



Chief Administrative Office

Organizational Chart



Mission Statement

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

Goals

Ensure long term financial stability by balancing revenues and expenditures in a manner that is consistent with the County's strategic priorities.

Provide organizational leadership both within the county and with our partners outside the County to implement policies and accomplish goals established by the Board of Supervisors that are in the best interest of the County.

Foster collaboration and partnership among all offices and departments, both elective and appointed, to achieve efficiencies and economy in all county operations while providing customer oriented services that meet the needs of the citizens.

Develop, empower, and maximize our human resources by providing employees with an environment for professional growth and development.

Develop a cohesive plan to address the County's facilities needs including the implementation of the FENIX system, the construction of a new Public Safety facility, the construction of a new courthouse and the renovation of County buildings due to deferred maintenance.

Department Overview

The Chief Administrative Office monitors and oversees County operations to assure that Board policies are carried out in the most efficient, cost effective and service oriented manner. The Chief Administrative Officer recommends an annual budget and has responsibility for the administration of the budget after its adoption by the Board. The Department works with all government entities, federal, state, regional and local, in the best interest of the county. The Department provides a Central Fiscal and Administrative Unit that provides services to the Chief Administrative Office as well as Information Technologies, Human Resources, Risk Management, and the County Surveyor. The Chief Administrative Office is also responsible for all Facility Management including maintenance and capital projects. The Procurement and Contracts division provides centralized support for contracts and purchase orders. The Economic Development Division coordinates the Economic Development for the County and manages Parks, the River Program and trails.

Finally, the Chief Administrative Office provides administrative support to many of the County's Commissions and Committees.

2015-16 Summary of Department Programs

	Appropriation	Revenue	Net County Cost	Staffing
Budget/Operation/Gov't Affairs	\$1,811,144	\$154,360	\$1,656,784	9.00
Central Fiscal/Admin Unit	\$656,144	\$171,773	\$484,371	7.00
Procurement & Contract/Stores/Mail	\$705,920	\$42,178	\$663,742	7.00
Facilities	\$5,625,302	\$1,177,601	\$4,447,701	39.00
Accumulative Capital Outlay Fund	\$23,379,037	\$23,379,037	\$0	0.00
<i>Sub-Total</i>	\$32,177,547	\$24,924,949	\$7,252,598	
Economic Development/Parks	\$4,365,686	\$2,689,873	\$1,675,813	6.70
<i>TOTAL</i>	\$36,543,233	\$27,614,822	\$8,928,411	68.70

Recommended Budget Highlights for Chief Administrative Office

Fund Type 10 – General Fund

The Recommended Budget represents an overall increase of \$52,281 or 3.5% in revenues and a decrease of \$47,289 or less than 1% in appropriations when compared to the FY 2014-15 approved budget. As a result, the Net County Cost is decreased by \$99,570 or 1.5%.

The increase in revenues is primarily related to increased charges for service due to higher facility requests than anticipated. The decrease in appropriations is comprised of several factors. Salaries and benefits are increasing by \$275K. This number would have been much larger but the department is recommending the deletion of 4 FTE's, in the areas of government affairs (2 FTE's), custodial (1 FTE) and stores/courier (1 FTE). The budget also includes reduced extra help of \$70K, primarily related to custodial services. Services and supplies have decreased \$359K primarily related to insurance (\$101K); utilities (\$50K); building maintenance (\$40K), and staff development (\$24K).

The Department is requesting an add/delete of a Building Maintenance Worker with a Building Operations Technician to true up an existing underfill. This change results in cost savings for the department. The department is requesting the deletion of 2 vacant CAO Administrative Analysts, 1 custodian (anticipated to be vacant due to a retirement), and 1 Storekeeper/Courier that will result in a reduction in force. These changes result in a net savings of approximately \$283K annually.

Service Impacts

Changes within central mail/stores will result in reduced mail and stores delivery for departments. Departments located in the government center will need to coordinate pick up and drop off of mail to the mailroom instead of direct delivery from the courier. Mailroom staff will deliver U.S. mail, interoffice mail, and stores orders to remote sites only. Reductions in custodial staff and extra help will result in reduced daily custodial activities to include trash and bathroom only, eliminate the Building C recycle programs, less frequent light bulb replacement, and some facilities such as Main Library may go to every other day schedule. Reduced CAO analyst staffing primarily affects public information requests, intergovernmental affairs and special projects.

Fund 13 – Accumulative Capital Outlay

Capital Facilities Workplan

The table below includes the preliminary Facilities Capital Workplan. The total workplan budget is \$19,274,969. This amount includes the land acquisition for a public safety facility and the courthouse road. This budget also includes the projected FENIX remaining budget of \$3.8M as well as \$6.8M for implementation of the VANIR study including a large portion of the Building A&B renovations.

Recommended Budget Highlights for Chief Administrative Office (cont)

CAO FY 2015-16 Facilities Capital Budget PROPOSED WORKPLAN AS OF FINAL BUDGET			
Project #	Project Title	Requested Amount for FY 2015/16	Funding Source
160000	Countywide Special Projects / Deferred Maintenance	600,000	ACO Fund
160101	Countywide Security	50,000	ACO Fund
160151	Countywide HVAC Repairs	200,000	ACO Fund
160201	Countywide Exterior Paint	40,000	ACO Fund
160251	Countywide Mold, Lead & Asbestos Abatement	20,000	ACO Fund
160252	Countywide Parking Lot Improvements & Repairs	90,000	ACO Fund
160301	Countywide ADA Evaluation / Compliance	100,000	ACO Fund
160402	Countywide Interior Paint	10,000	ACO Fund
150403	Facilities Planning	100,000	ACO Fund
150404	Public Safety Facility	3,250,000	\$600,000 Designation of Capital Project \$2,650,000 General Fund (land acquisition)
160406	Criminal Justice Special Projects / Deferred Maintenance	100,000	Criminal Justice Special Revenue
140455	Expansion space	450,000	ACO Fund
165000	Animal Control PVL generator	50,000	ACO Fund
167000	Courthouse - Ray Lawyer Drive Extension	3,000,000	General Fund
B15009	AQMD EV Charging Stations - Facility Owned Locations	20,000	AQMD Grant
B15013	SLT Vector Parking Lot	125,000	CSA #3
	Georgetown Airport	9,500	ACO Fund
	Placerville Airport	34,400	ACO Fund
150456	Vanir Facilities Assessment	6,770,609	\$6,370,609 Designation Capital Projects \$400,000 Criminal Justice SRF
Various	Parks/Trails - (See Parks workplan for details)	158,000	Housing Grant
		237,000	ACO Funds
ERP001	FENIX	3,860,460	Designation Capital Projects
	Total ACO Workplan	19,274,969	

Totals by Funding Source	
ACO	1,990,900
Criminal Justice SRF	500,000
Community Service Area	125,000
Designation for Capital Projects	10,831,069
General Fund	5,650,000
AQMD Grant	20,000
Housing Grant	158,000
Total	19,274,969

Recommended Budget Highlights for Chief Administrative Office (cont)

Project #	Vanir Subtotals by Building:	
7000AB	Buildings A / B (See note below)	\$4,240,000
700115	115 Building C	\$90,000
700120	120 Sheriff Administration	\$20,000
700123	123 Juvenile Hall	\$20,000
700126	126 Main Jail	\$1,130,668
700160	160 Main Library	\$179,737
700221	221 District Attorney	\$20,000
700330	330 DOT Administration - Headquarters	\$60,865
700362	362 Cameron Park Library	\$39,128
700440	440 PHF	\$212,813
700440	440A Sr Day Car Center	\$113,480
700441	441 Health Department	\$97,591
700470	470 Community Services / Sr Nutrition	\$80,000
700600	600 South Lake Tahoe Administration	\$233,443
700610	610 South Lake Tahoe El Dorado Center	\$15,315
700620	620 South Lake Tahoe Juvenile Treatment	\$30,000
700621	621, 622 & 631 South Lake Tahoe Jail	\$157,569
700760	760 South Lake Tahoe Library	\$30,000
	Vanir Total	6,770,609

Project 7000AB renovation project of Buildings A & B cost estimate approximates \$10M:
 Cost reflected above represent year two of the project's four year timeline
 FY 16/17 anticipated budget: \$3,990,000
 FY 17/18 anticipated budget: \$1,420,000

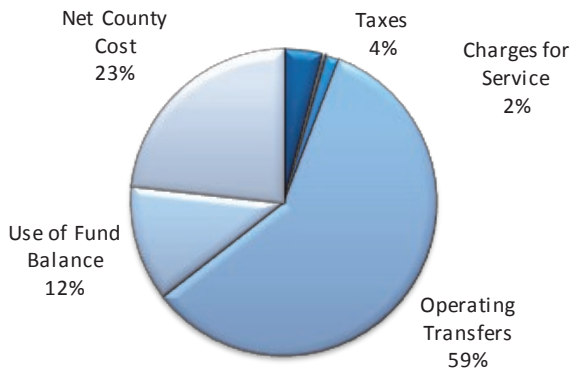
The above projects do not reflect grant award from the Department of Water Resources Integrated Regional Water Management Plan (IRWMP) of approximately \$1.775M of which the County has received verbal approval (pending formal notification).

Parks / Trails Workplan			
Project #	Project Title	Budget	Funding Source
HLP	River Stabilization	50,000	ACO Fund
Pioneer	Misc Projects	10,000	ACO Fund
Trail	SPTC Mitigation Measures	77,000	ACO Fund
Forebay	ADA Improvements	50,000	ACO Fund
Diamond Springs Rail Park	Concept Plan	50,000	ACO Fund
Diamond Springs Rail	Park Restroom	158,000	Housing Grant
	Parks / Trails Total	395,000	

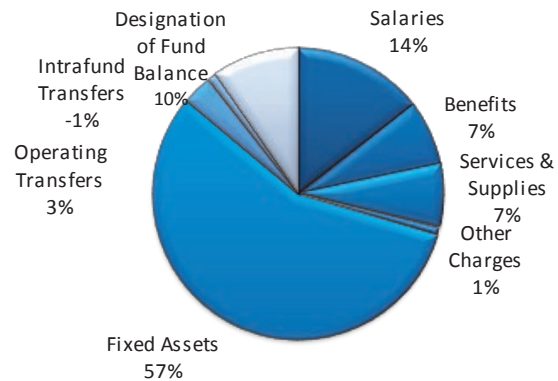
Chief Administrative Office

	12/13 Actual	13/14 Actual	14/15 Projected	15/16 Dept Req	15/16 CAO Rec
Taxes	1,118,852	1,162,273	1,280,175	1,246,953	1,246,953
Fines, Forfeitures	593	382	313	3,000	3,000
Use of Money	25,857	19,994	20,353	19,340	19,340
State	698,375	71,348	88,302	91,188	91,188
Other Government	5,500	4,550	4,610	4,000	4,000
Charges for Service	666,211	1,122,142	760,604	446,754	446,754
Misc.	32,771	141,924	2,865	3,715	3,715
Operating Transfers	1,514,914	5,487,229	7,672,269	18,286,984	18,286,984
Use of Fund Balance	-	-	-	3,823,015	3,823,015
Total Revenue	4,063,073	8,009,842	9,829,491	23,924,949	23,924,949
Salaries	3,412,976	3,689,716	4,640,574	4,619,847	4,619,847
Benefits	1,589,720	1,708,320	2,078,778	2,308,784	2,308,784
Services & Supplies	3,710,359	2,200,029	2,272,620	2,203,230	2,203,230
Other Charges	1,311,119	922,775	50,938	259,860	259,860
Fixed Assets	748,053	6,401,131	6,780,591	18,017,109	18,017,109
Operating Transfers	83,202	128,433	1,004,026	1,043,900	1,043,900
Intrafund Transfers	(121,437)	(314,827)	(381,539)	(335,351)	(335,351)
Contingency	-	-	735,671	-	-
Designation of Fund Balance	-	-	-	3,060,168	3,060,168
Total Appropriations	10,733,992	14,735,577	17,181,659	31,177,547	31,177,547
NCC	6,670,919	6,725,735	7,352,168	7,252,598	7,252,598
FTE's	64	72	73	69	69

Source of Funds



Use of Funds



Source of Funds—Chief Administrative Office

Use of Money (\$14,340): Rental income from SPTC corridor.

State (\$78,188): Reimbursement from the Court's for utilities costs in County owned Court facilities.

Charge for Services (\$446,754): Primarily comprised of charges to other departments for facilities and fiscal services.

Miscellaneous (\$3,715): Funds from vending machines and stores and mail reimbursements.

Other Financing Sources (\$1,002,915): Primarily comprised of reimbursement from the Accumulative Outlay fund for staff time on capital projects.

Net County Cost (\$7,252,598): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.

Use of Funds—Chief Administrative Office

Salaries & Benefits (\$6,928,631): Primarily comprised of permanent salaries (\$4,433,947), health insurance (\$991,799), and retirement (\$902,554).

Services & Supplies (\$2,678,230): Primarily comprised of utilities (\$950,000), building maintenance and improvements (\$440,700), postage (\$350,000), stores inventory (\$175,000), refuse disposal (\$100,100), and professional services (\$95,200).

Services & Supplies Abatements (-\$525,000): Comprised of charges to other departments for central stores inventory (-\$175,000) and bulk postage (-\$330,000). Fully offset's the costs noted in services and supplies above.

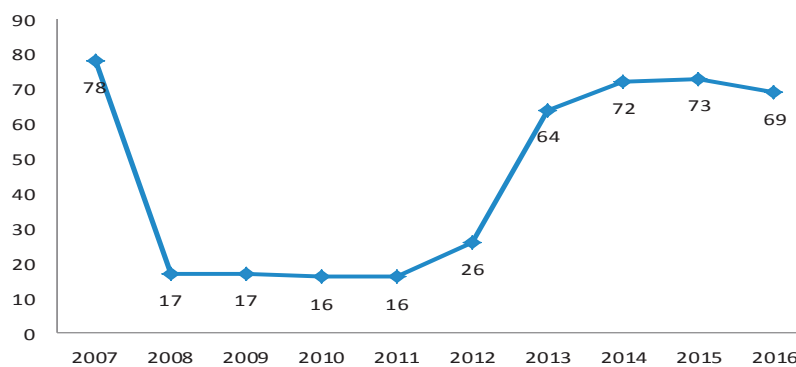
Other Charges (\$48,000): Primarily charges from DOT and AQMD for work on various facility projects.

Fixed Assets (\$4,000) : Purchase of a replacement shop welder.

Intra-fund Transfers (\$14,891): Includes charges from other departments for services such as stores and mail.

Intra-fund Abatement: (-\$350,242): Includes charges to other departments for mail service (-\$126,832), stores support (-\$31,552), building maintenance and improvements (-\$143,606) and Central Fiscal Admin support charges to various departments (-\$48,252).

Staffing Trend for Chief Administrative Office



Staffing for the Chief Administrative Office over the past ten years reflects fluctuations due to a variety of internal service functions moving in and out. In FY 2011-12 a centralized fiscal and administrative group was formed adding 7 FTE's as well as 3 FTE's added for facilities functions offset with reductions in administrative and fiscal staff in other departments. In FY 2012-13, 31 positions were transferred from the Department of Transportation related to facilities, grounds and custodial functions. All positions in the Chief Administrative Office are located in Placerville except for 6 FTE's in the facilities unit located in South Lake Tahoe. Staff allocated to Economic Development and Parks & Trails are fiscally budgeted under the Economic Development budget, but the personnel allocation is included in the Chief Administrative Office as these employees are a division of the Chief Administrative Office.

Classification Title	2014-15	2015-16	2015-16	Diff from Adjusted
	Adjusted	Dept	CAO	
	Allocation	Request	Recm'd	
Chief Administrative Officer	1.00	1.00	1.00	0.00
Accountant/Auditor	1.00	1.00	1.00	0.00
Administrative Technician	4.00	4.00	4.00	0.00
Assistant Chief Administrative Officer	1.00	1.00	1.00	0.00
Building and Grounds Superintendent	1.00	1.00	1.00	0.00
Building Maintenance Worker I/II/Sr	6.00	7.00	7.00	1.00
Building Operations Supervisor	2.00	2.00	2.00	0.00
Building Operations Technician	5.00	4.00	4.00	(1.00)
Buyer I/II	1.00	1.00	1.00	0.00
CAO Administrative Analyst *	1.00	0.00	0.00	(1.00)
CAO Administrative Analyst (Limited Term)	1.00	0.00	0.00	(1.00)
Chief Budget Officer	1.00	1.00	1.00	0.00
Chief Fiscal Officer	1.00	1.00	1.00	0.00
Custodian	10.50	9.50	9.50	(1.00)
Custodian Supervisor	1.00	1.00	1.00	0.00
Department Analyst I/II	4.00	4.00	4.00	0.00
Economic & Business Relations Manager	1.00	1.00	1.00	0.00
Facilities Manager	1.00	1.00	1.00	0.00
Facilities Project Manager I/II	2.00	2.00	2.00	0.00
Facilities Project Manager I/II (Limited Term)	1.00	1.00	1.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Fiscal Technician	1.00	1.00	1.00	0.00
Grounds Maintenance Worker I/II	2.00	2.00	2.00	0.00
Parks Manager	1.00	1.00	1.00	0.00
Principal Administrative Analyst	4.00	4.00	4.00	0.00
Principal Administrative Analyst (Limited Term)	1.00	1.00	1.00	0.00
Procurement & Contracts Manager	1.00	1.00	1.00	0.00
Program Manager (Limited Term)	1.00	1.00	1.00	0.00
River Recreation Supervisor	1.00	1.00	1.00	0.00
Service Operations Coordinator	1.00	1.00	1.00	0.00
Sr. Buyer	1.00	1.00	1.00	0.00
Sr. Custodian	1.00	1.00	1.00	0.00
Sr. Department Analyst	2.00	2.00	2.00	0.00
Sr. Engineering Technician (Limited Term)	1.00	0.70	0.70	(0.30)
Sr. Grounds Maintenance Worker	3.00	3.00	3.00	0.00
Sr. Office Assistant	0.00	0.50	0.50	0.50
Storekeeper I/II	2.00	2.00	2.00	0.00
Storekeeper/Courier	1.00	0.00	0.00	(1.00)
Supervisor Grounds Maintenance	1.00	1.00	1.00	0.00
Department Total	72.50	68.70	68.70	(3.80)

Budget/Operations/Government Affairs Program

Program Summary:

The Chief Administrative Office exercises overall responsibility for the coordination of County department activities to ensure the sound and effective management of County government, pursuant to Board policy and the adopted budget. Primary areas of responsibility are: effective overall management of County resources; long-range financial and organizational planning; ensuring that County departments are producing services and results in accord with Board goals, policies, and budgets; improving management and information systems to ensure the most effective use of County personnel, money, facilities, and equipment; providing leadership and developing a County management team that can plan for and meet future challenges; and performing other duties as assigned by the Board. The Chief Administrative Office is charged with the responsibility of acting as advisor to the Board of Supervisors and in this role provides objective commentary on policy and management considerations. The Chief Administrative Office is responsible for recommending an annual budget and administering that budget after its adoption by the Board.

Program Accomplishments:

- ◆ Took the lead on a multitude of issues resulting from the Sand and King fires, including operating a call center and coordinating efforts with the Forest Service and Resource Conservation Districts and acted as a liaison with communities affected by the fires
- ◆ Attended training on Priority Based Budgeting and initiated steps related to program inventories and benchmarking services with other communities
- ◆ Leading the Financial Sustainability and Economic Development Strategic Teams
- ◆ FENIX analysis and implementation of the new Chart of Accounts
- ◆ Assisted the Health & Human Services Agency in successfully transitioning the operation of the Psychiatric Health Facility (PHF) to Telecare Corporation

Central Fiscal/Admin Unit Program

Program Summary:

The central financial and administrative unit was established in FY 2011-12 within the Chief Administrative Office. This unit provides services to the Chief Administrative Office, Facilities, Human Resources, Risk Management, Information Technologies, Surveyor, and Indigent Defense. These services include accounts payable/receivable, payroll, journal entries, budgeting, financial reporting and administration.

Program Accomplishments:

- ◆ Developed and implemented the central fiscal contract policy and procedure.

Procurement and Contracts/Stores/Mail Program

Program Summary:

Procurement and Contracts:

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

Central Stores:

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

Mail Support:

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

Facilities Program

Program Summary:

The Chief Administrative Office has assumed the facilities functions previously performed by the Department of Transportation. These functions include buildings and grounds maintenance, custodial and facilities capital projects.

Program Accomplishments:

- ◆ Completion of the new Animal Shelter
- ◆ Awarded \$1.775 M Integrated Water Management Grant
- ◆ ADA upgrades completed at the following facilities: Placerville Main Jail, Buildings A and B, Juvenile Hall, Johnson Center in SLT and the Placerville Main Library
- ◆ Installed HVAC upgrades at the Veteran's Hall
- ◆ Parking lot refurbishments in Buildings A, B & C
- ◆ Installation of 10 EV charging stations in the parking lot of Building B
- ◆ Exterior beam refurbishment and roof replacement over breezeway of Building C
- ◆ Completion of the El Dorado Hills Sr. Day Care Center
- ◆ Flooring replacement at the Cameron Park Library
- ◆ Remodel at the Placerville Main Jail that includes, a kitchen renovation, upgrades installed for the jail cell controls project, and installation of a new Make-up Air Unit (MAU)
- ◆ Public Safety Facility: Purchase and Sale Agreement settled, completion of due diligence and posting of Notice of Preparation and site selection completed

Accumulative Capital Outlay Program

Program Summary:

This program, which is staffed by the Facilities unit, is responsible for the project development and construction of facilities and parks that support County functions. In addition, the program performs major maintenance projects on existing County buildings, parks and infrastructure.

El Dorado County
 Detail of Financing Sources and Financing Uses
 Governmental Funds
 Fiscal Year 2015-16

Budget Unit **02 Administration**
 Function **General Government**
 Activity **Legislative and Administrative**

Detail by Revenue Category and Expenditure Object	2013-14	2014-15	2015-16	2015-16
	Actual	Actual Estimated <input type="checkbox"/>	Department Requested	CAO Recommended
1	2	3	4	5

Revenue from Use of Money and Property

0402 Interest Refunds	\$ 1,338	\$ -	\$ -	\$ -
0420 Rent - Land and Buildings	14,131	15,089	14,340	14,340
Total Revenue from Use of Money and Property	\$ 15,469	\$ 15,089	\$ 14,340	\$ 14,340

Intergovernmental Revenue - State

0880 State - Other	\$ 58,471	\$ 75,565	\$ 78,188	\$ 78,188
Total Intergovernmental Revenue - State	\$ 58,471	\$ 75,565	\$ 78,188	\$ 78,188

Charges for Services

1740 Charges for Services	\$ 2,154	\$ 1,518	\$ -	\$ -
1800 Interfund Revenue	999,474	176,140	323,218	323,218
1804 Infrnd Rev: Mail Services	35,651	41,822	32,506	32,506
1805 Infrnd Rev: Stores Support	10,309	9,597	7,357	7,357
1818 Infrnd Rev: Maint Buildg & Improvmnt	74,553	83,673	83,673	83,673
Total Charges for Services	\$ 1,122,142	\$ 312,750	\$ 446,754	\$ 446,754

Miscellaneous Revenues

1940 Miscellaneous Revenue	\$ 1,942	\$ 2,865	\$ 3,715	\$ 3,715
1941 Miscellaneous Refund	1,968	-	-	-
1942 Miscellaneous Reimbursement	1,450	-	-	-
Total Miscellaneous Revenues	\$ 5,361	\$ 2,865	\$ 3,715	\$ 3,715

Other Financing Sources

2020 Operating Transfers In	\$ 42,245	\$ 916,278	\$ 1,002,915	\$ 1,002,915
Total Other Financing Sources	\$ 42,245	\$ 916,278	\$ 1,002,915	\$ 1,002,915

Total Revenue	\$ 1,243,687	\$ 1,322,547	\$ 1,545,912	\$ 1,545,912
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Salaries and Employee Benefits

3000 Permanent Employees / Elected Officials	\$ 3,550,542	\$ 4,198,639	\$ 4,433,947	\$ 4,433,947
3001 Temporary Employees	21,937	19,370	-	-
3002 Overtime	26,484	40,662	34,250	34,250
3003 Standby Pay	-	589	550	550
3004 Other Compensation	120,507	366,986	136,600	136,600
3005 Tahoe Differential	13,993	14,278	14,400	14,400
3007 Hazard Pay	127	50	100	100
3020 Employer Share - Employee Retirement	670,331	752,848	902,554	902,554
3022 Employer Share - Medi Care	53,724	66,104	62,716	62,716
3040 Employer Share - Health Insurance	807,658	1,058,298	991,799	991,799
3041 Employer Share - Unemployment Insurance	3,509	-	-	-
3042 Employer Share - Long Term Disab Insurance	5,917	6,075	11,237	11,237
3043 Employer Share - Deferred Compensation	11,387	15,736	24,324	24,324
3046 Retiree Health - Defined Contributions	49,599	69,847	74,472	74,472
3060 Employer Share - Workers' Compensation	23,370	73,813	103,682	103,682
3080 Flexible Benefits	38,951	36,057	138,000	138,000
Total Salaries and Employee Benefits	\$ 5,398,036	\$ 6,719,352	\$ 6,928,631	\$ 6,928,631

Services and Supplies

El Dorado County
 Detail of Financing Sources and Financing Uses
 Governmental Funds
 Fiscal Year 2015-16

Budget Unit **02 Administration**
 Function **General Government**
 Activity **Legislative and Administrative**

Detail by Revenue Category and Expenditure Object	2013-14	2014-15	2015-16	2015-16
	Actual	Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	Department Requested	CAO Recommended
1	2	3	4	5
4020 Clothing and Personal Supplies	\$ 2,321	\$ 870	\$ 1,500	\$ 1,500
4040 Telephone Company Vendor Payments	3,351	3,458	4,100	4,100
4041 Cnty Pass thru Telephone Chrges to Depts	4,319	3,689	6,860	6,860
4080 Household Expense	32,951	12,927	26,550	26,550
4082 Household Expense - Other	973	1,130	1,000	1,000
4083 Household Expense - Laundry	34,977	15,470	33,200	33,200
4085 Household Expense - Refuse Disposal	99,674	97,582	100,100	100,100
4086 Household Expense - Janitorial/Custodial	33,352	33,073	33,250	33,250
4087 Household Expense - Exterm/Fumigation Serv	7,725	7,000	7,725	7,725
4100 Insurance - Premium	85,189	153,789	53,087	53,087
4140 Maintenance - Equipment	4,735	35,878	30,200	30,200
4141 Maintenance - Office Equipment	-	-	150	150
4143 Maintenance - Service Contracts	18,971	35,000	35,000	35,000
4144 Maintenance - Computer System Supplies	-	3,750	-	-
4145 Maintenance - Equipment Parts	5,114	24,675	25,900	25,900
4160 Maintenance Vehicles - Service Contract	-	95	-	-
4180 Maintenance - Building and Improvements	258,307	277,286	275,500	275,500
4183 Maintenance - Grounds	(73)	-	-	-
4185 Maintenance - Park	1,995	-	-	-
4197 Maintenance - Building Supplies	170,821	180,220	165,200	165,200
4200 Medical, Dental and Laboratory Supplies	28	-	-	-
4220 Memberships	3,808	90	1,110	1,110
4221 Memberships - Legislative Advocacy	1,138	9,382	4,869	4,869
4260 Office Expense	14,096	9,266	15,050	15,050
4261 Postage	2,776	651	1,725	1,725
4262 Software	960	-	500	500
4263 Subscription / Newspaper / Journals	640	476	650	650
4264 Books / Manuals	-	675	300	300
4266 Printing / Duplicating	2,545	837	600	600
4300 Professional and Specialized Services	114,730	135,173	95,200	95,200
4324 Medical, Dental and Lab Services	4,640	60	2,250	2,250
4334 Fire Prevention and Inspection	19,982	20,000	5,000	5,000
4337 Other Governmental Agencies	11,800	13,448	13,100	13,100
4400 Publication and Legal Notices	814	-	250	250
4420 Rents and Leases - Equipment	45,980	26,243	46,860	46,860
4421 Security System	7,740	6,597	8,250	8,250
4460 Small Tools and Instruments	10,011	6,554	10,400	10,400
4461 Minor Equipment	54,833	28,499	39,400	39,400
4462 Minor Computer Equipment	13,254	6,600	5,000	5,000
4500 Special Departmental Expense	19,105	3,292	3,500	3,500
4502 Educational Materials	135	-	100	100
4503 Staff Development	8,084	14,610	5,750	5,750
4507 Fire and Safety Supplies	443	1,003	1,000	1,000
4508 Snow Removal	7,993	15,000	30,000	30,000
4513 Central Stores Inventory - General Serv	113,715	109,818	175,000	175,000
4514 Bulk Postage Purchase - General Serv	255,963	375,684	350,000	350,000

El Dorado County
 Detail of Financing Sources and Financing Uses
 Governmental Funds
 Fiscal Year 2015-16

Budget Unit **02 Administration**
 Function **General Government**
 Activity **Legislative and Administrative**

Detail by Revenue Category and Expenditure Object	2013-14 Actual	2014-15 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2015-16 Department Requested	2015-16 CAO Recommended
1	2	3	4	5
4529 Software License	329	-	5,500	5,500
4600 Transportation and Travel	634	6,386	3,100	3,100
4602 Employee - Private Auto Mileage	3,925	2,894	1,000	1,000
4605 Vehicle - Rent or Lease	45,013	43,908	55,794	55,794
4606 Fuel Purchases	52,020	26,944	46,150	46,150
4608 Hotel Accommodations	1,317	2,864	1,500	1,500
4620 Utilities	961,017	1,000,000	950,000	950,000
Total Services and Supplies	\$ 2,544,169	\$ 2,752,846	\$ 2,678,230	\$ 2,678,230
Services and Supplies Abatements				
4750 Central Stores Inventory Abatements	\$ (118,444)	\$ (109,818)	\$ (175,000)	\$ (175,000)
4751 Bulk Postage Purchase Abatements	(253,265)	(374,166)	(350,000)	(350,000)
Total Services and Supplies Abatements	\$ (371,709)	\$ (483,984)	\$ (525,000)	\$ (525,000)
Other Charges				
5300 Interfund Expenditures	\$ 25,874	\$ 50,938	\$ 48,000	\$ 48,000
Total Other Charges	\$ 25,874	\$ 50,938	\$ 48,000	\$ 48,000
Fixed Assets				
6020 Fixed Assets - Building and Improvement	\$ 12,325	\$ -	\$ 4,000	\$ 4,000
6029 Fixed Asset: Construction Materials	3,353	4,550	-	-
6040 Fixed Assets - Equipment	12,355	12,552	-	-
6041 Fixed Assets - Data Proc Sys Devel Equip	1,339	-	-	-
Total Fixed Assets	\$ 29,373	\$ 17,102	\$ 4,000	\$ 4,000
Intrafund Transfers				
7200 Intrafund Transfers	\$ 198	\$ 150	\$ 1,150	\$ 1,150
7223 Intrafund: Mail Service	8,864	4,893	7,985	7,985
7224 Intrafund: Stores Support	5,154	3,090	5,656	5,656
7231 Intrafund: IS Programming Support	2,124	-	100	100
7232 Intrafund: Maint Bldg & Improvmnts	4,615	-	-	-
Total Intrafund Transfers	\$ 20,956	\$ 8,133	\$ 14,891	\$ 14,891
Intrafund Abatement				
7350 Intrafund Abatement: Only General Fund	\$ (17,871)	\$ (58,962)	\$ (48,252)	\$ (48,252)
7357 Intrafund Abatement: Mail Service	(151,398)	(155,320)	(126,832)	(126,832)
7358 Intrafund Abatement: Stores Support	(29,647)	(35,924)	(31,552)	(31,552)
7366 Intrafund Abatement: Maint Bldg & Improvmnts	(136,867)	(139,466)	(143,606)	(143,606)
Total Intrafund Abatement	\$ (335,783)	\$ (389,672)	\$ (350,242)	\$ (350,242)
Total Expenditures/Appropriations	\$ 7,310,917	\$ 8,674,715	\$ 8,798,510	\$ 8,798,510
Net Cost	\$ (6,067,229)	\$ (7,352,168)	\$ (7,252,598)	\$ (7,252,598)

El Dorado County
 Detail of Financing Sources and Financing Uses
 Governmental Funds
 Fiscal Year 2015-16

Budget Unit **02 Accumulative Capital Outlay**
 Function **General Government**
 Activity **Plant Acquisition**

Detail by Revenue Category and Expenditure Object	2013-14	2014-15	2015-16	2015-16
	Actual	Actual Estimated <input type="checkbox"/>	Department Requested	CAO Recommended
1	2	3	4	5

Taxes

0100 Property Taxes - Current Secured	\$ 1,116,348	\$ 1,218,953	\$ 1,218,953	\$ 1,218,953
0110 Property Taxes - Current Unsecured	23,997	48,152	25,000	25,000
0120 Property Taxes - Prior Secured	(262)	(563)	-	-
0130 Property Taxes - Prior Unsecured	(29)	808	-	-
0140 Supplemental Property Taxes - Current	13,374	2,703	-	-
0150 Supplemental Property Taxes - Prior	5,205	7,241	-	-
0174 Timber Yield Tax	3,641	2,881	3,000	3,000
Total Taxes	\$ 1,162,273	\$ 1,280,175	\$ 1,246,953	\$ 1,246,953

Fines, Forfeitures and Penalties

0360 Penalties and Costs on Delinquent Taxes	\$ 382	\$ 313	\$ 3,000	\$ 3,000
Total Fines, Forfeitures and Penalties	\$ 382	\$ 313	\$ 3,000	\$ 3,000

Revenue from Use of Money and Property

0400 Interest	\$ 4,525	\$ 5,264	\$ 5,000	\$ 5,000
Total Revenue from Use of Money and Property	\$ 4,525	\$ 5,264	\$ 5,000	\$ 5,000

Intergovernmental Revenue - State

0820 State - Homeowners' Property Tax Relief	\$ 12,876	\$ 12,737	\$ 13,000	\$ 13,000
Total Intergovernmental Revenue - State	\$ 12,876	\$ 12,737	\$ 13,000	\$ 13,000

Revenue Other Governmental Agencies

1200 Other - Governmental Agencies	\$ 4,550	\$ 4,610	\$ 4,000	\$ 4,000
Total Revenue Other Governmental Agencies	\$ 4,550	\$ 4,610	\$ 4,000	\$ 4,000

Miscellaneous Revenues

1920 Other Sales	\$ 2,565	\$ -	\$ -	\$ -
1940 Miscellaneous Revenue	18,318	-	-	-
1941 Miscellaneous Refund	-	4,949	-	-
1942 Miscellaneous Reimbursement	115,680	442,905	-	-
Total Miscellaneous Revenues	\$ 136,563	\$ 447,854	\$ -	\$ -

Other Financing Sources

2020 Operating Transfers In	\$ 5,444,984	\$ 6,755,991	\$ 17,284,069	\$ 17,284,069
Total Other Financing Sources	\$ 5,444,984	\$ 6,755,991	\$ 17,284,069	\$ 17,284,069

Total Revenue	\$ 6,766,154	\$ 8,506,944	\$ 18,556,022	\$ 18,556,022
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Services and Supplies

4261 Postage	\$ 17	\$ -	\$ -	\$ -
4263 Subscription / Newspaper / Journals	308	1,902	-	-
4300 Professional and Specialized Services	14,417	-	-	-
4400 Publication and Legal Notices	(213)	-	-	-
4500 Special Departmental Expense	13,039	1,856	50,000	50,000
Total Services and Supplies	\$ 27,569	\$ 3,758	\$ 50,000	\$ 50,000

Other Charges

5300 Interfund Expenditures	\$ 896,901	\$ -	\$ 211,860	\$ 211,860
Total Other Charges	\$ 896,901	\$ -	\$ 211,860	\$ 211,860

El Dorado County
 Detail of Financing Sources and Financing Uses
 Governmental Funds
 Fiscal Year 2015-16

Budget Unit **02 Accumulative Capital Outlay**
 Function **General Government**
 Activity **Plant Acquisition**

Detail by Revenue Category and Expenditure Object	2013-14 Actual	2014-15	2015-16 Department Requested	2015-16 CAO Recommended
		Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>		
1	2	3	4	5

Fixed Assets

6000 Fixed Assets - Land	\$ -	\$ 71,370	\$ 2,650,000	\$ 2,650,000
6020 Fixed Assets - Building and Improvement	4,915,099	5,095,274	8,740,293	8,740,293
6022 Fixed Assets - Project Management	791,134	1,412,016	2,480,845	2,480,845
6024 Fixed Assets - Utilities	7,853	11,532	20,261	20,261
6025 Fixed Assets - Leasehold Improvements	381,694	31,861	55,978	55,978
6028 Fixed Assets - Construction Rental	8,559	1,974	3,468	3,468
6029 Fixed Asset: Construction Materials	106,370	114,860	201,804	201,804
6040 Fixed Assets - Equipment	2,439	-	-	-
6042 Fixed Assets - Computer Sys Equipment	109,641	3,337	3,860,460	3,860,460
6047 Fixed Asset: Software/Maintenance	3,742	21,265	-	-
6048 Fixed Asset: Software License	45,226	-	-	-
Total Fixed Assets	\$ 6,371,759	\$ 6,763,489	\$ 18,013,109	\$ 18,013,109

Other Financing Uses

7000 Operating Transfers Out	\$ 128,433	\$ 1,004,026	\$ 1,043,900	\$ 1,043,900
Total Other Financing Uses	\$ 128,433	\$ 1,004,026	\$ 1,043,900	\$ 1,043,900

Appropriations for Contingencies

7700 Contingency	\$ -	\$ 735,671	\$ -	\$ -
Total Appropriations for Contingencies	\$ -	\$ 735,671	\$ -	\$ -

Total Expenditures/Appropriations	\$ 7,424,661	\$ 8,506,944	\$ 19,318,869	\$ 19,318,869
Net Cost	\$ (658,506)	\$ -	\$ (762,847)	\$ (762,847)