

## County Executive Office

### Board of Supervisors Mission Statement:

To act as the legislative arm of county government and provide responsive leadership, governance, effective oversight of county services, and involves citizens and communities in processes that determine and enhance Placer County's future.

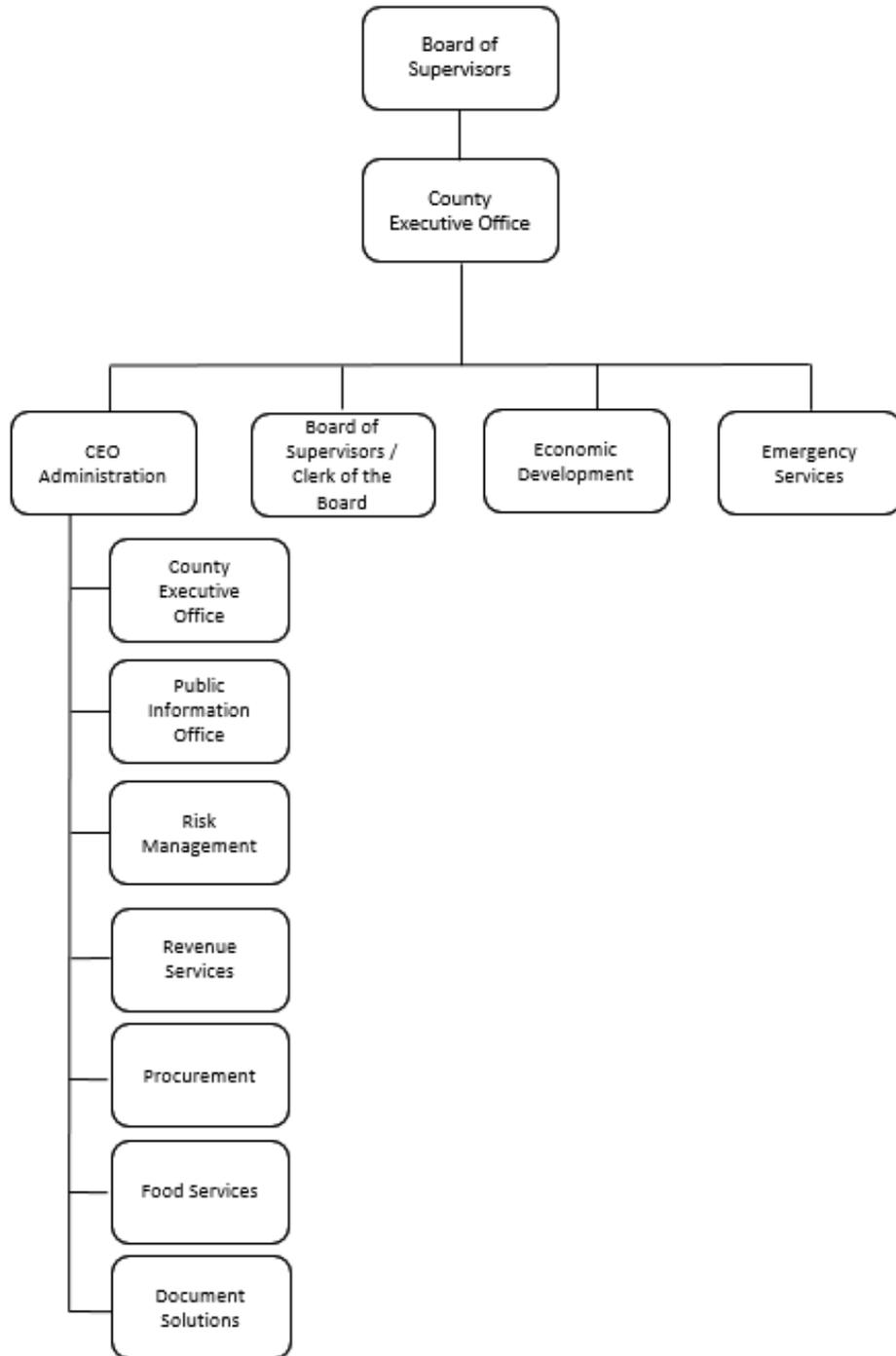
### County Executive Office Mission Statement:

To support and implement Board of Supervisors' policies and priorities, provide organizational direction and leadership, coordinate strategic and regional planning efforts, and ensure efficient and effective management of county workforce and activities. To provide emergency response capability, disaster recovery and response, public safety, fire protection, and community outreach.

County Executive Office COST CENTER SUMMARY Fiscal Year 2020-21					
Cost Center	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 19-20 Final Budget	FY 20-21 Final Budget	YOY % Change
<b>General Fund</b>					
Procurement Services	\$ 1,434,726	\$ 1,514,071	\$ 1,393,755	\$ 1,614,940	15.87%
Revenue Services	\$ 1,446,021	\$ 2,804,502	\$ 3,532,749	\$ 4,361,364	23.46%
Board of Supervisors	\$ 3,365,514	\$ 3,354,595	\$ 3,450,508	\$ 2,875,847	-16.65%
Clerk of the Board	\$ 817,175	\$ 923,413	\$ 1,130,939	\$ 1,080,299	-4.48%
County Executive Office	\$ 8,162,796	\$ 8,056,680	\$ 7,709,757	\$ 7,626,891	-1.07%
Public Information Office	\$ -	\$ -	\$ 1,684,072	\$ 1,510,328	-10.32%
Economic Development	\$ 2,079,144	\$ 2,054,703	\$ 2,011,967	\$ 2,016,224	0.21%
Emergency Services	\$ 2,369,911	\$ 3,255,865	\$ 11,650,345	\$ 1,744,824	-85.02%
<b>TOTAL GENERAL FUND</b>	<b>\$ 19,675,287</b>	<b>\$ 21,963,830</b>	<b>\$ 32,564,092</b>	<b>\$ 22,830,717</b>	<b>-29.89%</b>
<b>County Fire Fund</b>					
County Fire	\$ 5,932,176	\$ 4,672,274	\$ 5,468,467	\$ 6,224,604	13.83%
<b>Food Services Fund</b>					
Food Services	\$ 3,559,004	\$ 3,798,650	\$ 3,624,896	\$ 3,737,750	3.11%
<b>Document Solutions Fund</b>					
Document Solutions	\$ 2,574,187	\$ 2,158,255	\$ 2,211,727	\$ 2,714,835	22.75%
<b>General Liability Insurance Fund</b>					
Risk Management	\$ 11,190,195	\$ 10,927,056	\$ 8,553,357	\$ 7,992,298	-6.56%

Funded Positions					
Procurement Services	9	9	9	10	
Revenue Services	19	19	19	21	
Board of Supervisors	10	10	10	9	
Clerk of the Board	5	6	6	5	
County Executive Office	43	41	35	35	
Public Information Office	0	0	7	7	
Economic Development	6	7	7	7	
Emergency Services	5	5	4	4	
Food Services	1	1	1	0	
Document Solutions	9	9	9	9	
General Liability Insurance	4	4	4	4	
<b>Total Funded Positions</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>0.00%</b>
<b>Total Allocated Positions</b>	<b>115</b>	<b>115</b>	<b>117</b>	<b>111</b>	<b>-5.13%</b>

## County Executive Office



Procurement Services – Cost Center 01021

Purpose:

Provides for all centralized County procurement activities, including bids, request for proposals, construction projects, contracts, and blanket purchase orders. Procurement Services administers the County’s credit card program for delegated purchases, including goods, services, travel, and training and manages the County’s surplus program for the disposal of surplus property through sales, donations, e-waste and recycling.

Major Budget Adjustments and Initiatives:

- Increase in Salaries and Employee Benefits of \$118,212 due to the addition of one Staff Services Analyst I/II position transferred from the Food Services cost center.
- Increase in Other Fees and Charges revenue of \$137,616 mainly due to operating transfer of Food Services-related expenses to that cost center.

Program Title	Program Description	Program Cost
Procurement Services	Provides for all centralized County procurement activities, including bids, request for proposals, construction projects, contracts, and blanket purchase orders. Procurement Services administers the County’s credit card program for delegated purchases, including goods, services, travel, and training and manages the County’s surplus program for the disposal of surplus property through sales, donations, e-waste and recycling.	\$1,480,175
Surplus Program	Placer County currently uses Public Surplus and GovDeals, online auction sites, for disposal of surplus property. Offering these materials in an online format is a greater convenience to the community and reaches a larger number of potential buyers in a shorter amount of time than a traditional auction.	\$134,765

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC01021 Procurement Services (PAS 11210)

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Other Fees and Charges	\$121,371	\$85,000	\$222,616	\$222,616
Transfer In A-87 Costs		\$1,291,160	\$1,528,076	\$1,528,076
Proceeds from Sale of Capital Assets	\$1,129			
Gain/Loss on F/A Disposal	\$1,957			
<b>Total Revenue</b>	<b>\$124,457</b>	<b>\$1,376,160</b>	<b>\$1,750,692</b>	<b>\$1,750,692</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$11,275	\$9,784		
Cost Allocation	\$43,204			
Employee Group Insurance	\$114,584	\$131,990	\$148,831	\$148,831
Retired Employee Group Insurance	\$72,493			
Maintenance - Janitorial	\$23,016	\$19,776		
Insurance	\$8,133	\$4,856	\$4,914	\$4,914
Maintenance	\$12,320	\$14,000	\$16,000	\$16,000
Campus Services - PCGC	\$15,441	\$7,855		
Professional / Membership Dues	\$3,950	\$2,000	\$4,585	\$4,585
Printing	\$6,595	\$6,000	\$6,000	\$6,000
Other Supplies	\$1,278	\$3,500	\$1,300	\$1,300
Postage	\$5,319	\$4,559	\$3,590	\$3,590
Professional and Special Services - General	\$6,889	\$5,235	\$10,000	\$10,000
Professional and Special Services - Technical, Engineering and Environmental	\$33,964	\$28,948	\$69,417	\$69,417
Professional and Special Services - County	\$3,813	\$4,544	\$8,068	\$8,068
Professional and Special Services - Information Technology	\$50,712	\$58,027	\$80,822	\$80,822
Countywide System Charges	\$6,642			
Retirement	\$187,265	\$213,142	\$252,564	\$252,564
Payroll Tax	\$54,311	\$54,680	\$62,271	\$62,271
Other Postemployment Benefits (OPEB)	\$47,749	\$60,743	\$68,251	\$68,251
401 (k) Employer Match	\$692	\$675	\$750	\$750
Salaries and Wages	\$694,314	\$714,765	\$814,002	\$814,002
Salary Savings		(\$49,097)	(\$56,040)	(\$56,040)

Overtime and Call Back	\$1,071	\$1,000	\$1,000	\$1,000
Cafeteria Plans (Non-PERS)	\$36,957	\$39,938	\$45,503	\$45,503
Employee Benefits Systems	\$19,873	\$11,118	\$11,126	\$11,126
PC Acquisition	\$4,140	\$6,046		
Small Equipment	\$129		\$500	\$500
Advertising	\$130		\$750	\$750
Special Department Expense	\$2,570	\$5,250	\$5,000	\$5,000
Transportation and Travel	\$6,743	\$11,090	\$19,272	\$19,272
Utilities	\$24,880	\$21,861	\$34,695	\$34,695
Workers Comp Insurance	\$13,618	\$1,472	\$1,769	\$1,769
<b>Total Expenditures / Appropriations</b>	<b>\$1,514,071</b>	<b>\$1,393,755</b>	<b>\$1,614,940</b>	<b>\$1,614,940</b>
<b>Total</b>	<b>(\$1,389,614)</b>	<b>(\$17,595)</b>	<b>\$135,752</b>	<b>\$135,752</b>

Revenue Services – Cost Center 01022

Purpose:

Provides centralized billing and collection services to obtain funds entitled to Placer County and other government agencies including Court Fines and Fees, Public Defender Fees, Sheriff Booking and Incarceration Fees, and Transient Occupancy Tax.

Major Budget Adjustments and Initiatives:

- Increase in Cost Allocation of \$110,000 for collection-related labor expenses borne by another cost center.
- Increase in Salaries and Employee Benefits of \$205,109 due to transfer of two Collection Agent positions from HHS to Revenue Services.
- Increase in Special Department Expense of \$351,900 for collections software upgrade.
- Increase in Other Fees and Charges revenue of \$378,078.

Program Title	Program Description	Program Cost
Revenue Services	Provides centralized billing and collection services to obtain funds entitled to Placer County and other government agencies including Court Fines and Fees, Public Defender Fees, Sheriff Booking and Incarceration Fees, and Transient Occupancy Tax.	\$4,361,364

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC01022 Revenue Services (PAS 11210)

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Court Fees and Costs		\$396,616	\$334,000	\$334,000
Other Fees and Charges	\$176	\$1,157,358	\$1,100,000	\$1,100,000
Other Court Fines	\$2,701,362	\$2,221,922	\$2,600,000	\$2,600,000
Miscellaneous	(\$42,106)	\$75,000	\$47,600	\$47,600
Transfer In A-87 Costs		\$11,442	\$274,573	\$274,573
<b>Total Revenue</b>	<b>\$2,659,432</b>	<b>\$3,862,338</b>	<b>\$4,356,173</b>	<b>\$4,356,173</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$61,188	\$65,349	\$545	\$545
Cost Allocation	\$331,827		\$110,000	\$110,000
Employee Group Insurance	\$225,976	\$258,749	\$313,761	\$313,761
Retired Employee Group Insurance	\$76,412			
Maintenance - Janitorial	\$12,768	\$13,079		
Insurance	\$3,860	\$8,027	\$8,497	\$8,497
Intra Fund Services	(\$1,017,960)			
Maintenance	\$320			
Materials - Buildings & Improvements	\$1,210		\$1,400	\$1,400
Professional / Membership Dues	\$770	\$100	\$1,003	\$1,003
Misc Expense	\$156		\$2,000	\$2,000
Printing	\$17,567	\$12,500	\$20,000	\$20,000
Other Supplies	\$7,401	\$8,000	\$5,000	\$5,000
Postage	\$18,682	\$22,746	\$32,868	\$32,868
Professional and Special Services - General	\$1,192,573	\$1,147,557	\$1,179,500	\$1,179,500
Professional and Special Services - Technical, Engineering and Environmental	\$21,004	\$21,039	\$32,575	\$32,575
Professional and Special Services - County	\$953	\$953	\$12,973	\$12,973
Professional and Special Services - Information Technology	\$123,520	\$134,616	\$197,581	\$237,947
Countywide System Charges	\$17,644			
Retirement	\$291,246	\$353,765	\$411,573	\$411,573
Payroll Tax	\$83,831	\$92,152	\$101,997	\$101,997
Other Postemployment Benefits (OPEB)	\$99,318	\$129,675	\$143,326	\$143,326
401 (k) Employer Match		\$750	\$751	\$751

Salaries and Wages	\$1,072,776	\$1,191,603	\$1,320,292	\$1,320,292
Salary Savings		(\$82,547)	(\$86,832)	(\$86,832)
Extra Help	\$3,393			
Overtime and Call Back	\$9,365	\$13,000	\$13,000	\$13,000
Cafeteria Plans (Non-PERS)	\$60,112	\$68,888	\$75,568	\$75,568
Employee Benefits Systems	\$35,487	\$23,793	\$23,473	\$23,473
PC Acquisition	\$6,785			
Small Equipment	\$1,344			
Special Department Expense	\$11,073	\$25,000	\$15,000	\$376,900
Transportation and Travel	\$2,391	\$3,070	\$3,070	\$3,070
Utilities	\$16,364	\$16,743	\$16,281	\$16,281
Workers Comp Insurance	\$15,147	\$4,141	\$3,896	\$3,896
<b>Total Expenditures / Appropriations</b>	<b>\$2,804,502</b>	<b>\$3,532,749</b>	<b>\$3,959,098</b>	<b>\$4,361,364</b>
<b>Total</b>	<b>(\$145,070)</b>	<b>\$329,589</b>	<b>\$397,075</b>	<b>(\$5,191)</b>

Board of Supervisors – Cost Center 10002

Purpose:

To govern the county through its authority to adopt the annual budget, direct land use decisions, confirm appointments of non-elected officials, lead regional agencies, adopt county ordinances, and set the most significant operational policies. Staff to the Board support the governing activities and act as the Board’s liaison with the public, county departments and other agencies; as well as support Board members at various meetings, interface with other legislative agencies, facilitate property tax assessment appeals, and respond to constituent inquiries.

Major Budget Adjustments and Initiatives:

- Elimination of 1.0 funded Executive Assistant position.

Program Title	Program Description	Program Cost
County Governance, Policy Development, Priority-Setting and Constituent Assistance	Transparently govern through public meetings and records, collaboration with stakeholders, and clear and helpful information. Establish priorities and policies for county operations. Assist, provide information and be directly accessible to citizens and community groups.	\$2,875,847

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC10002 Board of Supervisors

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$49,822	\$48,500	\$30,000	\$30,000
Employee Group Insurance	\$176,964	\$214,555	\$224,171	\$224,171
Retired Employee Group Insurance	\$43,648			
Food	\$2,210			
Maintenance - Janitorial	\$13,200	\$13,522		
Insurance	\$36,198	\$32,522	\$22,776	\$22,776
Transfer Out A-87 Costs	\$665,102	\$658,298	\$91,400	\$91,400
Intra Fund Services	\$23			
Fuels & Lubricants		\$250	\$250	\$250
Professional / Membership Dues	\$2,027	\$3,520	\$3,520	\$3,520
Misc Expense	\$8,018	\$3,687	\$3,687	\$3,687
Printing	\$10,712	\$9,700	\$9,460	\$9,460
Other Supplies	\$6,294	\$10,000	\$9,760	\$9,760
Postage	\$8,969	\$7,838	\$9,000	\$9,000
Professional and Special Services - General	\$28,700	\$35,340	\$40,000	\$40,000
Professional and Special Services - Technical, Engineering and Environmental	\$21,716	\$39,751	\$45,000	\$45,000
Professional and Special Services - County		\$10,000	\$19,478	\$19,478
Professional and Special Services - Information Technology	\$87,441	\$124,476	\$132,910	\$132,910
Countywide System Charges	\$11,915			
Rents and Leases - Buildings & Improvements	\$70,247	\$72,495	\$73,000	\$73,000
Retirement	\$378,675	\$429,384	\$447,808	\$447,808
Payroll Tax	\$102,048	\$104,292	\$104,446	\$104,446
Other Postemployment Benefits (OPEB)	\$79,427	\$109,200	\$102,375	\$102,375
401 (k) Employer Match	\$4,528	\$8,250	\$1,500	\$1,500
Salaries and Wages	\$1,329,518	\$1,352,116	\$1,355,968	\$1,355,968
Salary Savings		(\$90,461)	(\$93,998)	(\$93,998)
Extra Help	\$26,058	\$28,000	\$28,000	\$28,000
Overtime and Call Back	\$319	\$250	\$250	\$250
Sick Leave Payoff	\$857			
Cafeteria Plans (Non-PERS)	\$31,185	\$33,740	\$15,410	\$15,410

Employee Benefits Systems	\$15,322	\$12,440	\$13,025	\$13,025
PC Acquisition	\$10,852	\$20,000		
Commissioner's Fees	\$2,300		\$1,000	\$1,000
Small Equipment	\$279			
Advertising		\$1,000		
Special Department Expense	\$2,664	\$8,000	\$8,000	\$8,000
Transportation and Travel	\$98,654	\$122,881	\$150,232	\$150,232
Utilities	\$22,210	\$21,310	\$21,500	\$21,500
Workers Comp Insurance	\$6,494	\$5,651	\$5,919	\$5,919
<b>Total Expenditures / Appropriations</b>	<b>\$3,354,595</b>	<b>\$3,450,508</b>	<b>\$2,875,847</b>	<b>\$2,875,847</b>
<b>Total</b>	<b>(\$3,354,595)</b>	<b>(\$3,450,508)</b>	<b>(\$2,875,847)</b>	<b>(\$2,875,847)</b>

Clerk of the Board – Cost Center 10003

Purpose:

To provide staff support to the five elected Placer County Board of Supervisors by preparing agendas, recording minutes, and retaining records of meetings. To support the Board-appointed Placer County Assessment Appeals Board and other committees / commissions as assigned, and to support committee / commission appointments and provides information referral and reception services to the public at the Placer County Administrative Center. Serves as the receiving department for claims against the county, records requests, and city parcel / subdivision maps.

Major Budget Adjustments and Initiatives:

- Increase in Equipment of \$10,000 for purchase of document scanner.
- Decrease in Salaries and Employee Benefits of \$129,683 due to the elimination of one Board/Commission Clerk I/II position.

Program Title	Program Description	Program Cost
Clerk of the Board Operations	Assist, provide information and be directly accessible to the Board of Supervisors, countywide departments, and constituents to produce the regular Board of Supervisor agenda, support committees and commissions, and general reception.	\$978,699
Assessment Appeals	Allow property owners a fair and objective hearing with the Assessment Appeals Board.	\$101,600

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC10003 Clerk of the Board

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Planning and Engineering Services	\$1,355	\$2,000	\$1,300	\$1,300
Other Fees and Charges	\$22,504	\$21,500	\$22,500	\$22,500
<b>Total Revenue</b>	<b>\$23,858</b>	<b>\$23,500</b>	<b>\$23,800</b>	<b>\$23,800</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$9,606	\$14,547	\$13,000	\$13,000
Employee Group Insurance	\$76,633	\$110,834	\$84,691	\$84,691
Retired Employee Group Insurance	\$46,721			
Equipment			\$10,000	\$10,000
Maintenance - Janitorial	\$8,100	\$9,297		
Insurance	\$28,997	\$2,394	\$2,739	\$2,739
Transfer Out A-87 Costs	\$102,332	\$73,584	\$127,721	\$127,721
Maintenance		\$450		
Professional / Membership Dues		\$600	\$600	\$600
Printing	\$8,068	\$16,000	\$8,120	\$8,120
Other Supplies	\$530	\$2,300	\$2,203	\$2,203
Postage	\$3,568	\$6,280	\$4,000	\$4,000
Professional and Special Services - General	\$722	\$2,500	\$2,500	\$2,500
Professional and Special Services - Legal	\$59,276	\$80,000	\$80,000	\$80,000
Professional and Special Services - Technical, Engineering and Environmental	\$13,324	\$14,346	\$22,600	\$22,600
Professional and Special Services - County	\$5,619	\$7,100	\$16,527	\$16,527
Professional and Special Services - Information Technology	\$22,650	\$46,173	\$53,747	\$53,747
Countywide System Charges	\$6,570			
Retirement	\$105,983	\$154,300	\$137,024	\$137,024
Payroll Tax	\$23,332	\$33,852	\$30,079	\$30,079
Other Postemployment Benefits (OPEB)	\$21,418	\$40,950	\$34,125	\$34,125
401 (k) Employer Match	\$2,219	\$4,500	\$1,500	\$1,500
Salaries and Wages	\$316,934	\$442,516	\$393,187	\$393,187
Salary Savings		(\$31,502)	(\$33,831)	(\$33,831)
Cafeteria Plans (Non-PERS)	\$11,970	\$19,440	\$18,569	\$18,569
Employee Benefits Systems	\$7,597	\$7,412	\$7,331	\$7,331

PC Acquisition		\$15,000		
Commissioner's Fees	\$4,700	\$21,600	\$21,600	\$21,600
Advertising	\$24,113	\$18,000	\$25,284	\$25,284
Special Department Expense		\$2,100	\$2,100	\$2,100
Transportation and Travel	\$1,069	\$4,600	\$3,000	\$3,000
Utilities	\$10,380	\$10,621	\$10,800	\$10,800
Workers Comp Insurance	\$985	\$1,143	\$1,083	\$1,083
<b>Total Expenditures / Appropriations</b>	<b>\$923,413</b>	<b>\$1,130,939</b>	<b>\$1,080,299</b>	<b>\$1,080,299</b>
<b>Total</b>	<b>(\$899,555)</b>	<b>(\$1,107,439)</b>	<b>(\$1,056,499)</b>	<b>(\$1,056,499)</b>

County Executive Office – Cost Center 10004

Purpose:

To support effective and efficient administration of county government; prepare administrative, fiscal, and operational policy recommendations for the Board of Supervisors as appropriate; support and guide department staff in implementing Board policies and priorities; represent Board interests in a variety of intergovernmental and regional settings; and manage the county’s workforce and resources.

Major Budget Adjustments and Initiatives:

- Decrease in Cost Allocation of \$110,000 driven by transfer of Revenue Services accounting costs to Revenue Services cost center.
- Decrease in Professional and Special Services – General for adjusted contract expenses.
- Decrease in Other Fees and Charges revenue of \$163,421 due to reduction in reimbursements.

Program Title	Program Description	Program Cost
Departmental Support	Provide support to various county departments and other agencies.	\$1,055,234
Finance	Optimize and allocate resources in the most effective manner through development of long-term fiscal policies, the annual budget, and application of sound financial practices.	\$2,296,648
General Administration / Management	Provide general leadership and management to the County Executive Office.	\$1,408,868
Land Use / Planning / Capital	Develop and support the Capital Facilities Improvement Program and Capital Facilities Financing Plan. Provide fiscal analysis and planning associated with land development to support countywide economic development.	\$1,115,489
Policy and Legislative - Program and Policy Coordination	Direct efficient operations in compliance with Board of Supervisors’ policies, federal and state laws and mandates, strategic planning, and innovative business practices.	\$18,063
Tahoe	Partner with the community and local groups to implement Board of Supervisor priorities related to transportation, capital projects, destination marketing, and economic development in the Tahoe geographic area.	\$1,029,159
Overhead	General operating expenditures not directly attributed to a program or service.	\$703,430

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund / General Fund Grants  
**Function:** General Function  
**Cost Center:** CC10004 County Executive Office

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Planning and Engineering - Development Fees	\$36,574	\$65,000	\$45,000	\$45,000
Planning - At Cost Projects Fees	\$2,552	\$25,000		
Other Fees and Charges	\$132,186	\$404,754	\$91,300	\$91,300
Miscellaneous	(\$168,150)	\$1,300		
Investment Income		\$30		
Transfer In A-87 Costs	\$6,009,384	\$6,063,800	\$4,228,286	\$4,228,286
Contributions from Other Funds	\$104,789	\$6,300	\$156,033	\$156,033
Operating Transfers In	\$493,297		\$160,000	\$160,000
Sales and Use Taxes		\$115,000		
<b>Total Revenue</b>	<b>\$6,610,633</b>	<b>\$6,681,184</b>	<b>\$4,680,619</b>	<b>\$4,680,619</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$84,779	\$60,752	\$34,034	\$34,034
Cost Allocation			(\$110,000)	(\$110,000)
Employee Group Insurance	\$498,146	\$574,191	\$534,965	\$534,965
Retired Employee Group Insurance	\$326,636			
Food	\$6,483	\$2,550	\$10,000	\$10,000
Facilities and Administrative Costs Expense	\$2			
Maintenance - Janitorial	\$36,508	\$32,601		
Insurance	\$63,125	\$48,986	\$26,393	\$26,393
Transfer Out A-87 Costs	\$4,079			
Intra Fund Services	\$1,961			
Parts	\$3,278			
Maintenance	\$32,506	\$4,450	\$12,750	\$12,750
Fuels & Lubricants	\$204	\$50	\$50	\$50
Materials - Buildings & Improvements	\$287			
Professional / Membership Dues	\$19,743	\$7,715	\$15,000	\$15,000
Misc Expense	\$1,347	\$4,595	\$4,500	\$4,500
Printing	\$60,214	\$32,400	\$40,000	\$40,000
Other Supplies	\$14,605	\$16,800	\$22,400	\$22,400
Postage	\$3,033	\$1,956	\$3,310	\$3,310

Professional and Special Services - General	\$334,515	\$440,009	\$340,009	\$340,009
Professional and Special Services - Technical, Engineering and Environmental	\$60,060	\$70,831	\$83,173	\$83,173
Professional and Special Services - County	\$8,311	\$8,967	\$31,596	\$31,596
Professional and Special Services - Information Technology	\$214,598	\$279,549	\$318,561	\$318,561
Countywide System Charges	\$48,417			
Rents and Leases - Equipment	\$2,830			
Rents and Leases - Buildings & Improvements	\$1,322	\$500	\$3,000	\$3,000
Retirement	\$1,131,620	\$1,247,509	\$1,329,543	\$1,329,543
Payroll Tax	\$290,833	\$276,679	\$284,617	\$284,617
Other Postemployment Benefits (OPEB)	\$195,547	\$239,994	\$238,875	\$238,875
401 (k) Employer Match	\$17,652	\$26,372	\$17,250	\$17,250
Salaries and Wages	\$4,064,206	\$4,041,827	\$4,115,517	\$4,115,517
Salary Savings		(\$246,410)	(\$269,321)	(\$269,321)
Employee Paid Sick Leave	\$3,534			
Extra Help	\$8,733			
Overtime and Call Back	\$22,687	\$26,000	\$30,000	\$30,000
Cafeteria Plans (Non-PERS)	\$116,551	\$125,836	\$139,652	\$139,652
Employee Benefits Systems	\$159,151	\$106,046	\$146,712	\$146,712
PC Acquisition	\$33,205	\$30,000		
Small Equipment	\$19,678	\$500	\$2,000	\$2,000
Advertising	\$1,294	\$2,000	\$2,000	\$2,000
Special Department Expense	\$9,803	\$45,245	\$30,200	\$30,200
Safety Clothing - Other Agency	\$180			
Support and Care of Persons	\$9			
Operating Transfer Out		\$65,000	\$45,000	\$45,000
Contributions to Other Funds	\$34,518			
Transportation and Travel	\$55,992	\$78,271	\$85,710	\$85,710
Utilities	\$46,800	\$40,454	\$41,571	\$41,571
Workers Comp Insurance	\$17,698	\$17,532	\$17,824	\$17,824
<b>Total Expenditures / Appropriations</b>	<b>\$8,056,680</b>	<b>\$7,709,757</b>	<b>\$7,626,891</b>	<b>\$7,626,891</b>
<b>Total</b>	<b>(\$1,446,047)</b>	<b>(\$1,028,574)</b>	<b>(\$2,946,272)</b>	<b>(\$2,946,272)</b>

## County Executive Office

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### Public Information Office – Cost Center 10005

#### Purpose:

Provide information to educate constituents, media, employees and the community at large about county services using a variety of techniques, tools and technology, and improve opportunities for public input to help shape government planning and decisions.

#### Major Budget Adjustments and Initiatives:

- Decrease in Cost Allocation of \$243,040 as this expense became invalid upon establishment of the PIO program as its own cost center.

Program Title	Program Description	Program Cost
Public Information Office	Provide information to educate constituents, media, employees and the community at large about county services using a variety of techniques, tools and technology, and improve opportunities for public input to help shape government planning and decisions.	\$1,510,328

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC10005 Public Information Office

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Expenditures / Appropriations</b>				
Communication Services Expense		\$26,583	\$13,767	\$13,767
Cost Allocation		\$243,040		
Employee Group Insurance		\$73,251	\$66,705	\$66,705
Food		\$25,000	\$578	\$578
Maintenance - Janitorial		\$5,798		
Insurance		\$5,656	\$5,267	\$5,267
Transfer Out A-87 Costs			\$20,000	\$20,000
Maintenance		\$42,120	\$47,358	\$47,358
Professional / Membership Dues		\$14,840	\$8,855	\$8,855
Misc Expense		\$805	\$805	\$805
Printing		\$50,000		
Other Supplies		\$300	\$1,700	\$1,700
Postage		\$524	\$4	\$4
Professional and Special Services - General		\$18,710	\$30,000	\$30,000
Professional and Special Services - Technical, Engineering and Environmental		\$9,327	\$19,745	\$19,745
Professional and Special Services - County			\$38,969	\$38,969
Professional and Special Services - Information Technology		\$2,076	\$48,459	\$48,459
Rents and Leases - Equipment		\$9,200	\$7,300	\$7,300
Retirement		\$222,526	\$237,646	\$237,646
Payroll Tax		\$60,765	\$60,562	\$60,562
Other Postemployment Benefits (OPEB)		\$47,775	\$47,775	\$47,775
401 (k) Employer Match		\$3,750	\$3,750	\$3,750
Salaries and Wages		\$761,319	\$785,384	\$785,384
Salary Savings		(\$57,800)	(\$58,137)	(\$58,137)
Extra Help		\$16,000	\$16,000	\$16,000
Overtime and Call Back		\$1,000	\$2,000	\$2,000
Cafeteria Plans (Non-PERS)		\$32,687	\$32,943	\$32,943
Employee Benefits Systems		\$24,875		
PC Acquisition		\$11,000		
Small Equipment			\$8,000	\$8,000

Advertising	\$6,150	\$27,000	\$27,000
Special Department Expense	\$9,955	\$6,005	\$6,005
Contributions to Other Funds		\$1,950	\$1,950
Transportation and Travel	\$5,645	\$19,000	\$19,000
Utilities	\$7,422	\$7,370	\$7,370
Workers Comp Insurance	\$3,773	\$3,568	\$3,568
<b>Total Expenditures / Appropriations</b>	<b>\$1,684,072</b>	<b>\$1,510,328</b>	<b>\$1,510,328</b>
<b>Total</b>	<b>(\$1,684,072)</b>	<b>(\$1,510,328)</b>	<b>(\$1,510,328)</b>

Economic Development – Cost Center 10006

Purpose:

Attracts new investment to the county and expands the current economic base by creating new primary wage earning jobs, provides opportunities for all wage earners regardless of skill level or educational background, supports existing business through training opportunities, and encourages tourism, commercial filming, and redevelopment in core business areas.

Major Budget Adjustments and Initiatives:

- None.

Program Title	Program Description	Program Cost
Promotion and Marketing	Attract new, and expand existing, businesses by promoting the outstanding lifestyle and business climate of Placer County.	\$550,000
Business Assistance	Retain existing business within Placer County, expansion assistance, permit assistance, hiring assistance and job-seeker assistance.	\$1,241,197
Resource Center	The central point of information and assistance for businesses and entrepreneurs in Placer County.	\$4,376
Film Office	Promote the film industry, tourism, special events, and other opportunities.	\$265,898
Overhead	General operating expenditures not directly attributed to a program or service.	(\$45,247)

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund  
**Function:** General Function  
**Cost Center:** CC10006 Economic Development

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Hotel / Motel Tax	\$421,760	\$351,474	\$351,474	\$351,474
<b>Total Revenue</b>	<b>\$421,760</b>	<b>\$351,474</b>	<b>\$351,474</b>	<b>\$351,474</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$25,524	\$22,497	\$6,072	\$6,072
Employee Group Insurance	\$88,707	\$92,222	\$92,072	\$92,072
Retired Employee Group Insurance	\$41,753			
Food	\$541	\$400	\$1,700	\$1,700
Maintenance - Janitorial	\$6,216	\$11,202		
Insurance	\$5,607	\$7,214	\$6,759	\$6,759
Transfer Out A-87 Costs	\$203,923	\$34,421	(\$10,829)	(\$10,829)
Intra Fund Services	(\$83,577)	(\$58,490)	(\$79,635)	(\$79,635)
Maintenance	\$1,057	\$1,806	\$1,700	\$1,700
Fuels & Lubricants	\$450	\$250	\$100	\$100
Materials - Buildings & Improvements	\$152			
Professional / Membership Dues	\$70,695	\$48,551	\$82,118	\$82,118
Misc Expense	\$30			
Printing	\$13,608	\$15,126	\$500	\$500
Other Supplies	\$3,747	\$3,850	\$4,365	\$4,365
Postage	\$2,836	\$2,280	\$1,847	\$1,847
Professional and Special Services - General	\$607,621	\$655,000	\$776,474	\$776,474
Professional and Special Services - Technical, Engineering and Environmental	\$10,277	\$18,019	\$28,207	\$28,207
Professional and Special Services - County	\$122	\$122	\$15,925	\$15,925
Professional and Special Services - Information Technology	\$59,461	\$64,340	\$63,946	\$63,946
Countywide System Charges	\$8,251			
Rents and Leases - Equipment		\$500		
Rents and Leases - Buildings & Improvements	\$500	\$1,360		
Retirement	\$195,884	\$221,353	\$226,478	\$226,478
Payroll Tax	\$45,187	\$49,229	\$48,797	\$48,797
Other Postemployment Benefits (OPEB)	\$35,294	\$47,775	\$47,776	\$47,776
401 (k) Employer Match	\$2,722	\$3,750	\$2,251	\$2,251

Salaries and Wages	\$628,366	\$665,277	\$669,211	\$669,211
Salary Savings		(\$46,273)	(\$47,262)	(\$47,262)
Sick Leave Payoff	\$2,000			
Cafeteria Plans (Non-PERS)	\$18,646	\$25,528	\$24,314	\$24,314
Employee Benefits Systems	\$9,116	\$8,648	\$8,717	\$8,717
PC Acquisition	\$8,295	\$13,121		
Small Equipment	\$1,141			
Advertising	\$13,488	\$12,000	\$12,000	\$12,000
Special Department Expense	\$3,349	\$53,900		
Transportation and Travel	\$13,096	\$19,827	\$16,302	\$16,302
Utilities	\$7,968	\$14,340	\$14,098	\$14,098
Workers Comp Insurance	\$2,652	\$2,821	\$2,221	\$2,221
<b>Total Expenditures / Appropriations</b>	<b>\$2,054,703</b>	<b>\$2,011,967</b>	<b>\$2,016,224</b>	<b>\$2,016,224</b>
<b>Total</b>	<b>(\$1,632,943)</b>	<b>(\$1,660,493)</b>	<b>(\$1,664,750)</b>	<b>(\$1,664,750)</b>

Emergency Services – Cost Center 10007

**Purpose:**

Plans for, directs, and manages county support of response operations for emergency incidents such as wildland fires, floods, severe storms, hazardous materials releases, train derailments, and any other natural or man-made emergencies. Coordinates countywide recovery operations after each qualifying emergency. Coordinates and manages countywide hazardous materials response program. Ensures county readiness and preparedness through development and maintenance of incident specific and all-hazard emergency plans.

**Major Budget Adjustments and Initiatives:**

- Decrease of Professional and Special Services – General of \$6.8M due to removal of one-time expense for fuel load reduction (tree mortality), offset slightly by increase in other service expenses of \$145,500.
- Removal of \$200,000 in disaster response reserves.
- Decrease in State Aid – Other Programs revenue of \$5.1M due to removal of one-time tree mortality grant.

Program Title	Program Description	Program Cost
Emergency Management	Ensure readiness for emergencies and disasters through interagency coordination and response plans. Administer various federal and state grants.	\$1,446,272
Fire Service Administration	Provides administrative support for Placer County Fire and the HazMat team.	\$233,869
Hazard Mitigation	Coordinating and managing updates of the County Local Hazard Mitigation Plan and other hazard mitigation efforts across the county.	\$64,683

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** General Fund / General Fund Grants / HHS  
Special Revenue Grant Fund  
**Function:** Public Protection  
**Cost Center:** CC10007 Emergency Services

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Federal Aid - Other Programs	\$821,533	\$1,012,326	\$965,471	\$965,471
State Aid - Other Programs	\$1,408,985	\$5,099,378		
State Aid - Public Safety Services-Proposition 172	\$197,831	\$199,828	\$207,062	\$207,062
Aid from Other Agencies	\$15,430	\$15,344	\$15,344	\$15,344
Other Licenses and Permits	\$3,900	\$2,500	\$2,500	\$2,500
Miscellaneous	\$2,512			
Investment Income	(\$284)			
Fair Market Value Adjustment	(\$170)			
<b>Total Revenue</b>	<b>\$2,449,737</b>	<b>\$6,329,376</b>	<b>\$1,190,377</b>	<b>\$1,190,377</b>
<b>Expenditures / Appropriations</b>				
Communication Services Expense	\$96,191	\$74,420	\$29,112	\$29,112
Employee Group Insurance	\$75,206	\$85,818	\$76,559	\$76,559
Food	\$2,046	\$2,000	\$2,000	\$2,000
Maintenance - Janitorial	\$13,684	\$14,016		
Insurance	\$3,761	\$9,448	\$9,811	\$9,811
Transfer Out A-87 Costs	\$626,605	\$2,890,037	(\$246,433)	(\$246,433)
Intra Fund Services		(\$46,000)	(\$46,000)	(\$46,000)
Maintenance		\$1,420	\$15,446	\$15,446
Fuels & Lubricants	\$45			
Campus Services - PCGC	\$7,995	\$7,406		
Professional / Membership Dues	\$325	\$1,000	\$695	\$695
Misc Expense	\$1			
Printing	\$7,336	\$8,449	\$2,000	\$2,000
Other Supplies	\$925	\$12,000	\$5,744	\$5,744
Postage	\$5,093	\$4,559	\$3,373	\$3,373
Operating Materials		\$20,000		
Professional and Special Services - General	\$1,278,457	\$6,983,671	\$280,000	\$280,000
Professional and Special Services - Technical, Engineering and Environmental	\$22,508	\$22,545	\$34,302	\$34,302
Professional and Special Services - County			\$13,481	\$13,481

Professional and Special Services - Information Technology	\$24,885	\$27,792	\$110,397	\$110,397
Countywide System Charges	\$4,165			
Rents and Leases - Equipment	\$315			
Retirement	\$98,988	\$135,313	\$140,855	\$140,855
Payroll Tax	\$26,484	\$42,022	\$34,013	\$34,013
Other Postemployment Benefits (OPEB)	\$20,004	\$27,300	\$27,300	\$27,300
401 (k) Employer Match	\$1,744	\$2,250	\$2,251	\$2,251
Salaries and Wages	\$352,771	\$428,803	\$444,916	\$444,916
Salary Savings		(\$32,797)	(\$29,881)	(\$29,881)
Extra Help	\$1,056	\$62,110	\$12,110	\$12,110
Overtime and Call Back	\$1,558	\$30,000	\$5,000	\$5,000
Cafeteria Plans (Non-PERS)	\$11,928	\$15,859	\$15,972	\$15,972
Uniform Allowance	\$225	\$300	\$300	\$300
Employee Benefits Systems	\$7,597	\$6,338	\$4,888	\$4,888
PC Acquisition	\$4,219	\$6,000	\$600	\$600
Small Equipment	\$43	\$500	\$500	\$500
Advertising	\$851	\$1,000	\$1,000	\$1,000
Special Department Expense	\$394,238	\$473,637	\$559,265	\$559,265
Operating Transfer Out	\$108,555	\$271,320	\$179,232	\$179,232
Transportation and Travel	\$36,351	\$40,891	\$36,748	\$36,748
Utilities	\$17,536	\$17,942	\$16,145	\$16,145
Workers Comp Insurance	\$2,174	\$2,976	\$3,123	\$3,123
<b>Total Expenditures / Appropriations</b>	<b>\$3,255,865</b>	<b>\$11,650,345</b>	<b>\$1,744,824</b>	<b>\$1,744,824</b>
<b>Total</b>	<b>(\$806,128)</b>	<b>(\$5,320,969)</b>	<b>(\$554,447)</b>	<b>(\$554,447)</b>

County Fire - Cost Center 10008

Purpose:

Fire prevention and protection in those areas of Placer County not served by independent fire protection districts or municipal fire departments is provided by a combination of a contract with CAL FIRE and eight volunteer fire companies, all operated by CAL FIRE under the name "Placer County Fire" (PCF). In addition, PCF personnel comprise the members of the Central Division of the County's Interagency Hazardous Materials Response Team (Hazmat team) which responds with other fire entities, law enforcement, and the Environmental Health Division of the Placer County Department of Health and Human Services countywide.

Major Budget Adjustments and Initiatives:

- Decrease in Operating Transfer Out of \$400,000 due to cessation of Countywide Radio replacement plan and associated charges.
- Increase in Special Department Expense of \$1.1M for additional Homeland Security grant expenditures.
- Increase in Contributions from General Fund of \$1.0M to be utilized for a Fire Marshal position within the CAL FIRE contract and associated vehicle and equipment, with the remaining funds to be utilized for fire system support.

Program Title	Program Description	Program Cost
CDF Contract	The share of the contract with California Department of Forestry and Fire Protection (CAL FIRE) attributable to this appropriation.	\$4,318,439
Fire Protection / Administration County Fire	Plan, direct, and manage county support of responses to wildland and structural fires and Emergency Medical Services. Provide for expenses related to fire operations not included in the CAL FIRE contract.	\$1,680,534
Hazmat	Provide training, equipment and other support for members of the County's Interagency Hazardous Materials Response Team (Hazmat team).	\$225,631

**County of Placer**  
**Financing Sources and Uses by Budget Unit by Object**  
**Governmental Funds**  
**Fiscal Year 2020 - 21**

**Budget Unit:** Fire Protection Fund  
**Function:** Public Protection  
**Cost Center:** CC10008 County Fire

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5
<b>Revenue</b>				
Planning and Engineering Services	\$61,724	\$50,000	\$55,000	\$55,000
Fire Services	\$28,873	\$30,480	\$31,000	\$31,000
Other Fees and Charges	\$31,922	\$76,848	\$42,000	\$42,000
Federal Aid - Other Programs	\$125,214		\$139,866	\$139,866
State Aid - Other Programs	\$79,501	\$10,000		
State Aid - Public Safety Services-Proposition 172	\$415,927	\$424,636	\$440,007	\$440,007
State Homeowners Property Tax Relief	\$14,216	\$14,100	\$14,100	\$14,100
Aid from Other Agencies	\$33,198			
Miscellaneous	\$9,017			
Investment Income	\$97,781	\$60,000	\$60,000	\$60,000
Contributions from General Fund	\$1,098,000	\$1,098,000	\$1,098,000	\$2,098,000
Contributions from Other Funds	\$113,976	\$115,759	\$115,758	\$115,758
Operating Transfers In	\$238,800	\$400,000		
Fair Market Value Adjustment	\$81,736			
Taxes - Current Secured Property	\$1,865,594	\$1,866,799	\$2,056,978	\$2,056,978
Taxes - Railroad Unitary Property	\$1,684	\$1,684	\$1,679	\$1,679
Taxes - Unitary and Op Non-Unitary Property	\$55,513	\$55,513	\$58,382	\$58,382
Taxes - Current Unsecured Property	\$40,121	\$39,940	\$43,980	\$43,980
Taxes - Delinquent Secured Property	(\$6)			
Taxes - Delinquent Unsecured Property	\$546			
Taxes - Current Supplemental Property	\$60,954	\$24,578	\$46,000	\$46,000
Taxes - Delinquent Supplemental Property	\$24			
Residual Property Taxes	\$78,967	\$48,254	\$80,000	\$80,000
Pass-Through Property Taxes	\$31,165	\$18,373	\$31,000	\$31,000
Other Taxes	\$643	\$1,244	\$1,000	\$1,000
<b>Total Revenue</b>	<b>\$4,565,088</b>	<b>\$4,336,208</b>	<b>\$4,314,750</b>	<b>\$5,314,750</b>
<b>Expenditures / Appropriations</b>				
Clothing and Personal	\$37,461	\$41,742	\$20,000	\$20,000
Communication Services Expense	\$15,349		\$19,479	\$19,479
Equipment	\$20,627			

Food	\$1,158	\$1,500	\$1,580	\$1,580
Household Expense	\$1,105	\$1,200	\$1,200	\$1,200
Refuse Disposal	\$799	\$1,000	\$1,722	\$1,722
Insurance	\$42,265	\$47,522	\$35,120	\$35,120
Lease Purchase Interest	\$35,430	\$29,875	\$24,184	\$24,184
Intra Fund Services	(\$6,000)	\$34,000	\$40,000	\$40,000
Parts	\$77,657	\$50,000	\$80,000	\$80,000
Auto	\$1,572	\$1,500	\$3,000	\$3,000
Maintenance	\$54,444	\$41,250	\$58,000	\$58,000
Fuels & Lubricants	\$14,971	\$24,659	\$1,400	\$1,400
Materials - Buildings & Improvements	\$518	\$5,000	\$4,000	\$4,000
Professional / Membership Dues	\$180	\$1,172	\$841	\$841
Small Tools & Instruments	\$363			
Misc Expense	\$1,865	\$1,500	\$14,712	\$14,712
Printing	\$1,596	\$1,500	\$1,500	\$1,500
Other Supplies	\$76,560	\$81,544	\$30,022	\$30,022
Postage	\$418	\$200	\$420	\$420
Operating Materials	\$56,292	\$83,030	\$40,000	\$40,000
Professional and Special Services - General	\$3,572,683	\$4,268,702	\$4,343,519	\$4,343,519
Professional and Special Services - Technical, Engineering and Environmental	\$4,687	\$4,648	\$4,637	\$4,637
Professional and Special Services - County	\$31,683		\$1,815	\$1,815
Professional and Special Services - Information Technology	\$9,066	\$17,521	\$40,646	\$40,646
Professional and Special Services - Health	\$2,627	\$8,000	\$8,000	\$8,000
Countywide System Charges	\$4,635			
Rents and Leases - Equipment	\$524	\$524	\$538	\$538
Lease Purchase Principal	\$223,607	\$233,214	\$238,904	\$238,904
PC Acquisition	\$592			
Small Equipment	\$35,475		\$150	\$150
Special Department Expense	\$86,076	\$11,263	\$139,866	\$1,139,866
Operating Transfer Out	\$238,800	\$400,000		
Transportation and Travel	\$87	\$44,441	\$41,035	\$41,035
Utilities	\$7,452	\$8,000	\$10,477	\$10,477
Workers Comp Insurance	\$19,649	\$23,960	\$17,837	\$17,837
<b>Total Expenditures / Appropriations</b>	<b>\$4,672,274</b>	<b>\$5,468,467</b>	<b>\$5,224,604</b>	<b>\$6,224,604</b>
<b>Total</b>	<b>(\$107,186)</b>	<b>(\$1,132,259)</b>	<b>(\$909,854)</b>	<b>(\$909,854)</b>

Food Services – Cost Center 01023

Purpose:

Correctional Food Services provides meals within Placer County for adults in the County Jail, minors in Juvenile Detention, Senior Citizens via contract with Seniors First, and for miscellaneous catered County events.

Major Budget Adjustments and Initiatives:

- Increase in Equipment of \$30,500 for purchase of kitchen appliances.
- Decrease in Salaries and Employee Benefits of \$150,085. Personnel costs will now be journaled as allocation was moved to a different cost center.
- Increase in Food of \$361,353 due to contract price increases as well as adding capital replacement program costs to meal prices.
- Increase in Project Costs of \$112,616 for operating transfer of Food Services-related expenses from Procurement.

Program Title	Program Description	Program Cost
Food Services	Correctional Food Services provides meals within Placer County for adults in the County Jail, minors in Juvenile Detention, Senior Citizens via contract with Seniors First, and for miscellaneous catered County events.	\$3,737,750

**County of Placer**  
**Operation of Internal Service Fund**  
**Fiscal Year 2020 - 21**  
**Cost Center: CC01023 / CC12001 Food Services Program**

Operating Detail	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 - 21 Recommended	2020 - 21 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Operating Revenues</b>				
Charges for Services	\$3,465,068	\$3,760,106	\$3,968,069	\$3,968,069
Revenue from Use of Money & Property	\$11,742			
<b>Total Operating Revenues</b>	<b>\$3,476,810</b>	<b>\$3,760,106</b>	<b>\$3,968,069</b>	<b>\$3,968,069</b>
<b>Operating Expenses</b>				
Communications	\$319	\$2,100		
Cost Allocation Group	\$11,206			
Employee Group Insurance	\$17,221	\$17,598		
Food	\$3,327,125	\$2,620,000	\$2,981,353	\$2,981,353
Household Expense		\$13,724		
Insurance	\$9,065	\$5,422	\$6,572	\$6,572
Interfund Expenditure	\$207,578	\$117,570	(\$114,686)	(\$114,686)
Maintenance	\$127,427	\$100,000	\$130,000	\$130,000
Office Expense	\$40			
Professional & Special Services	\$205,912	\$414,411	\$397,197	\$397,197
Rents & Leases	\$13,895			
Retirement	\$28,876	\$40,197		
Salaries & Wages	\$72,765	\$91,881		
Special Department Expense	\$42,021	\$1,235	\$120,438	\$120,438
Transportation & Travel	(\$593,043)	\$6,600		
Utilities	\$143,992	\$193,749	\$186,376	\$186,376
Workers Comp Insurance	\$316	\$408		
<b>Total Operating Expenses</b>	<b>\$3,614,715</b>	<b>\$3,624,896</b>	<b>\$3,707,250</b>	<b>\$3,707,250</b>
<b>Operating Income (Loss)</b>	<b>(\$137,905)</b>	<b>\$135,210</b>	<b>\$260,819</b>	<b>\$260,819</b>
<b>Non-Operating Revenue (Expenses)</b>				
Non-Operating Revenue (Ledger Group)	\$10,547			
<b>Total Non-Operating Revenue (Expenses)</b>	<b>\$10,547</b>			
<b>Income Before Capital Contribution and Transfers</b>	<b>(\$127,358)</b>	<b>\$135,210</b>	<b>\$260,819</b>	<b>\$260,819</b>
<b>Capital Assets</b>				
Equipment	\$183,935		\$30,500	\$30,500
<b>Total Capital Assets</b>	<b>\$183,935</b>		<b>\$30,500</b>	<b>\$30,500</b>
<b>Net Asset Changes</b>	<b>(\$311,293)</b>	<b>\$135,210</b>	<b>\$230,319</b>	<b>\$230,319</b>
Net Assets - Beginning Balance	\$659,370	\$348,077	\$483,287	\$483,287
Net Assets - Ending Balance	\$348,077	\$483,287	\$713,606	\$713,606

Document Solutions – Cost Center 01003

Purpose:

Provides efficient and economical reprographic, graphic design, US mail processing/delivery, Interoffice mail delivery, inventory, copy machine management, and records management services.

Major Budget Adjustments and Initiatives:

- Increase in Rents and Leases Equipment of \$500,000 for operating lease agreement for multifunction copier devices.

Program Title	Program Description	Program Cost
Print Services	Provides high speed digital color and black and white printing and offset printing for forms, manuals, brochures, fliers, envelopes, and a wide range of printed matter. In addition to printing, all bindery services are provided to fold, staple, insert, bind and whatever is necessary to achieve a professional look.	\$900,473
Copy Machine Services	Provides multifunction devices (print, copy, fax, and scan) in both color and black and white on a cost per copy basis. This allows departments to perform all necessary printing, copying, faxing, and scanning without having to purchase or maintain the equipment.	\$842,526
Mail Services	Provides daily postage metering of U.S. Mail, which includes letter and packages shipped full rate first class, permit mail, certified, and international mail. Pre-sort barcoding is also provided to save on postage costs. In addition, United Parcel Service packages are processed through Central Services along with daily interoffice mail deliveries to County locations in Auburn, Roseville, and Tahoe.	\$221,369
Interoffice Mail Services	Provides daily interoffice mail deliveries to County locations in Auburn, Roseville and Lake Tahoe.	\$238,058
Inventory Services	Provides a wide variety of colors, sizes and types of paper, carbonless paper, envelopes, and forms for departments to order via an on-line ordering system. Central Services warehouse approach allows for purchasing commodities in bulk to pass along the savings to County departments.	\$137,076
Records Management Services	Provides a full-service records management and storage program to ensure that hard copy business records are safeguarded according to County, State and Federal records retention mandates. Records are kept confidential and handled only by County staff and maintained in a climate-controlled, secure 24/7 monitored warehouse.	\$123,499
Overhead	General operating expenditures not directly attributed to a program or service.	\$251,834

**County of Placer**  
**Operation of Internal Service Fund**  
**Fiscal Year 2020 - 21**  
**Cost Center: CC01003 Central Service / Document Solutions**

Operating Detail	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 - 21 Recommended	2020 - 21 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Operating Revenues</b>				
Charges for Services	\$2,404,053	\$2,504,697	\$2,455,726	\$2,455,726
Miscellaneous Revenues	(\$2,065)		\$5,784	\$5,784
Revenue from Use of Money & Property	\$13,549			
<b>Total Operating Revenues</b>	<b>\$2,415,538</b>	<b>\$2,504,697</b>	<b>\$2,461,510</b>	<b>\$2,461,510</b>
<b>Operating Expenses</b>				
Clothing and Personal	\$310		\$500	\$500
Communications	\$16,265	\$16,145	\$2,100	\$2,100
Cost Allocation Group	\$85,603		\$3	\$3
Employee Group Insurance	\$197,436	\$179,433	\$181,955	\$181,955
Food			\$400	\$400
Household Expense	\$19,428	\$18,856	\$500	\$500
Insurance	\$5,318	\$6,648	\$5,653	\$5,653
Interest on Other Long Term Debt	\$321	\$440		
Interfund Expenditure	\$119,500	\$38,745	\$235,943	\$235,943
Maintenance	\$250,807	\$262,368	\$251,072	\$251,072
Memberships		\$150	\$150	\$150
Misc Expense	\$684			
Office Expense	\$90,882	\$25,857	\$176,525	\$176,525
Professional & Special Services	\$233,493	\$385,032	\$341,755	\$341,755
Rents & Leases	\$127,565	\$96,564	\$624,460	\$624,460
Retirement	\$211,843	\$288,265	\$270,672	\$270,672
Retirement of Other Long Term Debt	\$16,215	\$19,400		
Salaries & Wages	\$618,412	\$567,017	\$528,002	\$528,002
Special Department Expense	\$96,477	\$266,823	\$29,458	\$29,458
Support & Care of Persons	\$1			
Transportation & Travel	\$11,963	\$11,229	\$14,259	\$14,259
Utilities	\$18,364	\$17,802	\$38,151	\$38,151
Workers Comp Insurance	\$9,110	\$10,957	\$13,277	\$13,277
<b>Total Operating Expenses</b>	<b>\$2,129,995</b>	<b>\$2,211,731</b>	<b>\$2,714,835</b>	<b>\$2,714,835</b>
<b>Operating Income (Loss)</b>	<b>\$285,542</b>	<b>\$292,966</b>	<b>(\$253,325)</b>	<b>(\$253,325)</b>
<b>Non-Operating Revenue (Expenses)</b>				
Non-Operating Revenue (Ledger Group)	\$12,163	\$4,000	\$12,100	\$12,100
<b>Total Non-Operating Revenue (Expenses)</b>	<b>\$12,163</b>	<b>\$4,000</b>	<b>\$12,100</b>	<b>\$12,100</b>
<b>Income Before Capital Contribution and Transfers</b>	<b>\$297,705</b>	<b>\$296,966</b>	<b>(\$241,225)</b>	<b>(\$241,225)</b>
<b>Capital Assets</b>				

Equipment	\$28,259			
<b>Total Capital Assets</b>	<b>\$28,259</b>			
<b>Net Asset Changes</b>	<b>\$269,446</b>	<b>\$296,966</b>	<b>(\$241,225)</b>	<b>(\$241,225)</b>
Net Assets - Beginning Balance	\$725,617	\$995,063	\$1,292,029	\$1,292,029
Net Assets - Ending Balance	\$995,063	\$1,292,029	\$1,050,804	\$1,050,804

Risk Management – Cost Center 10001

Purpose:

To protect the county and its assets from risk, and to support Board policies and the county's mission through sound risk management practices. The Risk Management team accomplishes this through efficient and effective claims management, insurance policy management, contract reviews, ADA coordination and safety programs.

Major Budget Adjustments and Initiatives:

- Decrease in Judgments and Damages of \$500,000 for claims.
- Decrease in Tort-Related Litigation of \$500,000 for claims.
- Increase in Insurance of \$733,650.
- Increase in Professional and Special Services – County of \$200,813 for increased County Counsel costs.
- Increase in Self-Insurance Proceeds revenue of \$370,284.
- Decrease Operating Transfers In revenue of \$100,000.

Program Title	Program Description	Program Cost
Risk Management	Minimize financial exposure to risk through the purchase of primary and excess insurance policies. Proactive claims management using data driven risk analysis. Mitigate operational risk through contract risk transfer management. Compliance with applicable laws to ensure safe delivery of county services.	\$7,912,298
Safety	Provides employees with the contacts, training, tools, and guidance to effectively create a safe workplace. Identify potential hazards to reduce risks and prevent accidents to the benefit of employees, citizens, and the County.	\$80,000

**County of Placer**  
**Operation of Internal Service Fund**  
**Fiscal Year 2020 - 21**  
**Cost Center: CC10001 Risk Management**

Operating Detail	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 - 21 Recommended	2020 - 21 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Operating Revenues</b>				
Charges for Services	\$6,644,246	\$8,035,129	\$8,413,413	\$8,413,413
Miscellaneous Revenues	\$2,781,224	\$41,000	\$15,000	\$15,000
Other Financing Sources	\$86,804	\$250,000	\$150,000	\$150,000
Revenue from Use of Money & Property	\$81,660			
<b>Total Operating Revenues</b>	<b>\$9,593,934</b>	<b>\$8,326,129</b>	<b>\$8,578,413</b>	<b>\$8,578,413</b>
<b>Operating Expenses</b>				
Communications	\$9,967	\$12,584	\$3,000	\$3,000
Employee Group Insurance	\$84,513	\$38,109	\$24,780	\$24,780
Household Expense	\$5,260	\$5,386		
Insurance	\$1,391,461	\$2,204,967	\$2,938,617	\$2,938,617
Interfund Expenditure	\$616,818	\$556,104	(\$57,699)	(\$57,699)
Judgments and Damages	\$7,188,020	\$4,050,000	\$3,050,000	\$3,050,000
Jury and Witness Expense	\$560	\$3,500	\$1,100	\$1,100
Maintenance	\$2,650	\$6,675	\$3,300	\$3,300
Memberships	\$1,728	\$5,656	\$2,954	\$2,954
Office Expense	\$13,675	\$16,040	\$16,392	\$16,392
Professional & Special Services	\$947,610	\$1,002,325	\$1,257,939	\$1,257,939
Rents & Leases	\$12,209			
Retirement	\$161,105	\$179,226	\$165,866	\$165,866
Salaries & Wages	\$365,366	\$350,039	\$336,522	\$336,522
Special Department Expense	\$8,186	\$101,241	\$87,888	\$87,888
Transfers Out	\$110,459		\$150,033	\$150,033
Transportation & Travel	\$6,235	\$10,440	\$10,472	\$10,472
Utilities		\$9,800		
Workers Comp Insurance	\$1,234	\$1,265	\$1,134	\$1,134
<b>Total Operating Expenses</b>	<b>\$10,927,056</b>	<b>\$8,553,357</b>	<b>\$7,992,298</b>	<b>\$7,992,298</b>
<b>Operating Income (Loss)</b>	<b>(\$1,333,122)</b>	<b>(\$227,228)</b>	<b>\$586,115</b>	<b>\$586,115</b>
<b>Non-Operating Revenue (Expenses)</b>				
Non-Operating Revenue (Ledger Group)	\$84,745	\$30,000	\$50,000	\$50,000
<b>Total Non-Operating Revenue (Expenses)</b>	<b>\$84,745</b>	<b>\$30,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Income Before Capital Contribution and Transfers</b>	<b>(\$1,248,377)</b>	<b>(\$197,228)</b>	<b>\$636,115</b>	<b>\$636,115</b>
<b>Net Asset Changes</b>	<b>(\$1,248,377)</b>	<b>(\$197,228)</b>	<b>\$636,115</b>	<b>\$636,115</b>
Net Assets - Beginning Balance	\$4,182,031	\$2,933,654	\$2,736,426	\$2,736,426
Net Assets - Ending Balance	\$2,933,654	\$2,736,426	\$3,372,541	\$3,372,541