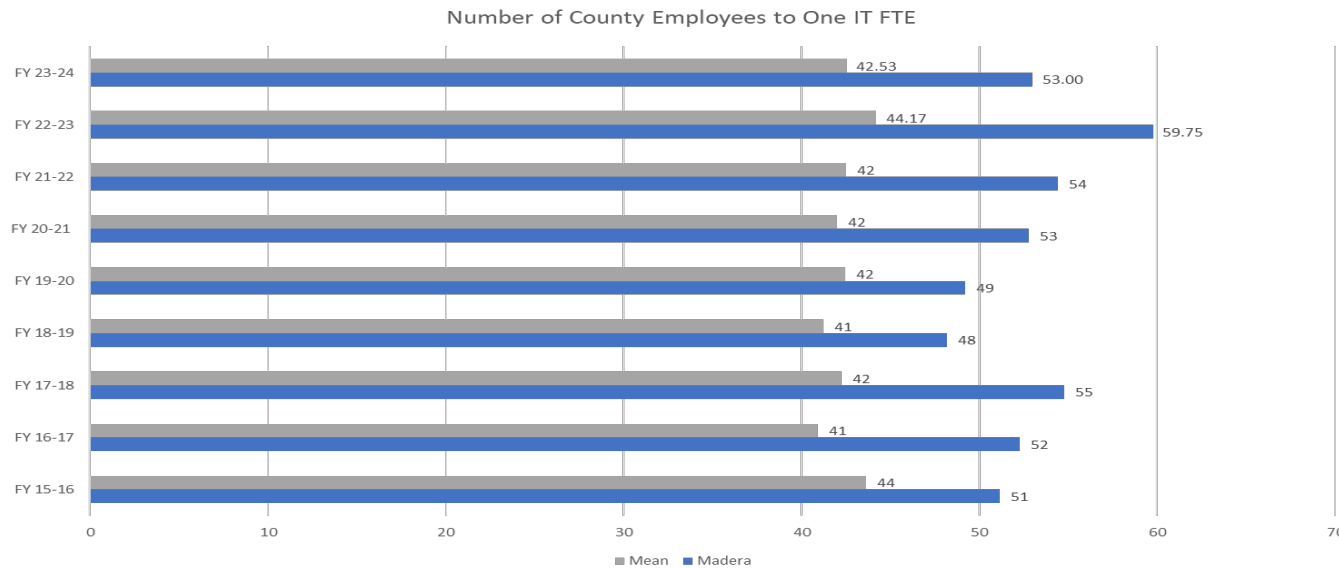
Position Allocation

In Fiscal Year 2023-24, OoIT has a total of 33 allocated positions. The Fiscal Year 2024-25 Budget, includes a request for one additional employee, dedicated to a Public Health initiative, funded 100% by the Public Health Department, with no General Fund contribution requested.

Similarly to the cost comparison, each year a comparison of the number of IT employees supporting County Staff is completed, using the Classification Study Counties as comparator agencies. In Fiscal Year 2023-24, the average number of employees supported by one IT staff member in the comparison agencies was 42 employees, a 1:42 ratio. However, in Madera County, the expectations are much higher with one IT staff member supporting 53 County employees, a 1:53 ratio. If approved, the addition of one IT employee (funded through the Public Health Department) will bring us to a 1:51 IT staffing ratio. In addition, to assist in closing a portion of the service gap, the Fiscal Year Budget

INFORMATION TECHNOLOGY

Request also includes the continued funding of two (2) Extra Help positions. With the approval of the Extra Help funding request, the IT staffing ratio will be 1:49 in Fiscal Year 2024-25.



Customer Service Division (CSD)

The Customer Service Division (CSD) is the frontline of IT support for Madera County, proactively addressing technology needs to ensure seamless operations across departments. Dedicated to user-focused solutions, timely service restoration, and the seamless integration of technology into daily workflows. CSD's expertise underpins critical County functions, such as Board of Supervisors meetings, support of Public Safety systems and Mobile Data Terminals (MDTs) in the Sheriff Deputy vehicles, and Countywide digital signage. Aiming to be the County's trusted IT partner, providing responsive support, and driving technological advancements. During Fiscal Year 2023-24, CSD's responsibilities grew significantly, including adding approximately 400 new computers to the support scope. This growth, and a heightened focus on security, increased the workload substantially. Alongside managing a growing device landscape, CSD took the initiative to research, configure, and implement the Intune mobile device management system, including automatic enrollment from the carrier and integration from the device manufacturer's enterprise management platform. Furthermore, CSD works closely with the security team to address vulnerabilities, both critical

Customer Service Division (CSD) (continued)

and routine, through patching and actively participates in implementing security projects. These efforts demand ongoing research, coordination, and user support to ensure a secure and streamlined technological environment for the county.

CSD Major Accomplishments in 2023-24

- **Computer Refresh Program (Phase 1):** Fiscal year 2023-24 initiated our Computer Refresh Program, with Phase 1 focused on modernizing essential computing infrastructure across county departments. We assessed and upgraded 342 devices across 15 departments, including workstations, laptops, and tablets. This refresh bolstered efficiency and security while demonstrating our commitment to equipping departments with the necessary technology. This program spanned from Administration to Water & Natural Resources, ensuring county-wide technological improvement. This upgrade also directly enhanced the Office of Information Technology support capabilities. The Computer Refresh Program utilized new county standards that carefully considered all departmental computing needs while offering streamlined choices for a simplified selection process.
- **Conference Room Modernization (Phase 1):** As a pilot, implemented a new teleconferencing solution and upgraded existing technology in the Information Technology Training Room and Think Tank. These upgrades included high-quality audio and video systems for seamless integration with platforms like Zoom, Teams, and WebEx, enhancing hybrid meeting capabilities for remote and on-site participants.
- **Mark 43 v2 Windows Location Service Transition:** Mark 43 (A public Safety platform for the Sheriff) v2 was successfully transitioned to the Windows location service. This change enhanced location tracking capabilities and streamlined integration within the Mark43 system.
- **PrinterLogic Migration to SaaS Environment:** Migrated Print Management Software, PrinterLogic, to a cloud-based SaaS environment. This move improved scalability and accessibility of printing services across the county.
- **Department of Child Support Services (CSS): Imprivata Migration:** Upgraded Imprivata from G3 to G4 virtual appliances at CSS offices, including client reconfigurations. This upgrade modernized authentication procedures and improved overall system security.
- **Virtual Computer Imaging Server:** Created and configured a virtual (MDT/WDS) imaging server for the deployment of the approved County Operating System, fully migrating from a hardware-based setup. This transition optimized deployment processes and reduced maintenance overhead.
- **Virtual BatchPatch Server:** Set up and configured a virtual BatchPatch server. This implementation centralized patch management, enhancing software security and compliance.
- **Java Removal:** Successfully removed Java county-wide. This action mitigated potential security vulnerabilities related to outdated Java installations.
- **VNC Removal:** Removed VNC (A vulnerable software for remoting into computers) county-wide. This change reduced remote access risks by eliminating a commonly exploited tool.

CSD Major Accomplishments in 2023-24 (continued)

- **Identification Badging and Access Control System Upgrade:** Upgraded the Lenel base system to S2, affecting both client and server controller applications. This upgrade brought enhanced features and security improvements to the Identification Badging and Access Control System located at the Government Center.
- **VGC-DSSCWS Migration:** Migrated VGC-DSSCWS (A server that hosts the State code updates for constituent payments) to a new domain and server operating system. This migration ensured continued functionality and stability of the daily code drop server for Department of Social Services.
- **Intune Mobile Device Management Rollout:** Implemented Intune for mobile devices. This rollout strengthened management and security controls over county-issued mobile devices.
- **Training and Conference Meeting Support:** Provide setup and ongoing technical support for training sessions and conferences throughout the county. This support ensures the smooth operation of these events and maximizes the effectiveness of technology investments.
- **Board of Supervisors Meeting Support:** Offer comprehensive technical support for live meetings held by the Board of Supervisors, both on-site and during off-site events. This support guarantees seamless proceedings and professional broadcasting of these important meetings.
- **Public Meeting Support:** Extend technical expertise to various public meetings held by departments like Civil Service and Planning Commission. This assistance facilitates effective communication and interaction with the public.

CSD Anticipated Projects in 2024-25

- **Intune Mobile Device Management Project:** Implementation of the Intune Mobile Device Management tool to improve control and reporting capabilities of devices such as laptops, smartphones, and tablets, enabling remote management of device settings, policies, and software updates, and enhancing data security and compliance.
- **VoIP Implementation:** Deployment of Voice over Internet Protocol (VoIP) technology at Animal Services, Juvenile Services, Juvenile Hall, and the Central Garage, upgrading their analog phone system to VoIP, with advanced features like call routing, voicemail, and unified messaging. Costs for this initiative are budgeted in ORG Key 00244.
- **Computer Refresh Program (Phase 2):** The COVID-19 pandemic has fundamentally transformed the way we work, necessitating a rapid shift from a predominantly on-site workforce to a mobile one. This transition has underscored the critical importance of having a hardware refresh program that is responsive to the new norm of increased mobility while also being fiscally responsible. The Computer Refresh Program, which stipulates a three-year refresh cycle for laptops and a six-year cycle for desktops, is carefully calibrated to meet these objectives. It ensures that County staff has access to reliable, high-performance devices that can support remote work, video conferencing, and other mobile-centric tasks. In addition to enhancing operational efficiency and adaptability, the program is designed to keep costs manageable in the face of rising inflation and other economic pressures. By establishing clear standards for

CSD Anticipated Projects in 2024-25 (continued)

hardware allocation and requiring departmental justification for all requests, we ensure that our investments are targeted, efficient, and aligned with the specific needs of each department. The regular refresh cycles outlined in the program allow us to plan and budget for hardware expenses more effectively, and serves as a cost avoidance program, minimizing the unexpected costs associated with ad-hoc replacements, reducing the need for costly repairs, and, most importantly, minimizing loss of productivity of County staff due to failing computer equipment. This proactive approach to hardware management not only helps us control short-term costs but also optimizes the long-term value of our IT investments. Costs for this initiative are budgeted in Account 730330.

Infrastructure Support Division

The Infrastructure Support Division (ISD) has been at the forefront of delivering essential computing, communications, and systems services to various departments within the organization. Our focus on designing, implementing, securing, and maintaining state-of-the-art infrastructure has significantly contributed to the organization's efficiency and ability to serve the public effectively.

ISD provides a range of services crucial for the organization's seamless operations. This includes:

Router, Switch, and Firewall Infrastructure

- Design, security, and configuration of critical network components.

Server Administration

- System health monitoring, patch management, and access control for optimal server performance.

Server Virtualization

- Configuration and maintenance of private cloud hosts, 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, Domain Host Configuration Protocol (DHCP), Domain Name System (DNS), and group policy management.

Email Management

- Architectural upkeep, expansion, database health, distribution list administration, and email retention.

Equipment Lifecycle Management and Network Capacity Planning

- Ensuring efficient management of equipment and strategic planning for network capacity.
- Replacement of End of Life (EOL) equipment

End-of-Life (EOL) equipment indicates it has reached the end of its “useful life” and will no longer market, sell, or update. This introduces risk to the availability of the connectivity the device provides. In addition, the system becomes more insecure day by day leaving additional areas of vulnerability throughout the enterprise.

ISD's commitment is to deliver cost-effective technological solutions tailored to each business unit's unique environment, fostering an enterprise security mindset and leveraging economies-of-scale.

ISD Major Accomplishments in 2023-24

- **AT&T Switched Ethernet on Demand (ASEoD) Migration:** Successfully migrated end-of-life Wide Area Network (WAN) circuits to a modernized technology, optimizing manageability and scalability. This initiative has significantly enhanced our network infrastructure's efficiency and adaptability.
- **Bass Lake Water Treatment Wide Area Network Upgrade:** Executed a comprehensive network redesign to accommodate and implement faster internet speeds, transitioning away from outdated T1 connections. This upgrade has streamlined operations at the Bass Lake Water Treatment facility.
- **Department of Public Health: Gould School WIFI:** Enabled the Gould School site with robust WIFI capabilities, providing seamless connectivity for educational and administrative purposes, fostering a technologically advanced learning environment.
- **Department of Public Health Wireless Planning and Design:** Empowered the department with self-sponsorship of guest wireless access, promoting flexibility and convenience in communication within the Department of Public Health.
- **End of Life (EOL) Firewall Replacement (Phase 1):** Successful replacement and upgrade of end-of-life (EOL) firewalls for our Internet Edge, the Sheriff's department, and Courts. This enhancement ensures robust cybersecurity measures across critical county divisions.
- **Fire Station #3:** Implemented a state-of-the-art network infrastructure at the new fire station site, enhancing communication, data transfer, and emergency response capabilities for our first responders.
- **Justice Center Redesign – Voice Over Internet Protocol (VOIP):** Executed a comprehensive update to the network architecture, supporting Cisco Voice over Internet Protocol (VOIP) solution and advanced features at the Justice Center. This has streamlined communication and collaboration within the Center.
- **Uninterruptible Power Supply Modernization (Phase 1):** Successfully upgraded and replaced end-of-life Uninterruptible Power Supply (UPS) units throughout 20% of the County, ensuring uninterrupted power supply and safeguarding critical systems against potential outages.

ISD Major Accomplishments in 2023-24 (continued)

- **Software Defined Wide Area Network (SDWAN) Core Implementation:** Implemented software-defined Wide Area Network (WAN) networks at key campuses including Sheriff, Behavioral Health Services, Health and Human Services, and Chowchilla. This cutting-edge technology enhances network flexibility, efficiency, and adaptability to changing demands.
- **Sheriff's Office Logistics Facility:** Implemented a robust network infrastructure for a new logistics facility, ensuring seamless operations, communication, and data management for logistical activities.
- **Wide Area Network (WAN) VRF Expansion:** Expanded our Wide Area Network (WAN) Aggregation router, optimizing network performance and capacity to accommodate growing data demands across the organization.
- **Legacy Microsoft Domain Remediation:** Successfully remediated legacy Active Directory domain in preparation for retirement from the organization. This initiative streamlines user authentication processes and strengthening overall network security.
- **Keyboard Video Mouse (KVM) Modernization (Phase 1):** Upgraded and modernized our Keyboard Video Mouse (KVM) solution in our primary Data Center, enhancing virtualization capabilities and optimizing resource management across our server infrastructure.
- **Domain Controller Upgrade:** Completed the upgrade of Domain Controllers, ensuring the reliability and security of our directory services.
- **Storage End of Life (EOL) Replacement:** Replaced and upgraded an end-of-life (EOL) enterprise storage solution, enhancing data storage capabilities, and ensuring the availability and integrity of critical data.
- **Oakhurst Government Center:** Successfully implemented a cutting-edge network infrastructure for the newly remodeled Oakhurst Government Center. This initiative not only supports the facility's day-to-day operations but also enhances connectivity, data transfer, and communication channels, contributing to the overall efficiency of the government center.
- **Backup Mirrored Site Infrastructure:** Implemented a resilient infrastructure for a remote site dedicated to serving as a secondary backup location. This strategic addition ensures the organization's data integrity and business continuity by providing a mirrored backup site, enhancing our disaster recovery capabilities and safeguarding critical information against unforeseen events. The implementation aligns with ISD's proactive approach to data security and continuity planning.

ISD's proactive approach in completing these projects has strengthened the organization's technological backbone, ensuring adaptability to the ever-changing landscape of technology. Our budgetary needs align with sustaining and enhancing these accomplishments, ultimately benefiting the entire organization and the public it serves.

ISD Anticipated Projects in 2024-25

- **Intermediate Distribution Frame (IDF) Remediation Phase 1:** Planned remediation of Intermediate Distribution Frame (IDF) infrastructure, ensuring optimal performance, reliability, and scalability in network distribution throughout the organization. Phase 1 efforts will be focused on our Government Center.
- **Storage Expansion – NetApp Expansion Shelf:** This initiative will address the escalating storage needs of our District Attorney's Office. The exponential growth in requests and data associated with the District Attorneys operations, necessitates a strategic expansion in our storage infrastructure to ensure seamless functionality and efficient data management. The proposed NetApp Expansion Shelf will provide a scalable and reliable solution to accommodate the growing storage needs of the District Attorney's Office. This expansion ensures not only sufficient space for current data but also anticipates future growth, facilitating efficient data management and seamless access to critical information. Costs for this initiative are budgeted in Account 740301.
- **Central Garage - Radio Replacement:** The existing wireless network infrastructure has reached the end of its operational life, posing significant risks to our communication network's reliability, security, and overall efficiency for our Central Garage department. This is critical as the only way this facility can access the Internet is through the wireless infrastructure. As part of our ongoing commitment to Equipment Lifecycle Management and Network Capacity Planning, the wireless radio must be replaced at the Central Garage. In addition, the Wireless Radio Replacement Project is crucial to maintain Internet connectivity and safeguarding our network infrastructure for Central Garage, ensuring reliable and up-to-date communication for essential transportation and logistical operations. Costs for this initiative are budgeted in Account 740301.
- **Firewall Replacements:** The existing firewall infrastructure located at the Coroner's Office, the County Clerk-Recorder's Office, and the Tesoro Viejo Fire Station will each reach the end of its operational life which can pose significant risks to the security and integrity of critical data and communication channels, if not replaced. The firewall replacement is essential to fortify our network security and ensure the continued protection of sensitive information. Costs for this initiative are budgeted in ORG Key 00243.
- **Sheriff's Office - Biometrics:** Introduction of biometric technology within the Sheriff's Office (SO), enhancing security measures and improving identification processes for law enforcement purposes.
- **Microwave Replacement/Upgrade:** Planned replacement and upgrade of microwave technology, ensuring a reliable and modernized communication infrastructure for the organization. This initiative is crucial for maintaining efficient data transfer and connectivity. Costs for this initiative are budgeted in ORG Key 11300.
- **Software-Defined Wide Area Network Continuation:** Continuation of the Software-Defined Wide Area Network (SDWAN) project, focusing on optimizing network performance, scalability, and adaptability at remote sites and campuses. This ongoing initiative reflects our commitment to staying at the forefront of networking technology and ensuring seamless connectivity across the organization.

ISD Anticipated Projects in 2024-25 (continued)

- **Uninterruptible Power Supply Modernization (Phase 2):** Phase 2 will include the replacement of Uninterruptible Power Supply (UPS) units located in the Data Centers at the Sheriff's Office and Jail, ensuring uninterrupted power supply and safeguarding critical systems against potential outages. Costs related to this initiative are listed in account 720800.

The anticipated projects align with ISD's mission to deliver cutting-edge technological solutions, ensuring that the organization remains agile and well-prepared for the evolving landscape of technology while increasing the use of technology to better serve constituents and employees. The proactive planning reflects our commitment to maintaining a robust and adaptive infrastructure that meets the unique needs of each business unit within the organization.

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 in 2023-24

- **Increase use of Laserfiche for Enterprise Content Management:** This initiative is designed to improve administrative processes, enhance security and compliance and adapt to evolving needs within the County. The following has been accomplished:
 - Implementation of a Laserfiche Portal environment to assist in the growth of forms and use with external agencies.
 - Implementation of an updated Countywide Travel Request form utilizing Laserfiche Forms and workflows to accommodate new County policies.
 - Expanded Probation's usage of the system to begin to digitize thousands of files in a secure environment, while meeting Criminal Justice Information Security (CJIS) compliance requirements.
 - Reviewed the potential use of OneSpan as an Enterprise electronic digital signature solution for the County.
- **Increase Utilization of Microsoft 365 Products:** This initiative demonstrates a strategic approach to leveraging Microsoft 365 products to streamline operations and enhance collaboration. The following has been accomplished:
 - Establishment of a Microsoft 365 Governance team.
 - Expansion of Microsoft 365 training opportunities for County Staff.
 - Promotion of Microsoft Teams usage for all County Staff and increased integration with other Microsoft products such as PowerBI and SharePoint Online.

ASD Major Accomplishments in 2023-24 (continued)

- Implementation of SharePoint Online as an Intranet solution and migration of some departments off older platforms to new online Microsoft solutions.
- **Application and Database Support Successes:** This initiative is a commitment to modernizing the IT infrastructure, optimizing system performance, and ensuring compliance with evolving requirements within the County. The following has been accomplished:
 - Migrated 7 critical applications, including Executime, ServicePro and Customer Relationship Manager (CRM) to the new domain environment coordinating with staff and various vendors.
 - Implemented a new SQL server farm reducing the cost in SQL licensing and increasing potential growth and high availability of critical systems.
 - Provided critical assistance in upgrading the GIS GeoDatabase infrastructure to comply with the new requirements of the County Parcel Fabric.

ASD Major Accomplishments in 2023-24 (continued)

- **Web Content Management:** Assisted in the development and implementation of the new Madera County Homeless Website to assist residents with critical information on resources for the un-housed population of Madera County. Partnered with the vendor, Meet the Challenge, to conduct a full assessment of the Madera County website to review compliance with the Americans with Disabilities Act (ADA). The engagement with Meet the Challenge also provided training to County staff from all departments, who are responsible to update content on the website for their respective departments. ASD staff continues to provide critical support to the Public Information Team and departments as they update content on the County website.
- **New Technology:**
 - Development and implementation of a provisional file processing system to support the Department of Social Services migration from a legacy system.
 - Assisted with the implementation of PrimeGov and the integration with the Enterprise Content Management System (Laserfiche).
 - Develop a NeoGov Application Programming Interface (API) script for testing integration with other systems.
 - Implementation of an Information Technology Service Management (ITSM) system, ServiceNow, utilizing current standards of Information Technology Infrastructure Library (ITIL). ITIL is a set of best practices for ITSM, focusing on the alignment of IT services with the needs of the business. It provides a framework for organizing IT operations, processes, and services to ensure they are efficient, effective, and deliver value to the organization.

ASD Anticipated Projects in 2024-25

- **Enterprise Content Management:** The ASD division will be reviewing and beginning the implementation of a Countywide Contracts Management Solution; assisting in the development of an Insurance Approval Form for County Contracts; Enterprise Digital Signatures, Increase the use of Laserfiche by new departments to store off files which require retention schedule management.
- **Megabyte Document to Laserfiche:** Develop and support the integration between Laserfiche and Megabyte - Assessor's parcel tracking system's image files, providing a more stable location for image storage with the capability of integrating it with GIS and, through security, allowing County residents capability of accessing parcel maps and information.
- **Application and Database Support:** Support the Auditor's implementation of the Department of Social Services integration to Finance Enterprise. Increase the use of our SQL server farm environment to establish redundancy and high visibility environment. Increase the level of support for new technologies request like RedCap for the department of Public Health. Provide assistance with possible business cases where Microsoft PowerApp, PowerAutomate and PowerBi are required within the departments. Continue support other database infrastructures such as Oracle. Continue support of ever-changing GIS requirements.
- **Increase Utilization of Microsoft 365 Products:** Increase the utilization of Sharepoint Online by bringing on possible integrations for department needs. Provide ongoing training on the various Microsoft products like Microsoft Teams, Forms and SharePoint online. Increase the support of Microsoft PowerApp, PowerAutomate and PowerBi products.
- **County Website Redesign:** Collaborate with our existing vendor Granicus in deploying a new redesign of the County website. Continue to support the Public Information Team and departments in their development of accessible web content and establish an ongoing training program for County Content Management staff and the Public Information Team. Costs for this initiative are budgeted in Account 721400.
- **County Counsel Service Request System:** Replacement of the current Customer Relationship Manager (CRM) for the submission of legal requests to County Counsel.
- **Public Health Department Integrated Health Data Management System (IHDMS) Project:** The Madera County Department of Public Health (MCDPH) is seeking assistance to enhance its data management capabilities. This involves multiple components including server setup, REDCap installation, SQL database setup, and integration with third-party data systems. Expertise in data management and security is crucial for the successful implementation of these components. After review with other Counties to determine ongoing technical support requirements, we have determined this will require an additional Database Administer. IT Costs for this initiative are budgeted in Salaries and Benefits, fully funded by the Public Health Department.
- **General Services Management System:** Implementation of a General Services management system, a software solution designed to streamline and optimize the management of maintenance tasks and activities across County facilities. Costs for this initiative are budgeted in Account 721426.
- **Engagement Upgrade:** Provide technical support and assist Auditor's Office in the Engagement System Upgrade or Replacement.
- **New Technology:** Implementation and Deployment of new tools within the ITSM, ServiceNow.

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.

GIS Major Accomplishments in 2023-24

- **Created Madera County's Broadband Availability web map on the County's GIS Portal:** With the study done by Boston Consulting Group (BSG), the goal of this project is to pursue upcoming Federal and State funding opportunities for specific broadband infrastructure projects.

GIS Major Accomplishments in 2023-24 (continued)

- **Developed the Sheriff's Office Tree Mortality Field Maps Assessment and Solution:** A requirement for the use of disaster funding from the State to deal with dead and dying trees that are a threat to the public.
- **Implemented ESRI's Damage Assessment Solution for Disaster Response:** ESRI (GIS software) solution to be utilized by multiple county agencies to track damage from local storm events and disasters.
- **Created survey for Homeless Encampment for Madera CAP:** Survey with spatial capabilities through ESRI's Survey123 platform for public reporting of housing and homeless encampment.
- **Updated GIS Portal Web Maps and Services:** Update current web maps and services to the latest ArcGIS Pro runtime to be compatible with latest technology.

GIS Anticipated Projects in 2024-25

- **Update ArcGIS Enterprise from 10.9 to Latest Version 11.2:** The update introduces new features for data management and administration, updates across applications, and enhanced functionality throughout the product.
- **Update ArcGIS Pro from 2.9 to 3.2 Countywide:** Update all ArcGIS Pro in the County to the latest ArcGIS Pro version to be compatible with latest technology.
- **GIS integration with other County Applications:** Collaborate and deploy new tools to integrate GIS and other applications such as Laserfiche to retrieve documents from the repository.
- **Launch ArcGIS Hub for Madera County:** Design and shift the GIS web map landing site from Portal to ArcGIS Hub.

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- **GIS Data Maintenance:** Continue to review and audit county layers to comply with up-to-date standards.

Information Technology – Multi Divisional Project

Election 2024 Support: This project will include network support, GIS support, equipment support, and any other technical support required for the 2024 Election. Costs for this initiative are budgeted in Account 721400.

Unfunded Project 2024-2025

Due to budget limitations and the higher level of risk associated with competing projects, the following projects will not be completed in Fiscal Year 2024-25:

- **Out of Band (OOB) Management:** Out of band (OOB) management is an effective way to improve our network. By keeping critical elements of our network—such as the routers, switches, servers, and firewalls—separate from the rest of the network, it can ensure that they stay secure and reliable. OOB management allows the maintenance of control over these important components with minimal disruption to other systems.
- **Virtualization - Private Cloud Expansion (Postponed to Fiscal Year 2025-25, pending funding availability):** Virtualized Data Center Blade Expansion - Expansion of our Virtual Machine (VM) private cloud environment. This is essential for addressing the growing demands on our county's server infrastructure. This expansion is a strategic response to the increasing requirements for server projects.
 1. County Growth and Increased Server Projects - As our county continues to experience substantial growth, there is a parallel surge in the demand for server projects. This includes but is not limited to data storage, processing power, and overall server capacity.
 2. Escalating Memory Requirements - The contemporary landscape of server technology demands ever-increasing amounts of memory to support complex applications, databases, and other essential functions. The current servers are reaching their limits, hindering our ability to adapt to emerging technological demands and provide seamless services to the county.
 3. Enhanced Performance and Scalability - The proposed expansion will result in a more powerful and scalable server infrastructure. This, in turn, will facilitate the seamless execution of current and future projects, accommodating the county's growth without compromising performance. Improved scalability is vital to meeting the dynamic demands of our evolving technological landscape.

Estimated cost of this initiative is \$500,000, anticipated to be funded through a five-year lease, beginning in Fiscal Year 2025-26.

- **Government Center Conference Room Modernization (Phase 2):** Will expand hybrid meeting capabilities to the Board Caucus Room and Fish Bowl. The focus will be on upgrading technology to support collaboration, including interactive white boards, wireless presentation systems, and enhanced room scheduling solutions for streamlined meeting management.
- **Redundant Internet Service to the Justice Center Building**

INFORMATION TECHNOLOGY

ESTIMATED REVENUES

- 662802** **Interfund Revenue** (\$329,211) is recommended increased \$24,775 for charges to other departments for Information Technology.
- 670000** **Intrafund Revenue** (\$4,662,210) is recommended increased \$478,494 for charges to other departments for Information Technology.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,575,274) are recommended increased \$ 365,610 to fund permanent salaries.
- 710103** **Extra Help** (\$99,444) is recommended increased \$45,021 to fund extra help salaries.
- 710105** **Overtime** (\$65,000) is recommended increased \$7,000 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. The increase is based on expenditures in Fiscal Year 2022-23.
- 710106** **Stand-By** (\$79,872) is recommended unchanged to provide call-out support for 24/7 operations using network installations, such as the Sheriff's Department, Child Protective Services, Elections, Department of Corrections, and Juvenile Hall.
- 710200** **Retirement** (\$1,063,305) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$395,349) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$18,548) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

One additional FTE is requested to support the new Public Health Department Integrated Health Data Management System (IHDMS) and is fully funded by the Public Health Department. This request is based on our review of other counties supporting an IHDMS.

SERVICES & SUPPLIES

720300 **Communications** (\$251,732) is recommended decreased \$6,977. 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. Breakdown is provided on the following page:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$3,000	\$1,000	Telephone
\$5,400	\$5,700	Cell Phones and Wireless Devices – Public Information Team
\$20,000	\$20,900	Cell Phones and Wireless Devices – Information Technology
\$91,842	\$80,236	Wide Area Network Charges
\$27,255	\$22,992	Network Charges Health and Human Services
\$7,200	\$7,300	Sheriff’s Office – Madera Ranchos Substation
\$3,600	\$2,350	Public Health Department – Chowchilla
\$3,600	\$3,100	Behavioral Health Department
\$21,600	\$23,714	Vast Network – Oakhurst Internet Service
\$18,000	\$15,000	Justice Center
\$31,512	\$42,750	Redundant Internet Service - County Government Center
\$6,600	\$6,800	Redundant Internet Service – Health and Human Services
\$6,600	\$0	Redundant Internet Service – Justice Center
\$12,000	\$14,400	Redundant WAN Links
\$500	\$300	ARIN
New - Recurring Costs		
\$0	\$ 5,190	WAN Circuit Charges - Fire Station 3

720600 **Insurance** (\$2,727) reflects the Department’s contribution to the County’s Self-Insured Liability Program.

SERVICES & SUPPLIES (continued)

720800 **Maintenance - Equipment** (\$344,364) is recommended increased \$105,664. This account provides for the maintenance of WAN Equipment and maintenance of enterprise equipment. Breakdown is provided on the following page:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$1,000	\$2,500	System Upgrades/Resource Upgrades
\$6,700	\$7,200	Mass Storage Annual Maintenance and Support
\$50,000	\$40,000	Uninterruptible Power Maintenance Agreements (UPS) - Data Center
\$1,500	\$1,500	Uninterruptible Power Supplies (UPS) – Desktop Computers
\$3,500	\$5,120	Kemp Technologies Load Balancer
\$5,000	\$7,500	New Domain Controllers
\$60,000	\$42,000	Server Operating System and Network Equipment Maintenance Support Renewals
\$20,000	\$25,000	Virtualization Maintenance License
\$9,000	\$7,000	Ethernet/Fiber/Layer 1 - Maintenance, Upgrade, Expansion, and Modernization
\$5,000	\$6,544	WAN/LAN Hardware Maintenance
\$52,000	\$68,000	Board Audio Video Equipment Maintenance
\$0	\$82,000	Network & Security Project Maintenance Agreements (Previously paid from Account 730330)
\$5,000	\$0	Data Center & Intermediation Distribution Frame (IDF) Temperature Monitoring
\$15,000	\$0	Data Center/IDF upgrades and modernization
\$5,000	\$0	Repair of computer & diagnostic equipment
One Time Costs		
\$0	\$45,000	Uninterruptible Power Supply (UPS) Replacement – Data Centers (Sheriff’s Office and Jail)
\$0	\$5,000	End of Life (EOL) Cisco Router Replacement – Road 28 Campus

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$7,500) is recommended decreased \$2,500 to fund office supplies and Domain Registrations.

FY 23-24	FY 24-25	Item
\$7,000	\$ 5,000	Office Supplies
\$3,000	\$ 2,500	Domain Registration

721314 **Computer Equipment<\$5,000** (\$58,000) is recommended decreased \$22,000 for the following computer equipment:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$60,000	\$50,000	General Computer Supplies Replacement (Cables, Monitors, USB, HDMI Adapter, Docking Stations)
\$10,000	\$6,000	Server and Storage Hardware
\$5,000	\$2,000	Laptop Warranty Exchange Program - Microsoft
One Time Costs		
\$5,000	\$0	Ethernet/Fiber Cables for Network Equipment
\$0	\$25,000	Conference Room Modernization

721400 **Professional & Specialized Services** (\$208,487) is recommended decreased \$153,939 to fund the following services:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$25,000	\$25,000	ECS Support
\$120,000	\$39,158	Microsoft Annual Support Pack
\$2,500	\$2,500	Adaptive Integration
\$35,000	\$1,000	ManagedNow

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

\$95,000	\$15,000	Microsoft Services – Legacy Domain Decommission
\$0	\$14,029	Network & Security Project Professional Services (Previously paid from Account 730330)
\$15,000	\$0	External Consulting Services & Support
\$10,000	\$0	Special Vendor Support (Emergency Services)
\$5,000	\$0	Central Cal Communications

New - Recurring Costs

\$0	\$21,700	Public Safety Linux Operating System Support Services – Live Scan System
\$0	\$100	Live Scan Employment Checks

One Time Costs

\$0	\$50,000	Website Redesign
\$0	\$40,000	Election 2024 Support
\$19,925	\$0	Professional Services Redundant Connection
\$20,000	\$0	Web Content External Assessment & Training
\$15,000	\$0	Netapp Shared Permissions Services

721426 Software (\$1,584,495) is recommended increased \$37,608 to fund the following:

Software and Subscription costs generally increase each year. Although many factors may influence the cost of software and subscription services, the County is most impacted by manufacturer price increases and the overall County usage (number of employees, number of devices, number of records, etc.) of the software.

FY 23-24	FY 24-25	Item
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Recurring Costs

\$259,837	\$261,931	County Property Tax System (Megabyte Software)
\$25,000	\$20,000	Website Issues and Accessibility Management Reporting (SiteImprove)

INFORMATION TECHNOLOGY

SERVICES & SUPPLIES (continued)

721426 Software (continued)

\$40,000	\$7,200	Microsoft Azure Hosting Subscription Services
\$731,652	\$646,274	Microsoft Licensing Enterprise Agreement (EA)
\$13,250	\$14,525	Email Signature Management Software (Exclaimer)
\$12,000	\$14,200	Print Management Software (PrinterLogic)
\$9,000	\$10,000	Social Media Archival Tool (ArchiveSocial)
\$30,000	\$70,000	Adobe Licenses (Price increase is due to change in manufacturer licensing model)

FY 23-24 FY 24-25

Item

Recurring Costs

\$115,500	\$130,000	Geographic Information System (GIS) Software (ESRI)
\$62,000	\$63,882	Enterprise Content Management (ECM) Software Maintenance (Laserfiche)
\$5,000	\$5,000	Collaboration Professional License (WebEx Meeting)
\$25,000	\$37,000	Internet Protocol (IP) Address Management Tool
\$48,500	\$54,407	Training Subscription Services
\$12,000	\$12,500	Service Desk Annual Support Renewal
\$12,000	\$13,000	Content Management System (Madera County Website)
\$7,672	\$8,200	Project Management Software (SmartSheet/Click Up)
\$40,576	\$41,794	Agenda and Legislative Management System Support (PrimeGov)
\$2,000	\$2,000	Wireless Heat Map Software
\$50,000	\$37,000	Information Technology Service Management Licenses (ServiceNow)
\$10,500	\$13,500	Software Deployment and Inventory Management (PDQ Deploy/Inventory)
\$11,000	\$11,000	Digital Signatures
\$0	\$26,359	Network & Security Project Software (Previously paid from Account 730330)
\$2,400	\$0	Zoom Professional License

New - Recurring Costs

\$0	\$9,272	Data Storage License and Maintenance Renewal
\$0	\$65,000	General Services Management System

INFORMATION TECHNOLOGY

SERVICES & SUPPLIES (continued)

721426 Software (continued)

\$0	\$10,000	Wide Area Network (WAN) Controller License
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One Time Costs

\$20,000	\$0	Identification Badging and Access Control System Upgrade (Lenel OnGuard)
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721909 Property Tax (\$7,500) is recommended decreased \$17,500 to pay property tax on capital lease equipment.

722000 Transportation & Travel (\$24,250) is recommended decreased \$20,944 to provide staff training and reimbursement for employee 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 \$14,560,000 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.

FY 23-24	FY 24-25	Item
\$15,300	\$4,000	Cisco Live Conference
\$3,000	\$4,000	Ignite Conference
\$7,500	\$4,000	ServiceNow Conference
\$5,250	\$2,600	CCISDA Conference
\$0	\$5,000	GIS – Users Conference
\$6,604	\$0	GIS – Developer Summit
\$3,000	\$2,250	Laserfiche Empower Conference
\$400	\$2,400	Employee Mileage (This is for employee mileage when supporting external campus sites)
\$4,140	\$0	VMWare Explore Conference

OTHER CHARGES

730330 Principal (\$1,020,240) is recommended decreased \$42,937 and is used to pay rent on capital lease equipment.

OTHER CHARGES (continued)

730330 Principal (continued)

The current outstanding capital leases are as follows:

FY 23-24	FY 24-25	Item
\$513,330	\$406,230	ConvergeONE Financial Services - Central IT Network Project (Final Payment: September 2028) Some costs have been removed from Account 730330 and added to Accounts 720800, 721400, and 721426 due to GASB 87 Lease Reporting Requirements.
FY 23-24	FY 24-25	Item
\$220,999	\$220,999	ConvergeONE Financial Services - Road 28 Network Project (Final Payment: September 2028)
\$57,883	\$56,675	Bank of America Public Capital - Virtualization Expansion Project (Final Payment: January 2026)
\$35,652	\$ 33,862	Dell Lease (018) Netapp H & S Drive Replacement (Final Payment: September 2025)
\$40,000	\$ 32,710	Mass Storage Replacement (Final payment: June 2026)
\$7,125	\$ 7,125	Copier (Ricoh)
\$125,000	\$ 112,639	Computer Refresh Program (Phase 1) (Final Payment: March 2028)
\$3,721	\$0	Dell Lease (014) Board Chambers Equipment (Paid in Full)
\$9,466	\$0	Bank of America Public Capital – Computer Replacement Project (Paid in Full)

Expected New Capital Leases:

\$0	\$150,000	Computer Refresh Program (Phase 2)
\$50,000	\$0	Standardization of Conference Room

730504 Interest (\$25,197) is recommended increased \$17,380 and is used to pay interest on capital lease equipment.

The current outstanding capital leases are as follows:

OTHER CHARGES (continued)

730504		<u>Interest (continued)</u>
FY 23-24	FY 24-25	Item
\$3,615	\$ 5,405	Dell Lease (018) Netapp H & S Drive Replacement (Final Payment: September 2025)
\$4,105	\$ 5,792	Bank of America Public Capital - Virtualization Expansion Project (Final Payment: January 2026)
\$0	\$14,000	Computer Refresh Program (Phase 1) (Final Payment: March 2028)
\$97	\$0	Bank of America Public Capital – Computer Replacement Project (Paid in Full)

FIXED ASSETS

740300 **Fixed Assets** (\$100,000) is recommended increased \$35,000 to fund the following:

Expansion

The exponential growth in requests and data associated with the District Attorneys operations, necessitates a strategic expansion in our storage infrastructure to ensure seamless functionality and efficient data management. The proposed NetApp Expansion Shelf will provide a scalable and reliable solution to accommodate the growing storage needs of the District Attorney's Office. This expansion ensures not only sufficient space for current data but also anticipates future growth, facilitating efficient data management and seamless access to critical information.

Our current storage capacity is approaching its limits, and without intervention, we risk facing challenges related to data accessibility, retrieval, and overall system performance. The existing storage infrastructure is no longer adequate to handle the increasing volume of information, potentially leading to operational bottlenecks and difficulties in managing and accessing critical legal data.

\$60,000 Storage Expansion (H & S Drives) – NetApp Expansion Shelf

FIXED ASSETS

740300 Fixed Assets (continued)

Replacement Equipment

The existing wireless network infrastructure has reached the end of its operational life, posing significant risks to our communication network's reliability, security, and overall efficiency for our Central Garage department. This is critical as the only way this facility can access the Internet is through the wireless infrastructure. As part of our ongoing commitment to Equipment Lifecycle Management and Network Capacity Planning, the wireless radio must be replaced at the Central Garage. In addition, the Wireless Radio Replacement Project is crucial to maintain Internet connectivity and safeguarding our network infrastructure for Central Garage, ensuring reliable and up-to-date communication for essential transportation and logistical operations.

\$40,000 Central Garage - Radio Replacement

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	2.0	-	1.0	-	A
3380	Desktop Support Technician I or							
3381	Desktop Support Technician II or							
3335	Network Engineer I or							
3336	Network Engineer II or	4.0	-	4.0	-	-	-	
3390	Systems Engineer	1.0	-	1.0	-	-	-	
3174	Information Systems Supervisor	-	-	-	-	-	-	
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	-	-	-	
3379	Senior Business Systems Information Analyst							
3636	Program Assistant I or							
3637	Program Assistant II or	1.0	1.0	1.0	-	-	(1.0)	B
3379	Administrative Assistant	-	-	-	-	-	-	
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	-	-	-	
TOTAL		25.0	1.0	26.0	-	1.0	(1.0)	

NOTES:

- A** Fund one (1) FTE Database Administrator. Position will be funded 100% by the Department of Public Health to support an Integrated Health Data Management System.
- B** Deleting one (1) FTE unfunded Program Assistant I/II or Administrative Assistant position.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662801 Interfund Revenue - Cost Plan	0			
662802 Interfund Revenue - Comp Svc	20,862	24,106	18,303	18,303
TOTAL CHARGES FOR CURRENT SERVICES	20,862	24,106	18,303	18,303
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	185,184	194,186	193,144	193,144
TOTAL MISCELLANEOUS REVENUE	185,184	194,186	193,144	193,144
<u>TOTAL ESTIMATED REVENUES</u>	<u>206,046</u>	<u>218,292</u>	<u>211,447</u>	<u>211,447</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	10,000	10,000	10,000
721426 Software	406,440	410,018	433,847	433,847
TOTAL SERVICES & SUPPLIES	406,440	420,018	443,847	443,847
<u>TOTAL EXPENDITURES</u>	<u>406,440</u>	<u>420,018</u>	<u>443,847</u>	<u>443,847</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>200,393</u>	<u>201,726</u>	<u>232,400</u>	<u>232,400</u>

INFORMATION TECHNOLOGY - ONESolution UPGRADE

COMMENTS

In Fiscal Year 2021-22, Madera County upgraded the Enterprise Resource Planning (ERP) system from ONESolution Finance (16.2) to the Central Square Finance Enterprise software suite. 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. Through this upgrade, the County migrated data to a vendor hosted platform and is now utilizing a Software as a Service (SaaS) solution.

In Fiscal Year 2022-23, the County replaced the Human Resource Modules within Finance Enterprise, 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 migrated Human Resource data to a vendor hosted platform and now utilizes a SaaS solution.

In Fiscal Year 2023-24, Human Resources lead the implementation of the NEOGOV Time and Attendance module.

In Fiscal Year 2024-25 Workflow and security role development to fulfill Business Process requirements along with supplemental support to system vendor support as required, will continue.

ESTIMATED REVENUES

662802 **Interfund Revenue** (\$18,303) is recommended decreased \$5,803 for charges to other departments for ERP expenses.

670000 **Intrafund Revenue** (\$193,144) is recommended decreased \$1,042 for charges to other departments for ERP expenses.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$10,000) is recommended unchanged to fund the following:

FY 23-24	FY 24-25	Item
\$10,000	\$10,000	Finance Enterprise Contract Management Implementation

INFORMATION TECHNOLOGY - ONESolution UPGRADE

SERVICES & SUPPLIES (continued)

721426 **Software** (\$433,847) is recommended increased \$23,828 to fund the following:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$121,551	\$127,629	Finance Enterprise SaaS Subscription
\$21,000	\$21,000	Executime Software
\$152,827	\$167,663	NEOGOV Time and Attendance, CORE Human Resources, Payroll, and Benefits Software SaaS Subscription
\$106,782	\$117,555	NEOGOV Insight, Perform, E-Forms, OnBoard, Candidate Text Message, and Export SaaS Subscription
\$7,859	\$0	ONESolution – Payroll/Human Resources Module

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
<u>INTERGOVERNMENTAL REVENUE</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	49,623	40,949	40,949
662802 Interfund Rev - Comp Svc	49,623	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	49,623	49,623	40,949	40,949
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	1,884,382	2,698,966	3,200,690	3,200,690
TOTAL MISCELLANEOUS REVENUE	1,884,382	2,698,966	3,200,690	3,200,690
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,934,005</u>	<u>2,748,589</u>	<u>3,241,639</u>	<u>3,241,639</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	371,767	595,898	760,246	760,246
710105 Overtime	6,230	3,000	3,000	3,000
710106 Stand-By	24,316	26,624	26,624	26,624
710200 Retirement	147,524	241,994	321,052	321,052
710300 Health Insurance	30,252	121,710	121,736	121,736
710400 Workers' Compensation Insurance	0			
TOTAL SALARIES & EMPLOYEE BENEFITS	580,089	989,226	1,232,658	1,232,658
SERVICES & SUPPLIES				
720300 Communications	3,438	4,500	6,000	6,000
720800 Maintenance - Equipment	81,683	77,500	142,349	142,349
721300 Office Expense	36,910	19,000	10,000	10,000
721307 Computer Equipment <\$5,000	0	16,000	5,000	5,000
721400 Professional & Specialized Services	382,058	651,395	626,246	626,246
721426 Software	832,419	815,995	1,153,966	1,153,966
721500 Advertising	0	0	2,000	2,000
721900 Special Department Expense	3,319	18,000	15,000	15,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
722000 Transportation & Travel	26,910	37,380	51,190	51,190
TOTAL SERVICES & SUPPLIES	1,366,736	1,639,770	2,011,751	2,011,751
OTHER CHARGES				
730330 Rent	337,756	415,740	335,596	335,596
TOTAL OTHER CHARGES	337,756	415,740	335,596	335,596
FIXED ASSETS				
740300 Equipment	0	145,000	104,101	104,101
TOTAL FIXED ASSETS	0	145,000	104,101	104,101
<u>TOTAL EXPENDITURES</u>	<u>2,284,581</u>	<u>3,189,736</u>	<u>3,684,106</u>	<u>3,684,106</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>350,576</u>	<u>441,147</u>	<u>442,467</u>	<u>442,467</u>

INFORMATION TECHNOLOGY – INFORMATION SECURITY

COMMENTS

In alignment with the organizational strategic initiatives established by the Executive Technology Steering Committee, the Office of Information Technology (OoIT) will continue advancing its Information Security Strategy into Fiscal Year 2024-2025. This year marks a new phase following the significant improvements in compliance and security posture achieved during the previous strategic period. The enhancement in posture is attributed to the ongoing optimization of tools, making this a primary focus for Fiscal Year 2024-2025. As adversaries evolve, compliance requirements tighten, and insurance demands escalate, there is a pressing need to deploy new technology and processes. In this fiscal year, OoIT will further enhance our security layers to counteract new threats and address protection gaps. A sustained focus will be placed on the human element, with expanded efforts in phishing simulation and security awareness training. Efforts will also be directed towards reducing risk by increasing our edge defense, email protection via AI, and continued focus on disaster recovery. The objectives of the information security program remain to safeguard the confidentiality of information, maintain the integrity of data, and increase the availability of systems and operations. By leveraging compliance and insurance requirements as a framework, the information security program aims to fortify the security surrounding 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, thereby enhancing 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

The "Verizon 2023 Data Breach Investigations Report" highlights several critical trends in cybercrime that public sector agencies, including the County of Madera, should be aware of. The report shows a significant increase in the cost and frequency of social engineering attacks, with ransomware incidents becoming particularly expensive. Ransomware now constitutes nearly a quarter of all data breaches. Additionally, the human element continues to be a major factor in breaches, being involved in about three out of every four incidents. This includes various forms of social engineering attacks, as well as errors and misuse. Notably, Business Email Compromise (BEC) attacks and pretexting incidents have seen a substantial rise, with pretexting incidents nearly doubling compared to the previous year. This underscores

INFORMATION TECHNOLOGY – INFORMATION SECURITY

COMMENTS (continued)

the need for public sector entities to strengthen their cybersecurity measures, focusing not only on technological solutions but also on training and awareness programs to address the human aspect of security. It also highlights the importance of robust incident response plans and the investment in adequate resources, including staffing and partnerships, to counter these evolving threats. The County is focusing on conducting real-world phishing simulations and providing specific training on phishing. This is particularly relevant considering the report's indication that 50% of all social engineering attacks are now pretexting incidents, nearly double compared to the previous year.

In addition to strengthening the human element, OoIT is also integrating specific technologies that are essential in modern cybersecurity defense. These include advancing intrusion detection systems (IDS) for monitoring network traffic for suspicious activity, upgrading and enhancing next-generation firewalls (NGFWs) that go beyond traditional firewall capabilities to provide more granular security controls, and endpoint detection and response (EDR) solutions for continuous monitoring and response to advanced threats. Additionally, reviewing and enhancing our audit logging integrate into information and event management (SIEM) systems will enable comprehensive analysis of security alerts generated by applications and network hardware. This multifaceted approach, combining skilled personnel, specific training, and advanced technology, positions the County to effectively counter the evolving landscape of cybersecurity threats.

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
- Identity and Access 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
- Threat Intelligence - Network threat detection and defense system management
- Security architecture, design, and control implementation
- Risk Assessment
- Technical Contract and Statement of Work Analysis

Security Division Accomplishments 2023-2024

- **Backup Data Protection from Ransomware:** The successful implementation of the Backup Data Protection project has significantly fortified our organization's resilience against ransomware attacks. This accomplishment is particularly noteworthy given the increasing prevalence and sophistication of such cyber threats. By deploying cutting-edge backup and recovery solutions, we have established a robust and multi-layered defense strategy. Our approach involved creating immutable backup copies, which are impervious to ransomware alterations, thus increasing the integrity and availability of our critical data. Moreover, we integrated advanced encryption methods to secure our backups, both in transit and at rest, further safeguarding them from unauthorized access. This proactive stance significantly enhances our cyber resilience, providing a vital safety net that minimizes the potential impact of ransomware incidents on our operations and reputation.
- **Legacy Protocol/Configuration/Features Vulnerability Remediation:** The "Legacy Protocol/Configuration/Features Vulnerability Remediation" project represents a pivotal accomplishment in enhancing our network's cybersecurity. This project successfully tackled the challenge of addressing three critical vulnerabilities found in our legacy protocols/configurations/features. These older configurations had become susceptible to various security risks. Our dedicated team conducted a thorough analysis to identify these specific vulnerabilities, implementing strategic solutions to effectively remediate them. The process involved replacing outdated configurations with advanced, more secure technologies, thereby not only resolving the immediate security concerns but also aligning our network infrastructure with contemporary cybersecurity standards. In other instances, the configuration was completely removed. This proactive approach to identifying and mitigating potential weaknesses in our legacy systems has significantly strengthened our defense against cyber threats, showcasing our unwavering commitment to maintaining robust and resilient cybersecurity defenses. Although major strides have been made in FY 23/24, this will be an ongoing initiative in the years to come as security is an ever-evolving journey and a destination is not the goal.
- **Browser Security Pilot:** This initiative focused on strengthening web browsing security, a crucial area in light of emerging online threats. The pilot effectively demonstrated the value of advanced browser security tools in protecting against risks such as phishing, malware, cached credentials, and nefarious browser plug-ins. Building on this success, the next phase involves a comprehensive rollout, intricately linked with an enterprise password management system.
- **Continued Optimization of Network Visibility Tools:** Our team has made significant progress in enhancing our security posture through the optimization of network monitoring tools. By improving visibility into our IT environment, we can now increase the detection of critical threats such as ransomware, internal unauthorized movement, unauthorized network scanning, fileless malware, abnormal network traffic, foreign traffic destinations (e.g. China, Russia, etc.), unauthorized script execution, data hoarding, and malware propagation. This achievement significantly improves the security posture of our organization in several ways. First, it allows us to identify and respond quickly to potential security incidents, minimizing the likelihood and impact of attacks, and reducing the risk of data loss or service disruptions. Additionally, this enables us to proactively address vulnerabilities and mitigate risk.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

Security Division Accomplishments 2023-2024 (continued)

- **Microsoft 365 Data Backup:** This comprehensive solution has significantly enhanced our capability to securely backup and restore critical data hosted in the Microsoft 365 cloud environment. By implementing this system, we've increased robust protection against data loss scenarios, such as accidental deletions, system crashes, and potential security breaches. The M365 Cloud Backup Solution not only offers an added layer of security but also provides greater flexibility and control in data recovery, striving towards business continuity and compliance with data retention policies. Its successful integration into our IT infrastructure demonstrates our commitment to leveraging advanced technology solutions to safeguard our digital assets and maintain operational efficiency in an increasingly cloud-centric business landscape.
- **Disaster Recover Site Replication:** This initiative focuses on transporting our backup data to a secondary, remote site, thereby creating an additional layer of protection and redundancy. In the event of a backup data failure in our primary datacenter due to issues such as natural disasters, system failures, or cyber-attacks, this secondary site provides a reliable fallback for data recovery. This strategic approach not only bolsters our disaster recovery capabilities but also underscores our commitment to robust data management practices, ensuring operational resilience and continuity in a variety of challenging scenarios.

Anticipated Projects 2024-2025

- **Zero Trust Framework Advancement**
 - Increased Multi-Factor Authentication
 - Network Segmentation
 - Security Information and Event Management (SIEM) Strategy
 - Network Visibility Optimization

Costs for this initiative are budgeted in Account 721314.

- **Health and Human Services Vulnerability Evolution**
- **Countywide Password Manager:** The "Countywide Password Manager" project is an initiative designed to enhance cybersecurity across all county departments by implementing a comprehensive password management solution. This project aims to streamline password management, reduce the risk of password-related breaches, and improve overall security practices by providing a secure, centralized system for storing and managing passwords. By equipping employees with a user-friendly password manager, the project seeks to encourage stronger password habits, eliminate the use of weak or repeated passwords, and increase efficiency in password

INFORMATION TECHNOLOGY – INFORMATION SECURITY

Anticipated Projects 2024-2025 (continued)

administration, contributing significantly to the county's cybersecurity posture and compliance with best practices. Costs for this initiative are budgeted in Account 721426.

- **Disaster Recovery (DR) Roadmap and Advancement**
 - Active Directory DR Planning
- **Secure Email Domain Record Advancement:** The DMARC/DKIM/SPF Implementation project is an initiative focused on strengthening email security across the organization by deploying three key email authentication protocols: Domain-based Message Authentication, Reporting, and Conformance (DMARC), DomainKeys Identified Mail (DKIM), and Sender Policy Framework (SPF). This project aims to significantly reduce the risk of email phishing and spoofing attacks, enhancing the integrity and reliability of email communications. Costs for this initiative are budgeted in Account 721426.
- **Security Tool Alert/Threat Defense Optimization**
- **Malware Sandbox Safe Inspection & Analytics:** Implement an advanced malware analysis tool, allowing staff to quickly identify security threats in files. The tool looks at files for malicious code to determine its behavior and potential impact. This is done through threat intelligence, comparing suspicious files to known malicious code in a sandbox environment. The sandbox allows IT staff to run malware in a safe isolated environment to examine and analyze the code without exposing the organization to harm. Costs for this initiative are budgeted in Account 721426.
- **Replacement of Three (3) End of Life (EOL) Firewalls:** The existing firewall infrastructure located at the Coroner's Office, the County Clerk-Recorder's Office, and the Tesoro Viejo Fire Station will each reach the end of its operational life which can pose significant risks to the security and integrity of critical data and communication channels if not replaced. The firewall replacement is essential to fortify our network security and ensure the continued protection of sensitive information. Costs for this initiative are budgeted in Accounts 721426 and 740301.
- **Data Loss Prevention (DLP) Planning & Analysis Pilot Program:** The "DLP Pilot Project" is a focused initiative aimed at implementing data classification and Data Loss Prevention (DLP) strategies within a pilot department of a specific subdivision. This project serves as a testbed for evaluating the effectiveness of DLP tools and protocols in protecting sensitive information from unauthorized access or breaches. By piloting these measures in a controlled environment, the project aims to assess the feasibility, operational impact, and potential benefits of DLP solutions before a wider organizational roll-out. Costs for this initiative are budgeted in Account 721400.
- **Legacy Protocol/Configuration/Features Vulnerability Remediation:** Although major strides have been made in FY 23/24, this will be an ongoing initiative in the years to come as security is an ever-evolving journey and a destination is not the goal.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

Unfunded Project 2024-2025

Due to budget limitations and the higher level of risk associated with competing projects, the Web Browsing History Reporting project will not be completed in Fiscal Year 2024-2025.

- **Web Browsing History Reporting:** The Web Browsing History Reporting project is designed to implement a comprehensive system for monitoring and reporting web browsing activities within the organization. This initiative aims to enhance oversight of internet usage as well as to identify potential cybersecurity threats. By tracking and analyzing web browsing patterns, the project will provide valuable insights into employee internet usage, enabling the organization to reinforce security protocols, optimize network resources, and mitigate risks associated with non-compliant or unsafe web activities.

ESTIMATED REVENUES

- 662802** **Interfund Revenue** (\$40,949) is recommended decreased \$8,674 for charges to other departments for Network Information Security Services.
- 670000** **Intrafund Revenue** (\$3,200,690) is recommended increased \$501,724 for charges to other departments for Network Information Security Services.

SALARIES & EMPLOYEE BENEFITS

Eight (8) funded positions is recommended unchanged.

- 710102** **Permanent Salaries** (\$760,246) are recommended increased \$164,348 to fund the current and new security positions.
- 710105** **Overtime** (\$3,000) is recommended unchanged to fund expected overtime related to cyber security incidents or projects.
- 710106** **Stand-By** (\$26,624) 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.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SALARIES & EMPLOYEE BENEFITS (continued)

710200 **Retirement** (\$321,052) is recommended increased \$ 79,058 to fund Retirement costs.

710300 **Health Insurance** (\$121,736) is recommended increased \$26 to fund Health Insurance costs.

SERVICES & SUPPLIES

720300 **Communications** (\$6,000) is recommended increased \$1,500 to fund the following:

FY 23-24	FY 24-25	Item
\$4,500	\$6,000	Cell Phone Service

720800 **Maintenance – Equipment** (\$142,349) is recommended increased \$64,849 to fund the following:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$25,000	\$58,514	Cisco SmartNet & Security Licensing Cisco SmartNet ensures ongoing support and maintenance of network infrastructure equipment. SmartNet is critical to maximize the reliability, performance, and security of the County’s network and support of critical constituent services, including Public Safety. The cost of SmartNet increases as network infrastructure equipment is added to the County network. In support of recent capital improvement projects, additional network equipment has been purchased, increasing Cisco SmartNet costs.
\$2,500	\$3,000	Storage Area Network (SAN) Licensing
\$5,000	\$4,300	Overland Maintenance
\$45,000	\$0	Backup Expansion
\$0	\$43,535	Network & Security Project Maintenance Agreements (Previously paid from Account 730330)

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

720800 Maintenance – Equipment (continued)

New - Recurring Costs

\$0	\$33,000	VMware Maintenance
VMware facilitates the transition from physical servers to virtual ones, streamlining the technical infrastructure at the Sheriff’s Office, by allowing multiple virtual machines to run on a single physical server. This not only conserves physical space but also enhances efficiency, agility, and scalability, enabling OoIT to better manage resources and reduce operational costs.		

721300 Office Expense (\$10,000) is recommended decreased \$9,000 to fund the following:

FY 23-24	FY 24-25	Item
\$15,000	\$7,500	Back Up Tapes
\$1,000	\$2,000	Office Supplies
\$1,000	\$500	Training Materials
\$2,000	\$0	Office Furniture

721314 Computer Equipment (\$5,000) is recommended decreased \$11,000 to fund the following:

FY 23-24	FY 24-25	Item
\$16,000	\$5,000	Computer Equipment

721400 Professional & Specialized Services (\$626,246) is recommended decreased \$25,149 to fund the following:

FY 23-24	FY 24-25	Item
Recurring Costs		
\$7,000	\$7,000	Hard Drive Destruction

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

FY 23-24	FY 24-25	Item
\$800	\$500	ISACA Memberships
\$61,250	\$62,195	Cisco Talos Incident Response
\$35,000	\$20,000	Trace Digital Forensics Services
\$68,845	\$73,250	Cloud Back Up Service – Microsoft 365
\$40,000	\$40,000	Penetration Testing Remediation
\$35,000	\$35,000	Information Technology Service Management (ITSM)
\$317,000	\$225,000	Security Operations Center (SOC) Log Archive
\$0	\$117,471	Microsoft Premier (Previously paid from ORG Key 00243)
\$0	\$7,510	Network & Security Project Professional Services (Previously paid from Account 730330)
\$14,000	\$10,000	Data Center Cleaning Services
\$16,000	\$0	External Consulting and Support - Due to the County’s continuous investment in training, this line item will be deleted for Fiscal Year 2024-25. Continued savings in this area is dependent on staff retention and continuous technical training.

One Time Costs

\$5,000	\$0	Backup Expansion Configuration
\$20,000	\$0	Mobile Device Management
\$19,500	\$0	Ransomware Protection Configuration Services
\$12,000	\$13,320	Redundant Backup Site Configuration
\$0	\$15,000	Data Loss Prevention (DLP) Planning & Analysis Pilot Program

721426 Software (\$1,153,966) is recommended increased \$337,971 to fund the following:

Software and Subscription costs generally increase each year. Although many factors may influence the cost of software and subscription services, the County is most impacted by manufacturer price increases and the overall County usage (number of employees, number of devices, number of records, etc.) of the software.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

721426		<u>Software (continued)</u>	
	FY 23-24	FY 24-25	Item
	Recurring Costs		
	\$22,237	\$28,650	Manage Engine Active Directory Manager & Active Directory Audit Plus
	\$4,000	\$4,200	AdminDroid
	\$25,000	\$7,500	Azure Cloud Security – Multi Factor Authentication Tokens
	\$20,000	\$15,000	Secure File Solution
	\$4,000	\$4,200	Batch Patch Software
	\$22,000	\$25,000	Integrated Electronics Badge Software
	\$85,000	\$85,000	Internal Vulnerability Management & External Testing
	\$50,000	\$57,250	Server Infrastructure Network Management System (NMS)
	\$20,814	\$23,214	Manage Engine Desktop Central and Patch Manager
	\$50,000	\$62,012	Network Infrastructure Monitoring & Mapping Maintenance
	\$4,000	\$4,200	Secure Password Manager (IT) Subscription Service
	\$28,044	\$33,497	Security Awareness Training
	\$275,000	\$445,997	Microsoft Enterprise Agreement
	\$10,600	\$10,600	SSL Certificate Renewal
	\$49,000	\$51,550	Vendor Remote Access
	\$63,000	\$71,500	Enterprise Backup Software – Annual License and Maintenance
	\$3,000	\$6,000	Deploy & Inventory Software
	\$3,600	\$16,750	Secure Browser
	\$2,650	\$2,800	Certificate Tracking and Management
	\$0	\$14,103	Network & Security Project Software (Previously paid from Account 730330)
	\$9,850	\$10,050	Training Subscription Software
	\$30,000	\$32,000	Service Management Licenses
	\$6,200	\$0	Pen Testing

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

721426	<u>Software (continued)</u>		
	FY 23-24	FY 24-25	Item
	New - Recurring Costs		
	\$0	\$28,000	Countywide Password Manager
	\$0	\$24,360	Malware Sandbox Safe Email Inspection & Analytics
	\$0	\$38,200	Secure Email Domain Record Advancement
	\$0	\$20,000	Firewall Licensing
	\$0	\$12,275	Microsoft Teams Back Up
	\$0	\$1,100	Azure Active Directory Auditing & Visibility
	\$0	\$6,435	Exchange Online M365 Visibility
	\$0	\$750	Vulnerability Tracking Project Software
	\$0	\$9,272	Data Center Storage licensing
	\$0	\$2,500	Security Camera Licenses

721500 **Advertising** (\$2,000) is recommended increased \$2,000 to fund recruitment advertising for security positions.

721900 **Property Tax** (\$15,000) is recommended decreased \$3,000 to fund the Property Taxes associated with the Network ~~600~~ and Security Project Lease

722002 **Transportation & Travel** (\$51,190) is recommended increased \$13,810 to fund training needs throughout the year.

Training increase of \$13,810 is due to cybersecurity staff, requiring training on the County’s current strategies and technology. Moreover, with the increased utilization of Microsoft 365, staff will attend the Microsoft Insight conference for the first time. This provides an understanding of the Microsoft roadmap allowing the security team to mold a strategic plan around new features and releases.

	FY 23-24	FY 24-25	Item
	\$6,000	\$10,000	SANS Security
	\$16,525	\$18,000	Cisco Live

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

722002 Transportation & Travel (continued)

FY 23-24	FY 24-25	Item
\$5,190	\$5,190	RSA Training
\$0	\$8,000	Microsoft Ignite
\$0	\$10,000	Cybersecurity Defense Training
\$5,650	\$0	BlackHat USA

OTHER CHARGES

730330 Rent (\$335,596) is recommended decreased to \$80,144 to fund the following capital lease:

FY 23-24	FY 24-25	Item
\$415,740	\$335,596	ConvergeOne Financial – Network Security Implementation Project (Final Payment: September 2028)

Some costs have been removed from Account 730330 and added to Accounts 720800, 721400, and 721426 due to GASB 87 Lease Reporting Requirements.

FIXED ASSETS

740301 Equipment (\$104,101) is recommended decreased \$40,899 to fund the following:

End-of-Life (EOL) equipment indicates it has reached the end of its “useful life” and will no longer market, sell, or update. This introduces risk to the availability of the connectivity the device provides. In addition, the system becomes more insecure day by day leaving additional areas of vulnerability throughout the enterprise.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

FIXED ASSETS (continued)

740301 Equipment (continued)

Replacement Equipment

The existing firewall infrastructure located at the Coroner’s Office, the County Clerk-Recorder’s Office, and the Tesoro Viejo Fire Station will each reach the end of its operational life which can pose significant risks to the security and integrity of critical data and communication channels if not replaced. The firewall replacement is essential to fortify our network security and ensure the continued protection of sensitive information. This project is for the replacement of the hardware, configuration, and implementation of the devices to keep them in-life and in compliance while maintaining support.

- \$25,700 Coroner’s Office Firewall Replacement – End-of-Life
- \$25,700 Clerk-Recorder’s Office Firewall Replacement – End-of-Life
- \$25,700 Tesoro Viejo Fire Station Firewall Replacement – End-of-Life

In 2018, the Office of Information Technology (OoIT) highlighted to the Board the pressing issue of technical debt, with over 80% of the network infrastructure being end-of-life. Through the Board’s support, we’ve since adopted a replacement strategy to prevent such issues, incorporating substantial investments in software firewalls to reduce the need for physical ones, though specific scenarios still necessitate their use. The replacement equipment listed above are examples where physical hardware is situationally required.

New Equipment

A fireproof LTO (Linear Tape-Open) safe serves the purpose of providing secure storage for LTO tapes in the event of a fire. LTO tapes are magnetic storage media commonly used for backup and archiving data. These tapes are sensitive to heat and can be damaged or lose data if exposed to high temperatures during a fire. The use of a fireproof LTO safe is a crucial part of a comprehensive data protection and disaster recovery plan, ensuring that critical data stored on LTO tapes remains intact and recoverable even in the face of a fire emergency. In addition, during a recent external audit, lack of a fireproof LTO safe was identified as a finding.

- \$27,000 Data Commander Fireproof Linear Tape Open (LTO) Hard Drive Safe

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	5.0	-	5.0	-	-	-	
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		8.0	-	8.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services				
662801 Interfund Revenue - Cost Plan	0	3,143	0	0
662802 Interfund Revenue - Comp Svc				
TOTAL CHARGES FOR CURRENT SERVICES	0	3,143	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	632,890	836,768	1,001,254	1,001,254
TOTAL MISCELLANEOUS REVENUE	632,890	836,768	1,001,254	1,001,254
<u>TOTAL ESTIMATED REVENUES</u>	<u>632,890</u>	<u>839,911</u>	<u>1,001,254</u>	<u>1,001,254</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	665,256	880,746	979,906	979,906
721314 Computer Equipment <\$5,000	0	0	32,445	32,445
721400 Professional & Spec Services	9,008	25,000	55,000	55,000
721900 Property Tax	6,992	12,000	12,000	12,000
TOTAL SERVICES & SUPPLIES	681,256	917,746	1,079,351	1,079,351
<u>TOTAL EXPENDITURES</u>	<u>681,256</u>	<u>917,746</u>	<u>1,079,351</u>	<u>1,079,351</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>48,366</u>	<u>77,835</u>	<u>78,097</u>	<u>78,097</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. The cost is completely recovered from all departments based on consumption of services. The level of consumption is determined by the individual departments.

A phased rollout approach has been adopted.

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.

Phase Three was started during Fiscal Year 2022-23, including the completion of the Department of Child Support Services, the Agricultural Commissioner's Office, and the new Madera County Justice Center facility. Continuing in Fiscal Year 2023-24, VoIP service will be deployed at the Department of Behavioral Health Services, 7th St location and at the Oakhurst Government Center.

In Fiscal Year 2024-25, Phase Four, VoIP service will be deployed to Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage.

INFORMATION TECHNOLOGY - COMMUNICATIONS

ESTIMATED REVENUES

- 662802** **Interfund Revenue** (\$0) is recommended unchanged for charges to other departments for VoIP Communication Services.
- 670000** **Intrafund Revenue** (\$1,001,254) is recommended increased \$164,486 for charges to other departments for VoIP Communication Services.

OPERATING EXPENSES

720300 **Communications** (\$979,906) is recommended increased \$99,159 for VoIP communication charges.

FY 23-24	FY 24-25	Item
Recurring Costs		
\$44,400	\$44,400	VoIP Network - Health and Human Services Campus and Government Center
\$15,450	\$16,296	VoIP Network - Justice Center
\$15,540	\$16,296	VoIP Network - Department of Behavioral Health Services
\$0	\$22,500	VoIP Network - Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage
\$0	\$9,720	VoIP Network - Oakhurst Government Center
\$653,303	\$649,357	VoIP Licensing - Health and Human Services Campus and Government Center
\$68,050	\$67,521	VoIP Licensing - Justice Center
\$62,361	\$72,811	VoIP Licensing - Department of Behavioral Health Services
\$21,643	\$22,795	VoIP Licensing - Department of Child Support Services
\$0	\$4,127	VoIP Licensing - Fire Station #3
\$0	\$11,997	VoIP Licensing - Oakhurst Government Center
\$0	\$42,086	VoIP Licensing - Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage

INFORMATION TECHNOLOGY - COMMUNICATIONS

OPERATING EXPENSES (continued)

721314 **Equipment** (\$32,445) is recommended increased \$32,445 to purchase phones for Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage

FY 23-24	FY 24-25	Item
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One Time Costs

\$0	\$32,445	VoIP Phones - Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage
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721400 **Professional Services** (\$55,000) is recommended increased \$30,000 for implementation services for Juvenile Hall, Juvenile Services, Animal Services, and the Central Garage

FY 23-24	FY 24-25	Item
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One Time Costs

\$0	\$55,000	Implementation Services at Juvenile Hall, Juvenile Services, Animal Services and Central Garage
\$25,000	\$0	Implementation Services at Behavioral Health Services

721900 **Property Tax** (\$12,000) is recommended unchanged to pay property tax on lease.

FY 23-24	FY 24-25	Item
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Recurring Costs

\$12,000	\$12,000	Property Tax
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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620600 Franchise Fees	481,584	500,000	500,000	500,000
620710 Grading Permits	51,176	45,000	43,500	43,500
TOTAL LICENSES, PERMITS & FRANCHISES	532,760	545,000	543,500	543,500
INTERGOVERNMENTAL REVENUES				
654000 State - Other	18,740	0	0	0
659025 Special Revenue	1,428	1,250	1,500	1,500
TOTAL INTERGOVERNMENTAL REVENUES	20,168	1,250	1,500	1,500
CHARGES FOR CURRENT SERVICES				
660806 Eng. Services - Development Review Fees	148,387	127,000	127,000	127,000
662700 Other Charges for Services	2,850,716	3,595,814	4,233,815	4,233,815
662749 SD - Application Fees	2,720	2,750	2,750	2,750
662780 SD - Admin Overhead	5,745	0	0	0
662800 Interfund Revenue	527,441	505,000	500,000	500,000
TOTAL CHARGES FOR CURRENT SERVICES	3,535,009	4,230,564	4,863,565	4,863,565
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	5,458	0	0	0
673000 Miscellaneous	4,118	9,000	3,500	3,500
673904 Misc Reimb. -Salary/Benefits	28,295	0	0	0
TOTAL MISCELLANEOUS REVENUE	37,872	9,000	3,500	3,500
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,125,809</u>	<u>4,785,814</u>	<u>5,412,065</u>	<u>5,412,065</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,443,825	3,099,072	3,406,711	3,406,711
710103 Extra Help	43,214	0	0	0
710105 Overtime	8,265	10,000	5,000	5,000
710107 Premium Pay	1,300	0	3,200	3,200
710200 Retirement	939,777	1,553,564	1,450,826	1,450,826
710300 Health Insurance	348,105	532,480	608,680	608,680
710400 Workers' Compensation Insurance	129,760	1,423	22,000	22,000
TOTAL SALARIES & EMPLOYEE BENEFITS	3,914,246	5,196,539	5,496,417	5,496,417
SERVICES & SUPPLIES				
720300 Communications	25,567	27,000	6,000	6,000
720500 Household Expenses	16,095	19,500	20,500	20,500
720800 Maintenance - Equipment	4,174	0	4,000	4,000
721100 Memberships	11,094	15,000	9,000	9,000
721300 Office Expense	10,401	10,000	7,500	7,500
721305 Subscriptions	10,017	3,000	3,000	3,000
721314 Computer Equipment	6,053	5,000	5,000	5,000
721400 Professional & Specialized Services	1,134,741	350,000	350,000	350,000
721426 Software	1,253	2,000	5,500	5,500
721500 Publications & Legal Notices	1,031	2,000	1,700	1,700
721601 Rents & Leases - Co Vehicle	5,785	6,500	6,500	6,500
721602 Rents & Leases - Other Equipt	19,452	20,000	20,000	20,000
721800 Small Tools & Instruments	325	0	0	0
721900 Special Departmental Expense	1,136	2,000	0	0
722000 Transportation & Travel	18,111	10,000	10,000	10,000
722100 Utilities	29,173	30,000	40,000	40,000
TOTAL SERVICES & SUPPLIES	1,294,406	502,000	488,700	488,700

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
OTHER CHARGES				
770100 Intrafund Transfer Out	0	0	20,000	20,000
TOTAL OTHER CHARGES	0	0	20,000	20,000
TOTAL EXPENDITURES	<u>5,208,651</u>	<u>5,698,539</u>	<u>6,005,117</u>	<u>6,005,117</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,082,842</u>	<u>912,725</u>	<u>593,052</u>	<u>593,052</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, as well as multiple Special Revenue Funds:

All Public Works administrative staff and related expenses (staff within 01300) are billed to their respective field, i.e., Roads, Solid Waste, etc. and reimbursed by the corresponding fund. All field staff and expenses unique to each fund are budgeted in the respective fund.

ESTIMATED REVENUES

- 620600** **Franchise Fees** (\$500,000) is recommended based on the expected revenues from franchise fees received.
- 620710** **Grading Permits** (\$43,500) is recommended based on the expected revenues from grading permits issued.
- 659025** **Special Revenue** (\$1,500) is recommended based on the expected Automation Fee collected from permits issued.
- 660806** **Engineering Services** (\$127,000) is recommended based on the expected revenues for the review of engineering plans.
- 662700** **Other Charges for Services** (\$4,233,815) is recommended based on expected revenues from Public Works staff time spent on projects or “fund specific” tasks.
- 662749** **SD Application Fees** (\$2,750) is recommended based on the expected revenues from applications of owners registering for services within water/wastewater districts.

PUBLIC WORKS

ESTIMATED REVENUES (continued)

- 662800** **Interfund Revenues** (\$500,000) is recommended based on anticipated reimbursements for administrative services provided for Roads (11801) and Solid Waste (11100).
- 670000** **Intrafund Revenue** (\$0) is now collected in Other Charges for Services.
- 673000** **Miscellaneous** (\$3,500) recommended based on anticipated reimbursements for administrative services and potential refunds.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,406,711) is recommended based on the cost of recommended staffing.
- 710103** **Extra Help** (\$0) is not recommended this fiscal year. All staff are budgeted in Permanent Salaries.
- 710105** **Overtime** (\$5,000) is recommended based on the cost of recommended staffing and historical costs.
- 710200** **Retirement** (\$1,450,826) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$608,680) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$22,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$6,000) is recommended decreased \$21,000 for cell phone and internet services. These expenses are factored into the Administrative overhead rate.
- 720500** **Household Expense** (\$20,500) is recommended increased \$1,000 for the increased costs associated with janitorial services. These expenses are factored into the Administrative overhead rate.

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance of Equipment** (\$4,000) is recommended for the maintenance of small equipment.
- 721100** **Memberships** (\$9,000) is recommended for memberships. 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** (\$7,500) is recommended unchanged for office supplies based on the current and projected staffing levels. These expenses are factored into the Administrative overhead rate.
- 721305** **Subscriptions** (\$3,000) is recommended unchanged for software subscriptions. These expenses are factored into the Administrative overhead rate.
- 721314** **Computer Equipment** (\$5,000) is recommended to fund the purchase of laptops, monitors and/or computer accessories based on the current and projected staffing levels. These expenses are factored into the Administrative overhead rate.
- 721400** **Professional & Specialized Services** (\$350,000) is recommended to fund the continued need for an outside surveyor, Right of Way consultant 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** (\$5,500) 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** (\$1,700) is recommended reduced \$300 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** (\$6,500) is recommended for the rental of vehicles from Central Garage. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721602** **Rents & Leases-Other Equipment** (\$20,000) is recommended for the lease of copier equipment.

PUBLIC WORKS

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$0) is recommended reduced \$2,000 due to cost being accounted for in other accounts.
- 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.
- 722100** **Utilities** (\$40,000) is recommended increased \$10,000 for expenses related to Public Work's share of utilities of the Government Center.

OTHER CHARGES

- 770100** **Intrafund Transfer Out** (\$20,000) is recommended for the cost of VoIP, paid to the Department of Information and Technology.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	2.0	-	2.0	-	-	-	
3354	Senior Accounting Technician	1.0	-	1.0	-	-	-	
3201	Accountant Auditor I or					-	-	
3202	Accountant Auditor II	3.0	-	3.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	2.0	-	2.0	-	-	-	
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3303	Assistant Engineer	1.0	-	1.0	-	-	-	
4202	Engineer I or							
4203	Engineer II or							
4204	Engineer III	7.0	-	7.0	-	-	-	
3743	Deputy Public Works Director	4.0	-	4.0	-	-	-	
3234	Development Services Engineer	1.0	-	1.0	-	-	-	
2142	Director of Public Works	1.0	-	1.0	-	-	-	
3305	Engineering Technician	3.0	1.0	3.0	1.0	-	-	
4132	Permit Technician I							
4133	Permit Technician II or							
3418	Permit Technician III	1.0	-	1.0	-	-	-	
4126	Principal Administrative Analyst	2.0	-	2.0	-	-	-	

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

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

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions	
3636 Program Assistant I or					-	
3637 Program Assistant II	3.0	-	3.0	-	-	-
3329 Program Manager	2.0	-	2.0	-	-	
3654 Sr. Program Assistant					-	
3244 Public Works Inspector	1.0	-	1.0	-	-	-
3310 Real Property Agent	1.0	-	1.0	-	-	-
4210 Supervising Civil Engineer	3.0	-	3.0	-	-	-
TOTAL	40.0	1.0	40.0	1.0	-	-

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
<u>INTERGOVERNMENTAL REVENUE</u>				
CHARGES FOR CURRENT SERVICES				
660803 Engineering Services Special Districts	2,713,109	3,864,258	3,707,068	3,707,068
662700 Other Charges for Services	5,865	0	0	0
662780 SD-Admin Overhead	10,491	0	0	0
662800 Interfund Revenue	220,922	186,817	198,566	198,566
TOTAL CHARGES FOR CURRENT SERVICES	2,950,388	4,051,075	3,905,634	3,905,634
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	63,604	3,650	2,500	2,500
TOTAL MISCELLANEOUS REVENUE	63,604	3,650	2,500	2,500
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,013,992</u>	<u>4,054,725</u>	<u>3,908,134</u>	<u>3,908,134</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,309,162	1,709,596	1,676,898	1,676,898
710105 Overtime	115,410	100,000	100,000	100,000
710106 Stand-By Pay	49,685	51,500	51,500	51,500
710107 Premium Pay	780	780	780	780
710200 Retirement	508,492	670,790	708,154	708,154
710300 Health Insurance	238,534	380,343	380,425	380,425
710400 Workers' Compensation Insurance	33,222	27,472	21,605	21,605
TOTAL SALARIES & EMPLOYEE BENEFITS	2,255,286	2,940,481	2,939,363	2,939,363
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	24,851	18,500	22,000	22,000
720300 Communications	9,585	11,000	10,000	10,000
720500 Household Expense	8,996	8,250	9,500	9,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
SERVICES & SUPPLIES (CONTINUED)				
720600 Insurance	358,593	221,121	262,205	262,205
720800 Maintenance - Equipment	18,597	13,500	20,000	20,000
720900 Maintenance - Structures & Grounds	659	500	500	500
720910 Maintenance - Water/Sewer	1,913	5,000	0	0
721000 Medical, Dental & Lab Supplies	0	200	500	500
721100 Memberships	2,129	1,500	1,500	1,500
721300 Office Expense	7,523	1,500	1,500	1,500
721400 Professional & Specialized Services	70,409	75,000	70,000	70,000
721601 Rent/Lease CO Vehicle	320,732	396,000	330,000	330,000
721602 Rent/Lease Other Eqpt	0	5,000	5,000	5,000
721800 Small Tools & Instruments	8,266	7,500	27,500	27,500
721900 Special Departmental Expense	1,021	5,000	5,000	5,000
722000 Transportation & Travel	3,975	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	837,251	774,571	770,205	770,205
<u>TOTAL EXPENDITURES</u>	3,092,537	3,715,052	3,709,568	3,709,568
<u>NET COUNTY COST (EXP - REV)</u>	<u>78,545</u>	<u>(339,673)</u>	<u>(198,566)</u>	<u>(198,566)</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 streetlight 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** (\$3,707,068) is recommended 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** (\$198,566) is recommended for reimbursement from the individual districts for the A-87 Cost plan.
- 673000** **Miscellaneous Revenue** (\$2,500) 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** (\$1,676,898) are recommended 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** (\$100,000) is recommended 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** (\$51,500) is recommended 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** (\$780) is recommended for payments to authorized staff for bilingual pay.
- 710200** **Retirement** (\$708,154) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$380,425) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$21,605) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$22,000) is recommended increased \$3,500 for uniform rental, rain gear, boot reimbursement as per MOU, and needed protective garments required by safety regulations.
- 720300** **Communications** (\$10,000) is recommended decreased \$1,000 for communications expenses.
- 720500** **Household Expense** (\$9,500) is recommended increased (\$1,250) based on current expenditures for required uniforms for field staff, miscellaneous cleaning and restroom supplies, hand sanitizer, etc.

SPECIAL DISTRICTS DIVISION

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$262,205) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$20,000) is recommended increased \$6,500 based on current and projected expenses for maintaining heavy equipment (trucks, tractors, and implements), generators, pumps, welders, sewer cleaning equipment, etc.
- 720900** **Maintenance – Grounds** (\$500) is recommended unchanged for minor maintenance costs for the valley shop facilities including herbicides, paint, and fence repair materials.
- 720910** **Maintenance – Water/Sewer Systems** (\$0) is recommended reduced. This account was reimbursed by valley Districts based on pro-rata share of improved water and sewer units but is no longer used. The expenses in this account are now paid directly by the impacted district(s).
- 721000** **Medical, Dental & Laboratory Supplies** (\$500) is recommended increased (\$300) for first aid and safety supplies for the field shops, county vehicles, and the District office.
- 721100** **Memberships** (\$1,500) is recommended unchanged for the cost of memberships to industry groups, locally and nationally.
- 721300** **Office Expense** (\$1,500) is recommended unchanged for office supplies for the 3 maintenance shops.
- 721400** **Professional & Specialized Services** (\$70,000) is recommended for the following services:
 Bill printing/mailing/Lockbox services: \$70,000
- 721601** **Rent/Lease CO Vehicle** (\$330,000) is recommended decreased \$66,000 for the use of 21 vehicles from County Central Garage, per the new rate adopted and implemented in January 2023 and then later reduced by Board approval.
- 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** (\$27,500) is recommended increased \$20,000 to purchase and replace small equipment items, 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 unchanged based on current and projected expenses for employees' State Sewer and Water Certifications and continuing education units.

722000 **Travel & Transportation** (\$5,000) is recommended unchanged for staff to attend required training.

FIXED ASSETS

740300 **Equipment** (\$0) is recommended. No Fixed Assets are budgeted for the 24/25 FY.

INTRAFUND TRANSFER

770000 **Intrafund Expense Staffing** (\$0) is recommended. These expenditures are now paid directly by the individual districts rather than by 01340.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	<u>25.0</u>	<u>-</u>	<u>25.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
<u>ESTIMATED REVENUES:</u>				
TAXES				
610802 LOCAL TRANS FUNDS RD ST MAINT	2,822,428	3,306,257	2,971,397	2,971,397
610805 LOCAL TRANS FD PED/BI PROJECT	0	3,000	0	0
TOTAL TAXES	2,822,428	3,309,257	2,971,397	2,971,397
LICENSES, PERMITS & FRANCHISES				
620401 Road Encroachment	356,723	275,000	285,000	285,000
620402 Road Dvlpmnt & Dscrtnry	59,784	55,000	60,000	60,000
620403 Road Transportaton	52,170	52,500	52,000	52,000
TOTAL LICENSES, PERMITS & FRANCHISES	468,678	382,500	397,000	397,000
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	49,312	25,000	35,000	35,000
640304 HWY 41 R O W - RENTALS	10,245	10,250	8,000	8,000
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	59,557	35,250	43,000	43,000
INTERGOVERNMENTAL REVENUE				
650200 ST - HWY USR TX 2103	2,465,101	2,998,413	2,696,204	2,696,204
650201 ST - HWY USR TX 2104	1,653,118	1,891,243	1,811,801	1,811,801
650202 ST - HWY USERS GAS TAX 2105	1,592,211	1,828,543	1,737,834	1,737,834
650207 ST - HWY USERS GAS TAX 2106	465,169	544,588	520,721	520,721
654000 ST - OTHER	203,499	0	492,000	492,000
654035 ST - ISTEAX EXCHANGE	463,374	463,374	463,374	463,374
654517 ST - PUBLIC TRANS MOD	-10,407	0	0	0
655500 FED - FOREST RES REV	221,121	175,000	175,000	175,000
657040 FED - BRIDGE REPLACEMENT PROG	288,702	7,487,916	4,037,875	4,037,875
657103 FED - CONGESTION MIT AIR QUAL	237,221	6,669,955	6,521,000	6,521,000
659020 MCTC - ISTEAX EXCHANGE	655,236	630,000	1,500,000	1,500,000
TOTAL INTERGOVERNMENTAL REVENUE	8,234,346	22,689,032	19,955,809	19,955,809
CHARGES FOR CURRENT SERVICES				
661703 RD & ST SVCS - RD #5	250,000	400,000	300,000	300,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
661700 RD & ST SERVICES	521	0	0	0
661704 RD & ST SVCS - SPEC DIST	484,494	600,000	450,000	450,000
661706 RD/ST INTERFUND SERVICES	359,108	400,000	400,000	400,000
661707 ROAD MITIGATION FEES	133,085	150,000	150,000	150,000
661708 RD & ST SVCS - MEAS T REIM	200,080	0	0	0
662700 OTHER CHARGES FOR SVCS	92,650	0	0	0
662800 INTERFUND REVENUE	128,836	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	1,648,774	1,550,000	1,300,000	1,300,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	12,592,450	7,449,968	7,952,376	7,952,376
673000 Miscellaneous Revenue	366,021	185,000	150,000	150,000
TOTAL MISCELLANEOUS REVENUE	12,958,471	7,634,968	8,102,376	8,102,376
<u>TOTAL ESTIMATED REVENUES</u>	<u>26,192,254</u>	<u>35,601,007</u>	<u>32,769,582</u>	<u>32,769,582</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	3,049,223	3,867,135	3,623,264	3,623,264
710105 Overtime	29,194	12,000	25,000	25,000
710106 Standby Pay	10,200	51,500	52,000	52,000
710200 Retirement	1,188,921	1,570,444	1,530,104	1,530,104
710300 Health Insurance	570,911	1,095,389	973,888	973,888
710400 Workers' Compensation Insurance	364,130	364,130	467,885	467,885
TOTAL SALARIES & EMPLOYEE BENEFITS	5,212,579	6,960,598	6,672,141	6,672,141
SERVICES & SUPPLIES				
710502 Refunds/RDS Auto	2,703	0	0	0
720200 Clothing & Personal Supplies	57,655	55,500	70,000	70,000
720300 Communications	32,739	17,500	20,000	20,000
SERVICES & SUPPLIES (continued)				
720305 Microwave Radio Services	59,854	0	0	0
720500 Household Expense	46,952	50,000	50,000	50,000
720600 Insurance - Liability	394,329	394,329	1,096,783	1,096,783

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
720601 Insurance - Other	23,646	20,573	20,573	20,573
720800 Maintenance - Equipment	759,995	700,000	700,000	700,000
720900 Maintenance - Buildings & Improvements	173,575	25,000	15,000	15,000
721000 Medical, Dental & Lab Supplies	195	0	250	250
721100 Memberships	489	5,000	15,000	15,000
721300 Office Expense	24,530	12,000	15,000	15,000
721400 Professional & Specialized Services	6,853,865	1,500,000	3,350,000	3,350,000
721602 Rents & Leases - Equipment	81,487	75,000	50,000	50,000
721800 Small Tools & Instruments	21,440	35,000	25,000	25,000
721900 Special Departmental Expense	2,161,128	3,520,361	3,235,000	3,235,000
722000 Transportation & Travel	18,218	10,000	10,000	10,000
722100 Utilities	129,092	150,000	150,000	150,000
TOTAL SERVICES & SUPPLIES	10,841,892	6,570,263	8,822,606	8,822,606
OTHER CHARGES				
730330 Rents & Leases - Principal	9,257	8,000	8,000	8,000
730800 Right of Ways	1,500	246,000	369,000	369,000
731400 Interfund Expenses	759,699	800,000	1,050,000	1,050,000
731401 Intrafund Exp - Cost Plan (A-87)	854,638	151,495	0	0
TOTAL OTHER CHARGES	1,625,095	1,205,495	1,427,000	1,427,000
FIXED ASSETS				
740200 Bldgs & Improve	9,850,654	20,665,050	15,847,835	15,847,835
740300 Equipment	77,982	199,600	260,000	260,000
TOTAL FIXED ASSETS	9,928,637	20,864,650	16,107,835	16,107,835
<u>TOTAL EXPENDITURES</u>	<u>27,608,203</u>	<u>35,601,006</u>	<u>33,029,582</u>	<u>33,029,582</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>1,415,948</u>	<u>(0)</u>	<u>260,000</u>	<u>260,000</u>

ROADS AND BRIDGES

COMMENTS

The Madera County Public Works Department uses Road Funds to 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 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. Measure "T" was its own budget.

Highway Users Tax Account (HUTA) (i.e. State Fuel Tax Revenues) is the primary funding source for road maintenance and operations. General Fund revenue (i.e. Property Tax) is not used or applied for road maintenance or operations. The Road Fund receives no revenue from the General Fund. Due to the decline in HUTA revenues, mainly due to the increase in sales of electric and more fuel efficient vehicles, revenues for routine maintenance and operations have decreased and the need to supplement Road Fund activities with SB1 dollars has now become necessary. Road Fund maintenance and operational expenses versus the revenue for said activities is now in a deficit of roughly \$2,000,000. Funds, in prior years, that could be used for projects or as match to state/federal funds are now being used to provide the minimal level of service. Four(4) positions have been unfunded for Fiscal Year 24/25.

Note: The SB1 budget was established to accurately account for the projects proposed to be completed with those funds. Refer to Road SB1 Budget (Fund 11810) for specific details.

ESTIMATED REVENUES

- 610800** **Local Transit Funds** (\$2,971,397) is recommended for Road Street Maintenance
- 620400** **License & Permits** (\$397,000) is recommended for Road Encroachment \$285,000, Road Development & Discretionary \$60,000, Road Transportation \$52,000.
- 640000** **Interest & Rents** (\$43,000) is recommended for Interest on Cash \$35,000, Federal - Hwy Row Rental \$8,000.
- 650200** **State Revenue** (\$7,721,934) is recommended for Highway Users Tax – 2103 \$2,696,204, Highway Users Tax – 2104 \$1,811,801, Highway Users Tax – 2105 (Proposition 111) \$1,737,834, Highway Users Tax – 2106 \$520,721, Other State \$492,000, and ISTEAs Exchange Funds* \$463,374.

ROADS AND BRIDGES

ESTIMATED REVENUES (continued)

- 657000** **Federal Revenue** (\$12,233,875) is recommended for Forest Reserve Title I \$175,000, Federal Funded Bridges (Eng. Services Refunds) \$4,037,875, CMAQ \$6,521,000, and ISTE A Exchange from Madera County Transportation Committee** \$1,500,000.
- 660000** **Current Services** (\$1,300,000) is recommended for Road and Street Services (District #5) \$300,000, Road and Street Services (Service Areas, Maintenance Districts) \$450,000, Roads Street Interfund/Other Services \$400,000, and Road Mitigation Fees \$150,000.
- 672000** **Miscellaneous Revenue** (\$8,102,376) is recommended for Intrafund Revenue (from Measure T and SB1) \$7,952,376, Miscellaneous Refunds & Revenues \$150,000.

*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** (\$3,623,264) is recommended based on the costs associated for recommended staff.
- 710105** **Overtime** (\$25,000) is recommended for the costs of overtime needed to perform emergency operations/repairs.
- 710106** **Stand-by Pay** (\$52,000) is recommended 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 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.
- 710200** **Retirement** (\$1,530,104) is recommended to cover the Department's share of employee retirement costs.
- 710300** **Health Insurance** (\$973,888) is recommended for the Department's share of employee health insurance costs.
- 710400** **Worker's Comp Insurance** (\$467,885) 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** (\$70,000) is recommended for the cost of uniforms.
- 720300** **Communications** (\$20,000) is recommended for communications expenses.
- 720305** **Microwave Radio Services** (\$0) is recommended based on microwave radio rate schedule for FY 2024-25 which is based on the number of radios in this Department utilizing the County's Microwave Radio Network. Now paid in 731400.
- 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** (\$1,096,783) 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** (\$15,000) is recommended for the costs of grounds maintenance to maintain the Almond yard.
- 721000** **Medical, Dental & Lab Supplies** (\$250) is recommended for the costs of supplies or replacement for First Aid.
- 721100** **Memberships** (\$15,000) is recommended for the cost memberships and subscriptions.
- 721300** **Office Supplies** (\$15,000) is recommended for the purchase of general office supplies such as copier paper, toner, pens, etc.
- 721400** **Professional & Specialized Services** (\$3,350,000) is recommended for the proposed capital improvement projects and specialized services not provided by County staff.
- 721602** **Rents & Leases – Other Equipment** (\$50,000) 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.

ROADS AND BRIDGES

SERVICES & SUPPLIES (continued)

- 721800** **Small Tools & Instruments** (\$25,000) is recommended for the purchase of new or replacement of old small tools.
- 721900** **Special Departmental Expense** (\$3,235,000) is recommended based on projected expenditures for the purchase of all road construction materials, asphalt, concrete, various road oils, rock, sand, and dirt for all routine maintenance on the County's road infrastructure.
- 722000** **Transportation & Travel** (\$10,000) is recommended for projected expenses to provide training for Road related staff.
- 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** (\$369,000) is recommended for the purchase of property for County right of way for budgted projects.
- 731400** **Interfund Expenses** (\$1,050,000) is recommended based on current year costs of the Department's reimbursement of expenses for Microwave Radios, 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 such as IT.
- 731401** **Interfund Expense – Cost Plan (A-87)** (\$0) is recommended based on the draft report of this year's Cost Allocation Plan. The Road Fund, per the draft plan, has a credit for FY 24/25.

FIXED ASSETS

- 740200** **Buildings & Improvements** (\$15,847,835) is recommended for the replacement/rehabilitation of roads and bridges as reimbursed wholly or partially by State/Federal or supplemental funds.
- 740300** **Equipment** (\$260,000) is recommended increased \$60,400 for for the equipment listed below:
- M2 Freightliner 5-7 yd dump truck

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	12.0	-	12.0	-	-	-	
3806	Equipment Service Worker	1.0	-	1.0	-	-	-	
3710	Equipment Shop Supervisor	1.0	-	1.0	-	-	-	
3712	Heavy Equipment Mechanic	5.0	-	5.0	-	-	-	
3812	Parts Assistant I or							
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3636	Program Assistant I or					-		
3637	Program Assistant II	1.0	-	1.0	-	-		
3715	Road Construction and Maintenance Supervisor	7.0	-	6.0	1.0	(1.0)	1.0	A
3801	Road Construction and Maintenance Worker I or							
3802	Road Construction and Maintenance Worker II	24.0	-	21.0	3.0	(3.0)	3.0	B
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	-	64.0	4.0	(4.0)	4.0	

NOTES:

A Unfunding one (1) FTE Road Construction Maintenance Supervisor due to limited revenue.

B Unfunding three (3) FTE Road Construction and Maintenance Worker I/II due to limited revenue.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: ROADS & BRIDGES
 (11810)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road-SB1

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	38,561	35,000	90,000	90,000
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	38,561	35,000	90,000	90,000
INTERGOVERNMENTAL REVENUE				
650208 ST-RD MTC & REHAB	7,179,818	7,479,968	7,770,532	7,770,532
TOTAL INTERGOVERNMENTAL REVENUE	7,179,818	7,479,968	7,770,532	7,770,532
<u>TOTAL ESTIMATED REVENUES</u>	<u>7,218,379</u>	<u>7,514,968</u>	<u>7,860,532</u>	<u>7,860,532</u>
<u>EXPENDITURES:</u>				
FIXED ASSETS				
740200 Bldgs & Improve	9,454,959	3,500,000	6,581,156	6,581,156
740300 Equipment	1,003,209	980,000	927,000	927,000
TOTAL FIXED ASSETS	10,458,168	4,480,000	7,508,156	7,508,156
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	3,034,968	5,652,376	5,652,376
TOTAL INTRAFUND TRANSFER		3,034,968	5,652,376	5,652,376
<u>TOTAL EXPENDITURES</u>	<u>10,458,168</u>	<u>7,514,968</u>	<u>13,160,532</u>	<u>13,160,532</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>3,239,788</u>	<u>0</u>	<u>5,300,000</u>	<u>5,300,000</u>

SB1-ROADS AND BRIDGES

COMMENTS

The SB1 budget was originally established to accurately account for revenue and interest and used for the projects proposed to be completed with said funds. SB1 funds are collected throughout the year, but run on a different collection cycle from the County fiscal year: August- July

In FY 24/25 SB1 funds will be used to purchase necessary equipment and supplement recommended maintenance on main arterials because the Highway User Tax can no longer keep up with the cost of salaries, equipment and materials. SB1 will also be used for projects that are approved by the Board of Supervisors.

ESTIMATED REVENUES

640101 Interest on Cash (\$90,000) is recommended for interest on cash.

650208 State Road Maintenance and Rehabilitation (\$7,770,532) is recommended based on state estimates.

FIXED ASSETS

740200 Buildings & Improvements (\$6,581,156) is recommended for funding the repairs needed due to storm damage from the 2023 Winter Storms and specific projects listed in the Board adopted SB1 Resoluitioun.

740300 Equipment (\$927,000) is recommended to purchase the following equipment:

Hot Box Patch Truck #260 \$300,000
10 yd Dump Truck #245 \$220,000
(4) F250 Fleet trucks \$240,000
Truck mounted Speed feedback sign \$30,000
1-Ton Cab and Chassis for Sign Truck #213 \$80,000
Snow plow for #278 \$25,000
Sandbox for #278 \$32,000

SERVICES & SUPPLIES

770100 **Intrafund Transfer** (\$5,652,376) is recommended for maintenance on main arterials throughout the County and to be used as match for current road projects (CMAQ).

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: ROAD TRANSIT
Budget (63860)
Function: Public Ways & Facilities
Activity: Public Ways & Facilities
Fund: Transit

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610810 LOCAL TRANS FD MCC	8,548	235,012	974,582	974,582
TOTAL TAXES	8,548	235,012	974,582	974,582
REVENUE FROM USE OF MONEY/PROP				
640100 Interest	6,376	1,000	8,000	8,000
TOTAL REVENUE FROM USE OF MONEY/PROP	6,376	1,000	8,000	8,000
INTERGOVERNMENTAL REVENUE				
650208 ST SB1 - RD MTC & REHAB	0	671,437	0	0
654000 ST - OTHER	0	0	394,303	394,303
654030 ST - TRANSIT ASSISTANCE	1,016,565	937,602	951,317	951,317
654517 ST - PBLC TRNS MOD IMP SVC ENH	1,407,074	0	0	0
654539 ST-CAP & Trade (LCTOP)	86,467	618,041	150,000	150,000
657055 FED-TRANSIT ADMN FTA 5311	382,457	1,099,082	525,000	525,000
657058 FED-TRANSIT ADMN FTA 5307	0	3,677,457	2,441,843	2,441,843
657059 FED - TRANSIT ADMN FTA 5339	0	122,597	151,000	151,000
TOTAL INTERGOVERNMENTAL REVENUE	2,892,563	7,126,216	4,613,463	4,613,463
CHARGES FOR CURRENT SERVICES				
661708 RD & ST SVCS - MEAS T REIM	0	995,951	0	0
662700 OTHER CHARGES FOR SERVICES	0	40,000	60,000	60,000
TOTAL CHARGES FOR CURRENT SERVICES	0	1,035,951	60,000	60,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	0	1,200,000	1,200,000
673000 Miscellaneous	53	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **ROAD TRANSIT**
 Budget (63860)
 Function: **Public Ways & Facilities**
 Activity: **Public Ways & Facilities**
 Fund: **Transit**

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
TOTAL MISCELLANEOUS REVENUE	53	0	1,200,000	1,200,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,907,540</u>	<u>8,398,179</u>	<u>6,856,045</u>	<u>6,856,045</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	2,369	2,650	2,650	2,650
720800 Maintenance - Equipment	0	0	68,000	68,000
720900 Maintenance - Building & Improve	17,104	5,100	6,300	6,300
721100 Memberships	715	750	1,000	1,000
721300 Office Expense	28,578	300	1,000	1,000
721400 Professional & Specialized Services	1,960,131	2,041,989	3,034,297	3,034,297
721500 Publications & Legal Notices	0	40,000	40,000	40,000
721900 Special Departmental Expense	2,177	11,340	1,000	1,000
722101 Gas & Electrical Utility	12,095	10,000	15,000	15,000
722102 Sewer & Water Utility	585	380	840	840
TOTAL SERVICES & SUPPLIES	2,023,755	2,112,509	3,170,087	3,170,087
OTHER CHARGES				
731400 Interfund Expenses	144,561	324,097	30,000	30,000
731401 Interfund Exp-Cost Plan (A-87)	14,154	14,154	0	0
TOTAL OTHER CHARGES	158,715	338,251	30,000	30,000
FIXED ASSETS				
740200 Buildings and Improvements	1,219,277	3,147,419	1,600,000	1,600,000
740300 Equipment/Furniture	0	2,800,000	2,055,958	2,055,958
TOTAL FIXED ASSETS	1,219,277	5,947,419	3,655,958	3,655,958

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: ROAD TRANSIT
 Budget (63860)
 Function: Public Ways & Facilities
 Activity: Public Ways & Facilities
 Fund: Transit

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>TOTAL EXPENDITURES</u>	<u>3,401,747</u>	<u>8,398,179</u>	<u>6,856,045</u>	<u>6,856,045</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>494,208</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** (\$974,582) is recommended.
- 640101** **Interest on Cash** (\$8,000) is recommended for expected revenue received from the interest earned based on available cash in account.
- 654000** **State Revenue** (\$1,360,620) is recommended for expected revenue received from the State for Transit Asst./ MCC (\$951,317), CRRSSA (\$394,303) and LCTOP (\$150,000)
- 657000** **Federal Revenue** (\$3,117,843) is recommended for expected revenue received from the federal government for FED – Transit-Admin. FTA 5311 (\$525,000), FED- Transit Admin-5339 (\$151,000), and 5307 (\$2,441,843)
- 661708** **Current Services** (\$0) is not recommended, and revenue has been accounted for in Intrafund Revenue.
- 662700** **Other Charges for Service** (\$60,000) is recommended for farebox revenue received from ridership.
- 670000** **Intrafund Revenue** (\$1,200,000) is recommended for expected revenue from Measure T Reimbursement.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,650) is recommended unchanged based on current year expenditures.
- 720800** **Maintenance – Equipment** (\$68,000) is recommended for the purchasing for specialty goods needed “on-hand” for the maintenance of Transit owned vehicles.
- 720900** **Maintenance – Buildings & Improvements** (\$6,300) is recommended increased \$1,200 to provide for required maintenance of the Transit Facility.

SERVICES & SUPPLIES (continued)

- 721100 **Memberships** (\$1,000) is recommended increased \$250 to provide memberships necessary for additional Transit staff.
- 721300 **Office Expense** (\$1,000) is recommended increased \$700 based on current year expenditures of additional Transit staff.
- 721400 **Professional & Specialized Services** (\$3,034,297) is recommended increased as per the following:
 - Contract Consultant - Moy Services – \$122,000
 - Transit Services provider- \$1,761,797
 - Preventative Maintenance- \$215,500
 - Microtransit Services- \$500,000
 - Transit Staff- \$370,000
 - Website Services- \$15,000
 - Marketing Services- \$50,000
- 721500 **Publications & Legal Notices** (\$40,000) is recommended unchanged based on current year expenditures for marketing publications.
- 721900 **Special Departmental Expense** (\$1,000) is recommended decreased \$10,340 based on projected expenses to provide supplies, materials, and maintenance for transit projects.
- 722101 **Gas & Electrical Utility** (\$15,000) is recommended increased \$5,000 based on current year expenditures.
- 722102 **Sewer & Water Utility** (\$840) is recommended increased \$460 based on current year expenditures.

OTHER CHARGES

- 731400 **Interfund Expenses** (\$30,000) is recommended for reimbursement of Public Works staff time and expenses related to Public Works administrative costs.
- 731401 **Interfund Expenses- Cost Plan** (\$0) is recommended for Transit’s share of the Cost Allocation plan (A-87), as there is currently a credit.

FIXED ASSETS

740200 **Buildings & Improvements** (\$1,600,000) is recommended reduced \$1,547,419, as per the following:

- Almond Yard Expansion \$ 1,450,000
- Bus Shelters and Amenities \$150,000

740301 **Equipment** (\$2,055,958) is recommended decreased \$744,042 as per the following:

- Buses (4) (electric) \$1,250,000
- Van (2) (gas) \$227,000
- Microtransit Vans (5) (Electric) \$553,958
- Bus Driver Barriers- Onboard \$25,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: BEHAVIORAL HEALTH SERVICES (06900)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
TRUST REVENUE				
601100 Contra Trust Revenue	30,917	0	0	0
TOTAL OTHER FINANCING SOURCES	30,917	0	0	0
INTERGOVERNMENTAL REVENUE				
651301 State - Mental Health EMHI	7,900,702	128,350	138,350	138,350
651306 State - Mental Health	5,394,206	4,653,540	4,962,765	4,962,765
651320 State - Mental Health Other	392,000	1,169,250	1,621,433	1,621,433
651326 State - Prop 63 MHSA	-1,854,280	18,818,721	18,397,759	18,397,759
656000 FED - Mental Health Services	11,630,830	10,682,391	10,795,859	10,795,859
656005 FED - SAPT	717,158	990,697	990,697	990,697
656006 FED - MH McKinney-Path	107,626	545,313	39,136	39,136
656008 FED - MH SAMHSA	370,319	39,136	545,313	545,313
657000 FED - Other	0			
659000 Other - Government Agencies	10,000			
TOTAL INTERGOVERNMENTAL REVENUE	24,668,561	37,027,398	37,491,312	37,491,312
CHARGES FOR CURRENT SERVICES				
661800 Health Fees	82,415	103,516	103,516	103,516
662700 Other Charges for Services	28,767	25,252	25,252	25,252
662800 Interfund Revenue	1,497,140	2,015,474	739,537	739,537
TOTAL CHARGES FOR CURRENT SERVICES	1,608,323	2,144,242	868,305	868,305
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	649,537	649,537	649,537
673000 Miscellaneous	511,742	0	0	0
TOTAL MISCELLANEOUS REVENUE	511,742	649,537	649,537	649,537

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
OTHER FINANCING SOURCES				
680103 Sale of Equipment	2250			
680200 Operating Transfers In	7,955,565	5,542,088	6,548,615	6,548,615
TOTAL OTHER FINANCING SOURCES	7,957,815	5,542,088	6,548,615	6,548,615
<u>TOTAL ESTIMATED REVENUES</u>	<u>34,777,358</u>	<u>45,363,265</u>	<u>45,557,769</u>	<u>45,557,769</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	8,486,287	13,050,547	13,816,300	13,816,300
710103 Extra Help	101,928	228,989	76,842	76,842
710105 Overtime	2,764	5,464	4,212	4,212
710106 Stand-by Pay	1,630	2,852	2,356	2,356
710107 Premium Pay	20,305	115,635	43,030	43,030
710110 Uniform Allowance	1,575	1,050	1,050	1,050
710200 Retirement	3,330,504	5,310,860	5,847,250	5,847,250
710300 Health Insurance	1,264,399	3,286,168	2,695,292	2,695,292
710400 Workers' Compensation Insurance	155,123	343,996	413,477	413,477
TOTAL SALARIES & EMPLOYEE BENEFITS	13,364,515	22,345,561	22,899,809	22,899,809

SERVICES & SUPPLIES

720200 Clothing & Personal Supplies	95,209	0	15,000	15,000
720300 Communications	149,537	185,231	173,930	173,930
720305 Microwave Radio Services	13,552	22,661	22,661	22,661
720400 Food	14,795	0	0	0
720500 Household Expense	80,912	84,638	84,638	84,638
720600 Insurance	60,364	23,244	325,253	325,253
720601 Insurance - Other	0	134,400	0	0
720800 Maintenance - Equipment	71,915	76,962	76,962	76,962

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
720900 Maintenance - Structures and Grounds	52,709	67,589	67,589	67,589
721000 Medical/Dental/Lab Supplies	4,041	10,000	10,000	10,000
721100 Memberships	24,514	32,500	32,500	32,500
721300 Office Expense	169,990	115,262	171,025	171,025
721400 Professional & Specialized Services	2,138,980	2,248,996	4,136,203	4,136,203
721406 Mental Health - Conservatorships	10,871	7,130	55,000	55,000
721415 Mental Health - HIV Program	4,410	5,076	0	0
721416 Mental Health - Institute for Mental Disease	3,373,649	3,927,820	3,712,850	3,712,850
721417 Mental Health - Patients' Rights Advocate	0	0	100,000	100,000
721421 Mental Health-State Hospital	839,280	1,008,250	1,008,250	1,008,250
721422 Adult System of Care	2,166,398	2,368,200	2,057,260	2,057,260
721426 Software Maintenance/Modification	4,691	39,126	754,674	754,674
721445 SD/MC Hospital Expense	4,416,569	4,072,722	3,749,386	3,749,386
721446 Managed Care Network	643,447	697,418	631,853	631,853
721448 KV Support/Management Info Sys	556,243	981,783	0	0
721468 Professional & Specialized Services - Unidentified	1,733,509	1,804,776	893,930	893,930
721500 Publications & Legal Notices	9,184	3,500	50,000	50,000
721601 Rents & Leases - Co Vehicles	21,515	8,500	23,252	23,252
721900 Special Departmental Expense	41,589	35,774	72,500	72,500
722000 Transportation & Travel	17,306	22,650	22,650	22,650
722100 Utilities	112,994	149,273	149,273	149,273
TOTAL SERVICES & SUPPLIES	16,828,173	18,133,481	18,396,639	18,396,639
OTHER CHARGES				
730121 Housing Assistance	874	60,000	250,000	250,000
730122 Food Assistance	0	60,000	60,000	60,000
731001 Building Deprecation	264,487	0	0	0
730330 Rents & Leases - Principal	0	470,133	470,133	470,133
TOTAL BUILDING DEPRECIATION	265,361	590,133	780,133	780,133

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
FIXED ASSETS				
740213 MH Building & Improvement	16,805	25,000	25,000	25,000
740300 Equipment	243,623	330,000	0	0
TOTAL FIXED ASSETS	260,428	355,000	25,000	25,000
OTHER FINANCING USES				
750100 Operating Transfers Out	0	99,800	99,800	99,800
TOTAL OTHER FINANCING USES	0	99,800	99,800	99,800
INTRAFUND TRANSFER				
770100 Intrafund Expense	1,832,901	2,487,850	1,931,209	1,931,209
TOTAL INTRAFUND TRANSFER	1,832,901	2,487,850	1,931,209	1,931,209
<u>TOTAL EXPENDITURES</u>	32,551,378	44,011,825	44,132,590	44,132,590
<u>NET COUNTY COST (EXP - REV)</u>	<u>(2,225,980)</u>	<u>(1,351,440)</u>	<u>(1,425,179)</u>	<u>(1,425,179)</u>

BEHAVIORAL HEALTH SERVICES

COMMENTS

The mission of Madera County Department of Behavioral Health Services (MCDBHS) 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, timely, culturally, and linguistically 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 serves residents who meet criteria outlined in the Welfare and Institutions Code Section 14184.402 Drug Medi-Cal beneficiaries in need of prevention services and substance use disorder treatment services under Drug Medi-Cal.

The Department of Behavioral Health Services participates in several multi-agency collaborative partnerships.

The collaborative programs that focus on adults are as follows:

- **Crisis Care Mobile Unit (CCMU) C.A.R.E.S Team**-offer mobile crisis and non-crisis services, 24/7/365 days per year in Madera, Chowchilla, and Oakhurst regions of Madera County in collaboration with law enforcement, sheriff, schools, county departments, faith based, and other community based organizations.
- **Madera Access Point (MAP)**- a collaborative program with the Department of Social Services, providing mental health and substance abuse treatment to CalWORKS beneficiaries to help remove barriers to employment due to their behavioral health problems.
- **Hope House and Mountain Wellness Programs**-drop-in socialization and life skills centers for adults and youth experiencing mental health and co-occurring conditions. The Department contracts with Turning Point of Central California to run the centers using Mental Health Services Act (MHSA) funding.
- **Gambling Addiction Initiative**-Through an MOU with the Picayune Rancheria of the Chukchansi Indians, the County has assigned the Madera County Department of Behavioral Health Services to develop and implement services to address gambling addiction in Madera County. Strategies include increased awareness and knowledge about gambling addiction, community engagement efforts by promoting alternative recreational and social activities, building staff capacity to server and provide treatment services, and establish partnerships to collaboratively reduce the negative impacts associated with gambling addictions.
- **Opioid Settlement Funds (OSF)**-California has joined multiple national lawsuits against manufacturers, distributors, and other entities responsible for aiding the opioid epidemic and anticipates receiving funds from future opioid judgments. Most of this money will be used for five opioid Abatement activities included in the Madera County Opioid Settlement Spending Plan.

BEHAVIORAL HEALTH SERVICES

COMMENTS (continued)

- **Madera County Probation Justice Center**-collaboration with Probation Department integrating a mental health clinician and peer support specialist within the new probation justice center to foster a holistic support, addressing mental well-being alongside legal considerations for more comprehensive rehabilitation. Substance abuse services will also be provided to this population.
- **C.A.R.E. Court (SB1338)** Community Assistance, Recovery, and Empowerment Court- is a new framework to assist people with mental health and substance use disorders that provide the support and care they need. CARE Court connects a person struggling with untreated mental illness and often substance use challenges with a civil court ordered Care Plan for up to 24 months. CARE Court's design is based on evidence that shows many people able to stabilize, begin healing, and exit homelessness in a less restrictive, community-based care setting.
- **Adult Drug Court Program**-a collaborative program with Justice Involved partners including Courts, Probation, Corrections, and District Attorney, serving adult, non-violent offenders, and providing them with an option of substance abuse treatment rather than incarceration.
- **Community Correction Partnership (AB109)**-a collaborative program with Probation, Department of Corrections, other law enforcement and social service agencies involved in providing supervision and/or services to participants experiencing behavioral health conditions and other co-occurring conditions.
- **Diversion Program (DSH)**-a collaborative program between DSH, Justice Involved partners, housing the homeless providers, and other county departments to develop or expand diversion programs for individuals with serious mental health conditions who face felony charges and could be determined to be Incompetent to Stand Trial (IST)

The collaborative programs that focus on Children, Youth, and Families are as follows:

- **Children's Crisis Continuum Pilot Program (CCCP)** -MCDBHS is part of a regional collaborative with Madera County Department of Social Services, Fresno County Department of Behavioral Health Services, and the Fresno County Department of Social Services. IT provides a framework for a highly integrated continuum of care for foster youth with high acuity needs to be modeled across California.
- **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 a mental health clinician or an alcohol and drug counselor.

COMMENTS (continued)

- **Foster Care Youth Services**-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.
- **Mental Health Student Services Act (MHSSA) of 2019**, is a partnership with Madera County Superintendent of Schools to expand access to mental health services for children and youth, including campus-based mental health services, and to facilitate linkage, and access to ongoing and sustained services.

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 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 2023-24, 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
- Outreach and Engagement- Community Outreach to Unserved Individuals

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

Mental Health Services Act (MHSA) (continued)

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.

Housing Program for the mentally ill homeless population:

- In October 2015, Serenity Village, 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.
- On April 28, 2016, MHSA Housing Program Funds became available for three years of rental assistance and/or capitalized operation through MMHSA Housing, Inc.
- Madera Sugar Pine Village-On June 25, 2018, No Place Like Home (NPLH) funding, under MHSA Act technical assistance grant, was used in collaboration with Self Help Enterprise Corporation towards the construction of 52 affordable housing units; with 16 dedicated for MCDBHS eligible clients.
- La Esperanza-a housing development is a 48-unit affordable housing development for low and very low-income households. The project has 7 units dedicated for clients of MCDBHS.
- 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 health conditions.
- Madera Rescue Mission (MRM)- has 24 dedicated beds of shared housing for MCDBHS clients who need temporary housing. MRM provides meals and daily living supplies, provides 24-hour staff for safety and security of residents, and offer programing. MCDBHS refers adult individuals and provides case management services to assist in linking with treatment needs as well as other community resources.
- Behavioral Health Bridge Housing Program (BHBHP)-consists of 27 housing units that will meet the complex needs of program participants with mental health and/or substance use disorders. A selected contractor will provide mental health, substance abuse and/or co-occurring disorder services on-site 24-hours a day, 7 days a week, 365 days per year. Housing navigation will be provided with the goal of obtaining permanent housing for participants.

BEHAVIORAL HEALTH SERVICES

PROGRAM SERVICES

<u>Program</u>	<u>2022-23 Actual Service</u>	<u>2023-24 Estimated Service</u>	<u>2024-25 Projected Service</u>
Unique Clients Served - Mental Health	3,869	4,208	3,926
Unique Clients Served - Substance Use Disorder	844	858	944
Treatment Contacts - Substance Use Disorder	5,485	7,690	7,619
Treatment Contacts – Mental Health	43,651	44,360	44,002
Inpatient Beds Days	2491	3,966	2763

ESTIMATED REVENUES

- 651300** **State – Mental Health** (\$5,101,115) are projected to increase \$319,225. This revenue is used to offset the costs associated with mental health acute care, medication, jail inmate services (\$51,000) crisis services, EPSDT, Drug Court, non-drug Medi-Cal Services, as well as general outpatient services. The Department is estimating receipts for Realignment of \$5,101,115 (Account #6121), which \$496,276 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** (\$1,621,433) are projected to Increase \$452,183. This revenue consists of grant funding for Crisis Care Mobile Units, CARE Court, Dept of State Hospital Diversion Expansion funding, and BH Quality Improvement Projects.
- 651326** **State – Prop 63 MHSA** (\$18,397,759) are projected to decrease \$420,962. 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 five years of receipt, or the funds must revert to the State.
- 656000** **Federal – Mental Health Services** (\$10,795,859) are projected to increase \$113,468. 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.

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES (continued)

- 656005** **Federal – SABG** (\$990,697) funding is projected to not change. The Substance Use Block Grant (SUBG) are Federal Block Grant award for Substance Use Disorder and ARPA funding.
- 656006** **Federal – MHBG** (\$36,136) are projected to decrease \$506,177. Projects for Assistance in Transition from Homelessness (PATH). Homeless outreach in transition from homelessness. Decrease due to correction in funding line.
- 656008** **Federal – MH SAMHSA** (\$545,313) are projected to increase \$506,177. 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. Increase due to correction in funding line.
- 661800** **Health Fees** (\$103,516) are projected to not change. 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 not change. 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** (\$739,537) are projected to decrease \$1,275,937. 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.
- NOTE:** The Cost Allocation Plan is funded with Local Revenue funds.
- 670000** **Intrafund Revenue** (\$649,537) are projected to not change. This is the revenue for Madera Access Point (MAP) Cal-Works program, Juvenile Justice Program AOD.
- 680200** **Operating Transfer In** (\$6,548,615) are projected to increase \$1,006,527. These funds are AB109, Chukchansi Gambling Problem, Tribal Council, Local Court Fees, Fines, Opioid Settlement Funds, CARE Court and Diversion State Hospital.

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES (continued)

NOTE: 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** (\$13,816,300) are recommended to increase \$765,753 from current year based on cost of recommended staffing.
- 710103** **Extra Help** (\$76,842) is recommended to decrease \$152,147 to fund extra help staff supporting department needs primarily in hard to fill service areas.
- 710105** **Overtime** (\$4,212) is recommended to decrease \$1,252 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** (\$2,356) is recommended to decrease \$496 and is used for after-hour back-up services to ensure State mandated coverage for after-hours services is met.
- 710107** **Premium Pay** (\$43,030) is recommended to decrease \$72,605 for special compensation matters, based on the actual use of bilingual staff and hard to recruit incentive pay.
- 710200** **Retirement** (\$5,847,250) is recommended to increase \$536,390 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$2,695,292) is recommended to decrease \$590,876 is based on the employer's share of health insurance premiums and/or deferred compensation.
- 710400** **Workers' Compensation** (\$413,477) is recommended to reflect the Department's contribution to the County's Self-Insurance Internal Service Fund.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$15,000) is recommended increased \$15,000 for client support services for underserved and unserved population of Madera County.
- 720300** **Communications** (\$173,930) is recommended decrease \$11,301 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** (\$84,638) is recommended to remain unchanged and includes expenditures for carpet cleaning, refuse disposal and janitorial services at several locations.
- 720600** **Insurance** (\$325,253) reflects the Department's contribution to the County's Self-Insured General Liability Program, 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, and 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 unchanged and includes expenditures for projected usage for medication and laboratory testing for indigent and AB109 clients and any necessary lab expenses.
- 721100** **Memberships** (\$32,500) is recommended 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 and Healthcare Compliance Association.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$171,025) is recommended to increase \$55,763 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** (\$4,136,203) is recommended increased \$1,887,207 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, interpreter services, and Bridge Housing 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.
- 721416** **Mental Health - Institute for Mental Disease (IMD)** (\$3,712,850) is recommended to decrease \$214,970 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.
- 721417** **Mental Health – Patients' Rights Advocate** (\$100,000) is recommended to provide services related to Certification Review Hearings, and those services as statutorily required by Welfare and Institutions Code sections 5255, 5256, 5520 et al, and Title IX of the California Code of Regulations.
- 721421** **Mental Health - State Hospital** (\$1,008,250) is recommended to remain unchanged and includes expenditures for the purchase of five (5) beds at the acute level in State Mental Health Hospitals.
- 721422** **Adult System of Care** (\$2,057,260) is recommended decrease \$310,940 to fund portions of the MHSA PEI Madera and Oakhurst drop-in centers through a contract, which provides daily skill classes, including cooking and budgeting. Additional Services include Emergency Room After Hours, overage and Crisis Mobile Service
- 721426** **Software Maintenance/Modification** (\$754,674) is recommended to increase \$715,548 and includes expenditures for annual fees for the necessary network software including Electronic Health Records System. The licenses included are Encryption and Symantec's licenses with reoccurring costs, and warranties for the Department server and Microwave.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 721445** **SD/MC Hospital Expense** (\$3,749,386) is recommended decrease \$323,336 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** (\$631,853) is recommended to decrease \$65,565 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.
- 721448** **Kings View Support / Management Information Systems** (\$0) is recommended decrease \$981,783 moved to 721426 Software Maintenance/Modification
- 721468** **Professional & Specialized - Other Unidentified Services** (\$893,930) is recommended decrease \$910,846 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 MHSA PEI Sustainability and Central Valley Suicide Prevention Hotline, and to fund other professional & specialized services.
- 721500** **Publications & Legal Notices** (\$50,000) is recommended increased \$46,500 and includes expenditures associated with recruiting licensed staff for the Managed Care Plan and costs associated with public service announcements required for MHSA Plans and publications relating to services.
- 721601** **Rents & Leases – Equipment** (\$23,252) is recommended to increase \$14,752 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 MHSA "whatever it takes" mandate, some of these services include transportation to medical appointments.
- 721900** **Special Departmental Expense** (\$72,500) is recommended increase \$36,726 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.

BEHAVIORAL HEALTH SERVICES

OTHER CHARGES

722000 **Transportation & Travel** (\$22,650) is recommended to remain unchanged 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.

722100 **Utilities** (\$149,273) is recommended to remain unchanged 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.

730121 **Housing Assistance** (\$250,000) is recommended to increase \$190,000 for rental assistance or capitalized operating subsidies, security deposits, utility deposits or other move in costs assistance, utility payments, and moving cost assistance for unserved or underserved populations.

730122 **Food Assistance** (\$60,000) is recommended unchanged for food assistance for outreach and engagement activities for homeless as well as providing groceries for unserved or underserved populations.

730330 **Rents & Leases – Principal** (\$470,133) is recommended to remain unchanged 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.

OTHER FINANCING USES

750100 **Op Transfer Out** (\$99,800) is recommended to remain unchanged. The depreciation 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.

BEHAVIORAL HEALTH SERVICES

INTRAFUND TRANSFERS

770100 **Intrafund Expense** (\$1,931,209) is recommended to decrease \$556,641. This account reimburses the Public Health Department for the cost of annual TB test and medical disposal and drug testing, 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 Financial Enterprise; 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 2024-25

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II or	1.0	-	1.0	-	-	-	
3601	Account Clerk I or					-	-	
3602	Account Clerk II or							
3349	Accounting Technician I or							
3354	Accounting Technician II	4.0	-	3.0	-	(1.0)	-	A
3353	Senior Accounting Technician	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or	11.0		11.0				
3209	Senior Administrative Analyst	2.0	-	2.0	-	-	-	
3610	Administrative Assistant	6.0	-	6.0	-	-	-	
3115	Assistant Behavioral Health Services Director	1.0	-	-	-	(1.0)	-	E
3299	Behavioral Health Program Supervisor or							
3173	Supervising Mental Health Clinician	11.0	-	11.0	-	-	-	
3160	Behavioral Health Services Division Manager	5.0	-	5.0	-	-	-	
TBD	Billing Specialist	-	-	1.0	-	1.0	-	A
3377	Business Systems Analyst I or							
3378	Business Systems Analyst II	1.0	-	1.0	-	-	-	
3688	Central Services Worker	2.0	-	2.0	-	-	-	
3528	Community Health and Wellness Assistant	2.0	-	2.0	-	-	-	
2137	Director of Behavioral Health Services	1.0	-	1.0	-	-	-	
3197	Deputy Director Operations	1.0	-	1.0	-	-	-	
	Deputy Director of Clinical Operations	-		1.0		1.0		E
3213	Certified A&D Counselor or SUD Counselor	15.5	-	16.0	-	0.5	-	C
3640	PH Assistant	4.0	-	1.0	-	(3.0)		B
4222	Executive Assistant to Department Head	1.0	-	1.0	-	-		
4130	Fiscal Manager	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	5.0	-	5.0	-	-	-	
TBD	Medical Director	0.5	-	-	-	(0.5)	-	D
3359	Mental Health Aide	7.0		7.0		-	-	
3278	Mental Health Caseworker I or					-	-	
3279	Mental Health Caseworker II or	35.0		35.0		-		
3279	Senior Mental Health Caseworker	2.0	-	2.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	8.0	-	8.0	-	-	-	

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		
3656 Office Services Supervisor I or							
3655 Office Services Supervisor II	1.0	-	1.0	-	-	-	
3274 Prelicensed Mental Health Clinician or							
3275 Licensed Mental Health Clinician	52.0	-	52.0	-	-	-	
4126 Principal Administrative Analyst	2.0	-	2.0	-	-	-	
3636 Program Assistant I or							
3637 Program Assistant II	11.0	-	11.0	-	-	-	
3654 Senior Program Assistant	6.0	-	6.0	-	-	-	
3329 Program Manager	5.0	-	5.0	-	-	-	
3333 Licensed Vocational Nurse I or							
3331 Licensed Vocational Nurse II or							
3266 Registered Nurse I or		-		-	-	-	
3267 Registered Nurse II	4.0		7.0		3.0	-	B
3253 Nurse Practitioner	1.0	-	1.0	-	-	-	
3522 Vocational Assistant-Driver	7.0	-	7.0	-	-	-	
TOTAL	218.0	-	218.0	-	-	-	

NOTES:

- A** Reflects the request to delete (1) Accounting Technician and add (1) Billing Specialist(Pending Classification Establishment)
- B** Reflects the request to delete (3) Public Health Assistance and add (3) LVN I or LVN II for clinical services.
- C** Reflects the request to increase (.5) Certified A&D Counselor or SUD Counselor.
- D** Reflects the request to delete (.5) Medical Director and move to contracted services.
- E** Reflects the request to delete (1) Assistant Director and add (1) Deputy Director of Clinical Operations (Pending Classification Establishment).

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640400 Royalties	0	500	0	0
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	0	500	0	0
INTERGOVERNMENTAL REVENUE				
651100 State - CA Children Services	1,070,928	979,172	1,100,765	1,100,765
652100 State - Health	-5,540,713	11,318,158	12,537,443	12,537,443
655200 Federal - Health	1,007,572	842,967	1,049,529	1,049,529
657000 Federal - Other	15,039,544	5,592,802	5,529,442	5,529,442
TOTAL INTERGOVERNMENTAL REVENUE	11,577,330	18,733,099	20,217,179	20,217,179
CHARGES FOR CURRENT SERVICES				
661800 Health Fees & Medi-Cal	8,069,042	3,805,464	4,184,752	4,184,752
662800 Interfund Revenue	1,708,604	1,707,835	1,163,259	1,163,259
TOTAL CHARGES FOR CURRENT SERVICES	9,777,646	5,513,299	5,348,011	5,348,011
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	887,494	1,041,191	1,380,899	1,380,899
673000 Miscellaneous	15,177	40,600	40,600	40,600
TOTAL MISCELLANEOUS REVENUE	902,671	1,081,791	1,421,499	1,421,499
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,598,604	602,122	842,813	842,813
TOTAL OTHER FINANCING SOURCES	2,598,604	602,122	842,813	842,813
<u>TOTAL ESTIMATED REVENUES</u>	<u>24,856,251</u>	<u>25,930,811</u>	<u>27,829,502</u>	<u>27,829,502</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	8,024,371	9,555,378	10,189,568	10,189,568
710103 Extra Help	820,350	115,407	291,073	291,073
710200 Retirement	3,339,823	3,934,712	4,411,048	4,411,048
710300 Health Insurance	1,243,043	1,668,308	1,693,146	1,693,146
710400 Workers' Compensation Insurance	123,440	135,490	168,543	168,543
TOTAL SALARIES & EMPLOYEE BENEFITS	13,551,026	15,409,295	16,753,378	16,753,378
SERVICES & SUPPLIES				
720300 Communications	68,186	71,402	71,402	71,402
720305 Microwave Radio Services	37,268	60,109	66,272	66,272
720500 Household Expense	141,318	136,002	136,002	136,002
720600 Insurance	267,009	271,223	246,948	246,948
720800 Maintenance - Equipment	66,056	20,158	38,303	38,303
720900 Maintenance - Structures & Grounds	15,185	6,060	15,400	15,400
721000 Medical/Dental/Lab Supplies	162,908	133,407	175,251	175,251
721100 Memberships	55,973	46,355	52,456	52,456
721200 Miscellaneous Expenses	31,017	0	0	0
721300 Office Expense	147,659	140,000	227,061	227,061
721400 Professional & Specialized Services	4,216,081	4,423,936	5,064,094	5,064,094
721500 Publications & Legal Notices	97,832	10,311	97,832	97,832
721601 Rents & Leases - Equipment	41,938	49,357	49,357	49,357
721900 Special Departmental Expense	291,747	177,379	299,398	299,398
722000 Transportation & Travel	170,189	91,445	91,445	91,445
722100 Utilities	116,904	103,060	118,904	118,904
TOTAL SERVICES & SUPPLIES	5,927,270	5,740,204	6,750,125	6,750,125
OTHER CHARGES				
730330 Rents & Leases - Principal	102,215	43,872	43,872	43,872
730504 Rents & Leases Interest	1,598	920	920	920

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: PUBLIC HEALTH
(06810)
Function: Health & Sanitation
Activity: Health
Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
TOTAL OTHER CHARGES	103,812	44,792	44,792	44,792
FIXED ASSETS				
740301 Equipment>\$5k	125,737	0	0	0
TOTAL FIXED ASSETS	125,737	0	0	0
OPERATING TRANSFERS				
750121 Operating Transfer Out to Capital Project	1,013,463	0	0	0
TOTAL FIXED ASSETS	1,013,463	0	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Transfer	2,539,792	3,111,473	3,201,236	3,201,236
TOTAL INTRAFUND TRANSFERS	2,539,792	3,111,473	3,201,236	3,201,236
<u>TOTAL EXPENDITURES</u>	23,261,101	24,305,764	26,749,531	26,749,531
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,595,150)</u>	<u>(1,625,047)</u>	<u>(1,079,971)</u>	<u>(1,079,971)</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; 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, grants from non-profit or other organizations, Medi-Cal revenue, and local fees. The Department of Public Health continues to present a consolidated budget that includes all Department grants and programs. 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 Prevention & Investigations, Lab, Clinic, Vital Statistics, Lead Poisoning Prevention Program, Adult Welfare Nurse Services, and Future of Public Health Funding
06811	Health – County Medical Services Program Grants (Local Indigent Care Needs Grant)
06820	Health – CalFresh Healthy Living
06821	Health – California Teen Pregnancy Prevention Program
06822	Health – Public Health Emergency Preparedness
06823	Health – Hospital Preparedness Program
06830	Health – Child Health & Disability Prevention
06831	Health – Foster Care Nurse Services
06851	Health – AIDS Surveillance and AIDS Drug Assistance Program
06852	Health – HIV Care/Ryan White
06853	Health – Housing Opportunities for Persons with AIDS
06860	Health – Tobacco Education & Prevention

DEPARTMENT OF PUBLIC HEALTH

COMMENTS (continued)

<u>ORG</u>	<u>TITLE</u>
06861	Health – Home Visitation Programs (MCAH, CHVP, and CHVP Expansion grants)
06862	Health – Pandemic Influenza
06865	Health – Emergency Response
06870	Health – Women, Infants and Children
06880	Health – California Children’s Services
06890	Health – Community Health Disparities Grants (Oral Healthcare Project)
06891	Health – Adolescent Family Life Program
06893	Health – CalWORKs Home Visitation Program

<u>WORKLOAD</u>	<u>Actual 2022-23</u>	<u>Estimated 2023-24</u>	<u>Projected 2024-25</u>
<u>Clinic</u>			
Adult Flu Shots	1,324	1,400	1,500
Routine Childhood Immunizations	1,372	1,300	1,400
Tuberculosis Skin Test/Screenings	1,878	1,900	2,000
Latent Tuberculosis Infection Treatments	16	15	15
Clinics (STD and other specialty clinics)	32	100	150
<u>Communicable Disease</u>			
Communicable Disease – Tuberculosis Cases	6	4	4
Communicable Disease Reports – Title 17 (Madera County)	1,718	1,804	1,894
Communicable Disease Reports – Title 17 (Out of County)	37	42	45
Communicable Disease – TB rule outs	16	18	20
<u>Laboratory Services & Exams</u>			
Diarrheal Pathogen Disease Test	376	400	400
Valley Fever Screening Test	28	30	30

DEPARTMENT OF PUBLIC HEALTH

<u>WORKLOAD (continued)</u>	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
<u>Laboratory Services & Exams (continued)</u>			
Active Tuberculosis Disease Screening Test	232	120	120
Syphilis Blood Test	182	164	164
Water Tests	204	160	160
Rabies Screening Tests	323	204	204
Tuberculosis Exposure Blood Test Screening	369	180	180
COVID-19 Testing	3,726	22	40
Chlamydia/Gonorrhea PCR Test	280	210	210
<u>Foster Care Program</u>			
Psychotropic Medication Monitoring Services Provided	432	432	432
Foster Care DSS Services Provided (Monthly Average)	80	80	80
Emergency Response Nurse DSS Services Provided (Monthly Avg)	30	30	30
<u>California Children's Services Program</u>			
Physical/Occupational Therapy & Diagnosis Caseload (Average)	150	154	160
Monthly Medical Therapy Unit Clinic Attendance	12	15	15
Medical Therapy Unit Caseload	151	154	155
<u>Maternal Child and Adolescent Health</u>			
Case Management Home Visits for New and At-Risk Moms	4,500	5,000	5,100
<u>HIV/AIDS Program</u>			
Reported New HIV/AIDS Cases	23	29	36
Current HIV/AIDS Cases Serviced by Department	276	290	204

DEPARTMENT OF PUBLIC HEALTH

<u>WORKLOAD (continued)</u>	<u>Actual 2022-23</u>	<u>Estimated 2023-24</u>	<u>Projected 2024-25</u>
<u>Women, Infant and Children Program</u>			
Number of Women, Infants & Children Served (average per month)	7,620	7,770	7,770
Percent Exclusively Breastfeeding Women	25%	27%	27%
<u>Community Wellness</u>			
Organizations Provided Support	35	40	37
Tobacco Youth Coalition Membership	15	15	25
Tobacco Coalition Partners	30	25	30
<u>Vital Statistics & Emergency Preparedness</u>			
Births - Madera County residents	2,173	2,238	2,305
Deaths - Madera County residents	1,290	1,097	1,151
Certified Copies of Birth Certificates	200	30	35
Certified Copies of Death Certificates	3,335	2,580	2,580
<u>Childhood Lead Poisoning</u>			
State Cases	7	8	10
Monitored Cases	125	130	135
<u>Emergency Preparedness</u>			
EP Coalition Partners	64	84	90

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES

- 640400** **Royalties-FMC** (\$0) is recommended removed due to no longer receiving prescription discount and refund revenues.
- 651100** **State – CA Children’s Services** (\$1,100,765) is recommended increased \$121,593 for California Children’s Services revenue due to increase in expected State funding.
- 652100** **State – Health** (\$12,537,443) is recommended increased \$1,219,285 for revenues coming from State Health Realignment funding and a variety of grants and allocations coming from the State including Oral Health, Foster Care Nurse Services, Maternal Child Adolescent Health/Adolescent Family Life Programs, AIDS Surveillance, County Medical Services Program grants, Lead Poisoning Prevention Program, STD grants, State Pandemic Influenza grant for Emergency Preparedness, Tuberculosis Real Time Allotment, California Accountable Communities for Health Initiative, CalAIM Providing Access and Transforming Health (PATH) Capacity and Infrastructure Transition Expansion and Development (CITED), Diabetes Prevention mini-grant, and Future of Public Health funding. In fiscal year 2022-2023, State – Health revenue shows a negative balance due to repaying funds borrowed from Fund 6111 State Health Realignment after receiving payments of Federal funds to reimburse expenditures from prior year.
- 655200** **Federal – Health** (\$1,049,529) is recommended increased \$206,562 for revenues come from a variety of grants including the federally funded portions of the California Children’s Services, CalFresh Healthy Living, and Adolescent Family Life Programs, with the decrease from California Children’s Services funding.
- 657000** **Federal – Other** (\$5,529,442) is recommended decreased \$63,360 for federal grants including Women Infant and Children, Public Health Emergency Preparedness, Hospital Preparedness Programs, California Personal Responsibility Education Program, and the California Strengthening Public Health Initiative, and Epidemiology and Laboratory Capacity Enhancing Detection Expansion and Medical Administrative Activities funding, and the federally funded portions of Foster Care Nurse Services, AIDS/Ryan White & HRSA programs, Maternal Child Adolescent Health, California Home Visitation Program, Immunizations grant, Tuberculosis Real Time Allotment and Lead Poisoning Prevention Program.
- 661800** **Health Fees and Medi-Cal Revenue** (\$4,184,752) is recommended increased \$379,288 for Medi-Cal revenue and health and laboratory fees.
- 662800** **Interfund Revenue** (\$1,163,259) is recommended decreased \$544,576 due to decrease in use of Health Realignment revenue covering County service costs charged through the Countywide Cost Allocation Plan. This budget line also includes some revenues from services provided to other County departments.

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES (continued)

- 670000** **Intrafund Revenue** (\$1,380,899) is recommended increased \$339,708 from services to other County agencies including drug testing to Probation and Behavioral Health Services, nurse services to Department of Social Services, and sharps disposal services to other departments.
- 673000** **Miscellaneous** (\$40,600) is recommended unchanged for budgeted revenues primarily from our pharmacy reimbursement program as well as Medical Marijuana card fees.
- 680200** **Operating Transfer In** (\$842,813) is recommended increased \$240,691 with revenues in this budget line coming from revenues from Tobacco Education & Prevention program (Funds 6031 and 6032), administration of the Maddy Health Emergency Services (Fund 1312), reimbursement of direct Department expenses in the Child Car Seat Safety program (Fund 1311), and reimbursement of Department expenditures using prepaid federal revenues (Fund 1316) for Epidemiology and Laboratory Capacity Advanced Molecular Detection funding.

Revenue Notes:

- Required General Fund cash match is \$81,788. This match by the General Fund is mandated by the State as the County's Maintenance of Effort; Health Realignment and other restricted funds cannot be used for this required County Match.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$10,189,568) are recommended increased \$634,190 based on the costs of recommended staffing.
- 710103** **Extra Help** (\$291,073) is recommended increased \$175,666 for staff salary for recommended extra-help staff. Increase in use of extra-help is to support short-term projects and use of short-term grant funding.
- 710200** **Retirement** (\$4,411,048) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$1,693,146) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$168,543) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES

- 720300** **Communications** (\$71,402) is recommended unchanged for county phone lines, cell phones, mobile data lines, and fax lines.
- 720305** **Microwave Radio** (\$66,272) is recommended increased \$6,163 for the Department's share of cost for the IT data exchange to the mountain areas to provide staff access to the County network.
- 720500** **Household Expense** (\$136,002) is recommended unchanged for safety mats, refuse disposal, infectious waste disposal, and janitorial services.
- 720600** **Insurance** (\$246,948) is recommended decreased \$24,275 for Department contribution to insurance premiums including the County's Self-Insured Liability Program (\$18,948), Department contribution to the County's Medical Malpractice premium (\$221,000), and the professional liability insurance premium of the contracted Lab Director (\$7,000).
- 720800** **Maintenance - Equipment** (\$38,303) is recommended increased \$18,145 for maintenance and preventative maintenance for Department owned vehicles and lab equipment.
- 720900** **Maintenance - Structures and Grounds** (\$15,400) is recommended increased \$9,340 for maintenance and pest control costs of facilities and grounds.
- 721000** **Medical, Dental & Laboratory Supplies** (\$175,251) is recommended increased by \$41,844 for medical and laboratory supplies; expenses in this budget line include necessary supplies and medications for clinical services and specialty clinics, lab testing, Flu shots and other vaccinations, medications used to treat Tuberculosis and STDs, infectious disease test kits, and personal protective equipment.
- 721100** **Memberships** (\$52,456) is recommended increased \$6,101 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, California WIC Association, and staff certification and license renewals.
- 721300** **Office Expense** (\$227,061) is recommended increased \$87,061 for office supplies and furniture, software subscriptions, and computers needed to support Department programs.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$5,064,094) is recommended increased \$640,158 primarily due to an increase in the local match payment for the Medi-Cal Rate Range Intergovernmental Transfer (IGT) program; expenses in this budget line also include essential contracted services such as for the Public Health Laboratory Director, translation services, proficiency testing for Laboratory certifications, Medical Therapy Program contracted occupational therapy services, emergency preparedness contracts with Madera County healthcare partners, external lab services, professional services related to hosting and supporting cloud-based software including the Patagonia Electronic Health Records and Orchard Enterprise Laboratory Information Management systems, and professional services required under Department grant programs.
- 721500** **Advertisements, Publications & Legal Notices** (\$97,832) is recommended increased \$87,521 for increased advertising costs using radio, newspaper, billboard, online, and other media advertisements for health education, promotion of public health services, and employment recruitment advertising costs.
- 721601** **Rents & Leases - Equipment** (\$49,357) is recommended unchanged for charges to the Department for use of County vehicles.
- 721900** **Special Departmental Expense** (\$299,398) is recommended increased \$122,019 for increased purchase of educational materials, client incentives and support payment costs for public health programs, courier costs, meeting supplies and expenses, professional printing costs, and demonstration materials and other program-specific supplies.
- 722000** **Transportation & Travel** (\$91,445) is recommended unchanged for travel and registration costs for required trainings and reimbursement of staff mileage for use of personal vehicles in the course of Department program scopes of work.
- 722100** **Utilities** (\$118,904) is recommended increased \$15,844 for costs including energy, gas, water, and sewer utilities.

OTHER CHARGES

- 730330** **Rents & Leases - Principal** (\$43,872) is recommended unchanged for leases; expenses in this budget line include the principal portion of all lease and rental payments including leased Department computers, copiers, satellite location space rent, and leased storage space.
- 730504** **Rents & Leases - Interest** (\$920) is recommended unchanged for the interest portion of lease and rental payments.

FIXED ASSETS

740300 **Equipment>\$5k** (\$0) is budgeted for capital asset purchases. As needs are identified these will be brought to the Board for approval.

INTRAFUND TRANSFERS

770100 **Intrafund Transfer** (\$3,201,236) is recommended increased \$89,763; this budget line includes IT expenses of \$1,495,212 for network fees, required upgrades, help desk tickets, information security, and Finance Enterprise costs; Voice over IP (VoIP) network and phone system costs of \$126,291; Human Resource costs of \$262,500; 311 Customer Service Center costs of \$75,000; Retiree Health Benefits of \$230,000; Live Scan costs of \$600; building and grounds maintenance service charged at \$20,000; Public Health building rent \$893,760; rent of space for Chowchilla and Oakhurst \$58,873; Pollution Insurance at \$14,500; and Central Services Postage costs at \$24,500.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: PUBLIC HEALTH
(06810)
Function: Health & Sanitation
Activity: Health
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	-	-	-	
3349	Accounting Technician I or							
3354	Accounting Technician II or							
3353	Senior Accounting Technician	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	10.0	-	10.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	2.0	2.0	1.0	1.0	(1.0)	A
3610	Administrative Assistant	1.0	-	-	1.0	(1.0)	1.0	A
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 or							
3535	Public Health Clinical Services Assistant or							
3519	Health Education Specialist	3.0	-	3.0	-	-	-	
3528	Community Health & Wellness Assistant or							
3529	Public Health Case Management Assistant or							
3502	Public Health Education Assistant	13.0	1.0	13.0	1.0	-	-	
3535	Public Health Clinical Services Assistant	6.0	1.0	6.0	1.0	-	-	
3196	Deputy Public Health Director-Clinical & Nursing	1.0	-	1.0	-	-	-	
3197	Deputy Public Health Director-Operations	1.0	-	2.0	-	1.0	-	B
3525	Epidemiologist or	-	-	-	-	-	-	
3539	Senior Epidemiologist	2.0	-	2.0	-	-	-	
4222	Executive Assistant to the Dept. Head	1.0	-	1.0	-	-	-	
4130U	Fiscal Manager	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	10.0	1.0	10.0	1.0	-	-	
3519	Health Education Specialist	16.0	2.0	16.0	2.0	-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		
Laboratory Manager	1.0	-	1.0	-	-	-	
3504 Nutrition Assistant I or							
3505 Nutrition Assistant II	13.0	-	13.0	-	-	-	
3504 Nutrition Assistant I or							
3505 Nutrition Assistant II or							
3357 Senior Nutrition Assistant	3.0	-	3.0	-	-	-	
3259 Nutritionist	2.0	-	2.0	-	-	-	
3260 Registered Dietician	1.0	-	1.0	-	-	-	
3232 Occupational Therapist (Contract)	-	1.0	1.0	-	1.0	(1.0)	C
3533 Office Assistant I or							
3534 Office Assistant 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	1.0	-	1.0	A
3636 Program Assistant I or							
3637 Program Assistant II or							
3654 Senior Program Assistant	3.0	-	3.0	-	-	-	
3329 Program Manager	3.0	-	1.0	-	(2.0)	-	D
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	-	6.0	-	1.0	-	D
3263 Public Health Nurse I or							
3264 Public Health Nurse II	16.0	-	14.0	-	(2.0)	-	E
3266 Registered Nurse I or							
3267 Registered Nurse II or							
3333 Licensed Vocational Nurse I or							

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	2023-24 Authorized Positions		2024-25 Proposed Positions		Y-O-Y Changes in Positions		
3331 Licensed Vocational Nurse II or							
3535 Public Health Clinical Services Assistant	2.0	-	2.0	-	-	-	
3228 Senior Public Health Nurse	1.0	-	1.0	-	-	-	
3526 Supervising Public Health Nurse	1.0	-	2.0	-	1.0	-	D
TOTAL	140.0	8.0	140.0	8.0	-	-	

NOTES:

- A** Reflects the request of the Department to fund one (1) flexibly staffed Administrative Analyst I/II/Sr. position and unfund one (1) Administrative Assistant position for increased administrative support and oversight, and add one (1) unfunded Program Assistant I/II position for potential future grant needs.
- B** Reflects the request of the Department to fund one (1) Deputy Public Health Director-Operations for increased department operations and facility support.
- C** Reflects the request of the Department to fund one (1) Occupational Therapist position to support moving from contracted to hired staff. Position will be filled with contracted staffing until such time as the department can hire an Occupational Therapist.
- D** Reflects the request of the Department to unfund two (2) Program Manager positions and fund one (1) Public Health Program Manager and one (1) Supervising Public Health Nurse to better meet current management needs of the Department.
- E** Reflects the request of the Department to decrease two (2) funded flexably staffed Public Health Nurse I/II positions.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620703 Construction Permits	11,343	0	0	0
620704 Environmental Health Permits	1,539,397	2,268,908	2,093,471	2,093,471
620711 Automation Fee	50	0	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	1,550,790	2,268,908	2,093,471	2,093,471
FINES, FORFEITURES & PENALTIES				
630307 Other Fines/Forfeitures & Penalties	60,070	25,000	25,000	25,000
TOTAL FINES, FORFEITURES & PENALTIES	60,070	25,000	25,000	25,000
INTERGOVERNMENTAL REVENUE				
654000 State - Other	18,153	25,000	30,000	30,000
TOTAL INTERGOVERNMENTAL REVENUE	18,153	25,000	30,000	30,000
CHARGES FOR CURRENT SERVICES				
661800 Environmental Health Fees	216,184	250,000	300,000	300,000
662700 Other Charges for Services	125	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	216,309	250,000	300,000	300,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	20,000	20,000	20,000
673000 Miscellaneous	1,956	0	0	0
TOTAL MISCELLANEOUS REVENUE	1,956	20,000	20,000	20,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	370,000	70,000	70,000	70,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
TOTAL OTHER FINANCING SOURCES	370,000	70,000	70,000	70,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,217,277</u>	<u>2,658,908</u>	<u>2,538,471</u>	<u>2,538,471</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	823,580	1,097,218	1,169,422	1,169,422
710103 Extra Help	215,703	188,554	272,760	272,760
710105 Overtime	80	500	500	500
710106 Standby-HazMat Emergency Response	13,816	10,000	10,000	10,000
710107 Premium Pay	520	0	0	0
710110 Uniform Allowance	2,625	500	500	500
710200 Retirement	388,538	439,085	622,322	622,322
710300 Health Insurance	150,708	258,633	323,754	323,754
710400 Workers' Compensation Insurance	24,684	20,277	9,112	9,112
TOTAL SALARIES & EMPLOYEE BENEFITS	1,620,254	2,014,767	2,408,370	2,408,370
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	158	2,000	2,000	2,000
720300 Communications	7,237	6,000	7,000	7,000
720600 Insurance	8,951	5,641	6,601	6,601
720800 Maintenance - Equipment	0	2,000	2,000	2,000
721000 Env Testing & Lab Supplies	0	200	200	200
721100 Memberships	1,984	2,000	3,000	3,000
721300 Office Expense	9,533	18,000	14,000	14,000
721400 Professional & Specialized Services	209,334	550,000	35,000	35,000
721500 Publications & Legal Notices	384	300	300	300
721600 Rents & Leases - Co Vehicles	42,540	25,000	25,000	25,000
721900 Special Departmental Expense	2,079	4,000	4,000	4,000
722000 Transportation & Travel	11,234	11,500	13,500	13,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department:

**ENVIRONMENTAL
HEALTH (07100)**

Function:

Health & Sanitation

Activity:

Health

Fund:

General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
TOTAL SERVICES & SUPPLIES	293,433	626,641	112,601	112,601
OTHER CHARGES				
730330 Rents & Leases - Equipment	5,185	7,500	7,500	7,500
TOTAL OTHER CHARGES	5,185	7,500	7,500	7,500
INTRAFUND TRANSFER				
750000 Operating Transfers Out	123,316	0	0	0
770100 Intrafund Expense	4,665	10,000	10,000	10,000
TOTAL INTRAFUND TRANSFER	127,981	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	2,046,853	2,658,908	2,538,471	2,538,471
<u>NET COUNTY COST (EXP - REV)</u>	<u>(170,425)</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. These designated functions are audited by several State Agencies annually or tri-annually. 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 of 1993, 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.

COMMENTS (continued)

- **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.

- **Water Quality: Small Public Water Systems, and Water Well Permitting**

This program seeks to assure that public water supplies are suitable for domestic use and the construction of domestic water wells meets state standards. 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.

COMMENTS (continued)

- **Childhood Lead Investigation**

The purpose of this program in conjunction with the County Public Health Department is to protect children from lead exposures. The inspection program is being administered by California Department of Public Health for Fiscal Year 2024/2025.

WORKLOAD in FTE

	<u>Actual</u> <u>2022-23</u>	<u>Estimated</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>
CUPA	4	4	4
Land Use	1	1	1
Food	3	4	4
Water Systems	4	4	4
Waste Management – Liquid	1	1	1
Waste Management – Solid	1	1	1
Recreational Health (Pools, Spas, Camps)	1	1	1
Administration	<u>1</u>	<u>1</u>	<u>2</u>
	<u>16</u>	<u>17</u>	<u>18</u>

ESTIMATED REVENUES

620704 **Environmental Health Permits Fees** (\$2,443,021) is recommended increase of \$174,113 based on projected annual permit fees collected in prior fiscal year.

620711 **Automation and Software Fee** (\$0) This fee is to provide support and maintenance for computer/tablet replacement, and software maintenance and future upgrades to the Environmental Health database system Posse. A special revenue account was created by the Auditors and Administrative Office in FY 2023/24 to allocate EHD Automation and Software fee to better track annual revenue. (Account 62750-680200)

CED - ENVIRONMENTAL HEALTH DIVISION

ESTIMATED REVENUES (continued)

- 630300** **Fines and Penalties** (\$25,000) is recommended unchanged for ongoing Environmental Health Divisions administrative enforcements.
- 654000** **Local Enforcement Agency and State Grants** (\$30,000) is recommended increase of \$5,000.00 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** (\$250,000) is recommended unchanged based on projected countywide new business developments in Madera County for the upcoming fiscal year.
- 670000** **Intrafund Revenue** (\$20,000) is recommended unchanged 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 solid waste facilities.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,169,422) is recommended increase of \$72,204 based on the cost of recommended staffing and the increase of permanent position funding by shifting the use of extra help Environmental Health Specialist positions to permanent positions. 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** (\$272,760) is recommended increase of \$84,206 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 and enforcement requirements. 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** (\$500.00) 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.

CED - ENVIRONMENTAL HEALTH DIVISION

SALARIES & EMPLOYEE BENEFITS (continued)

- 710110** **Uniform Allowance** (\$500.00) is recommended unchanged based on the cost for stipends for permanent staff uniform cleaning.
- 710200** **Retirement** (\$622,322) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$323,754) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$9,112) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$2,000) is recommended unchanged based on the cost for field staff uniforms and for protective/safety equipment for use in dealing with hazardous material and/or general environmental health field work.
- 720300** **Communications** (\$7,000) is recommended increase of \$1,000 for cellular phone services, equipment, and maintenance, including internet access, mobile hot spot for laptop computers and annual services.
- 720600** **Insurance** (\$6,601) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$2,000) is recommended unchanged for the maintenance/replacement and/or purchase of equipment or materials related to performing environmental health program duties.
- 721000** **Laboratory and Testing Supplies** (\$200.00) is recommended unchanged for the supplies, to provide the Division with equipment/material and environmental services necessary to perform environmental health program duties.
- 721100** **Memberships** (\$3,000) is recommended increase of \$1,000 based on rise in cost to provide memberships for the California Conference of Directors of Environmental Health (CCDEH), California Environmental Health Association (CEHA), and Registered Environmental Health Specialist (REHS) registration and for ongoing Environmental Health organizations or committees. Memberships in these organization provide essential tools such as networking with Environmental Health directors across California and receiving technical expertise necessary in administering local environmental health programs and providing consistency statewide.

CED - ENVIRONMENTAL HEALTH DIVISION

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$14,000) is recommended decrease of \$4,000 based on current and projected expenses for general office supplies/equipment, work related supplies/equipment, outsource printing cost, and day-to-day administrative activity. The \$4,000 is being utilized in other Environmental Health services and supplies category.
- 721400** **Professional & Specialized Services** (\$384,550) is recommended decrease of \$165,450,00 to provide specialized laboratory testing/analysis, administrative enforcement activities and annual software maintenance license agreement for EHD database and final payment to the EHD Posse system software and equipment upgrades.
- \$ 5,000 Environmental testing of Wastewater/Water, hazardous material, food borne illness investigation, and administrative enforcement/ compliance activity.
- \$30,000 Annual Software License and Support agreement cost for Computronix (Posse), including electronic equipment's and system upgrades, to maintain State required Environmental Health inspections and reporting activities.
- \$349,550 Environmental Health Division (EHD) system software replacement. The Board of Supervisors approved EHD system software replacement in FY 2022/23, and this amount would be the final payment when completed in FY 2024/25.
- 721500** **Publications & Legal Notices** (\$300) is recommended unchanged for public notices and notices required under the California Accidental Release Program (CalARP) for each facility in the County that stores and/or uses certain quantity of specific chemicals in the manufacturing process and for Environmental Health notices/publications.
- 721600** **Rents & Leases – Co Vehicle** (\$25,000) 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

CED - ENVIRONMENTAL HEALTH DIVISION

employee's ability to successfully pass the State REHS exam. This recommendation should assist in retaining non-registered environmental health specialists.

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$13,500) is recommended increase of \$2,000 for the cost of registration, meals, and lodging for staff attending meetings, training, seminars, and conferences, to maintain required Registered Environmental Health Specialist (REHS) continuing education units, and to reimburse private mileage costs. Annual training for REHS staff consists of the following: Certified Unified Program Agency Conference (Hazardous Material Program), Local Primacy Agency Workshop (Water Program), Local Enforcement Agency Conference (Solid Waste), California Environmental Health Association Conference (All Programs), and Continuing Challenge Workshop (Hazmat Program). REHS staff are required to complete 24 contact hours of approved course work within a 24-month period. (California Code of Regulations 65800 to 65808)

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$7,500) is recommended unchanged for current and projected expenses for EHD color copy machine lease option through Ricoh.

770100 **Intrafund Expense** (\$10,000) is recommended unchanged based on current and projected expenses for Government Center-VoIP phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3636	Program Assistant I or	-	-					
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3610	Administrative Assistant	1.0	-	-	1.0		1.0	A
3205	Administrative Analyst I or					-	-	
3206	Administrative Analyst II	-	1.0	1.0	-	1.0		B
3377	Business Systems Information Analyst I							
3378	Business Systems Information Analyst II	-	-	1.0	-			C
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	8.0	-	8.0	-	-	-	
3418	Permit Technician	1.0	-	1.0	-	-	-	
3165	Senior Registered Environmental Health Specialist	4.0	-	4.0	-	-	-	
3172	Supervising Environmental Health Specialist	1.0	-	1.0	-	-	-	
TOTAL		17.0	1.0	18.0	1.0	1.0	1.0	

NOTES:

- A This position was unfunded by the Board of Supervisors action on January 16, 2024 (Agenda Item 6.a.)
- B This position was funded by the Board os Supervisors action on January 16, 2024. (Agenda Item 6.a.)
- C This position is funded 50% by Environmental Health and 50% by Planning.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: **FAIRMEAD**
 Function: **LINER (11100)**
 Activity: **Liner Fund**
 Fund: **Refuse Enterprise Fund**

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	3,800,000	3,800,000	4,000,000	4,000,000
<u>ESTIMATED REVENUES:</u>				
620600 Franchise Fees	500,000	500,000	1,000,000	1,000,000
640101 Interest on Cash	59,833	48,300	150,000	150,000
654033 ST - CalTrans Contributions	47,387	0	0	0
662100 Sanitation/Landfill Surcharge	9,524,239	8,605,609	13,000,000	13,000,000
662101 Landfill Surcharges	770,456	741,569	1,000,000	1,000,000
670300 Miscellaneous Revenue	189,305	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>11,091,221</u>	<u>9,895,478</u>	<u>15,150,000</u>	<u>15,150,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	217,894	267,548	287,336	287,336
710103 Extra Help	35,674	0	0	0
710105 Overtime	6,904	6,500	6,750	6,750
710200 Retirement	99,998	108,423	121,342	121,342
710300 Health Insurance	30,933	60,855	60,868	60,868
TOAL SALARIES & EMPLOYEE BENEFITS	391,404	443,326	476,295	476,295
SERVICES & SUPPLIES				
720200 Clothing and Personal Supplies	110	0	0	0
720300 Communications	8,709	15,000	15,000	15,000
720500 Household Expenses	999	1,200	1,200	1,200
720501 Janitorial	2,785	2,900	4,000	4,000
720600 Insurance	44,689	70,731	70,731	70,731
720800 Maintenance of Equipment	0	100	100	100
720900 Maintenance of Buildings & Improvements	5,124	3,000	25,000	25,000
720907 Maintenance of Water System	7,367	8,500	10,000	10,000
721100 Memberships	7,358	5,000	6,750	6,750
721300 Office Expense	16,676	15,000	15,000	15,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **FAIRMEAD
LINER (11100)**
Function: **Liner Fund**
Activity: **Refuse**
Fund: **Enterprise Fund**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Services	6,050,153	6,700,000	6,648,000	6,648,000
721426 Software Maintenance	0	0	25,000	25,000
721433 Outside Attorneys & Other Experts				
721500 Publications & Legal Notices				
721600 Rents & Leases - Equipment				
721500 Publications & Legal Notices	790	1,500	1,500	1,500
721602 Rent/Lease Other Eqpt	2,745	3,000	3,000	3,000
721800 Small Tools & Instruments	0	1,500	1,500	1,500
721900 Special Departmental Expense	321,834	350,000	500,000	500,000
722000 Transportation & Travel	2,847	5,000	5,000	5,000
722100 Utilities	54,806	54,000	60,000	60,000
TOTAL SERVICES & SUPPLIES	6,526,993	7,236,431	7,391,781	7,391,781
OTHER CHARGES				
730330 Rents/Leases Principal	100	0	0	0
731400 Interfund Expense	177,404	200,000	210,000	210,000
731401 Interfund Expend-Cost Plan	264,794	122,264	0	0
TOTAL OTHER CHARGES	442,298	322,264	210,000	210,000
FIXED ASSETS				
740200 Buildings and Improvements	714,534	4,047,000	2,846,000	2,846,000
740300 Equipment	0	0	75,000	75,000
TOTAL FIXED ASSETS	714,534	4,047,000	2,921,000	2,921,000
OTHER FINANCING USES				
750100 Operating Transfers Out-Gen Fund	70,000	70,000	100,000	100,000
TOTAL OTHER FINANCING USES	70,000	70,000	100,000	100,000
770100 Intrafund Transfer	550,000	771,412	850,000	850,000
780100 Appropriation for Contingency	0	1,415,000	7,200,924	7,200,924

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: FAIRMEAD
 LINER (11100)
 Function: Liner Fund
 Activity: Refuse
 Fund: Enterprise Fund

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>TOTAL EXPENDITURES</u>	<u>8,695,230</u>	<u>14,305,433</u>	<u>19,150,000</u>	<u>19,150,000</u>
<u>USE OF FUND BALANCE (REV - EXP)</u>	<u>(2,395,991)</u>	<u>4,409,955</u>	<u>4,000,000</u>	<u>4,000,000</u>

COMMENTS

Pursuant to Article XI, Section 7, of the California Constitution and Public Resources Code (PRC) 40059, the County is responsible for solid waste management within the unincorporated areas of Madera County. The County established a Solid Waste Management program under County Code Chapter 7.24 to promote public health, safety, and welfare of the residents and businesses of Madera County.

The County of Madera has a contractual agreement with Red Rock Environmental Group (MCC 9717-C-2012) for the purpose of operating the County's sanitary landfill at Fairmead (Landfill). The Landfill is 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 (No. MCC 9718-C-2012) for operating the County's 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 Tuesday – Saturday from 8:00 A.M. to 4:00 P.M.

The County's Household Hazardous Waste (HHW) facility was constructed and placed into operation in 2007/2008 at the Fairmead 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 offers non-mandatory waste collection services through two franchise haulers: Red Rock Environmental Group is the franchisee for waste collected from the Valley Franchise area and Emadco Disposal is the franchisee for waste collected from the Mountain Franchise area.

In 2023, the Department commenced a comprehensive Solid Waste Management System Assessment and Evaluation (Report) to determine the operational and financial health and stability of the Solid Waste Program. The final Report was released in March 2024 and identified no operational concerns or issue with the Solid Waste Program. The Report did however identify a projected significant financial shortfall of revenues to cover the cost of operating the Solid Waste Program to provide disposal services. As a result, the Board took steps in April 2024 to adjust disposal fees at the Fairmead Landfill and North Fork Transfer Station, as well as tipping fees charged to the Franchise collection haulers and contract operator. These adjustments were necessary to cover the ongoing costs of service as well as current and future Capital needs for the disposal facilities to operate and remain in compliance with regulatory requirements.

Solid Waste Flow Control Agreement

On December 6, 2022, Madera County entered into an agreement renewal (MCC 12379-22) 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 current minimum tipping fees under the agreement as of July 1, 2023 are \$27.00/ton for Municipal Solid Waste (MSW), \$18.50/ton for Green Waste, and \$20.50/ton for Wood Waste. Per the terms of the contract, price adjustments of tipping fees under the contract will occur annually on July 1st based on Consumer Price Index (CPI), with a maximum 4% increase per year.

Public Disposal Facility Fees

On April 9, 2024, the Board of Supervisors approved disposal facility fee adjustments (Resolution 2024-037) to the public tipping fees

FAIRMEAD LINER

at the Fairmead Landfill (FL) of \$125.74/ton for MSW, \$65.21/ton for Wood Waste, and \$43.48/ton for Green/Yard Waste. Flat rate disposal fees were also adjusted by Resolution. These fees become effective July 1, 2024.

The Board also approved adjustments to the public disposal fees at the North Fork Transfer Station as follows: \$227.05/ton for MSW, \$65.21/ton for Wood Waste, and \$43.48/ton for Green/Yard Waste. Flat rate disposal fees were also adjusted by Resolution. These fees become effective July 1, 2024.

Franchise Hauler and Contract Operator Tipping Fees

On April 9, 2024, the Board of Supervisors approved an adjustment of the tipping fee for Franchise Haulers (Red Rock and Emadco) and Contract Operator from to \$124.89/ton for MSW. Tipping fees for Wood Waste were also adjusted to \$40.27/ton and tipping fees for Green/Yard Waste were adjusted to \$36.50/ton.

ESTIMATED REVENUES

This budget is funded by landfill surcharges based on the current disposal facility fees and franchise hauler tipping fees. The Valley Collection Franchise agreement with Red Rock 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.)

- 620600** **Franchise Fees** (\$1,000,000) is recommended based on the projected 6% franchise fees collected from the Franchise Agreements with Red Rock and Emadco.
- 640101** **Interest on Cash** (\$150,000) is recommended based on interest earned on balance in Liner fund.
- 662100** **Sanitation/Landfill Surcharge** (\$13,000,000) is recommended for estimated revenue collected from contracted haulers for monthly disposal fee charges and public charges at the Fairmead Landfill.
- 662101** **Landfill Surcharge** (\$1,000,000) is recommended for estimated revenue collected from disposal fee charges at the North Fork transfer station.
- 673000** **Miscellaneous** (\$0) is not budgeted this fiscal year.

EXPENDITURES

- 710102 **Permanent Salaries** (\$287,336) is recommended based on the cost of recommended staffing.
- 710103 **Extra Help** (\$0) is not recommended. All salaries are budgeted in Permanent Salaries.
- 710105 **Overtime** (\$6,750) is recommended based on the cost of recommended staffing and historical costs.
- 710200 **Retirement** (\$121,342) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$60,868) is based on the employer's share of health insurance premiums.
- 720300 **Communications** (\$15,000) is recommended unchanged for multiple telephone lines, an internet connection for landfill operations, and the alarm system.
- 720500 **Household Expense** (\$1,200) is recommended unchanged for the purchase of drinking water and other household supplies.
- 720501 **Janitorial** (\$4,000) is recommended increased \$1,100 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 unchanged for the maintenance of the County vehicle.
- 720900 **Maintenance of Buildings & Improvements** (\$25,000) is recommended increased \$22,000 for various repairs to the Landfill office and Scale House.
- 720907 **Maintenance of Water System** (\$10,000) is recommended increased \$1,500 for Special Districts' staff time to operate and manage the potable water system and minor expenses on the water system.
- 721100 **Memberships** (\$6,750) is recommended increased \$1,750 for annual membership fees.
- 721300 **Office Expense** (\$15,000) is recommended unchanged for the purchase of custom receipt tags and office supplies and postage for monthly billing statements.

EXPENDITURES (continued)

- 721400** **Professional & Specialized Services** (\$6,648,000) is recommended to provide for the following:
- \$3,851,000 Operation and services of the Fairmead Landfill by Red Rock Environmental Group, and compaction incentives
 - \$1,100,000 Operation and services of the North Fork Transfer Station by Red Rock Environmental Group
 - \$1,400,000 Professional Services for Operation, maintenance, monitoring and reporting of the flare, leachate, and landfill gas collection system. These are for routine tasks with Tetra Tech-BAS (TTBAS)
 - \$287,000 Professional services for Solid Waste Consulting (HDR)
 - \$10,000 Professional services related to regulatory compliance and legislation tracking
- 721426** **Software Maintenance** (\$25,000) is recommended to provide for licenses and maintenance of scale house software systems and SB 1383 record keeping and reporting software.
- 721500** **Publications & Legal Notices** (\$1,500) is recommended unchanged 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** (\$1,500) is recommended unchanged for landfill gas monitoring devices, security camera system and other tools.
- 721900** **Special Departmental Expense** (\$500,000) is recommended increased \$150,000 for the following regulatory and departmental expenses listed below. These expenses are based on tonnages received, hours used for certain types of equipment, etc. Expenses vary year to year.
- 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** (\$5,000) is recommended unchanged for training, meeting, and conference expenses.
- 722100** **Utilities** (\$60,000) is recommended increased \$6,000 for payment of utilities for the storage of landfill artifacts, the scale house, and the flare (component of the gas extraction system).

EXPENDITURES (continued)

- 731400** **Interfund Expense-Staffing** (\$210,000) is recommended increased \$10,000 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** (\$0) is recommended as the fund currently has a credit balance for their share of A-87 charges.
- 740200** **Buildings and Improvements** (\$2,846,000) is recommended increased for payment of Solid Waste infrastructure and Capital Improvement costs:
- Landfill gas system improvements \$780,000
 - South Road Improvement (Design/Construction) \$1,600,000
 - Leachate Pond (Design/Permitting) \$200,000
 - Phase 3A/B Liner (Design) \$134,000
 - Landfill Diesel Tank replacement \$150,000
- 740300** **Equipment** (\$75,000) is recommended increased \$85,000 to purchase a truck to traverse the landfill terrain.
- Super Duty F250 XL 4WD Crew Cab
- 750100** **Operating Transfer Out – General Fund** (\$100,000) 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** (\$850,000) is recommended to transfer money into the Liner Closure and Post-Closure Care Fund.
- 780100** **Appropriation for Contingency** (\$7,200,924) is the recommended for appropriation for contingencies. The budgeted amount is a portion of the cost needed for the next liner construction project scheduled for FY 25/26

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: Fairmead
Liner (11100)
Function: Liner Fund
Activity: Refuse
Fund: Enterprise Fund

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3636	Program Assistant I or							
3637	Program Assistant II	2.0	-	2.0		-	-	
3329	Program Manager	1.0		1.0		-		
3745	Solid Waste Manager	1.0	-	1.0		-	-	
	TOTAL	<u>4.0</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650800 State - Pub Assist Admin	9,444,541	13,266,375	16,339,637	16,339,637
650910 State - Pub Assist Realignment	2,313,873	4,688,177	4,688,177	4,688,177
655000 Federal - Pub Assist Admin	27,542,707	41,258,324	46,958,056	46,958,056
659000 Other - Government Agencies	0	274,854	274,858	274,858
TOTAL INTERGOVERNMENTAL REVENUE	39,301,121	59,487,731	68,260,729	68,260,729
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	8,498	34,775	39,579	39,579
TOTAL CHARGES FOR CURRENT SERVICES	8,498	34,775	39,579	39,579
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	193,571	410,713	461,760	461,760
671003 Welfare Repayments	1,066	0	0	0
673000 Miscellaneous Revenue	752	4,882	5,702	5,702
TOTAL MISCELLANEOUS REVENUE	195,389	415,595	467,462	467,462
OTHER FINANCING SOURCES				
680200 Operating Transfers In	7,499,987	4,110,715	4,110,715	4,110,715
TOTAL OTHER FINANCING SOURCES	7,499,987	4,110,715	4,110,715	4,110,715
<u>TOTAL ESTIMATED REVENUES</u>	<u>47,004,995</u>	<u>64,048,816</u>	<u>72,878,485</u>	<u>72,878,485</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	19,054,393	24,060,431	27,389,596	27,389,596
710103 Extra Help	321,963	861,523	861,523	861,523
710105 Overtime	527,239	350,000	350,000	350,000
710106 Stand-by Pay	133,629	60,000	60,000	60,000
710107 Premium Pay	104,190	59,516	59,516	59,516
710200 Retirement	7,538,340	9,340,839	10,050,013	10,050,013
710300 Health Insurance	3,242,311	4,834,887	6,041,151	6,041,151
710400 Workers' Compensation Insurance	795,104	897,750	978,547	978,547
TOTAL SALARIES & EMPLOYEE BENEFITS	31,717,169	40,464,946	45,790,345	45,790,345
SERVICES & SUPPLIES				
720300 Communications	206,888	532,796	482,867	482,867
720305 Microwave Radio	27,104	43,716	48,198	48,198
720500 Household Expense	283,348	507,347	507,347	507,347
720600 Insurance	808,818	828,196	972,351	972,351
720800 Maintenance - Equipment	98,011	99,661	84,476	84,476
720900 Maintenance - Structures & Grounds	135,300	239,004	239,004	239,004
721100 Memberships	83,003	94,380	109,453	109,453
721300 Office Expense	1,160,590	1,788,239	1,892,315	1,892,315
721400 Professional & Specialized Services	1,713,512	4,744,247	4,855,867	4,855,867
721500 Publications & Legal Notices	724	5,775	5,775	5,775
721600 Rents & Leases - Equipment	175	0	0	0
721900 Special Departmental Expense	1,453,122	1,534,802	4,069,907	4,069,907
722000 Transportation & Travel	146,066	326,635	139,728	139,728
722100 Utilities	275,410	755,742	932,593	932,593
TOTAL SERVICES & SUPPLIES	6,392,070	11,500,539	14,339,881	14,339,881

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07500)
 Function: Public Assistance
 Activity: Administration
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
OTHER CHARGES				
730330 Leases	220,010	424,811	424,811	424,811
TOTAL OTHER CHARGES	220,010	424,811	424,811	424,811
FIXED ASSETS				
740200 Building Improvement	472,291	628,169	628,169	628,169
740300 Equipment	235,583	256,500	385,320	385,320
TOTAL FIXED ASSETS	707,874	884,669	1,013,489	1,013,489
INTRAFUND TRANSFERS				
770100 Intrafund Expense	9,261,553	11,429,353	12,074,528	12,074,528
TOTAL INTRAFUND TRANSFER	9,261,553	11,429,353	12,074,528	12,074,528
<u>TOTAL EXPENDITURES</u>	<u>48,298,676</u>	<u>64,704,318</u>	<u>73,643,055</u>	<u>73,643,055</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,293,681</u>	<u>655,502</u>	<u>764,570</u>	<u>764,570</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.

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 2024-25, it is anticipated the State will allocate approximately \$7.6 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 2024-25 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. Two (2) 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 2024-25 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 \$4,688,177 for fiscal year 2024-25 for Adult Protective Services and a variety of Child Welfare programs.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$27,389,596) are recommended increased \$3,329,165 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.
- 710200** Retirement (\$10,050,013) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SALARIES & EMPLOYEE BENEFITS continued

- 710300** **Health Insurance** (\$6,041,151) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$978,547) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$531,065) is recommended decreased \$45,447 based on projected WAN Bandwidth charges for Chowchilla & Oakhurst. The IHSS Public Authority will pay \$2,330 as its share of cost for Communications.
- 720500** **Household Expense** (\$507,347) is recommended unchanged and is used for contractual janitorial service, rug service and miscellaneous janitorial supplies. The IHSS Public Authority will pay \$5,750 as its share of cost for Household Expense.
- 720600** **Insurance** (\$972,351) is recommended increased \$144,155 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** (\$84,476) is recommended decreased \$15,185. Costs for gasoline purchased from Central Garage is allocated under Transportation and Travel. The IHSS Public Authority will pay \$6,710 as its share of cost for equipment maintenance.
- 720900** **Maintenance - Structures and Grounds** (\$239,004) is recommended unchanged. This account includes expenditures for materials and labor for the maintenance and repair of the buildings done through outside vendors. The IHSS Public Authority will pay \$4,646 as its share of cost for Maintenance of Structures.
- 721100** **Memberships** (\$109,453) is recommended increased \$15,073 for memberships in the County Welfare Directors' Association – CWDA (\$73,256); National Association of County Human Services Administrators - NACHSA (\$331); various Chambers of Commerce (\$342); State Bar of California (\$1,752); Central Valley Community (\$2,625); California State Association of Public Administrators, Public Guardians and Public Conservators – CAPAPGPC (\$5,329); Canyon Solutions (\$2,100); Continuing Education of the Bar - CEB (\$10,052), Central California Area Social Services Consortium - CCASSC (\$8,046); Voomly – (\$632); Fresno Madera Continuum of Care – (\$2,625); and Zoom – (\$2,363).

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$1,892,315) is recommended increased \$104,076 for office and photocopy supplies, mailing costs, and computer supplies. The IHSS Public Authority will pay \$30,282 as its share of cost for Office Expense.

721400 **Professional & Specialized Services** (\$4,855,867) is recommended increased \$111,620. The IHSS Public Authority will pay \$31,950 as its share of cost for Professional & Specialized Services. This account also funds the following recommended contractual agreements:

NON CalWORKs PROGRAMS

<u>Staff Training Services</u> (100% State Funded)	\$ 268,700
<u>CSUF</u> – Cohort Training for Child Welfare staff	\$ 135,000
<u>Employee Assistance Plan</u> - Department contribution	\$ 8,889
<u>Reading & Beyond</u> - CalFresh Employment & Training	\$ 157,619
<u>Time Study Buddy</u> – Time Reporting tool for time studies	\$ 49,120
<u>Ongoing Maintenance and Operation</u> – CalSAWS	\$ 248,000
<u>Sierra Tel - Card Access System</u> - Ongoing Maintenance	\$ 4,400
<u>CAPMC</u> – Strengthening Families Program	\$ 277,136
<u>Rushmore</u> – to maintain a case-review, data collection instrument and evaluation tool to support and capture trends in the Food Stamp, MediCal, CalWorks, Child Welfare, and IHSS Programs. The goal is to identify trends and reduce case errors.	\$ 22,500
<u>Internal Investigator</u> – Legal fees to address personnel complaints and investigations.	\$ 69,300

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<u>Fire Extinguisher Training</u>	\$ 158
<u>Choices- (Avertest) Drug Testing</u>	\$ 150,000
<u>Orchid – Translation and Interpreting Service.</u>	\$ 50,000
<u>Golden Years - Residential Home Care APS</u>	\$ 50,000
<u>Native Solutions - Supervised Visits/Drug Testing</u>	\$ 50,000
<u>APS Case Management System – (Jump Technology)</u>	\$ 42,000
<u>Mobile Iron – Software and Training</u>	\$ 9,000
<u>VDI Mobil Solutions</u>	\$ 8,500
<u>Annual IT – Multi-Server for Central Index</u>	\$ 197
<u>BINTI -</u>	\$ 38,071
<u>HOMESAFE</u>	\$ 131,781
<u>Madera Rescue Mission</u>	\$ 20,600
<u>BFH- Bringing Families Home</u>	\$ 24,714

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<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.	\$ 12,854
<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.	\$ 23,908
<u>BioMetrics4All</u> – Annual maintenance fee for fingerprinting service.	\$ 5,710
<u>Security Guards</u> – Guard at offices/visitations and after-hours alarm response.	\$ 120,000
<u>Title IV- E</u> includes programs for Educational Support for Dependent Youth.	\$ 131,492
<u>Fleet GPS Monitoring System</u> – To be able to track staff in county vehicles out in field.	\$ 19,040
<u>ETO</u> – Efforts to Outcome software renewal fee.	\$ 2,400
<u>RFA Celebration- 75 Walmart gift cards@ \$25.00</u>	\$ 1,875
<u>Centro Binacional</u>	\$ 10,000
<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)	\$ 54,000
<u>Homeless Management Info System (HMIS)</u> –training and report reviewing (three users).	\$ 4,500

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<u>Lexis Nexis</u>	\$ 25,000
<u>Software</u> – to scan shared drive for HIPPA	\$ 90,000
<u>CalSAWS Local share of admin cost</u>	\$ 75,000
<u>CWS Emergency Meal Services- Subway/Dennis</u>	\$ 35,000

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.	\$ 234,775
<u>Expanded Subsidized Employment</u> - is offered to qualified employers to hire WTW Participants for paid employment up to six months.	\$ 314,978
<u>Emergency Child Care Bridge for Foster Children</u> –To provide families with access to child care services following placement of a child.	\$ 197,138
<u>San Joaquin College of Law Internship Agreement</u>	\$ 20,000
<u>Community Care Expansion Preservation Program</u>	\$ 543,189
<u>Economic Development</u> – Madera County Economic Development Commission (EDC) to provide job creation and business expansion.	\$ 56,085
<u>Brain Learning Psych. Corp -</u>	\$ 85,000

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

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 \$575 as its share of publication costs.

721900 **Special Departmental Expense** (\$4,069,907) is recommended increased \$2,535,105. The IHSS Public Authority will pay \$1,500 as its share of costs. This account funds the following:

<u>IRS Intercept Fee, Vital Statistics, and Miscellaneous Expenses.</u>	\$ 21,000
<u>Adoption Celebration Day</u> - An event to thank parents who have adopted children in Madera County.	\$ 3,465
<u>Child Welfare Services</u> – Counseling, reimbursement of mileage, and other related costs.	\$ 500,000
<u>Independent Living Skills Program</u> – Youths in foster care are eligible for cash incentives for specific activities, such as opening a bank account (\$25); graduating from high school (\$500); and attending an Independent Living Skills Workshop (\$20). There is no County cost.	\$ 54,279
<u>Adult Protective Services</u> – provides emergency and temporary housing, temporary caretakers’ costs, wheel chair ramps, apnea monitors, glasses and psychiatric services. This also includes Elder Abuse Month supplies.	\$ 408,217
<u>HDAP – Housing & Disability</u>	\$ 2,500,000
<u>Preserving Safe and Stable Families</u> – Family support, preservation and reunification.	\$ 182,776
<u>Protech</u> – Annual alarm monitoring for Chowchilla office.	\$ 728
<u>Pride Class</u> – Food and snacks for participant’s children during training classes.	\$ 551
<u>Ergonomic Reviews</u> - Staff special equipment needs.	\$ 5,250
<u>“Fitness for Duty” Medical Exams</u> – Employees - outside agency.	\$ 9,923

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

721900

Special Departmental Expense (continued)

<u>Big Brothers, Big Sisters</u> – Mentoring program to assist foster youth.	\$ 11,485
<u>CASA</u> – Advocate recruitment.	\$ 15,000
<u>CASA-ASQ</u>	\$ 53,873
<u>Gas Vouchers</u>	\$ 5,647
<u>Ticket Report CWS Expense</u>	\$ 206
<u>DOJ- Employee/Nonemployee Live Scan- (Background Checks)</u>	\$ 23,153
<u>Hoffman Security</u>	\$ 1,103
<u>Residual bed/services (MRM)</u>	\$ 24,000
<u>Badges</u> – for Social Service employees.	\$ 8,100
<u>Magnetar</u> – Badge access monitoring.	\$ 35,000
<u>Resource Foster Parent Appreciation Event</u>	\$ 3,465
<u>Welfare to Work Career Club</u> – Graduation supplies for WtW customers.	\$ 7,500
<u>Commercially Sexually Exploited Children</u> – to develop protocols to train caseworkers and out of home caregivers, and educate children / youth on how to avoid exploitation.	\$ 33,075
<u>Commercially Sexually Exploited Children</u> – for MDT committee.	\$5,513
<u>Child and Family Teams</u> – Funding to coordinate care and case planning for all children and youth in the Child Welfare System.	\$ 55,125

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

721900 Special Departmental Expense (continued)

<u>M&O County Share - CalSAWS</u>	\$ 37,500
<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.	\$ 11,576
<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>Walmart Gift Cards</u> – for Foster Care to assist when child is placed in care.	\$ 5,924
<u>California Youth Connection</u>	\$ 15,250
<u>First Aid and CPR and CWS supplies</u>	\$ 11,025
<u>Playroom Supplies</u>	\$ 4,410
<u>Fresno Bekin- Moving Fees</u>	\$ 4,961
<u>Out of Home Advisory Board Committee – CWS</u>	\$ 5,250
<u>Magnetar</u> – Intrusion monitoring for new complex.	\$ 2,945

722000 Transportation & Travel (\$139,729) is used for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage. The IHSS Public Authority will pay \$2,800 as its share of costs.

722100 Utilities (\$932,593) is recommended increased \$176,851 to provide for the Department’s share of the County’s utility cost which includes new building in Oakhurst. The IHSS Public Authority will pay \$4,155 as its share of cost for Utilities.

730330 Leases (\$424,811) is recommended unchanged for the lease of 15 copy machines (\$83,958), machine for mailroom (\$30,537), postage machine (\$8,486) and miscellaneous rentals (\$1,070). The Oakhurst Office (\$129,067); the Chowchilla Office (\$126,415). The IHSS Public Authority will pay (\$37,185) as its share of costs. New building rent will be paid through intrafund account.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FIXED ASSETS

740200 **Building Improvement** (\$628,169) is recommended unchanged to accommodate building improvements for Chowchilla and Oakhurst Buildings, Including Access Control to Converge One (\$123,170), Additional Access Control (\$12,000), Sound Masking (\$105,000), HHS Complex Window Cleaning (\$3,900), HHS Complex Pressure washing and Window Cleaning (\$5,250), EV Charging Stations (\$17,500) Acoustic Panels for Building D (\$10,000).

740300 **Fixed Assets** (\$385,320) is recommended increased \$128,820 to purchase the following fixed assets: Due to increase in client counts and responsibilities.

- Vehicles**
- 4 Four-Door Sedan – (\$35,000 each)
- 3 Van – (\$50,000 each)
- 1 SUV – (\$48,000 each)

INTRAFUND TRANSFER

770100 **Intrafund Expense** (\$12,074,528) is recommended increased \$645,175 to reimburse departments for services provided, including Human Resources (\$477,154), Building and Improvements (\$427,516), Building Maintenance (\$65,604), Grounds Maintenance (\$47,961), Employee Share Retiree Health (\$893,909) Information Technology (\$4,729,327), New building rent (\$3,175,200).

<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 I,II,ETC.</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.	\$ 680,332

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

770100 Intrafund Expense (continued)

<u>Public Health Irrigation Water Meter</u>	\$ 10,709
<u>Public Health</u> – TB Testing	\$ 1,257
<u>Public Health</u> – TST Testing	\$ 1,200
<u>Public Health</u> – CalWORKs Home Visitation Initiative	\$ 495,833
<u>Public Health</u> – Drug Testing for Child Welfare clients	\$ 42,000
<u>Public Guardian</u> – PG staff timestudy to Medi-Cal	\$ 208,911
<u>EDC Contract</u> – CAO for 25% of contract amount	\$ 57,365
<u>General Services</u> – Fire System Testing, Inspections, Monitoring	\$ 19,363
<u>Human Resources Live-Scan</u>	\$ 22,050
<u>Property Insurance</u>	\$ 37,800
<u>311 Charges</u>	\$ 3,500

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	\$73,643,055	\$11,650,021	\$61,993,035
Local Match		\$7,677,289	
Less Realignment Covering County Match		(\$6,089,169)	
Net County Match		\$1,588,120	

Net County Match for Admin is covered by

- \$823,550 = A-87 Reimbursements Owed to GF
- \$764,570 = NCC allocated by CAO for the 2024-25

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	\$73,643,055	\$11,650,021	\$61,993,035
Department of Social Services - Public Assistance Programs	\$65,639,192	\$16,937,758	\$48,701,434
Department of Social Services - General Relief	<u>\$909,209</u>	<u>\$909,209</u>	<u>0</u>
TOTAL	\$137,237,657	\$29,496,988	\$110,694,468
Less Estimated DSS 1991 State Realignment for 2023/24		(\$14,439,300)	
Other Admin Revenue ⁽¹⁾		(685,567)	
Other Assist Revenue ⁽²⁾		(290,000)	
Other General Fund Revenue ⁽³⁾		(65,669)	
Transfer Health Realignment		(641,207)	
Transfer BHS State Realignment		(372,963)	
2011 Realignment Transfer In (Admin)		(4,110,715)	
2011 Realignment Transfer In (Assist)		(5,551,928)	
ESTIMATED COUNTY TOTAL NET COST		\$3,339,639	

⁽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 2024-25**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	8.0	-	7.0	-	(1.0)	-	A
3600	Account Clerk Supervisor I or		3.0		-			
3703	Account Clerk Supervisor II	-	-	1.0		1.0	-	B
3349	Accounting Technician I or							
3354	Accounting Technician II	7.0	-	7.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	15.0		14.0	-	(1.0)		C
3610	Administrative Assistant	2.0	-	3.0	-	1.0	-	C
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	3.0	-	3.0	-		-	
3684	Central Services Assistant	1.0	3.0	-	-	(1.0)	(3.0)	D
3221	Deputy County Counsel I or							
3222	Deputy County Counsel II or							
3223	Deputy County Counsel III	3.0	-	1.0	-	(2.0)	-	E
4641	Deputy County Counsel IV*	-		1.0	-	1.0		E
3132	Deputy Director-Welfare	3.0	-	3.0	-	-	-	
2129	Director of Social Services	1.0	-	1.0	-		-	
3340	Eligibility Supervisor	17.0	7.0	16.0	-	(1.0)		A
3341	Eligibility Worker I or							
3342	Eligibility Worker II	63.0		63.0	-		-	
3343	Eligibility Worker III	28.0	-	28.0	-		-	
3281	Employment and Training Worker I or							
3282	Employment and Training Worker II	19.0		16.0	-	(3.0)	-	F
3283	Employment and Training Worker III	7.0	-	6.0	-	(1.0)	-	J
3280	Employment and Training Worker Supervisor	4.0	-	4.0	-		-	
4222	Executive Assistant to the Department Head	1.0	-	1.0	-		-	
3533	Office Assistant I or							
3534	Office Asssitant II	35.0	-	36.0	-	1.0	-	D
3633	Office Assistant III	12.0	2.0	12.0	-		(2.0)	
3681	Office Services Supervisor I	9.0	-	11.0	-	2.0		G
3682	Office Services Supervisor II	2.0	-	2.0	-		-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3639	Personnel Assistant	3.0	-	3.0	-		-	
3636	Program Assistant I or	3.0	-	-	-	(3.0)	-	H
3637	Program Assistant II	4.0	-	9.0	-	5.0	-	H
3637U	Program Assistant II	1.0	-	1.0	-		-	
4126	Principal Analyst	-	4.0	2.0	-	2.0	(4.0)	I
3169	Program Manager I	9.0	-	9.0	-		-	
3683	Secretary I*	6.0	-	6.0	-		-	
3703	Senior Accounting Technician	4.0	-	3.0	-	(1.0)	-	B
3209	Senior Administrative Analyst	1.0	-	4.0	-	3.0	-	F
3654	Senior Program Assistant	1.0	-	3.0	-	2.0	-	A
3537	Social Service Aide	14.0	-	14.0	-		-	
3286	Social Worker I or							
3287	Social Worker II or							
3288	Social Worker III or							
3289	Social Worker IV	79.0	-	80.0	-	1.0	-	J
3284	Social Worker Supervisor I or							
3285	Social Worker Supervisor II	20.0	-	20.0	-		-	
3290	Staff Services Manager I	1.0	-	-	-	(1.0)	-	K
3293	Senior Staff Services Manager	1.0	-	2.0	-	1.0	-	K
3520	Vocational Trainee or							
3521	Vocational Assistant	5.0	-	3.0	-	(2.0)	-	H
	TOTAL	392.0	19.0	395.0	-	3.0	(19.0)	

NOTES:

- A** Reflects the request of the department to eliminate one (1) FTE Account Clerk & one (1) FTE Eligibility Supervisor; fund two (2) FTE Senior Program Assistants due to program complexity
- B** Reflects the request of the department to eliminate one (1) FTE Senior Accounting Technician; fund one (1) FTE Account Clerk Supervisor for Account Clerk supervision
- C** Reflects the request of the department to eliminate one (1) FTE Administrative Analyst; fund one (1) FTE Administrative Assistant for additional Deputy Director support
- D** Position converted to Office Assistant per adopted MOU
- E** One (1) FTE Deputy County Counsel assigned to Public Guardian Org another reclassified to Deputy County Counsel IV
- F** Reflects the request of the department to eliminate three (3) FTE ETW's; fund three (3) FTE Senior Administrative Analysts for program

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07510)
 Function: Public Assistance
 Activity: Administration
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24</u> <u>Authorized</u> <u>Positions</u>		<u>2024-25</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>	
	Administration & Administrative Analyst supervision							
G	Fund two (2) FTE Office Assistant Supervisor I's; necessary for Office Assistant supervision and program support							
H	Reflects the request of the department to eliminate two (2) FTE Vocational Assistants; fund two (2) FTE Program Assistants for CWS family finding & Employer Services support (added Program Assistant I/II flex)							
I	Fund two (2) FTE Principal Analyst's for Homeless Program Coordinator & Administration Support							
J	Reflects the request of the department to eliminate one (1) FTE ETW III; fund one (1) FTE Social Worker I/II/III/IV for SSA Advocacy							
K	BOS action taken in Fiscal Year 2023-24; reclassification							
	Known as Program Secretary- officialy Secretary I (MERIT) Deputy County Counsel IV* Maximum of (1) filled position							

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: DEPT. OF SOCIAL SERVICES
 (SS-MEDICAL 07513)
 Function: MEDICAL NAVIGATOR PROJECT
 Activity: PUBLIC ASSISTANCE
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
655006 FED- SOC SVCS ADMIN	100,663	305,146	0	0
TOTAL CHARGES FOR CURRENT SERVICES	100,663	305,146	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>100,663</u>	<u>305,146</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expense	(13)	25,300	0	0
722000 Transportation & Travel	0	35,849	0	0
730330 Rents & Leases - Equipment	0	5,000	0	0
TOTAL SERVICES & SUPPLIES	(13)	66,149	0	0
INTRAFUND TRANSFER				
770100 Intrafund Expense	100,663	238,997	0	0
TOTAL INTRAFUND TRANSFER	100,663	238,997	0	0
<u>TOTAL EXPENDITURES</u>	<u>100,650</u>	<u>305,146</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(13)</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. The salaries to administer this grant are included in the 07510 – department administration budget for \$0.

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 (\$0) is recommended to reimburse for usage of Copy Machines and Media Outreach Billboards.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: DEPT. OF SOCIAL SERVICES
 (SS-ATT 07514)
 Function: ATT Grant
 Activity: PUBLIC ASSISTANCE
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
650810 ST- SOC SVCS ADMIN	103,312	203,110	100,000	100,000
TOTAL CHARGES FOR CURRENT SERVICES	103,312	203,110	100,000	100,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>103,312</u>	<u>203,110</u>	<u>100,000</u>	<u>100,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expense	43,952	0	0	0
721400 Prof & Spec Svc	4,537	135,887	50,000	50,000
TOTAL SERVICES & SUPPLIES	48,489	135,887	50,000	50,000
INTRAFUND TRANSFER				
770100 Intrafund Expense	50,000	67,223	50,000	50,000
TOTAL INTRAFUND TRANSFER	50,000	67,223	50,000	50,000
<u>TOTAL EXPENDITURES</u>	<u>98,489</u>	<u>203,110</u>	<u>100,000</u>	<u>100,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-4,823</u>	<u>0</u>	<u>0</u>	<u>0</u>

DEPARTMENT OF SOCIAL SERVICES – ATT GRANT

COMMENTS

This budget contains operating funds to administer the Access to Technology (ATT) grant. The salaries to administer this grant are included in the 07510 – department administration budget.

BACKGROUND

The Access to Technology (ATT) for Older Adults and Persons with Disabilities is a grant for counties to purchase digital devices, service plans and training for older adults and individuals with disabilities to increase/improve digital infrastructure in their communities. The grant is intended to reduce isolation, increase connections, and enhance self-confidence for program participants.

Revenue

650810 Social Services Admin. (\$100,000) is recommended. Total of Grant funding is \$100,000 which \$100,000 will be received in FY24/25.

SERVICES & SUPPLIES

721300 Office Expense (\$50,000)

721400 Professional & Specialized Services (\$0) is not recommended for anticipated training sessions for staff, recipients, cost of devices, and service plans. \$ is expected to be expended in FY24/25.

770000 Intrafund Expense (\$50,000) is recommended to reimburse salaries and benefits for social services staff. \$83,334 is expected to be expended in FY24/25.

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DEPT. OF SOCIAL SERVICES
(SS-LADAP 07516)**
Function: **LADAP Grant**
Activity: **PUBLIC ASSISTANCE**
Fund: **General**

	<u>ACTUAL</u> <u>2023-24</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
655006 FED- SOC SVCS ADMIN	0	200,000	200,000	200,000
TOTAL CHARGES FOR CURRENT SERVICES	0	200,000	200,000	200,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	0	2,000	0	0
720500 Household Expense	0	0	6,568	6,568
720600 Insurance	0	0	600	600
721300 Office Expense	0	0	2,000	2,000
721400 Professional & Specialized Services	0	128,000	130,000	130,000
721900 Special Departmental Expense	0	18,750	10,150	10,150
722000 Transportation & Travel	0	5,000	5,000	5,000
770100 Intrafund Expense	0	46,250	39,682	39,682
TOTAL SERVICES & SUPPLIES	0	200,000	194,000	194,000
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	0	6,000	6,000
TOTAL OTHER CHARGES	0	0	6,000	6,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

DEPARTMENT OF SOCIAL SERVICES – LADAP GRANT

COMMENTS

This budget contains operating funds to administer the Local Aging and Disability Action Planning (LADAP) grant. The salaries to administer this grant are included in the 07516 – department administration budget for \$200,000.

BACKGROUND

The Local Aging and Disability Action Planning (LADAP) grant program is a planning and capacity-building grant program focused on supporting communities and populations that have been historically under-resourced and under-served. The local age- and disability-friendly plan developed under this agreement is aimed at improving a community's livability for people of all ages centered on equity, cultural competency, community engagement, and disability inclusion principles and practices.

Revenue

655006 **Social Services Admin** (\$200,000) is recommended. Total of Grant funding is \$200,000 which will be received in FY24/25.

SERVICES & SUPPLIES

720500 **Household Expense** (\$6,568) is recommended for facilities operation, maintenance costs such as internet, electric, gas, etc.

720600 **Insuranace** (\$600) is recommended for County's Self-Insured Liability Program.

721300 **Office Expense** (\$2,000) is recommended for general office supplies.

721400 **Professional & Sepcialized Services** (\$130,000) is recommended for contractual and consultant costs for expenses associated with purchasing goods and/or procuring services.

721900 **Special Department Expense** (\$10,150) is recommended for catering (\$2,500), program incentives (\$3,750), flyer printing and distribution (\$1,500), banners (\$900), advertisement (\$1,500).

72200 **Transportation & Travel** (\$5,000) is recommended for travel (\$2,000) and training (\$3,000) in support of project activities.

DEPARTMENT OF SOCIAL SERVICES – LADAP GRANT

SERVICES & SUPPLIES (continued)

770000 **Intrafund Expense** (\$39,682) is recommended to reimburse salaries and benefits for social services staff. (\$39,682) is expected to be expended in FY24/25.

OTHER CHARGES

730330 **Rents & Lease** (\$6,000) is recommended for facility rental for community engagement and meetings.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: DEPT. OF SOCIAL SERVICES
 GENERAL RELIEF (07520)
 Function: Public Assistance
 Activity: General Relief
 Fund: General

	<u>ACTUAL 2023-24</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620705 Indigent Burial Permits	1,814	1,759	1,175	1,175
TOTAL LICENSES, PERMITS & FRANCHISES	1,814	1,759	1175	1,175
CHARGES FOR CURRENT SERVICES				
662726 Welfare Burial Reimbursements	4,587	10,486	8,376	8,376
TOTAL CHARGES FOR CURRENT SERVICES	4,587	10,486	8376	8,376
MISCELLANEOUS REVENUE				
671000 Welfare Repayments	24,285	53,424	56,118	56,118
TOTAL MISCELLANEOUS REVENUE	24,285	53,424	56118	56,118
<u>TOTAL ESTIMATED REVENUES</u>	<u>30,686</u>	<u>65,669</u>	<u>65,669</u>	<u>65,669</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	278,171	398,352	403,591	403,591
TOTAL SERVICES & SUPPLIES	278,171	398,352	403,591	403,591
OTHER CHARGES				
730100 Support and Care of Persons	127,580	505,617	505,618	505,618
731305 Contributions to Other Agencies	0			
TOTAL OTHER CHARGES	127,580	505,617	505,618	505,618
<u>TOTAL EXPENDITURES</u>	<u>405,751</u>	<u>903,969</u>	<u>909,209</u>	<u>909,209</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>375,065</u>	<u>838,300</u>	<u>843,540</u>	<u>843,540</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** (\$403,591) is recommended increase \$5,239 for maintenance of graves and burial services. This account covers emergency standby payments to the two 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 (\$103,621), and maintenance of graves (\$19,828).

OTHER CHARGES

730100 **Support & Care of Persons** (\$505,618) is recommended increased \$1.00 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 2024-25

Department: DEPT. OF SOCIAL SERVICES
 PUBLIC ASST. PROGRAMS (07530)
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650900 State Intergovernment Revenue	38,630,904	30,789,072	36,922,153	36,922,153
655000 Federal Intergovernment Revenue	7,639,187	23,849,520	21,777,634	21,777,634
TOTAL INTERGOVERNMENTAL REVENUE	46,270,091	54,638,592	58,699,787	58,699,787
CHARGES FOR CURRENT SERVICES				
662305 FOSTER CARE	120,973	80,000	80,000	80,000
TOTAL CHARGES FOR CURRENT SERVICES	120,973	80,000	80,000	80,000
MISCELLANEOUS REVENUE				
671000 Welfare Misc Revenue	360,061	210,000	210,000	210,000
TOTAL MISCELLANEOUS REVENUE	360,061	210,000	210,000	210,000
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	4,479,153	5,479,319	4,917,878	4,917,878
TOTAL OTHER FINANCING SOURCES	4,479,153	5,479,319	4,917,878	4,917,878
<u>TOTAL ESTIMATED REVENUES</u>	<u>51,230,279</u>	<u>60,407,911</u>	<u>63,907,665</u>	<u>63,907,665</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **DEPT. OF SOCIAL SERVICES
PUBLIC ASST. PROGRAMS (07530)**

Function: **Public Assistance**
Activity: **Aids Programs**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>EXPENDITURES:</u>				
730101 CalWORKS				
Federal	11,570,689	13,081,462	17,634,669	17,634,669
2011 Realignment	17,965,017	19,875,710	18,411,038	18,411,038
County*	913,475	845,056	924,249	924,249
Total Aid for CalWORKS	30,449,181	33,802,228	36,969,956	36,969,956
730104 Foster Care				
Federal	2,312,137	2,962,883	3,526,079	3,526,079
2011 Realignment	3,407,360	4,362,164	4,362,164	4,362,164
County*	2,393,265	3,062,195	2,498,999	2,498,999
Total Foster Care	8,112,762	10,387,242	10,387,242	10,387,242
730105 Welfare to Work				
Federal	305,470	509,400	509,400	509,400
State	54,329	90,600	90,600	90,600
Total Welfare to Work	359,799	600,000	600,000	600,000
730107 In-Home Supportive Service				
County*	5,423,901	6,027,797	5,876,891	5,876,891
Total In-Home Supportive Service	5,423,901	6,027,797	5,876,891	5,876,891
73108 Refugee Cash Assistance				
County*	1,644	0	0	0
Total Refugee Cash Assistance	1,644	0	0	0
730111 Aid For Adopted Children				
Federal	2,479,494	3,618,469	3,618,468	3,618,468
2011 Realignment	1,377,498	1,644,759	1,644,759	1,644,759
County*	1,652,996	1,315,807	1,315,807	1,315,807
Total Aid For Adopted Children	5,509,988	6,579,034	6,579,033	6,579,033

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: DEPT. OF SOCIAL SERVICES
 PUBLIC ASST. PROGRAMS (07530)

Function: Public Assistance
 Activity: Aids Programs
 Fund: General

	<u>ACTUAL</u> 2022-23	<u>BOARD</u> <u>APPROVED</u> 2023-24	<u>DEPARTMENT</u> <u>REQUEST</u> 2024-25	<u>CAO</u> <u>RECOMMENDED</u> 2024-25
<u>EXPENDITURES (continued)</u>				
730118 Cal-Learn				
Federal	7,446	20,172	11,614	11,614
State	492	1,333	768	768
Total Cal-Learn	7,938	21,505	12,382	12,382
730119 CalWORKS Child Care				
Federal	1,469,823	2,104,050	2,114,885	2,114,885
State	209,975	300,579	302,126	302,126
Total CalWORKS Child Care	1,679,798	2,404,628	2,417,011	2,417,011
730125 KIN GAP				
Federal	571,853	989,888	1,011,824	1,011,824
State	428,891	742,416	758,868	758,868
County*	142,963	247,472	252,956	252,956
Total KIN GAP	1,143,707	1,979,776	2,023,648	2,023,648
730126 Cash Assistance Program for Immigrants				
State	45,606	119,234	175,571	175,571
Total Cash Assistance for Immigrants	45,606	119,234	175,571	175,571
730129 Housing Assistance/ Transitional Housing Program				
2011 Realignment	211,192	358,215	597,459	597,459
Total Housing Asst/Transitional Housing Program	211,192	358,215	597,459	597,459
<u>TOTAL EXPENDITURES</u>	52,945,515	62,279,659	65,639,193	65,639,193
<u>NET COUNTY COST (EXP - REV)</u>	1,715,236	1,871,748	1,731,529	1,731,529

* 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 2024-25 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 2024-25 is estimated at \$4,362,164 and \$1,644,759 respectively, for these two programs. Additional revenue is estimated at \$18,423,005 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 2024-25, 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 (\$36,966,955) is recommended increased \$3,167,727. Overall local share is equivalent to 2.5 percent (\$924,249) of program costs. Realignment revenue is estimated at \$16,225,706.

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 47.7% - Federal, 49.8% - State (Realignment), and 2.5% - County funds.

FOSTER CARE

Appropriations (\$10,387,242) is recommended unchanged. The County share is estimated at (\$3,015,928), which is partially offset with revenues not specific to a Program. For 2024-25, 2011 Realignment is estimated at \$4,917,878, which is funded by sales tax revenue.

Included within this budget are funds for Foster Homes, Foster Family Agencies (FFAs), and Short Term Residential Therapeutic Program (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 unchanged 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 75,592,092, of which the County share is estimated at \$5,876,891. The increase is due to State mandate. FY 24-25 MOE amount is \$5,640,753. 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 \$1,500,000. 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 \$16.50.

AID FOR ADOPTED CHILDREN

Appropriations (\$6,579,034) is recommended unchanged, 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 \$1,644,759 which is funded by sales tax revenue.

CAL-LEARN

Appropriations (\$12,382) is recommended decrease of (\$9,123). 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 (\$2,417,011) is recommended increased \$12,383. For 2024-25 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 (\$2,023,647) is recommended increased \$43,871. 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 (\$175,571) is recommended increased \$56,337. 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 (\$597,459) is recommended increased \$239,244. 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>2023-24</u>	Recommended <u>2024-25</u>
County Share	(\$10,935,130)	(\$11,385,830)
Less:		
Other Revenue ⁽¹⁾	(\$290,000)	(\$290,000)
DSS 1991 Realignment	(\$8,773,382)	(\$9,364,302)
NET COUNTY COST	\$1,871,747	\$1,731,528

(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 2024-25**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROP				
640101 INTEREST ON CASH	1,604	0	1,771	1,771
TOTAL REVENUE FROM USE OF MONEY/PROP	1,604	0	1,771	1,771
INTERGOVERNMENTAL REVENUE				
650810 ST - ADMIN SOC SVS	139,843	147,869	147,969	147,969
650910 ST-PUB ASSIST REALIGNMENT	0	269,527	269,527	269,527
655006 FED - SOC SVC ADMIN	135,734	147,869	147,869	147,869
TOTAL INTERGOVERNMENTAL REVENUE	275,578	565,265	565,365	565,365
<u>TOTAL ESTIMATED REVENUES</u>	<u>277,182</u>	<u>565,265</u>	<u>567,136</u>	<u>567,136</u>
SERVICES & SUPPLIES				
720300 Communications	4,438	4,438	2,330	2,330
720500 Household Expense	4,404	4,404	5,750	5,750
720600 Insurance Expense	24,725	19,378	19,378	19,378
720800 Maintenance - Equipment	3,355	6,613	6,710	6,710
720900 Maintenance - Structures & Grounds	4,646	4,646	4,646	4,646
721300 Office Expense	28,459	30,281	30,282	30,282
721400 Professional & Specialized Services	13,811	31,950	31,950	31,950
721500 Publications & Legal Notices	432	288	576	576
721900 Special Departmental Expense	1,500	1,500	1,500	1,500
722000 Transportation & Travel	1,750	2,800	2,800	2,800
722100 Utilities	4,155	4,155	4,155	4,155
TOTAL SERVICES & SUPPLIES	91,675	110,453	110,077	110,077

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	37,185	37,185	37,185	37,185
730700 Judgements & Damages	0	13,000	13,000	13,000
731401 INTERFUND EXPEND - COST PLAN	158,523	404,627	406,874	406,874
TOTAL OTHER CHARGES	195,708	454,812	457,059	457,059
<u>TOTAL EXPENDITURES</u>	<u>287,384</u>	<u>565,265</u>	<u>567,136</u>	<u>567,136</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>10,202</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 2023-24 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 \$16.50.

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** (\$565,365) is the anticipated state and federal revenues for fiscal year 2024-25.

SERVICES AND SUPPLIES

720300 **Communications** (\$2,330) is recommended decreased 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** (\$ 5,750) is recommended increased 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 decreased for primary liability coverage for the Authority.

720800 **Maintenance - Equipment** (\$6,710) is recommended increased \$97 for repairs associated with the maintenance of office equipment.

720900 **Maintenance - Structures & Grounds** (\$4,646) is recommended unchanged for the pro-rated costs for building and grounds maintenance.

721300 **Office Expense** (\$30,282) is recommended increased \$(1) 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** (\$576) is recommended increased \$288 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** (\$2,800) 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 unchanged for the projected shared costs for the use of utilities in the Social Services facilities.
- 730330** **Rents & Leases** (\$37,185) is recommended unchanged for shared costs for use equipment and of Social Services' facilities.

OTHER CHARGES

- 730700** **Judgements & Damages** (\$13,000) is recommended unchanged to fund the required deductible for the primary liability insurance coverage.
- 731401** **Interfund Expense** (\$406,874) is recommended increased \$2,247 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 2024-25

Department: PUBLIC GUARDIAN
 (08020)
 Function: Public Asst./Pub. Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661300 Estate Fees	60,661	60,000	60,000	60,000
TOTAL CHARGES FOR CURRENT SERVICES	60,661	60,000	60,000	60,000
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	135,576	259,886	184,909	184,909
TOTAL CHARGES FOR MISCELLANEOUS REVENUE	135,576	259,886	184,909	184,909
<u>TOTAL ESTIMATED REVENUES</u>	<u>196,237</u>	<u>319,886</u>	<u>244,909</u>	<u>244,909</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	251,261	292,884	326,233	326,233
710107 Premium Pay	1,605	0	0	0
710200 Retirement	92,410	111,382	111,854	111,854
710300 Health Insurance	45,462	62,680	63,911	63,911
710400 Workers' Compensation Insurance	1,379	1,379	1,379	1,379
TOTAL SALARIES & EMPLOYEE BENEFITS	392,118	468,325	503,377	503,377
SERVICES & SUPPLIES				
720300 Communications	628	4,600	4,600	4,600
720500 Household Expense	0	6,723	6,723	6,723
720600 Insurance	3,205	3,205	3,205	3,205
720800 Maintenance - Equipment	0	473	497	497
721100 Memberships	5,075	9,906	9,913	9,913
721300 Office Expense	6,003	17,219	16,045	16,045

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC GUARDIAN
(08020)**
Function: **Public Asst./Pub. Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
721400 Professional & Specialized Services		35,613	35,640	35,640
721500 Publications & Legal Notices	29,308	210	210	210
721900 Special Departmental Expense	3,518	150	150	150
722000 Transportation & Travel	0	14,156	12,204	12,204
722100 Utilities	0	4,908	4,295	4,295
	0			
TOTAL SERVICES & SUPPLIES	47,737	97,163	93,482	93,482
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	3,749	3,652	3,652
TOTAL OTHER CHARGES	0	3,749	3,652	3,652
INTRAFUND TRANSFER				
770100 Intrafund Expense	41,871	135,399	55,058	55,058
TOTAL INTRAFUND TRANSFER	41,871	135,399	55,058	55,058
<u>TOTAL EXPENDITURES</u>	481,725	704,636	655,569	655,569
<u>NET COUNTY COST (EXP - REV)</u>	285,488	384,750	410,660	410,660

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 2024-25.

670000 **Intrafund Revenue** (\$184,909) is the anticipated revenue for FY 2024-25.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$326,233) is recommended increased \$33,349 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** (\$111,854) is recommended increased \$472 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$63,911) is recommended increased \$1,231 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 unchanged for janitorial services and charges on intrafund account.
- 720600** **Insurance** (\$3,205) is recommended unchanged and reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$497) is recommended increased \$24 for the maintenance of office equipment (typewriters, calculators, check printer, and computers).
- 721100** **Memberships** (\$9,913) is recommended increased \$7 for the cost of association/membership in the California Association of Public Guardian/Public Conservator/Public Administrator (CAPA, \$6,340), annual code book updates (\$2,449), Thomas Reuters Probate Codes (\$696) and continuing EDUC Pub (\$428).
- 721300** **Office Expense** (\$16,045) is recommended decreased \$1,174 for postage (\$3,000), subscriptions (\$1,050), CEB Estate Planning Online (\$1,400), safety deposit box (\$500), envelopes (\$1,800) and checks (\$2,195), along with other office expenses (\$6,100).
- 721400** **Professional & Specialized Services** (\$35,640) is recommended increased \$27 includes monthly maintenance fees for PG Pro Software (\$33,000), LexisNexis - used for looking up relatives of conservatees (\$2,640) and other services as needed.
- 721500** **Publications & Legal Notices** (\$210) is recommended unchanged 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** (\$12,204) is recommended decreased \$1,952 for the lodging and meals for Out-of-County trips which include mandated certification trainings for staff (\$5,900), estimated 700 miles (\$1,600) and Central Garage charges (4,704).
- 722100** **Utilities** (\$4,295) is recommended decreases \$415 for PG staff at DSS new building.

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$3,652) is recommended decreased \$97 for the copier lease (\$1,944), additional copies costs (\$945), and the cost of a shred bin (\$763).

INTRAFUND TRANSFER

770100 **Intrafund Expense** (\$55,058) is recommended decreased \$80,341 to fund specified DSS Human Resource cost (\$5,058), and DSS Staff timestudy to PG (\$50,000).

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **PUBLIC GUARDIAN
 (08020)**
 Function: **Public Asst./Pub. Protection**
 Activity: **Other Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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		1.0		(1.0)	-	A
3222	Deputy County Counsel II	-		1.0		1.0		A
3533	Office Assistant I or							
3534	Office Assistant II	1.0		1.0		-	-	
TOTAL		4.0	-	4.0	-	-	-	

NOTES:

A Deleted one (1) FTE Deputy Public Guardian and added one (1) FTE Deputy County Counsel II

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **VETERANS SERVICE OFFICE
(08010)**
Function: **Public Asst./Pub. Protection**
Activity: **Vet. Svs./Other Protection**
Fund: **General**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652800 State - Veterans Affairs	101,944	85,000	92,500	92,500
TOTAL INTERGOVERNMENTAL REVENUE	101,944	85,000	92,500	92,500
<u>TOTAL REVENUES</u>	<u>101,944</u>	<u>85,000</u>	<u>92,500</u>	<u>92,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	200,729	215,472	230,507	230,507
710103 Extra Help	629	0	0	0
710107 Premium Pay	585	0	1,560	1,560
710200 Retirement	79,985	93,537	104,249	104,249
710300 Health Insurance	45,426	60,855	60,868	60,868
710400 Workers' Compensation Insurance	1,445	40,144	44,158	44,158
TOTAL SALARIES & EMPLOYEE BENEFITS	328,799	410,008	441,342	441,342
SERVICES & SUPPLIES				
720300 Communications	1,139	1,320	1,320	1,320
720600 Insurance	51,439	46,076	54,832	54,832
721100 Memberships	5,437	4,000	4,000	4,000
721300 Office Expense	2,885	2,000	3,000	3,000
721900 Special Department Expense	65	0	0	0
722000 Transportation & Travel	6,543	6,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	67,509	59,396	73,152	73,152
OTHER CHARGES				
730330 Rents & Leases - Principal	3,978	3,650	3,975	3,975
770100 Intrafund Transfer	2,361	2,352	2,360	2,360
TOTAL OTHER CHARGES	6,339	6,002	6,335	6,335

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: VETERANS SERVICE OFFICE
 (08010)
 Function: Public Asst./Pub. Protection
 Activity: Vet. Svs./Other Protection
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>TOTAL EXPENDITURES</u>	<u>402,646</u>	<u>475,406</u>	<u>520,829</u>	<u>520,829</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>300,702</u>	<u>390,406</u>	<u>428,329</u>	<u>428,329</u>

VETERANS SERVICE OFFICE

COMMENTS

The Veterans Services Office (VSO) is established by the Board of Supervisors of Madera County to assist veterans, 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 assists veterans and their family with filing VA claims, but it also answers questions about other various federal, state, and local benefits. Currently, the Veterans Services Office is staffed with a Veterans Services Officer, two (2) Veteran Services Representatives, and a Veterans Services 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, 2022 – June 30, 2023</u>		<u>July 1, 2023 – April 30, 2024</u>	
County Population (Approx.)	6,000	County Population (Approx.)	5,736
County Size	Very Small	County Size	Very Small
New Claims Filed	628	New Claims Filed	1535
New Awards	\$2,719,290	New Awards	\$3,258,331
Average New Award	\$4,330	Average New Award	\$2,123

ESTIMATED REVENUES

652800 **State - Veterans Affairs** (\$92,500) is estimated for Veterans Affairs Subvention funds and state reimbursement for attending mandated conferences. This number is subject to change with the recent passage of California State Budget (AB 128) as County Veterans Services Offices are still in the early stages of identifying the monetary impact of the increased subvention and training funding allocations.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$230,507) is recommended due to the increasing salaries of four (4) current FTE staff members. This includes the County Veterans Services Officer, two (2) Veteran Services Representatives, and a Veterans Services Assistant position. This level of staffing is necessary due to increasing workloads and complexity, serving underserved areas, and the eventual staffing of the Oakhurst Government Building.

710107 **Premium Pay** (\$1,560) reflects the bilingual pay for two (2) FTE Veteran Services Representatives.

VETERANS SERVICE OFFICE

SALARIES & EMPLOYEE BENEFITS (continued)

- 710200** **Retirement** (\$104,249) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System for four (4) FTE Staff members.
- 710300** **Health Insurance** (\$60,868) is based on the employer's share of health insurance premiums for four (4) FTE Staff members.
- 710400** **Workers' Compensation** (\$44,158) reflects the department's anticipated contribution to the County's Self-Insurance Internal Service Fund for four (4) FTE Staff members.

SERVICES & SUPPLIES

- 720300** **Communications** (\$1320) it is requested that the VSO office maintain 2 office cell phones. This will allow the VSO office to perform their duties outside of the main government building during outreach events and/or while working from locations outside of the office.
- 720600** **Insurance** (\$54,832) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721100** **Memberships** (\$4,000) is requested to cover the cost of association dues and membership fees to the California Association of County Veterans Services Officers and the National Association of County Veterans Services Officers.
- 721300** **Office Expense** (\$3,000) is recommended for office expenses. A \$1,000 increase from last FY due to an increased workload and the addition of 4th FTE.
- 722000** **Transportation & Travel** (\$10,000) a \$4,000 increase from the previous FY. Of the \$4,000 increase, \$1,000 is necessary due to an increase in the cost of lodging, travel, and meals related to out-of-county conferences and trainings, for which attendance is required to maintain accreditation and receive subvention funding. Transportation, training, and travel costs are fully offset by revenues specifically allocated by the State for these activities. An additional \$3,000 is necessary to cover the cost of one (1) FTE Veterans Services Representative to travel to the Oakhurst Government building one-time (1x) a week and provide veteran benefit services to Madera County's rural and isolated veteran communities.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$3,975) is recommended for projected costs of the department’s copier lease. An increase of \$325 from the previous FY due to an increase in workload activities and additional FTE.
- 770100** **Intrafund Transfer** (\$2,360) 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 2024-25**

Department: **VETERANS SERVICE OFFICE
 (08010)**
 Function: **Public Asst./Pub. Protection**
 Activity: **Vet. Svs./Other Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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>	
3538	Veterans' Service Assistant	1.0	-	1.0		-	-	
2136	Veterans' Service Officer	1.0	-	1.0		-	-	
3420	Veterans' Service Representative	2.0	-	2.0		-	-	
TOTAL		4.0	-	4.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: COMMUNITY ACTION
 PARTNERSHIP (08200)
 Function: Public Assistance
 Activity: Other Assistance
 Fund: General

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
FEDERAL OTHER				
657001 Federal Community Services	509,797	347,293	324,345	324,345
TOTAL ESTIMATED REVENUES	<u>509,797</u>	<u>347,293</u>	<u>324,345</u>	<u>324,345</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	189,677	207,022	229,857	229,857
710200 Retirement	74,581	83,441	77,655	77,655
710300 Health Insurance	16,450	15,214	15,217	15,217
710400 Workers' Compensation Insurance	1,352	1,616	1,616	1,616
TOTAL SALARIES & EMPLOYEE BENEFITS	<u>282,059</u>	<u>307,293</u>	<u>324,345</u>	<u>324,345</u>
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	384	40,000	0	0
TOTAL SERVICES & SUPPLIES	<u>384</u>	<u>40,000</u>	<u>0</u>	<u>0</u>
<u>TOTAL EXPENDITURES</u>	<u>282,443</u>	<u>347,293</u>	<u>324,345</u>	<u>324,345</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(227,354)</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.

ESTIMATED REVENUES

657001 **Federal Community Services** (\$324,345) are recommended for maintaining the current level of staffing.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$229,857) are recommended increased \$22,835 based on the cost of recommended staffing. The CAPMC Executive Director also serves as the County's Homelessness Coordinator.

710200 **Retirement** (\$77,655) for the County's anticipated contribution to Social Security and Public Employees' Retirement System.

710300 **Health Insurance** (\$15,217) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,616) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$0) is not recommended. The expense for the Senior Congregate Meals Program is now budgeted in its own budget, Org Key 00214 – Senior Meal Program.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **COMMUNITY ACTION
 PARTNERSHIP (08200)**
 Function: **Public Assistance**
 Activity: **Other Assistance**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: SENIOR MEALS
 PROGRAM (00214)
 Function: Public Assistance
 Activity: Other Assistance
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
FEDERAL OTHER				
657001 Federal Community Services	0	0	82,000	82,000
TOTAL ESTIMATED REVENUES	<u>0</u>	<u>0</u>	<u>82,000</u>	<u>82,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	0	147,000	147,000
TOTAL SERVICES & SUPPLIES	<u>0</u>	<u>0</u>	<u>147,000</u>	<u>147,000</u>
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>147,000</u>	<u>147,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>65,000</u>	<u>65,000</u>

SENIOR MEALS PROGRAM

COMMENTS

As approved on December 10, 2013, the County entered into an agreement with Fresno-Madera Area Agency on Aging (FMAAA) to administer the Senior Congregate Meals Program at four locations – Coarsegold, Madera Ranchos, North Fork, and Oakhurst. The program is expected to be renewed for the 2024-25 fiscal year. The County delegated the administration of this program to Eastern Madera Recreation and Parks (EMRAP). In addition to the federal funding awarded to the County through FMAAA, the County contributes additional funds for the total operation of the congregate meal program at the four county locations.

This program was previously budgeted in two separate budget organizational keys, 02200 Special Payments and 08200 Community Action Partnership of Madera County. As of Fiscal Year 2024-25, the program will be budgeted in its own separate budget, 00214 Senior Meals Program.

ESTIMATED REVENUES

657001 **Federal Community Services** (\$82,000) are recommended received from Fresno-Madera Area Agency on Aging for the Senior Congregate Meals Program.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$147,000) 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. A portion of this expense is offset by grant revenue received from Fresno-Madera Area Agency on Aging (\$82,000). 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.

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. The HHAP-2 Grant was fully spent in Fiscal Year 2022-23.

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.

Homelessness Funding HHAP-4 Grant

The State of California established the Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4) pursuant to Chapter 6 of Part 1 of Division 31 of the Health and Safety Code. HHAP-4 is administered by the California Interagency Council on Homelessness (Cal ICH); It provides grant funds to counties to build on the regional coordination created through previous Cal ICH grant funding and support local jurisdictions in their unified regional responses to reduce and end homelessness.

The County of Madera was awarded \$346,710 as part of HHAP-4. Under the HHAP-4 Program, the County will collaborate with Community Action Partnership of Madera County (CAPMC) to pursue a project under the HHAP-4 funding categories of Rapid Rehousing, Street Outreach, and Operating Subsidies.

Homelessness Funding HHAP-5 Grant

On September 29, 2023, the California Interagency Council on Homelessness (Cal ICH) announced the availability of the Regionally Coordinated Homeless Housing, Assistance and Prevention (HHAP) Program Round 5 (HHAP-5) grant funding. The legislature appropriated \$1 billion to fund HHAP-5. HHAP-5 was established for the purpose of organizing and deploying the full array of homelessness programs and resources comprehensively and effectively, and to sustain existing federal, state, and local investments towards long-term sustainability of housing and supportive services.

HOMELESSNESS GRANT FUNDING

To be considered eligible for HHAP-5 base allocations, eligible applicants were required to apply as part of a region and be a signatory to a Regionally Coordinated Homelessness Action Plan which had to be approved by the Council. The County of Madera, along with the City of Fresno, County of Fresno, and Fresno Madera Continuum of Care (FMCoC), entered into a Memorandum of Understanding (MOU) on March 19, 2024. The purpose of the MOU is to commit each jurisdiction to participate in, and to comply with the regionally coordinated homeless action plan.

In addition to the base allocation of \$939,524.14, the FMCoC has agreed to assign \$840,000 of the FMCoC's allocation to Madera County.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: CAO Homelessness
 (13170)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	116,960	159,921		
<u>ESTIMATED REVENUES:</u>				
OTHER REVENUE				
640101 INTEREST	8,296	2,500	0	0
TOTAL REVENUE	<u>8,296</u>	<u>2,500</u>	<u>0</u>	<u>0</u>
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	0	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>TOTAL ESTIMATED REVENUES</u>	<u>8,296</u>	<u>2,500</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	116,960	159,921	0	0
TOTAL SERVICES & SUPPLIES	<u>116,960</u>	<u>159,921</u>	<u>0</u>	<u>0</u>
<u>TOTAL EXPENDITURES</u>	<u>116,960</u>	<u>159,921</u>	<u>0</u>	<u>0</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 2024-25

Department: CAO Homelessness
 (13171)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	0	0	0	0
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	0	0	0	0
TOTAL 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				
721400 Professional & Specialized Services	60,360	0	0	0
750000 Operating Transfers Out	0	0	0	0
TOTAL SERVICES & SUPPLIES	60,360	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>60,360</u>	<u>0</u>	<u>0</u>	<u>0</u>
Income Over / (Under) Expenses	<u>60,360</u>	<u>0</u>	<u>0</u>	<u>0</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: CAO Homelessness
 (13172)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	0	526,637	175,500	175,500
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	421,309	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	421,309	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>421,309</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	526,637	175,500	175,500
TOTAL SERVICES & SUPPLIES	0	526,637	175,500	175,500
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>526,637</u>	<u>175,500</u>	<u>175,500</u>
Income Over / (Under) Expenses	<u>(421,309)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: CAO Homelessness
 (13174)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	0	0	346,710	346,710
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	0	346,710	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	346,710	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>346,710</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	346,710	346,710	346,710
TOTAL SERVICES & SUPPLIES	0	346,710	346,710	346,710
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>346,710</u>	<u>346,710</u>	<u>346,710</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 2024-25

Department: CAO Homelessness
 (13175)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	0	0	498,952	498,952
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	0	600,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	600,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>600,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				498,952
721400 Professional & Specialized Services	0	600,000	498,952	
TOTAL SERVICES & SUPPLIES	0	600,000	498,952	498,952
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>600,000</u>	<u>498,952</u>	<u>498,952</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 2024-25

Department: CAO Homelessness
 (13176)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
BEGINNING FUND BALANCE	0	0	0	0
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	0	0	939,524	939,524
659001 OTHER GOVT AGENCIES			840,000	840,000
TOTAL INTERGOVERNMENTAL REVENUE	0	0	1,779,524	1,779,524
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>1,779,524</u>	<u>1,779,524</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	0	1,779,524	1,779,524
TOTAL SERVICES & SUPPLIES	0	0	1,779,524	1,779,524
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>1,779,524</u>	<u>1,779,524</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 2024-25**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	100	250	250	250
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	100	250	250	250
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	117,449	100,000	0	0
659000 Other Government Agencies	126,670	0	50,000	50,000
TOTAL INTERGOVERNMENTAL REVENUE	244,119	100,000	50,000	50,000
CHARGES FOR CURRENT SERVICES				
662500 Library Services	12,042	11,000	12,000	12,000
662510 Lost Book Collections	1,721	1,500	1,500	1,500
662700 Other Charges for Services	0	9,500	11,000	11,000
TOTAL CHARGES FOR CURRENT SERVICES	13,764	22,000	24,500	24,500
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	23,165	3,000	3,000	3,000
TOTAL MISCELLANEOUS REVENUE	23,165	3,000	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>281,148</u>	<u>125,250</u>	<u>77,750</u>	<u>77,750</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	921,844	988,870	1,186,239	1,186,239
710103 Extra Help	70,920	11,022	0	0
710105 Overtime	0	0	5,000	5,000
710107 Premium Pay	0	0	5,460	5,460
710200 Retirement	382,494	408,865	503,255	503,255
710300 Health Insurance	148,278	283,610	238,827	238,827

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	33,094	27,575	9,163	9,163
<i>Salary Savings</i>			(145,296)	(145,296)
<i>Additional Salary Savings</i>			(35,319)	(35,319)
TOTAL SALARIES & EMPLOYEE BENEFITS	1,556,629	1,719,942	1,767,329	1,767,329
SERVICES & SUPPLIES				
720300 Communications	12,449	13,000	15,000	15,000
720500 Household Expense	8,129	7,900	8,500	8,500
720600 Insurance	3,804	2,631	3,047	3,047
720800 Maintenance - Equipment	1,876	8,000	8,000	8,000
721100 Memberships	134,037	167,557	172,313	172,313
721300 Office Expense	16,731	20,000	22,000	22,000
721600 Rents & Leases - Equipment	885	0	0	0
721900 Special Departmental Expense	337,995	282,143	177,484	177,484
722000 Transportation & Travel	3,157	5,000	5,000	5,000
722100 Utilities	90,960	116,071	116,071	116,071
TOTAL SERVICES & SUPPLIES	610,023	622,302	527,415	527,415
OTHER CHARGES				
730330 Rents & Leases - Equipment	14,135	16,000	16,000	16,000
TOTAL OTHER CHARGES	14,135	16,000	16,000	16,000
<u>TOTAL EXPENDITURES</u>	2,180,788	2,358,244	2,310,744	2,310,744
<u>NET COUNTY COST (EXP - REV)</u>	1,899,640	2,232,994	2,232,994	2,232,994

COMMENTS

The mission of Madera County Library is to strengthen communities by providing 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 resources, and a wide 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.

For Fiscal Year 2024-2025, the Library will be budgeting an eighteen percent (18%) salary savings to meet the CAO Recommended Net County Cost. The salary savings will be accomplished by keeping three (3) currently vacant positions vacant for the entire fiscal year. Furthermore, additional salary savings are necessary to meet the CAO Recommended Net County Cost. The Library will achieve this by holding a position vacant should it become available at any time during the fiscal year. This vacancy to meet the additional salary savings will directly impact the level of service to the public.

ESTIMATED REVENUES

- 640300** **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.
- 659000** **Other Government Agencies** (\$50,000) is recommended increased due to an agreement with the City of Madera.
- 662500** **Library Services** (\$12,000) is recommended increased \$1,000 based on current year projections.
- 662510** **Lost Book Collections** (\$1,500) is recommended unchanged based on current year projections.
- 662700** **Other Charges for Services** (\$11,000) is recommended increased \$1,500 based on current year projections.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,186,239) is recommended increased \$197,369 due to an estimated projection in staffing costs. This amount leaves three Library Assistant positions unfunded and also includes promotion of three Librarian Is to Librarian IIs.
- 710103** **Extra Help** (\$0) is recommended decreased \$11,022 due to prior transition to all permanent staff.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710105** **Overtime** (\$5,000) is recommended increased \$5,000 to accommodate outreach and programming events.
- 710107** **Premium Pay** (\$5,460) is recommended decreased \$1,540 to match current staffing levels for bilingual pay for staff (previously included in 710102).
- 710200** **Retirement** (\$503,255) is recommended increased \$94,390 to reflect the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$238,827) is recommended decreased \$44,783 based on current staffing levels and the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$9,163) is recommended to reflect the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$15,000) is recommended increased \$2,000 for telecommunication costs and service for circulating hotspots in library branches and the Bookmobile.
- 720500** **Household Expense** (\$8,500) is recommended increased \$600 for rising costs covering garbage pickup at Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.
- 720600** **Insurance** (\$3,047) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$8,000) is recommended unchanged for maintenance and service of the bookmobile plus continued maintenance of security devices and inspection of the elevators.
- 721100** **Memberships** (\$172,313) is recommended increased \$4,756 due to the affected of inflation on increased consortium fees. The total amount includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$117,463); a TELCO Direct Charge (\$40,300); Cisco Smart-Net Headquarter fee (\$954); Fortnet HQ Annual Maintenance (\$3,450); Office 365 licensing (\$1,898), Meraki License (\$4,248) and operational costs of mailing overdue notices, purchasing library cards, etc. drawn from the Tech Reserves Fund (\$4,000).

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$22,000) is recommended increased \$2,000 due to the rising cost of ink for staff printers 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** (\$177,484) is recommended decreased by \$104,659. This amount reflects the return of City of Madera funds (\$50,000) as revenue for use in Madera, and continuing costs for material and supplies for all five locations and the Bookmobile. Reductions include cuts to the technology replacement plan and summer reading program.
- 722000** **Transportation & Travel** (\$5,000) is recommended unchanged.
- 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 unchanged based on current year projections.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **LIBRARY
(09110)**
Function: **Education**
Activity: **Library Services**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	2.0	-	2.0	-	-	-	
3530	Library Assistant	12.0	-	12.0	-	-	-	
3530	Library Assistant or					-	-	
3270	Librarian I or					-	-	
3271	Librarian II or					-	-	
3272	Librarian III	1.0	-	1.0	-	-	-	
3531	Library Branch Assistant	4.0	-	4.0	-	-	-	
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	-	-	-	-	-	-	
3380	Desktop Support Technician I or					-	-	
3381	Desktop Support Technician II	1.0	-	1.0	-	-	-	
3684	Central Services Assistant	1.0	-	1.0	-	-	-	
TOTAL		24.0	-	24.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: COOP. EXTENSION
 SERVICE (09200)
 Function: Other
 Activity: Ag. Education
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
<u>ESTIMATED REVENUES:</u>				
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	635	1,500	1,100	1,100
721400 Professional & Specialized Services	97,949	109,684	110,934	110,934
721601 Rents & Leases - Co Vehicle	1,054	0	0	0
TOTAL SERVICES & SUPPLIES	99,639	111,184	112,034	112,034
<u>TOTAL EXPENDITURES</u>	<u>99,639</u>	<u>111,184</u>	<u>112,034</u>	<u>112,034</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>99,639</u>	<u>111,184</u>	<u>112,034</u>	<u>112,034</u>

UNIVERSITY OF CA COOPERATIVE EXTENSION

COMMENTS

The University of California Cooperative Extension (UCCE) is the county-based research and educational program of the University of California, Division of Agriculture and Natural Resources and is a cooperating partnership between the County of Madera, the University of California, and the United States Department of Agriculture.

The Mission of UCCE:

To serve California through the creation, development, extension, and application of knowledge in agricultural, natural, and human resources.

UCCE serves the local citizens of Madera through:

- Agriculture research and education to develop and improve agricultural practices.
 - Youth development programs to develop life skills, leadership, and community service through (hands-on) education.
 - Nutrition education programs that help individuals and families to eat better, stretch their food dollars, handle food safely and improve health.
 - Extending information on sustainable landscape and gardening practices to the community.
- Our mission is accomplished through the education and research programs conducted by UCCE advisors and program leaders. The advisors and program leaders work with agricultural clientele, county residents, youth, families, and community agencies to provide science-based knowledge and solutions to 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, 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.

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 22/23 was \$10,494,818; 9% of which was provided by the Counties and 91% 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 also works with local schools, parks and recreation departments, and the Madera County Fair on collaborative 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 primary objective of the Dairy Extension Program is to offer a comprehensive range of applied research and extension education initiatives addressing various industry issues within the dairy production system. By focusing on environmental stewardship, sustainable practices, quality assurance, animal welfare, animal health, food safety, new technologies, and labor and production efficiency, the program aims to enhance the competitiveness of the California dairy industry. The overarching goal is to empower dairy producers by providing them with the knowledge and tools needed to align their operations with current and future environmental considerations, thereby contributing to the long-term success of their endeavors.

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. In 2022 we trained 4 new Master Gardener volunteers and in 2023 Madera Master Gardener have 7 new volunteers joining our program. Madera MG volunteers help with presentations at the Home & Garden show, zoom and in person presentation at Madera Library, local nurseries and at the Three Sisters Garden on the Madera College campus. On Madera campus we support garden classes for Health Services, hands on training in the garden with Madera professors and their students. This will be the third year that we aid the Madera School district in collaboration with the Cal Fresh program. The collaborative partnership gained recognition of UCANR State Cal Fresh Program and was featured in one of their Town Halls.

Madera County grounds crew has received support from the MG program in the Maintenance at the Oakhurst Library and North Fork library and Front planter beds at the UCANR office. It is all drought tolerance plants and California natives. Explore Valley Gardens was a collaborative partnership with gardens in the central valley. The Master Gardener program kicked off this new venture with Celebration National Public Garden week in May of 2022. The marketing firm is working with us again for 2023.

LIVESTOCK AND NATURAL RESOURCES

Livestock and natural resources research and extension efforts assist local producers in maintaining livestock production, a key economic sector in Madera County, while conserving and enhancing natural resources and ecosystem services. The advisor uses a variety of strategies to reach clientele in Madera County including social media and quarterly newsletters on livestock and natural resource topics to over 120 recipients, and coordinating, hosting, and presenting at annual livestock or range management symposia. Webinars and online workshops cover livestock disaster preparedness, weed management, cutting-edge beef cattle health advancements, and the basics of small-acreage livestock production including animal husbandry and niche marketing. A new small-acreage website is in the final stages of development, and can be viewed in its current state here: <https://ucanr.edu/sites/smacreage/>

A rancher self-assessment was developed to help ranchers identify areas where they excel and areas where there is room to adopt best practices for ranch sustainability. The self-assessment considers forage, soils, wildlife, drought planning, and generational succession, to keep working landscapes economically, socially, and ecologically viable. The assessment and a detailed library of scientific resources to assist ranchers are now live at the UC Berkeley website: <https://crsa.cnr.berkeley.edu>. A free webinar to encourage adoption of the assessments will be held on February 29, 2024. Registration is available here: <https://forms.gle/giaXcJdNAFDaEFXQ9>

In Fall 2021, a new long-term project began to monitor blue oaks in the Southern San Joaquin Valley and Central Coast. Blue oaks are a key species on rangelands, providing shade, nutrient hotspots, habitat and food for multiple wildlife species, and cultural and aesthetic benefits for human communities. However, blue oak populations are beginning to decline. This project identifies, implements, and disseminates indicators of oak die-off and methods of sustaining healthy populations. In June 2023, a Blue Oak Field Day was hosted in collaboration with the Sierra Foothill Conservancy, a local rangeland trust. The 40 participants included members of state and federal agencies, other land trusts and reserves, local ranchers, and conservation and oak enthusiasts. All participants indicated they gained knowledge in oak monitoring methods and several participants plan to utilize at least one new monitoring method this year to observe their own oaks. This monitoring work is planned to continue for at least 8 more years, and outreach will continue to engage local and regional landowners in monitoring their own oaks. With widespread monitoring, we will be better able to identify oak populations at risk of decline, and therefore able to intervene with management to sustain these important and beloved trees.

Long-term forage production research is used by USDA Farm Service Agency (FSA) to help determine drought impacts to local livestock operations. These drought assessments help FSA to determine payments to offset severe drought impacts livestock producers; three sites are monitored in Madera County. A newer forage production study with one site in Madera County continues to examine the potential for remote sensing to improve data on statewide forage production. Remote sensing data could improve early detection of drought impacts at a fine scale, expediting compensation to ranchers in need. Preliminary data indicates that remote

UNIVERSITY OF CA COOPERATIVE EXTENSION

sensing was fairly accurate to on-the-ground measurements. Final conclusions from the remote sensing project are expected to be published late in 2024.

NUTRITION, FAMILY, AND CONSUMER SCIENCES

The CalFresh Healthy Living, University of California Cooperative Extension (CFHL, UCCE) serves Fresno and Madera counties using its research-based and science-informed education about food and nutrition, physical activity, policy, systems and environmental (PSE) changes, food safety, and food resource management education at no-cost, to improve the health and lives of CalFresh eligible individuals and families. In Madera County, CFHL, UCCE actively collaborates with Local Implementing Agency partner Madera County Department of Public Health Department to synergistically create impact in the health and nutrition of our CalFresh Healthy Living participants. The Madera CFHL, UCCE program serves over 26 sites and partnerships which include but not limited to the Madera Unified School District, Community Action Partnership Madera County, Dairy Council of California, the Madera County Department of Social Services Madera Career Club, Madera Housing Authority, and the City of Madera Parks and Community Services Department.

Our CFHL, UCCE Madera nutrition educators provide direct and indirect nutrition and physical activity education classes, extender (teacher) trainings, food resource management education, and Policy, Systems and Environmental (PSE) change supports. For Federal Fiscal Year 2022-2023, CFHL, UCCE Madera reached a total of 277 individual adults and 5,175 youth with direct education and 1,769 youth, adults, and families at 7 sites through PSE (adoption and implementation) in Madera County. Youth and adult program participants reported improved knowledge and behaviors after participating in the CFHL, UCCE program- two crucial factors linked to lower obesity and chronic disease risks. CFHL, UCCE Madera evaluation findings show that 100% of teachers reported they agree or strongly agree that “students can identify healthy food choices” and “more students now are willing to try new foods at school”, whereas 79% of adult participants reported they will use the “Nutrition Facts” on the food label to choose foods the next time they shop.

ORCHARD CROPS

The Orchard Crops program encompasses research and extension activities to help Madera orchard growers, PCAs, and crop consultants improve their productivity and sustainability. Dr. Gordon’s 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. In the spring of 2023, she held two commodity focused meetings, almond and pistachio and a field day exhibiting a fertilization trial. Her research program includes an almond variety trial, where she manages one of three sites that are evaluating 30 different almond varieties. Several of these varieties are experimental and show great promise with high yields, low disease susceptibility, and are self-pollinating, which will simplify almond orchard management. Other ongoing projects are examining the effect of boron and salinity on pistachio performance, establishing nitrogen fertilization requirements for non-bearing pistachio trees, and investigating pistachio kernel quality.

VITICULTURE

The Viticulture Advisor, Karl Lund, 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. Results from these efforts are now being written up for publication.

Karl, along with his colleagues in the Fresno office, established another rootstock trial at the University of California West Side Research and Extension Center (WSREC) near Five Points, CA in 2021. 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 profitable yields for local growers. Initial data collection began during the 2023 growing season. While more data is needed before any conclusions can be reached, differences between the rootstocks are already apparent.

In addition, Karl continues to work on vineyard mechanization. With the cost of labor rising many vineyard tasks have been mechanized. This gives San Joaquin Valley growers an interesting opportunity as some of the mechanized tasks were previously 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. Results from one of these projects showing the advantages of early-season leaf removal were published in 2023.

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** (\$110,934) is recommended and reflects a \$1,250 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 2024-25**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
Beginning Fund Balance*	3,038,216	1,836,000	1,000,000	1,000,000
<u>ESTIMATED REVENUES:</u>				
662740 Charges for Mileage	4,128,817	4,664,000	4,300,000	4,300,000
OTHER INCOME				
640101 Interest	31,420	14,000	70,000	70,000
659000 Other - GOV Agencies	100,000	100,000	100,000	100,000
662741 Vehicle Maintenance Charges	440,141	360,000	450,000	450,000
673903 Miscellaneous Reimbursement	20,825	50,000	100,000	100,000
673908 Other Income	4,292	0	0	0
680103 Sale of Fixed Assets & Other Sales	72,303	75,000	50,000	50,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
TOTAL ESTIMATED REVENUES	4,797,798	5,264,000	5,071,000	5,071,000
<u>EXPENDITURES:</u>				
721930 Cost of Inventoried Material & Supplies Used	1,127,879	1,250,000	1,250,000	1,250,000
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	344,798	355,922	482,671	482,671
710200 Retirement	105,658	143,017	203,832	203,832
710300 Health Insurance	57,368	91,282	121,736	121,736
710400 Workers' Compensation	3,240	2,851	3,136	3,136
720200 Clothing & Personal Supplies	1,685	4,100	5,000	5,000
720300 Communications	2,031	3,480	4,500	4,500
720500 Household Expense	3,048	5,550	5,550	5,550
720600 Insurance Expense	415	789	1,000	1,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2023-24</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2024-25</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2024-25</u>
OTHER OPERATING EXPENSES (continued)				
720605 Employer Share of Retiree Insurance	28,526	35,000	35,000	35,000
720800 Maintenance - Equipment	3,375	5,000	5,000	5,000
720900 Maintenance - Structures & Grounds	44,654	25,000	25,000	25,000
721000 Medical, Dental & Laboratory Supplies	104,385	0	0	0
721300 Office Expense	165,546	5,000	8,000	8,000
721400 Professional & Specialized Services	101,228	75,000	155,000	155,000
721600 Rents & Leases - Equipment	0	600	600	600
721800 Small Tools & Instruments	1,674	5,000	5,000	5,000
721900 Special Departmental Expense	379,787	400,000	400,000	400,000
722000 Transportation & Travel	1,355	6,000	10,000	10,000
722100 Utilities	22,502	25,000	25,000	25,000
730330 Principal (GASB 87)	980,871	1,830,635	1,728,213	1,728,213
730504 Interest (GASB 87)	39,970	42,433	80,907	80,907
731400 Intrafund Transfer - Cost Plan	121,780	121,780	188,804	188,804
770000 Intrafund Expense	0	0	10,991	10,991
TOTAL OPERATING EXPENSES	3,641,774	4,433,439	4,754,940	4,754,940
REVENUE OVER/(UNDER) (REV - EXP)	1,156,024	830,561	316,060	316,060
FIXED ASSETS				
740300 Equipment	2,510,681	0	225,000	225,000
TOTAL FIXED ASSETS	2,510,681	0	225,000	225,000
TOTAL EXPENDITURES	6,152,455	4,433,439	4,979,940	4,979,940
REVENUE OVER/(UNDER) (REV - EXP)	(1,354,657)	830,561	91,060	91,060

*Represents the estimated projected fund balance on June 30, 2024; 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 2022-23</u>	<u>Estimated 2023-24</u>	<u>Projected 2024-25</u>
Sedans	133	133	120
Sheriff Vehicles	164	165	165
Pickups, SUV's, Vans	139	159	179
Trucks	0	0	0
Total Vehicles	338	457	464

OTHER INCOME

662740 Charges for Mileage (\$4,300,000) is recommended decreased \$364,000 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 2024-25:

Sedans	\$1.09 per mile	SO Patrol – w/o Equip	\$1.34 per mile
Pickups, Vans, SUVs	\$1.17 per mile	SO Detective PU – Equip	\$1.50 per mile
Pickups, Van, SUV's w/Equip.	\$1.47 per mile	SO Patrol SUV/ P/U – w/Equip.	\$1.79 per mile

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2024 is 67¢ per mile, and will be readjusted by the IRS on January 1, 2025.

*Sheriff's Unit mileage charges will vary from \$ 1.34 to \$ 1.79 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 (\$70,000) is recommended, representing the revenue from reserve funds held in the Fleet Services (Central Garage) account.

FLEET SERVICES

OTHER INCOME (continued)

- 659000** **Other – Gov Agencies** (\$100,000) is recommended based on anticipated proceeds should the San Joaquin Valley Air Resources Board (SJVRB) grant be approved. The cost of the vehicles to be replaced with this grant are included in this budget but the actual purchase will not occur until the grant is approved.
- 662741** **Vehicle Maintenance Charges** (\$450,000) is increased \$90,000 representing maintenance charges to subvented Departments for the servicing and fuel use of their vehicles.
- 673903** **Miscellaneous Reimbursement** (\$100,000) is recommended for miscellaneous reimbursements from insurance claims and recoveries from damages done to County vehicles from outside sources.
- 680103** **Sale of Fixed Assets & Other Sales** (\$50,000) is 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.

EXPENDITURES

- 721930** **Cost of Inventoried Materials & Supplies Used** (\$1,250,000) is recommended unchanged due to current year projections for fuel prices.
- 710102** **Permanent Salaries** (\$482,671) is a recommended increase of \$126,749 based on the addition of (1) FTE Automotive Technician and (1) FTE Accounting Technician I/II as well as step increases.
- 710200** **Retirement** (\$203,832) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$121,736) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$3,136) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

FLEET SERVICES

EXPENSES (continued)

- 720200** **Clothing & Personal Supplies** (\$5,000) is recommended increased \$900 for protective clothing, masks, glasses, and uniform cost.
- 720300** **Communications** (\$4,500) is a recommended increase of \$1,020 based on current projections and the addition of services for (1) cell phone to be used by the Senior Automotive Technician.
- 720500** **Household Expense** (\$5,550) is recommended unchanged for rags, towels, degreasers, soaps, etc.
- 720600** **Insurance** (\$1,000) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720605** **Employer Share of Retiree Insurance** (\$35,000) is recommended for the Department's share of retirees' health insurance premiums.
- 720800** **Maintenance - Equipment** (\$5,000) is recommended unchanged for maintaining equipment in the Fleet shop.
- 720900** **Maintenance - Structures & Grounds** (\$25,000) is recommended unchanged for the maintenance of the Fleet Services Building and grounds.
- 721300** **Office Expense** (\$8,000) is recommended increased \$3,000 for the purchase of office furniture for the new Accounting Technician I/II as well as for the costs of forms, parts manuals, copy costs, and general office supplies.
- 721400** **Professional & Specialized Services** (\$155,000) is a recommended increased \$80,000 based on current projections for automatic transmission work, major overhauls, radiator repair, towing services, 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.

FLEET SERVICES

OTHER OPERATING EXPENSES (continued)

- 721800** **Small Tools & Instruments** (\$5,000) is recommended unchanged 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** (\$400,000) is recommended unchanged for 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** (\$10,000) is a recommended increase of 4,000 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 needed for all technicians in regard to the hybrid vehicles.
- 722100** **Utilities** (\$25,000) is recommended unchanged due to current annual projections.
- 731400** **Intrafund Transfer** (\$188,804) 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.
- 740300** **Equipment** (\$225,000) is recommended to purchase (1) new mechanical lift rack as well as the purchase of (1) touch free car wash.
- 770000** **Intrafund Expense** (\$10,991) is recommended for the new VoIP phone system.

VEHICLE LEASE ACQUISITIONS

- 730330/504** **Principal/Interest (GASB 87)** (\$1,809,120) is recommended for the ongoing cost of leased vehicles. The estimated lease cost for new acquisitions proposed below is \$489,333.33. This is in addition to the annual lease payments for the existing annual vehicle replacement program with Bank of America and contract with Enterprise Rent A Car.

FLEET SERVICES

Department	Vehicle Make/Model	Projected Miles	New Allocation	Estimated Annual Lease Cost	Estimated Cost
Maintenance	2012 Ford F250 4X4 UT Truck	168,000.00	N	\$21,666.67	\$65,000.00
Animal Control	2003 GMC 3/4 Ton 4X4 UT Truck	170,000.00	N	\$27,333.33	\$82,000.00
Animal Control	2002 Dodge 3/4 Ton 4X4 UT Truck	158,000.00	N	\$27,333.33	\$82,000.00
District Attorney	2016 Chevy Impala	132,500.00	N	\$10,000.00	\$30,000.00
Env. Health	2009 Chevy Malibu	N/A	N	\$10,000.00	\$30,000.00
Sheriff	2016 Ford Explorer	135,000.00	N	\$35,000.00	\$105,000.00
Sheriff	2021 Ford Explorer- Patrol	143,000.00	N	\$35,000.00	\$105,000.00
Sheriff	2018 Ford Explorer	136,000.00	N	\$35,000.00	\$105,000.00
Sheriff	2019 Ford Explorer - Patrol	136,000.00	N	\$35,000.00	\$105,000.00
Sheriff	New Acquisition	N/A	Y	\$35,000.00	\$105,000.00
Sheriff	New Acquisition	N/A	Y	\$35,000.00	\$105,000.00
Sheriff	2016 Dodge Ram - Detective	137,000.00	N	\$24,333.33	\$73,000.00
Sheriff	2018 Chevy Truck - Detective	142,000.00	N	\$24,333.33	\$73,000.00
Sheriff	2018 Chevy Truck - Detective	144,000.00	N	\$24,333.33	\$73,000.00
Juv Probation	New Acquisition	N/A	Y	\$16,666.67	\$50,000.00
Bldg/Fire	New Acquisition	N/A	Y	\$16,666.67	\$50,000.00
Bldg/Fire	New Acquisition	N/A	Y	\$16,666.67	\$50,000.00
Bldg/Fire	2014 Ford F150 4X4 Truck	172,000.00	N	\$16,666.67	\$50,000.00
Bldg/Fire	2014 Ford F150 4X4 Truck	185,000.00	N	\$16,666.67	\$50,000.00
Bldg/Fire	2004 Dodge Stratus	130,000.00	N	\$10,000.00	\$30,000.00
Bldg/Fire	2008 Chevy Trailblazer	150,000.00	N	\$16,666.67	\$50,000.00
	Total			\$489,333.33	\$1,468,000.00

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3700	Fleet Services Manager	1.0	-	1.0	-	-	-	
3701	Automotive Technician	2.0	1.0	3.0	-	1.0	(1.0)	A
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					-	-	
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3349	Accounting Technician I or					-	-	
3354	Accounting Technician II	-	1.0	1.0	-	1.0	(1.0)	B
TOTAL		6.0	2.0	8.0	-	2.0	(2.0)	

NOTES:

- A** One (1) FTE Automotive Technician I/II position is recommended to be funded to accommodate County Fleet growth.
- B** One (1) FTE Accounting Technician I/II position is recommended to be funded to accommodate acquisition of County fleet billing duties that are currently completed by the Auditors office.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2024-25

Department: MICROWAVE RADIO SERVICES
 (11300)
 Function: General
 Activity: Other General
 Fund: Microwave Radio Fund

	ACTUAL 2022-23	BOARD APPROVED 2023-24	DEPARTMENT REQUEST 2024-25	CAO RECOMMENDED 2024-25
BEGINNING FUND BALANCE	175,035	0	0	0
<u>ESTIMATED REVENUES:</u>				
640101 Interest on Cash	8,143	5,000	13,105	13,105
662742 Microwave Radio Service Charges	310,000	500,000	551,266	551,266
<u>TOTAL ESTIMATED REVENUES</u>	<u>318,143</u>	<u>505,000</u>	<u>564,372</u>	<u>564,372</u>
<u>EXPENDITURES:</u>				
OPERATING EXPENSES				
720800 Maintenance - Equipment	91,406	139,982	142,330	142,330
721400 Professional Specialized	150	0	13,065	13,065
730302 Retire Capital Lease (Equipment)	0	43,860	0	0
730330 Rents & Leases - Principal	289,306	259,806	273,080	273,080
740300 Fixed Assets	0	708,202	0	0
731400 Interfund Expenses	20,000	20,000	20,000	20,000
<u>TOTAL OPERATING EXPENSES</u>	<u>400,862</u>	<u>1,171,850</u>	<u>448,475</u>	<u>448,475</u>
<u>TOTAL EXPENDITURES</u>	<u>400,862</u>	<u>1,171,850</u>	<u>448,475</u>	<u>448,475</u>
Income Over / (Under) Expenses	<u>-82,719</u>	<u>(666,850)</u>	<u>115,897</u>	<u>115,897</u>
Carryover Restricted for Capital Replacement	-82,719	-666,850	115,897	115,897

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 2024-25

A Microwave System Upgrade is scheduled to start in Fiscal Year 2023-24, with an anticipated completion in Fiscal Year 2024-25. The Microwave System Upgrade will include the replacement of end-of-life equipment, that was not required to be replaced with the Microwave Network Transformation Project. The cost of the Microwave Radio System Upgrade and five-year Warranty/Maintenance is \$733,734.61 and will be funded through the Carryover Restricted for Capital Replacement.

As of June 30, 2023, the Cash Balance of Fund 0113, Microwave Radio Service was \$752,542.76 and will be used to fully fund the Microwave Radio System Upgrade.

NOTE: This is not a General Fund Budget.

ESTIMATED REVENUES

640101 **Interest on Cash** (\$13,105) is recommended increased \$8,105 based on projected returns on the cash balance of the Microwave Radio Fund.

MICROWAVE RADIO SERVICES

ESTIMATED REVENUES (continued)

662742 **Microwave Radio Service Charges** (\$551,266) is recommended increased \$51,266. 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.

OPERATING EXPENSES

720800 **Maintenance - Equipment** (\$142,330) is recommended increased \$2,348 for contracted maintenance services from Fresno County and maintenance agreements on equipment.

- \$ 80,000 Fresno County- Support Contract
- \$ 22,638 MCC No.10974-C-2017 Microwave Transformation Maintenance Agreement (Prepaid)
- \$ 3,062 MCC No. 11130-18 Government Center connection to MPLS Network Maintenance Agreement (Prepaid)
- \$ 9,238 MCC No. 11544-19 Maintenance Agreement 9500 MPR/TSM 8000
- \$ 10,398 Microwave Switches Maintenance Agreement
- \$ 4,816 MCC No. 1501863 Alcatel/Lucent Maintenance Agreement (Prepaid)
- \$ 1,050 Federal Communications Commission (FCC) License
- \$ 2,600 Crown Castle
- \$ 8,528 Contract # MCC No. 12648-23 Microwave Radio Services Upgrade - Maintenance Agreement

721400 **Professional & Specialized** (\$13,065) is recommended increased \$13,065 to fund professional services to replace Advanced Power Solutions (APS) at the Microwave Radio sites.

730302 **Retire Capital Lease** (\$0) is recommended decreased \$43,860 as the lease for microwave radio equipment is now paid in full.

730330 **Rents & Leases - Principal** (\$273,080) is recommended increased \$13,274 and includes the costs for leasing existing tower space from private landowners.

- \$ 2,880 Mobile Communication, Inc.
- \$ 270,200 Crown Castle/ City of Madera

MICROWAVE RADIO SERVICES

OPERATING EXPENSES (continued)

740300 Fixed Assets (\$0) is recommended decreased \$708,202.

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 \$115,897 is recommended increased \$782,747.



DEPARTMENTAL ORGANIZATIONAL CHARTS

The Departmental Organizational Charts contained in this document reflect the 2024-25 Recommended staffing allocations, inclusive of funded 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.

Department of Agriculture

Agricultural Commissioner / Sealer of Weights & Measures

Deputy Agricultural Commissioner/Sealer of Weights & Measures: 3 FTE

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

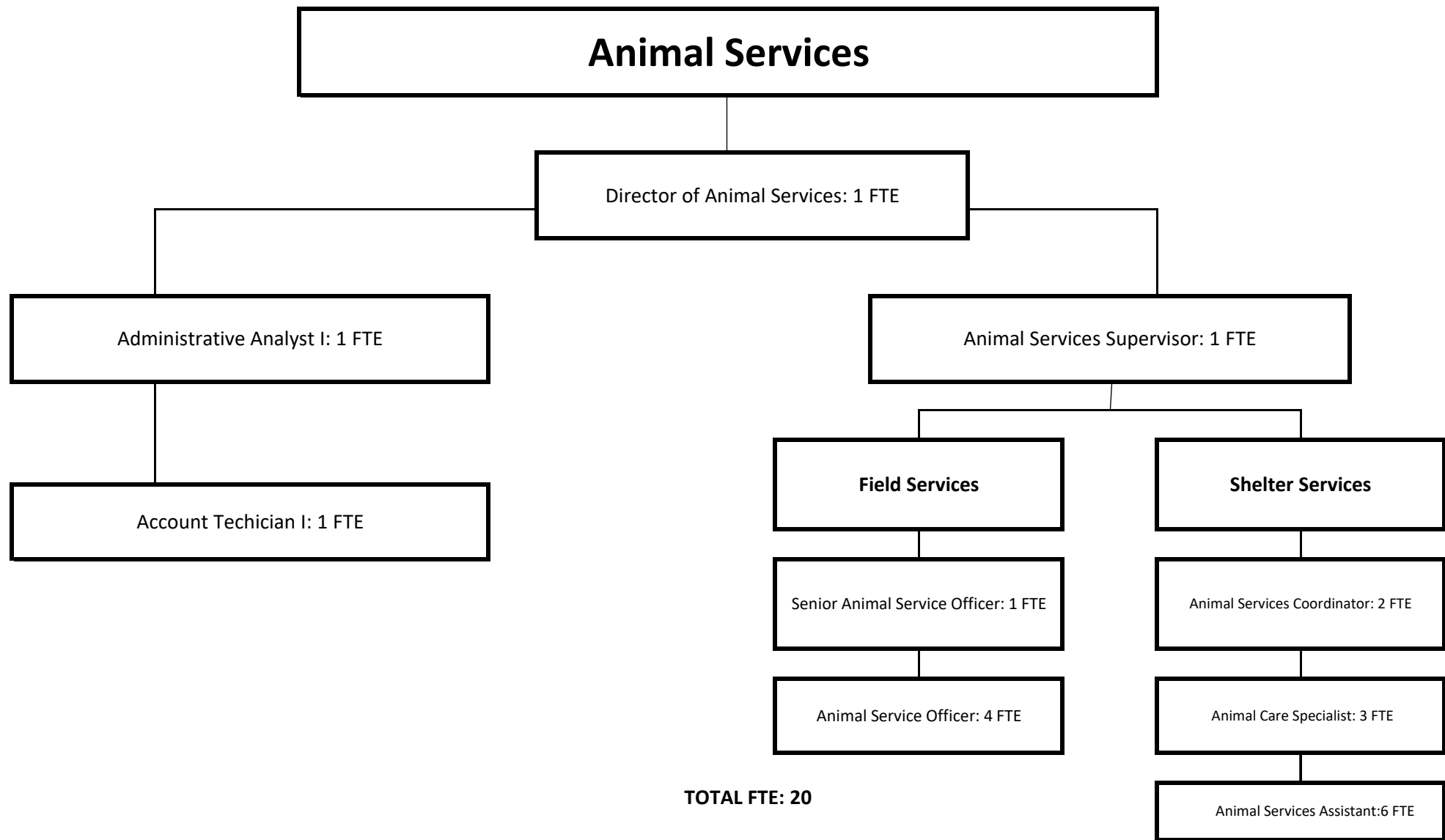
Staffing
Ag & Standards Inspector: 4 FTE
Program Asst. II: 1FTE

Staffing
Ag & Standards Inspector: 2FTE
Admin. Analyst II: 1FTE

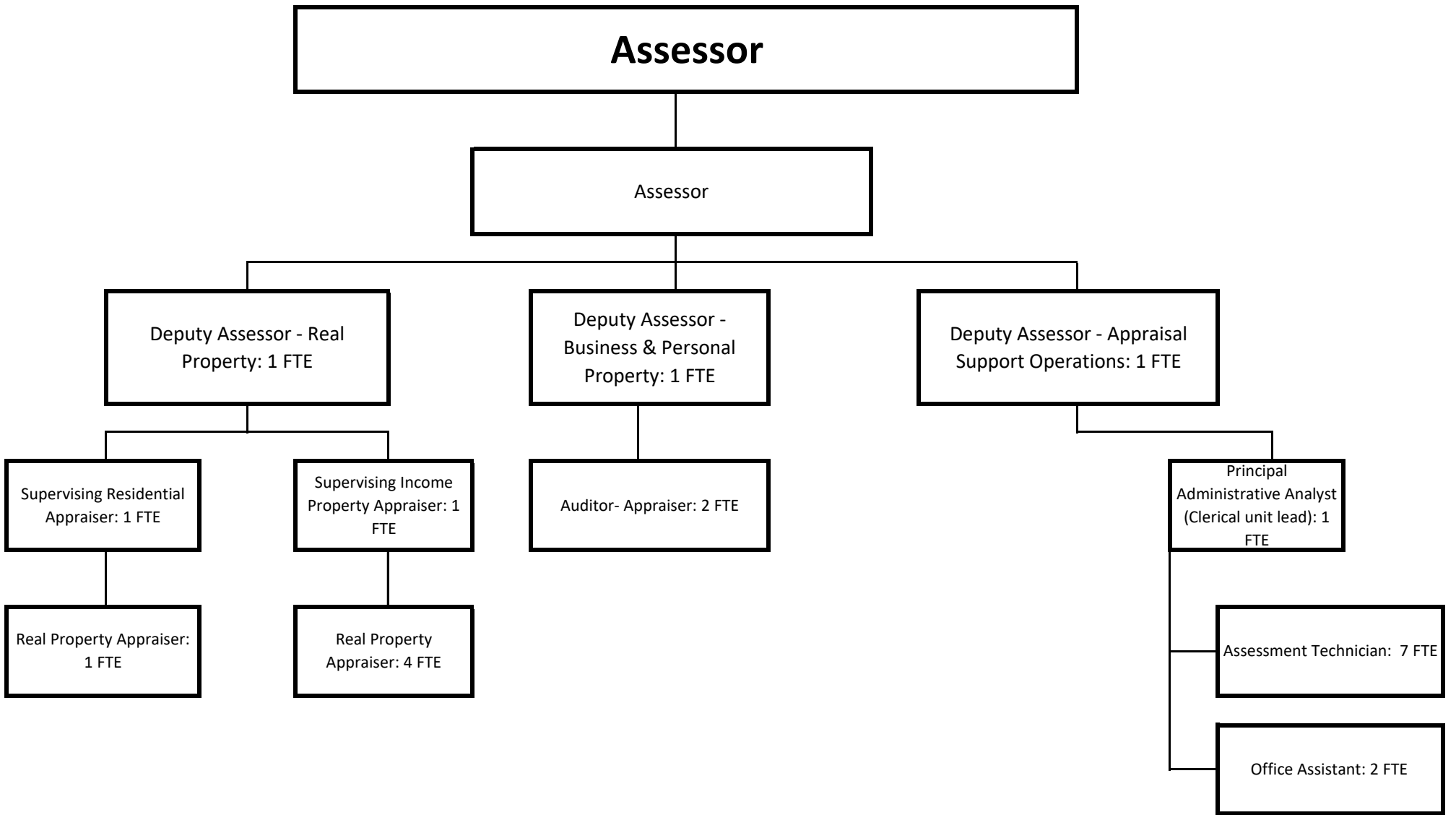
Staffing
Ag & Standards Inspector: 2 FTE

Staffing
Ag & Standards Inspector: 1FTE
Program Assistant II: 1FTE

Total FTE: 16.0

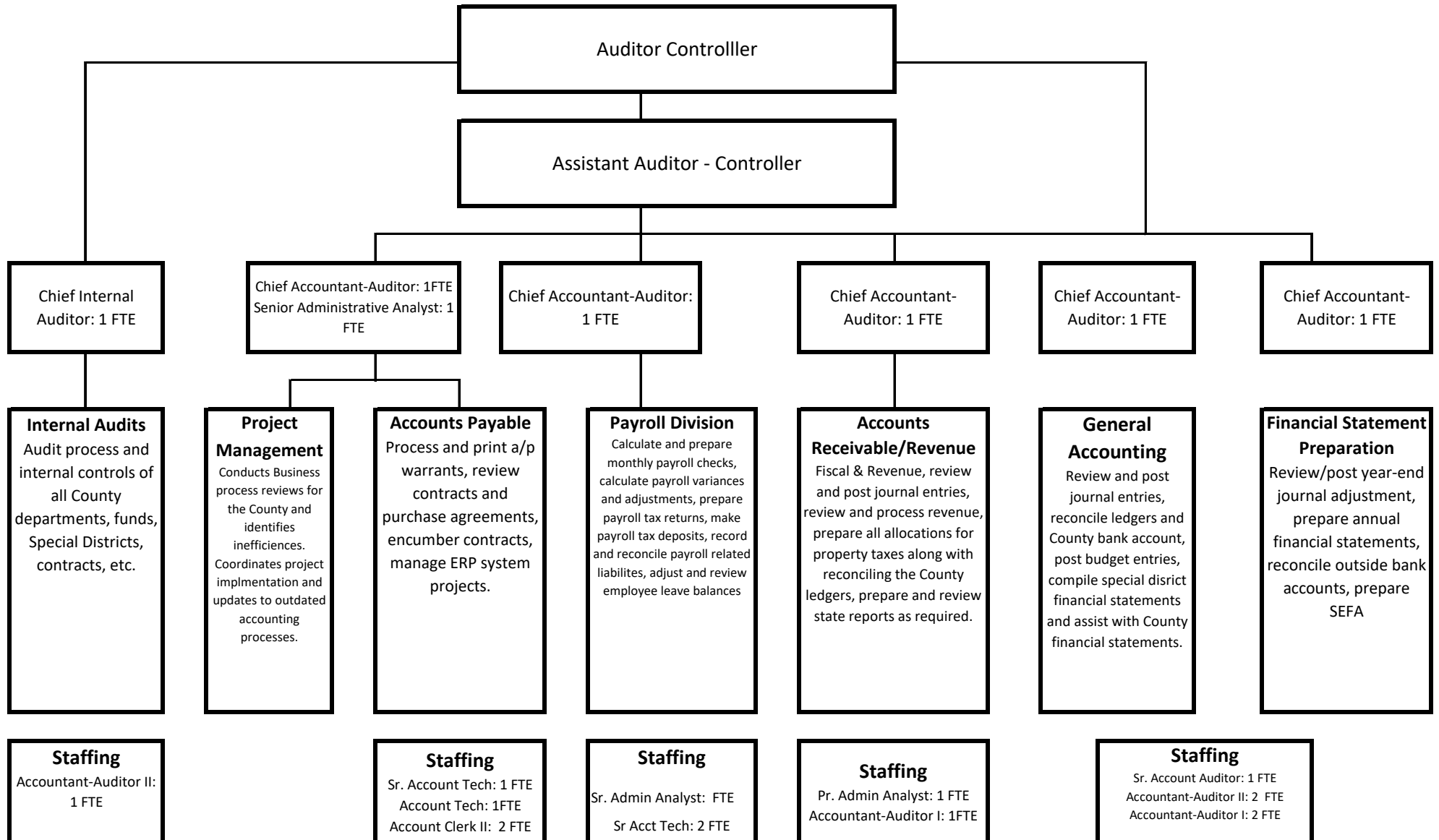


TOTAL FTE: 20



Total FTE: 24.0

Auditor - Controller Department



Total FTE: 24.0

BEHAVIORAL HEALTH SERVICES DEPARTMENT

Director of Behavioral Health Services 1.0 FTE

Exec Asst to Department Head 1.0 FTE
Admin Analyst I/II(HR Liasion) 1.0 FTE

Nurse Practioner 1.0 FTE
Registered Nurse I/II or LVN 7.0 FTE
PH Asst 1.0 FTE

Deputy Director - Operations 1.0 FTE
Administrative Assistant 1.0 FTE

Deputy Director - Clinical Operations 1.0 FTE
Administrative Assistant 1.0 FTE

BHS Division Manager 1.0 FTE
Fiscal Manager 1.0 FTE
Program Manager 5.0 FTE
Ofc Services Supv I/II 1.0 FTE
Principal Admin Analyst 2.0 FTE
Senior Admin Analyst 2.0 FTE
Admin Analyst 1/11 10.0 FTE
Business System Analyst 1.0 FTE
Acct-Auditor I/II or Senior 1.0 FTE
Senior Accgt Tech 2.0 FTE
Accounting Tech I/II 3.0 FTE
Administrative Assistant 3.0 FTE
Health Educ Coord 5.0 FTE
Comm Health&Well Asst 2.0 FTE
Senior Program Assist 5.0 FTE
Program Assist I/II 11.0 FTE
Office Assist I/II 5.0 FTE
Vocational Assist Driver 6.0 FTE
Billing Special. 1.0 FTE
Central Services Worker 2.0 FTE

BHS Division Manager 4.0 FTE
Supv MH Clinician 9.0 FTE
BH Program Supv 2.0 FTE
Licensed MH Clinician 21.0 FTE
Pre-Licensed MH Clinician 31.0 FTE
Certified A&D Counselor 16.0 FTE
Senior MH Caseworker 2.0 FTE
MH Caseworker I/II 35.0 FTE
Mental Health Aide 7.0 FTE
Administrative Asst 1.0 FTE
Senior Progam Assist 1.0 FTE
Office Assistant I/II 3.0 FTE
Vocational Assist Driver 1.0 FTE

Total FTE: 218

Board of Supervisors
5 Supervisorial Districts

Chief Clerk of the Board

District Chiefs of Staff

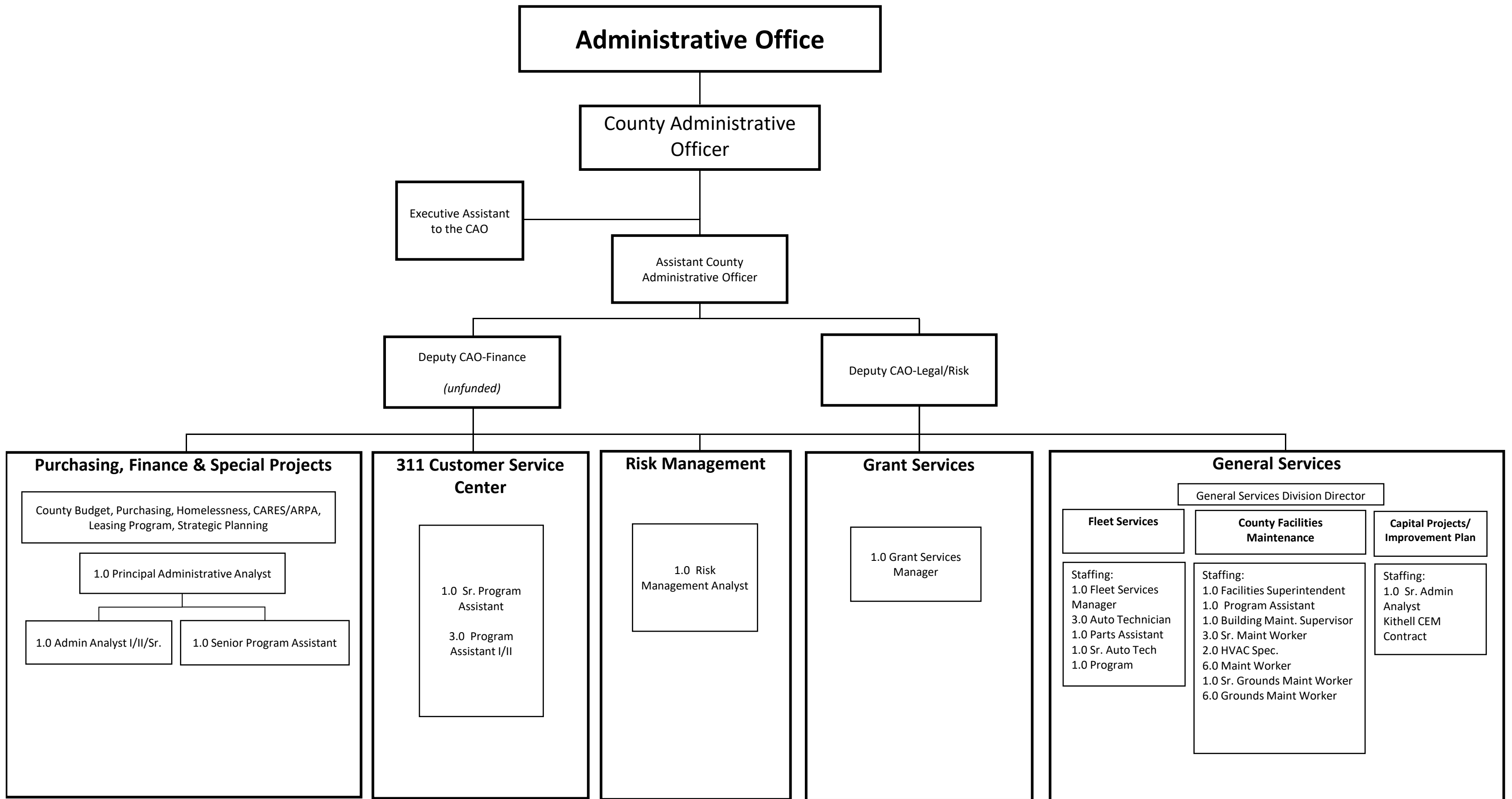
Performs duties specified in the California Government Code, County code and other statutory provisions referencing the duties of the COTB. Performs a variety of responsible and specialized administrative support services for the BOS, including but not limited to maintaining official records of actions 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

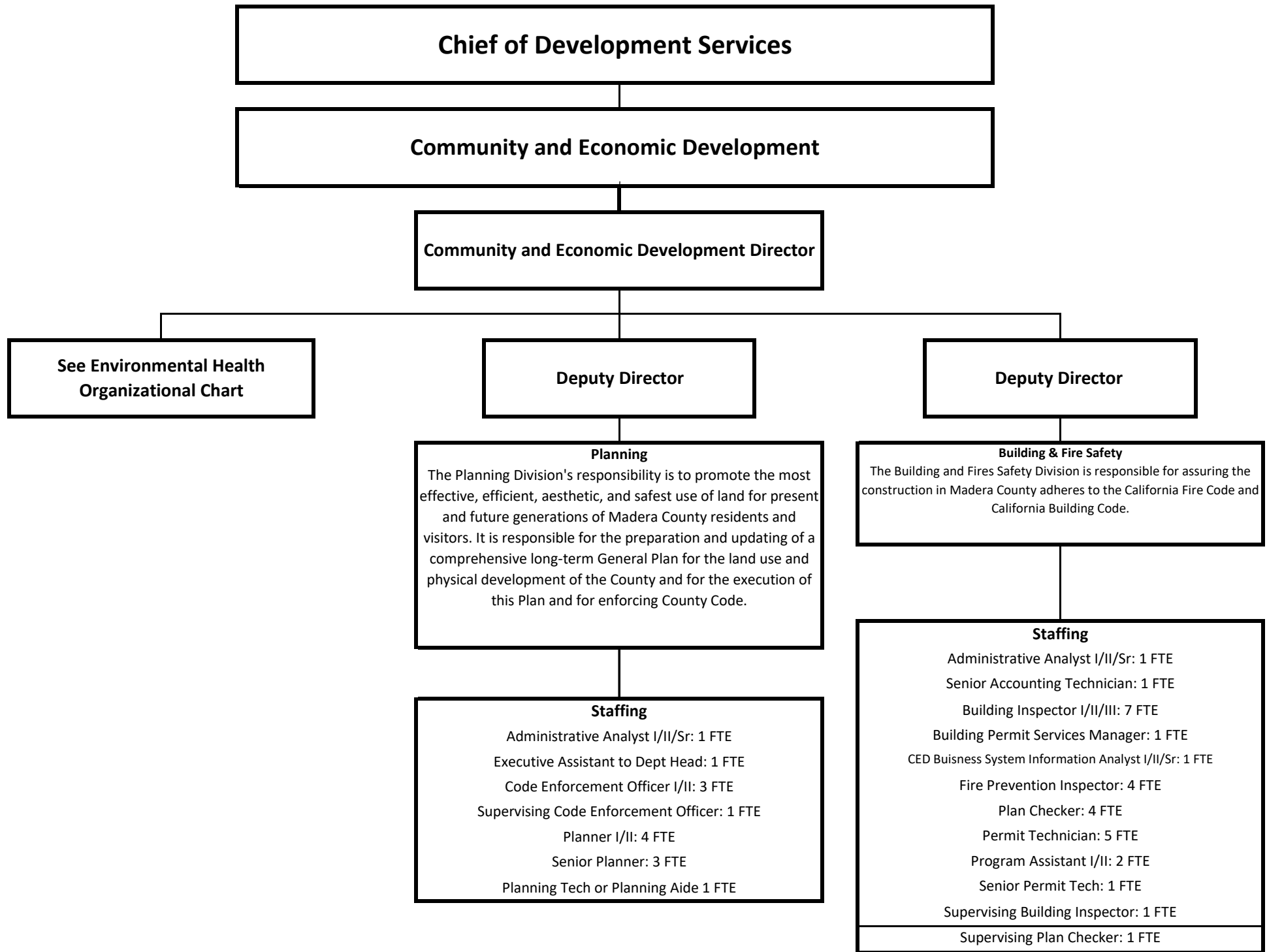
Under direction of a member of the BOS, performs a wide variety of legislative and other specialized research and analysis, analyze problems, identify alternative solutions, project consequences of proposed actions and makes recommendations including, but not limited to proposed legislation, community 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

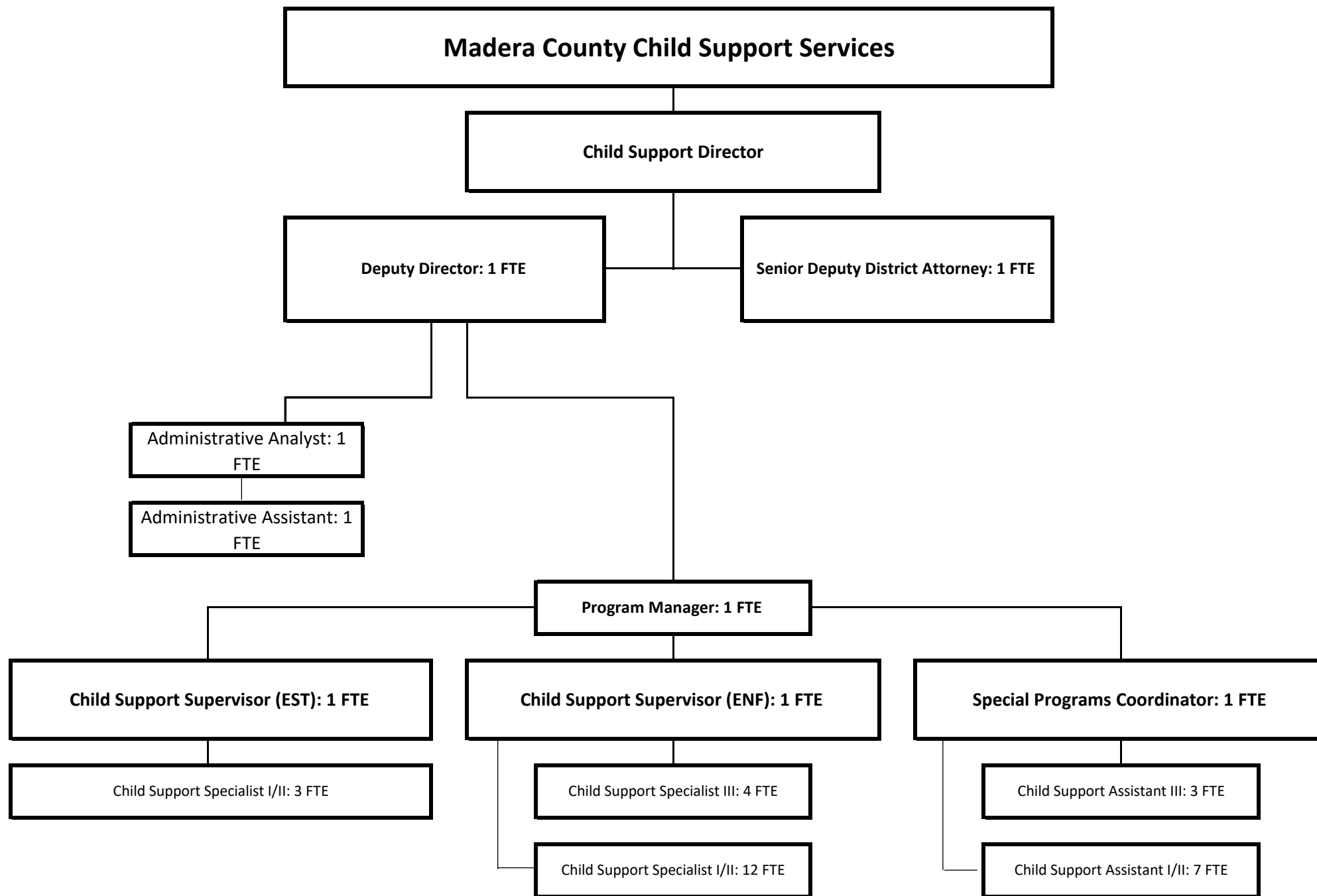
Staffing
Chief Clerk of the Board: 1 FTE
Assistant Clerk of the Board: 1 FTE
Deputy Clerk of the Board I/II: 2 FTE

Staffing
District Chief's of Staff: 5 FTE

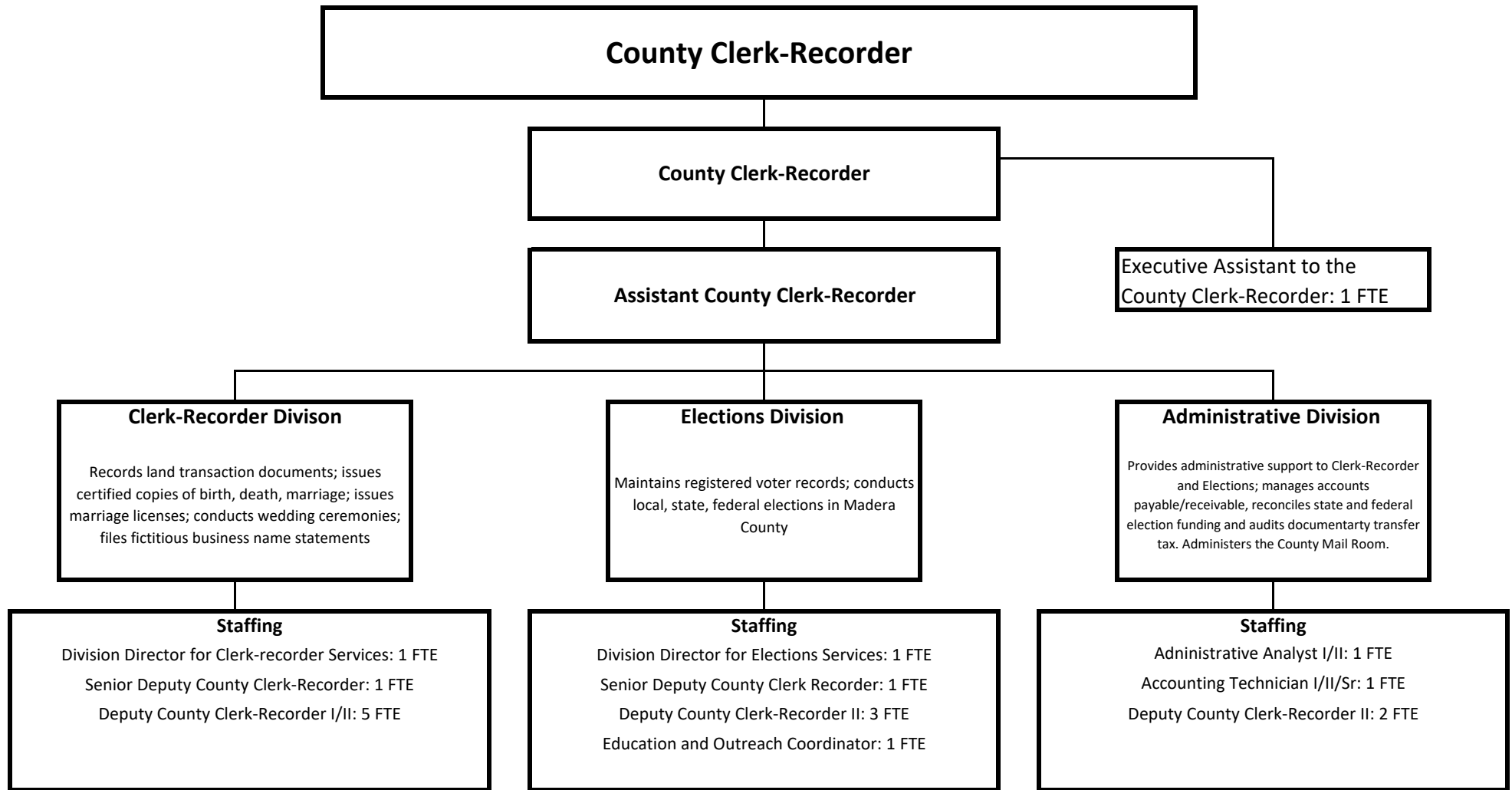
Total FTE: 14.0





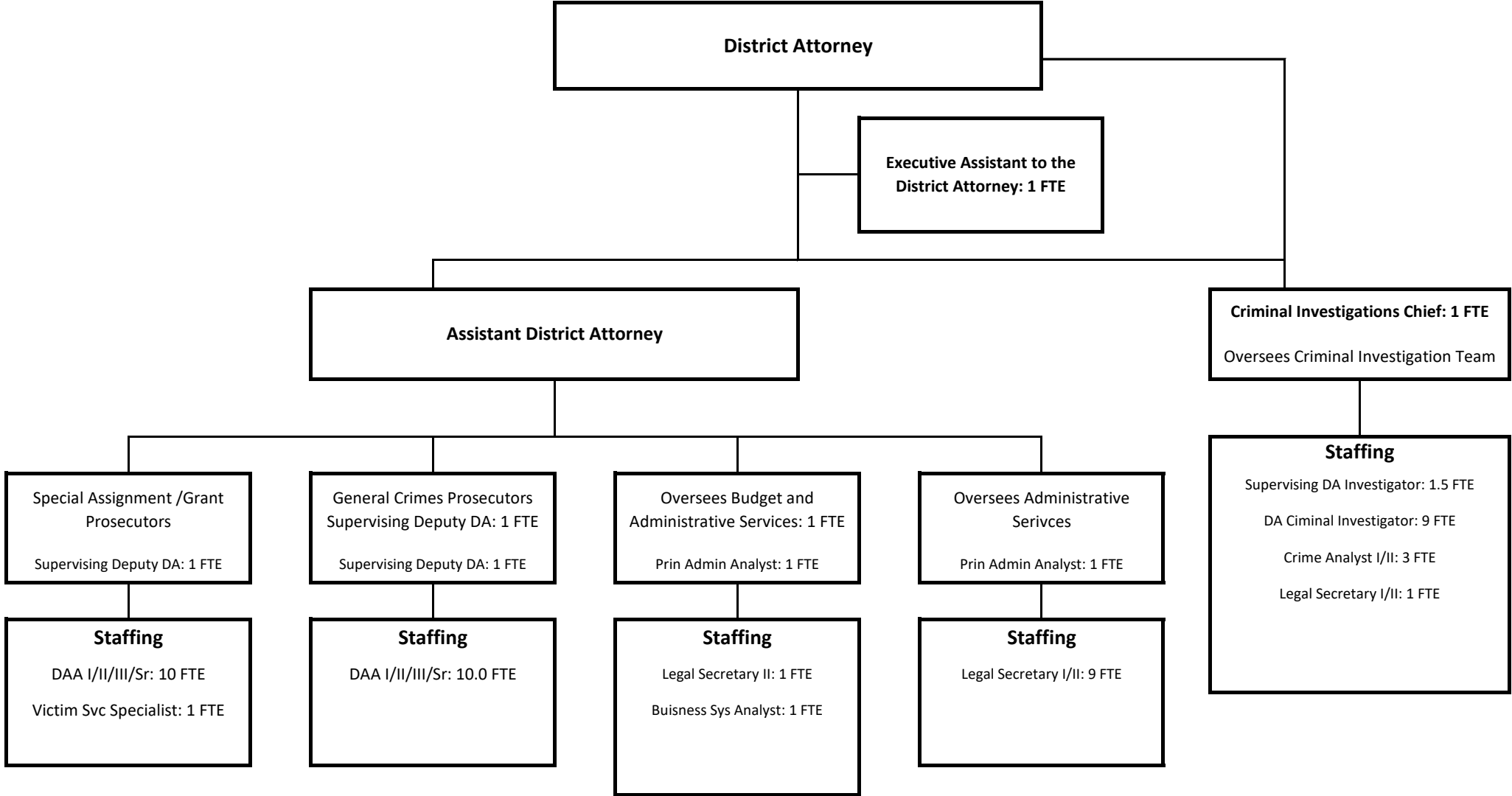


Total FTE: 39.0



Total FTE: 20.0

Madera County District Attorney's Office



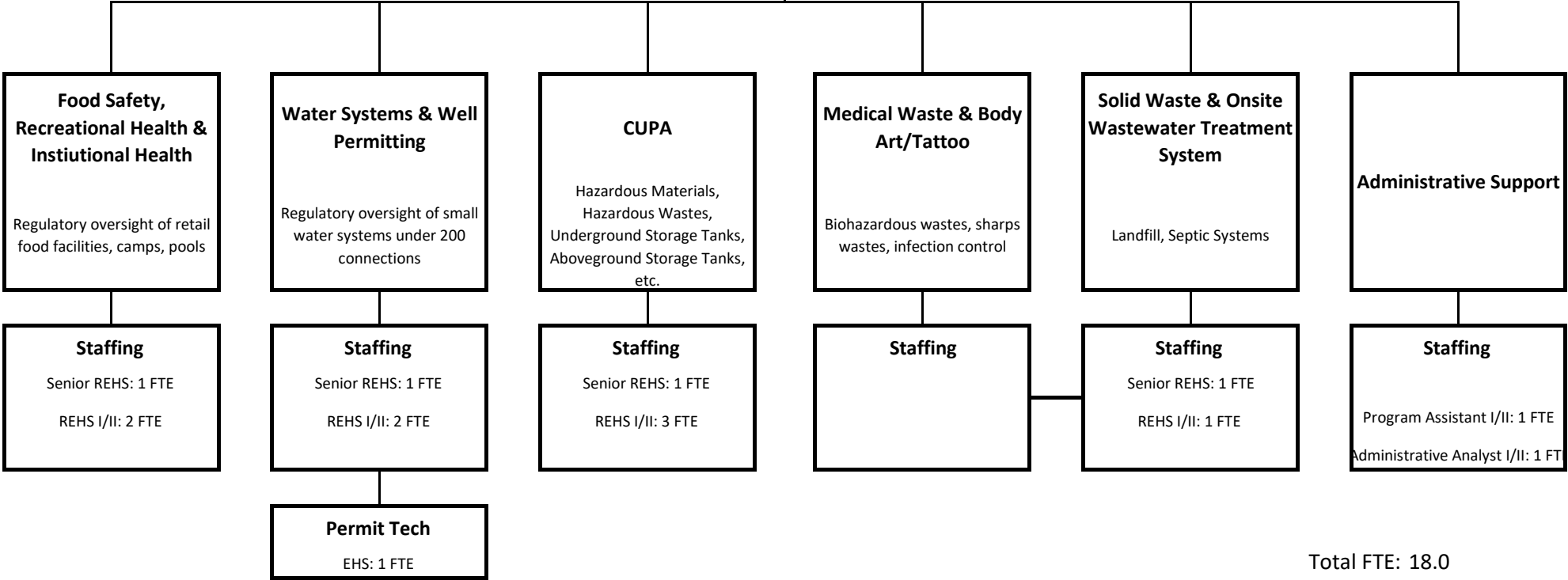
Total FTE: 54.5

Environmental Health

CED Deputy Director, Environmental Health: 1 FTE

Supervising REHS: 1 FTE

Business Systems Information
Analyst I/II : 1 FTE



Total FTE: 18.0

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

Staffing
6 CAL FIRE Employees (County funded)
4 CAL FIRE Employees
(County funded - Amador)

Battalion 5 (State Funded)
Coarsegold CAL FIRE
Rancheria CAL FIRE
Yosemite Lakes Park Station 10 (PCF)
North Fork Station 11 (PCF)

Staffing
2 CAL FIRE Emploess (County funded-
Amador)
Volunteer/PCF

Fleet (County Funded)

Staffing
Fire Eqipment Mgr*: 1 FTE
Fire Master Mechanic*: 3 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
Millerton Preserve Staion 17

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)
Oakhurst Station 12
Bass Lake Station 14 (PCF)
Raymond Station 15 (PCF)
Cedar Valley Station 18 (PCF)

Total FTE: 6*
* Represents County Employees

**DEPARTMENT OF HUMAN
RESOURCES**

Director of Human
Resources
1.00 FTE

Assistant Director of
Human Resources
1.00 FTE

**Employee Relations &
Office Support Services**

**Recruitment,
Classification &
Compensation**

Labor Relations

**Disability Compliance,
Leave Administration,
& Staff Development**

**HRIS, Payroll, Benefit &
Timecard Services**

Staffing

Senior Human Resources
Analyst
0.25 FTE
Human Resources Assistant
I/II
1.00 FTE

Staffing

Human Resources Manager
1.00 FTE
Human Resources Analyst I/II
3.00 FTE
Human Resources Technician III
0.50 FTE

Staffing

Human Resources Manager
1.00 FTE
Senior Human Resources
Analyst
0.75 FTE
Human Resources Technician
I/II
0.25 FTE

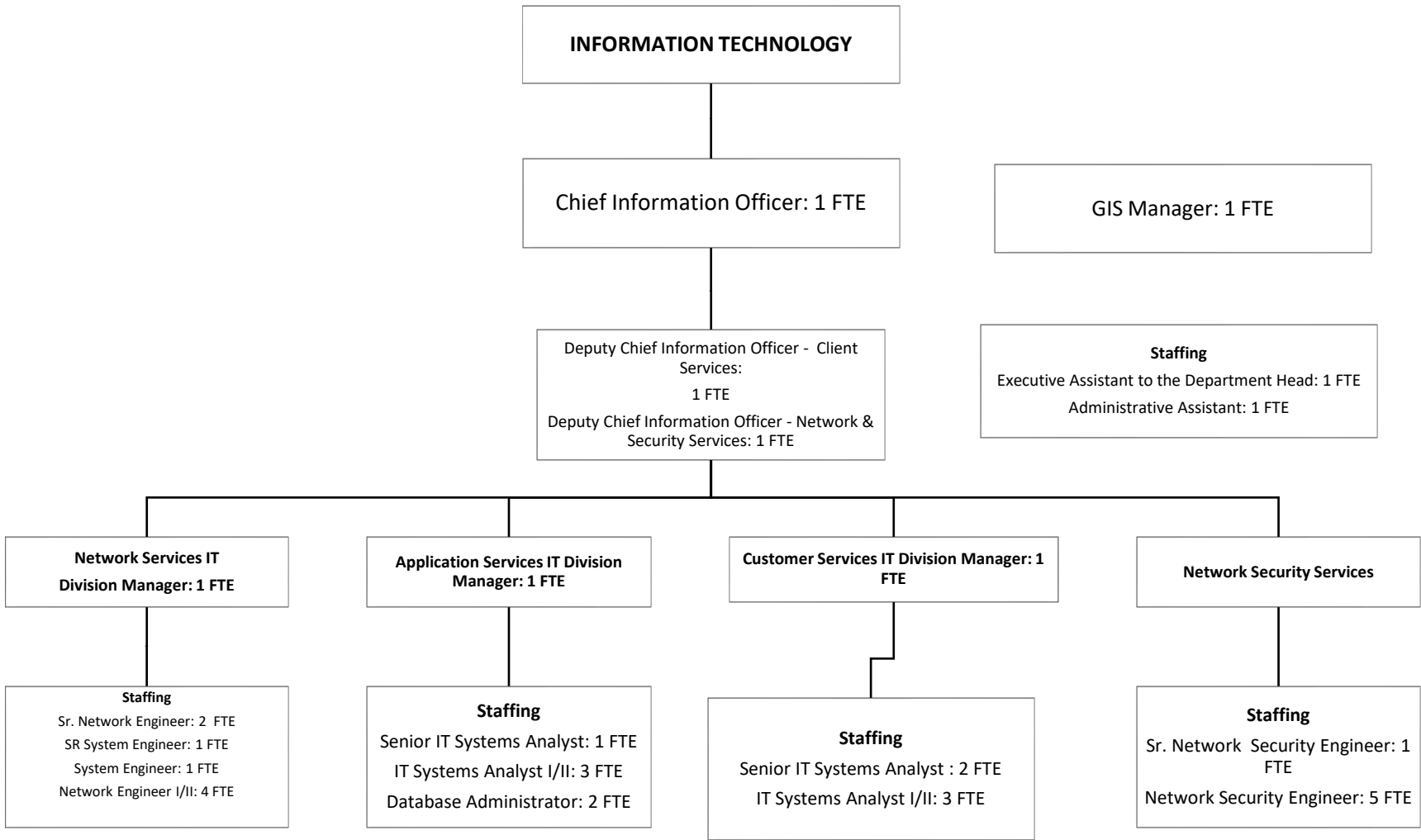
Staffing

Human Resources Manager
1.00 FTE
Senior Human Resources
Analyst
1.00 FTE
Human Resources Analyst I/II
0.25 FTE

Staffing

Human Resources Manager
1.00 FTE
Human Resources Analyst I/II
0.75 FTE
Human Resources Technician III
1.50 FTE
Human Resources Technician I/II
2.75 FTE

Total FTE: 18.0



Library

Library Director: 1 FTE

Administrative Assistant: 1 FTE

Library Technician: 1 FTE

Librarian I : 2 FTE

Desktop Technician: 1 FTE

Central Services Assistant: 1 FTE

Chowchilla Library

Madera Main Library

Madera Ranchos Library

North Fork Library

Oakhurst Library

Staffing
Library Branch Assistant: 1 FTE
Library Assistant: .75 FTE

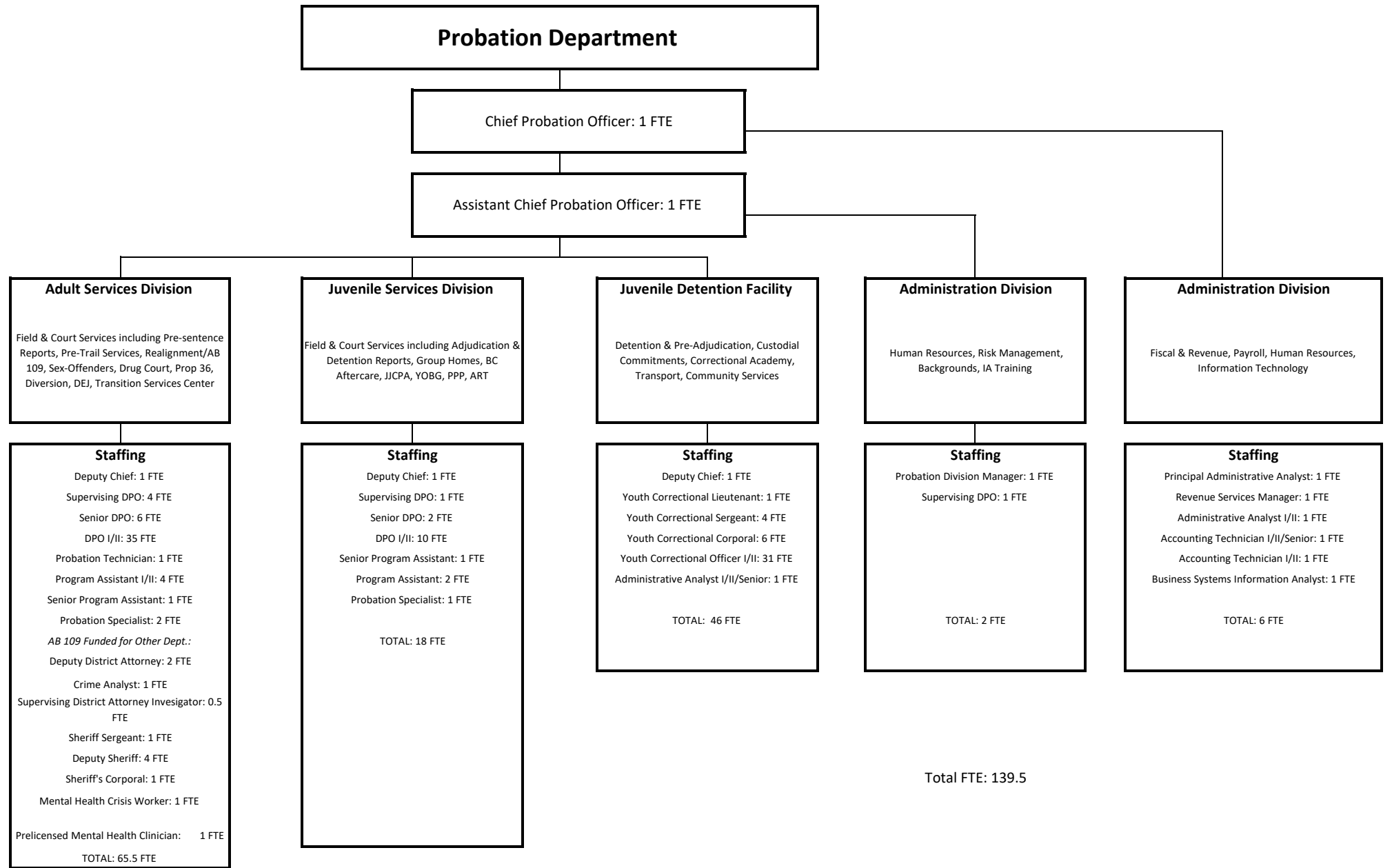
Staffing
Library Branch Assistant: 1 FTE
Library Assistant: 3.25 FTE

Staffing
Library Branch Assistant: 1 FTE
Library Assistant: .75 FTE

Staffing
Library Branch Assistant: 1 FTE
Library Assistant: .75 FTE

Staffing
Librarian: 1 FTE
Library Assistant: 3.75 FTE

Total FTE: 21.25



DEPARTMENT OF PUBLIC HEALTH

HR & Administrative Support
Admin Analyst: 1 FTE
Executive Asst: 1 FTE

Public Health Officer

Public Health Director

Deputy Public Health Director - Clinical & Nurse Services

Assistant Public Health Director

Deputy Public Health Director - Operations

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
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 services.

Equity, Preparedness, Improvement, and Communication
Accreditation, emergency preparedness, public communication, quality improvement and strategic planning.

Epidemiology Services
Provides Vital 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.

Fiscal & Compliance Services
Manages department and grant budgets, contracts, compliance, billing, accounts payable, accounts receivable, special revenues, and emergency medical services provider reimbursements.

Informatics, Mobile Health, IT, & Special Projects
Manages special projects, informatics and insurance billing support, information technology support, mobile health services, inventory, and facility support.

Staffing
PH Program Mgr: 1 FTE
Supervising PHN: 1 FTE
Senior PHN: 1 FTE
PHN: 11 FTE
RN: 1 FTE
PT/OT Unit Supv: 1 FTE
Physical Therapist: 1 FTE
Occupational Therapist (contr.): 1 FTE
Therapy Asst: 1 FTE
Account Tech: 1 FTE
Hlth Ed Specialist: 1 FTE
Sr Prog Asst: 1 FTE
PH Ed Asst: 1 FTE
Program Asst: 2 FTE
PH Case Mgmt Asst: 1 FTE

Staffing
Supervising PHN: 1 FTE
PHN: 1 FTE
RN: 1 FTE
PH Clin Svcs Asst: 4 FTE (1 U/F)
Prog Asst: 1 FTE
Office Asst.: 1 FTE

Staffing
PH Program Manager: 1 FTE
PHN: 1 FTE
PH Ed Asst: 1 FTE
CD Investigator: 1 FTE
Hlth Ed Specialist: 3 FTE
PH Clin Svcs Asst: 1 FTE

Staffing
Lab Director (contr.): 1 FTE
Lab Manager: 1 FTE
PH Microbiologist: 1 FTE
Lab Technician: 2 FTE
Office Asst: 1 FTE

Staffing
PH Program Mgr: 1 FTE
Hlth Ed Coordinator: 3 FTE
Comm Hlth & Well Asst: 2 FTE
Hlth Ed Specialist: 3 FTE
Prog Asst: 1 FTE

Staffing
Sr. Epidemiologist: 1 FTE
Epidemiologist: 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: 4 FTE (1 U/F)
Comm Hlth & Well Asst: 1 FTE
Prog Asst: 1 FTE

Staffing
PH Program Mgr: 1 FTE
PHN: 1 FTE
Hlth Ed Coordinator: 3 FTE
Hlth Ed Specialist: 5 FTE (1 U/F)
PH Ed Asst: 7 FTE
PH Case Mgmt Asst: 1 FTE (1 U/F)

Staffing
PH Program Mgr: 1 FTE
Sr Admin Analyst: 1 FTE (1 U/F)
Adm Analyst: 1 FTE
Reg Dietician: 1 FTE
Sr Nutrition Asst: 3 FTE
Nutritionist: 2 FTE
Nutrition Asst: 13 FTE

Staffing
Fiscal Manager: 1 FTE
Sr Admin Analyst: 1 FTE
Admin Analyst: 6 FTEs
Sr Account Tech: 2 FTE
Account Tech: 2 FTE
Admin Asst.: 1 FTE (1 U/F)

Staffing
Program Manager: 1 FTE
Hlth Ed Coordinator: 1 FTE
Sr Admin Analyst: 1 FTE
Admin Analyst: 2 FTE
Hlth Ed Specialist: 2 FTEs
PH Clin Svcs Asst: 3 FTE
Business Systems Info Analyst: 1 FTE
Program Asst: 3 FTE (1 U/F)

Total FTEs: 148

MADERA COUNTY PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DIRECTOR

Administrative Assistant

ADMINISTRATIVE SERVICES DIVISION

Deputy Public Works Director

HUMAN RESOURCES, PROJECTS, SUBVENTED AND GENERAL FUND
Program Manager: 1 FTE
Principal Analyst: 2 FTE
Administrative Analyst I/II: 2 FTE
Accountant Auditor I/II: 2 FTE
Accounting Technican I/II: 2 FTE
Sr.Accounting Technician: 1 FTE
Program Assistant I/II: 3 FTE

TRANSPORTATION & DEVELOPMENT DIVISION

Deputy Public Works Director

TRANSPORTATION & DEVELOPMENT SERVICES
Supervising Civil Engineer: 2 FTE
Engineer III: 1 FTE
Engineer II: 1 FTE
Engineer I: 2 FTE
Engineering Technician: 2 FTE
Assistant Engineer: 2 FTE
Permit Technician: 1 FTE
Real Property Agent: 1 FTE
Development Services Engineer: 1 FTE

MUNICIPAL SERVICES DIVISION

Deputy Public Works Director

SOLID WASTE & WATER/SEWER
Supervising Civil Engineer: 1 FTE
Engineer III: 1 FTE
Engineer II: 1 FTE
Engineer I: 1 FTE
Engineering Technician: 1 FTE
Public Works Inspector: 1 FTE
Solid Waste Manager: 1 FTE
Program Manager: 1 FTE
Program Assistant: 2 FTE

MAINTENANCE & OPERATIONS DIVISION

Deputy Public Works Director

UTILITIES Section

Utilities Superintendent

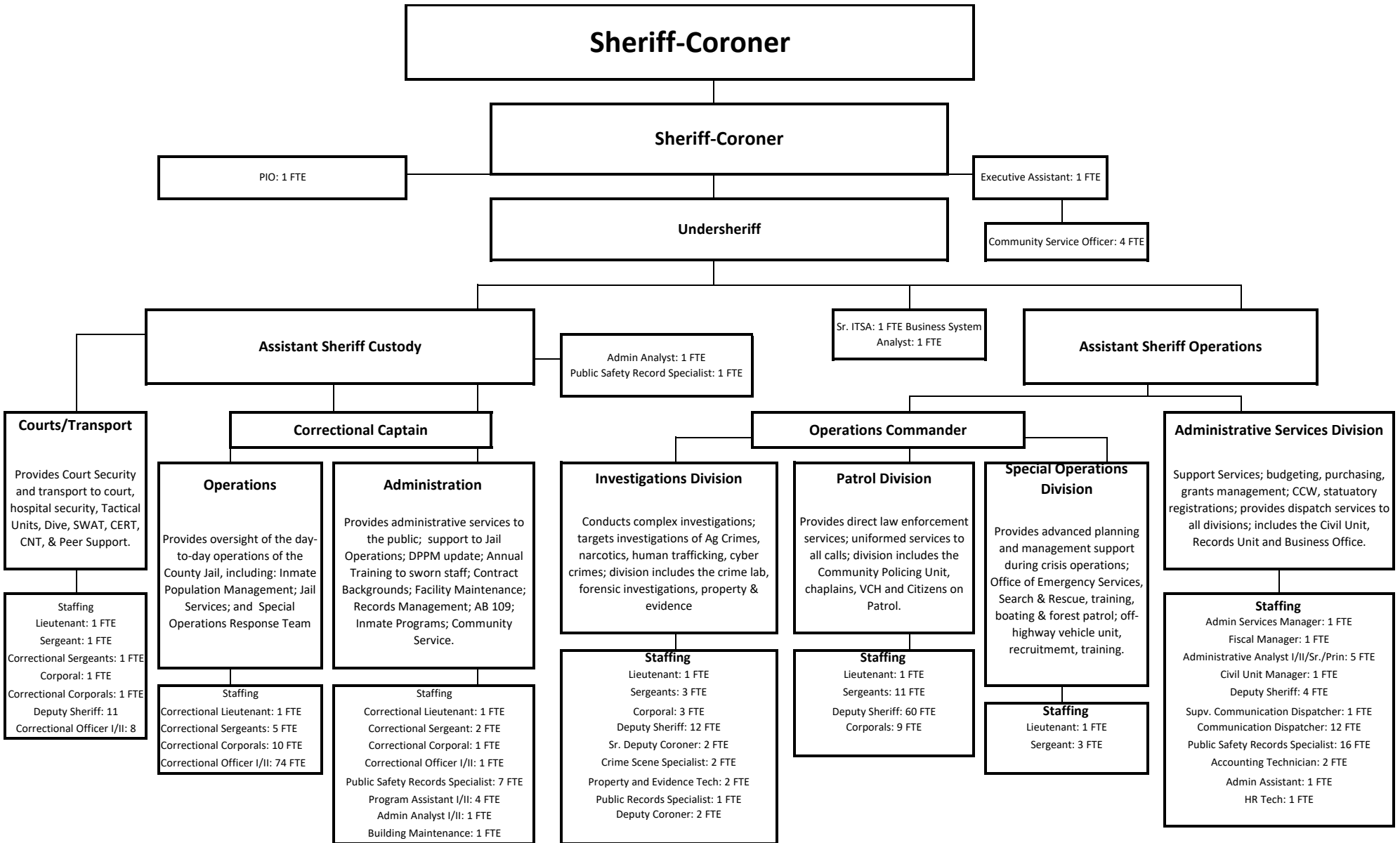
Special Districts Utilitiy Manager (Valley): 1 FTE
Special Districts Utlity Manager (Mountains): 1 FTE
Supervising Licensed Utility Worker: 3 FTE
Licensed I/II or Utlilty Worker: 18 FTE
Electrian: 1 FTE

ROADS & TRANSIT Section

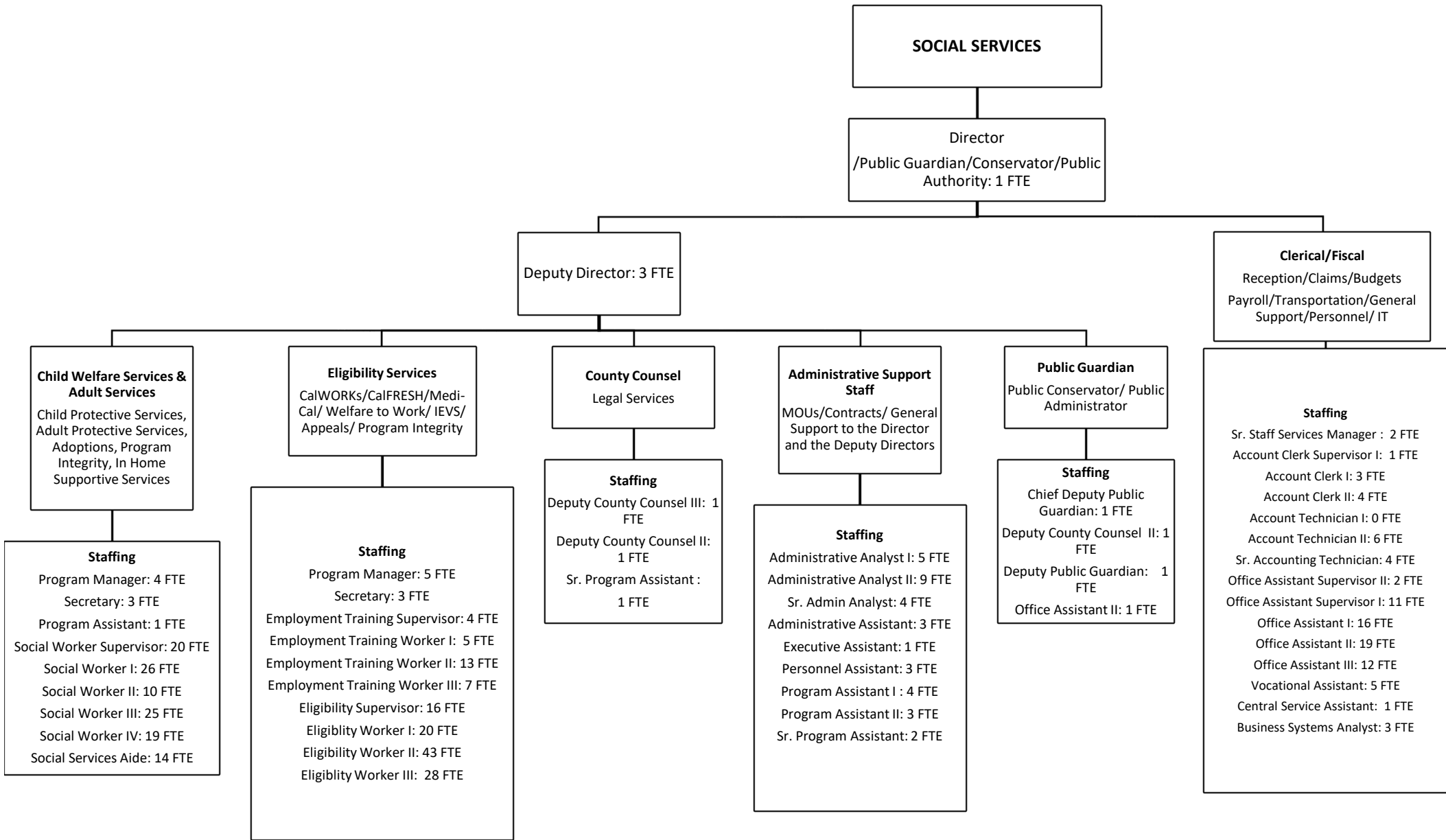
Road Superintendent

Program Manager: 1 FTE
Accountant Auditor: 1 FTE
Administrative Analyst: 1 FTE
Road Construction & Maintenance Supervisor: 6 FTE
Sr. Road Conctruction & Maintenance Worker: 6 FTE
Equipment Operator: 12 FTE
Road Construction & Maintenance Worker I/II: 21 FTE
Equipment Shop Supervisor: 1 FTE
Sr. Heavy Equipment Mechanic: 1 FTE
Heavy Equipment Mechanic: 5 FTE
Equipment Services Worker: 1 FTE
Parts Assistant I/II: 1 FTE
Program Assistant I/II: 1 FTE
Traffic Sign Supervisor: 1 FTE
Sr. Traffic Sign Worker: 1 FTE
Traffic Sign Worker I/II: 4 FTE
Road Investigator: 1 FTE

TOTAL FTE: 125

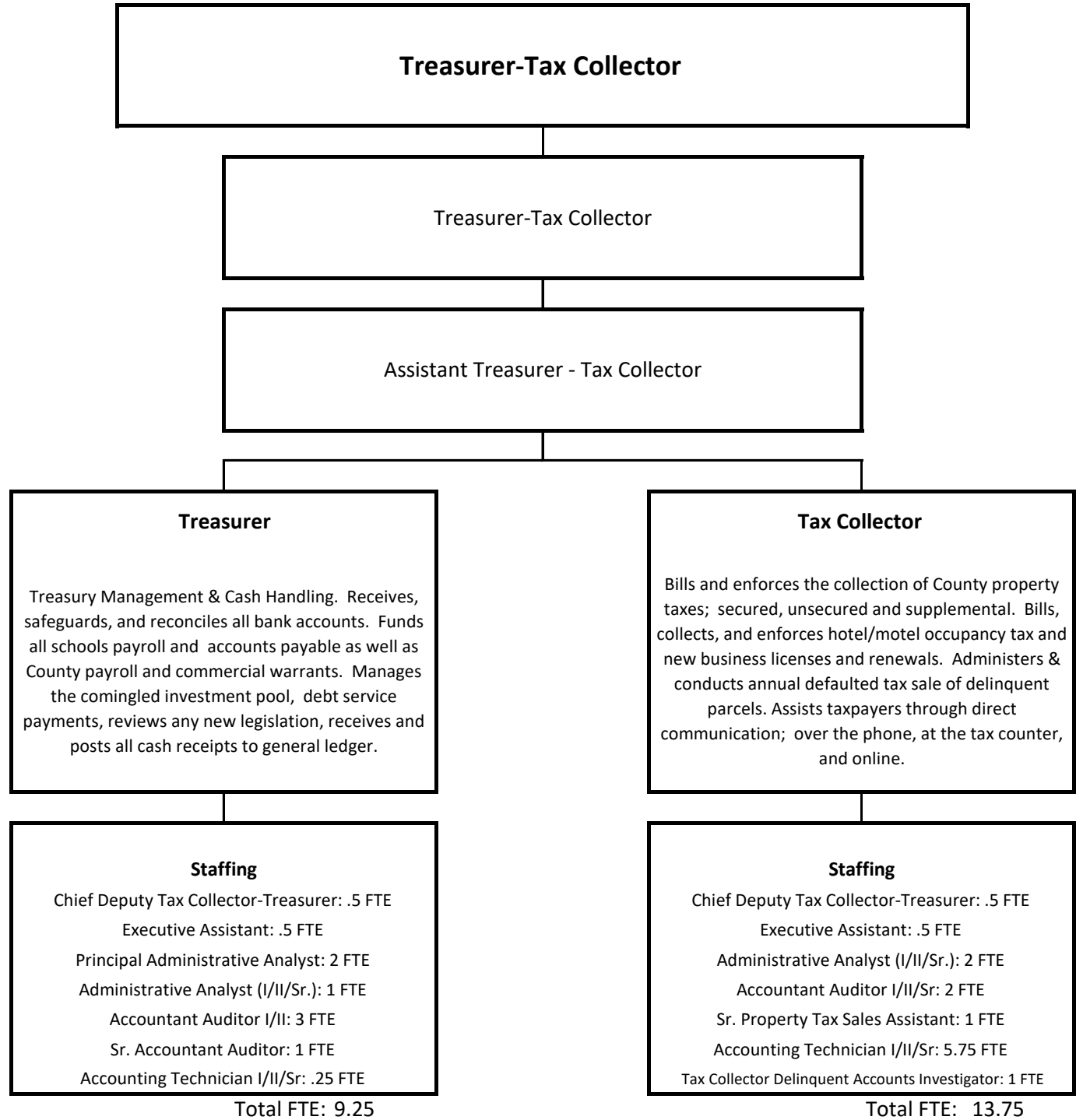


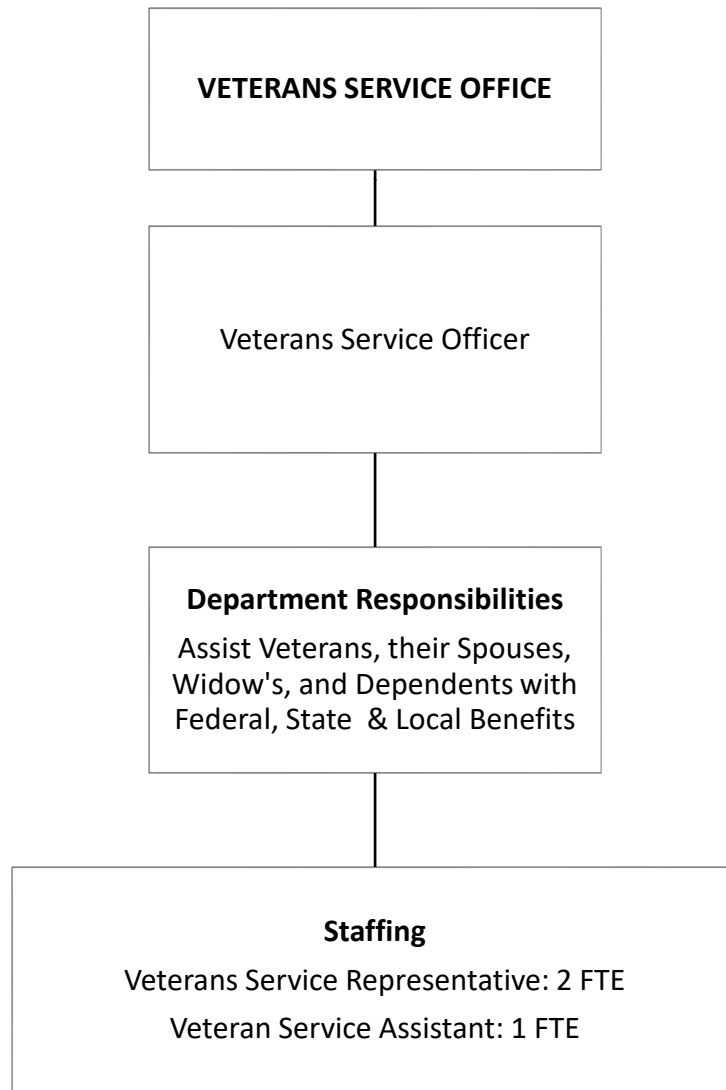
Total FTE: 311



Total FTE: 400.0

(396 + 4 PG = 400)





Total FTE: 4

Water and Natural Resources

Director of Water & Natural Resources: 1 FTE

Deputy Director of Water & Natural Resources: 1 FTE

Groundwater Sustainability Agencies (GSAS)
Three groundwater sustainability agencies in the Madera, Chowchilla, and Delta-Mendota Subbasins managed as the Madera County GSA

Staffing
Water Resources Specialist II/III: 5 FTE
Senior Administrative Analyst : 2 FTE
Principal Administrative Analyst: 1 FTE
Program Assistant I/ II/Sr.: 1 FTE

Madera County Flood Control and Water Conservation Agency (MCFCWCA)
Operation and maintenance of authorized flood control facilities, assisting with flood fight activities and other regulatory requirements

Staffing
Water Resources Specialist I/II/III: 1FTE
Administrative Analyst I/II/ Sr: 1FTE

Natural Resources
Engagement with stakeholders on critical natural resources issues including forest and meadow health, watersheds, invasive plants and water conservation

Total FTE: 13