

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:

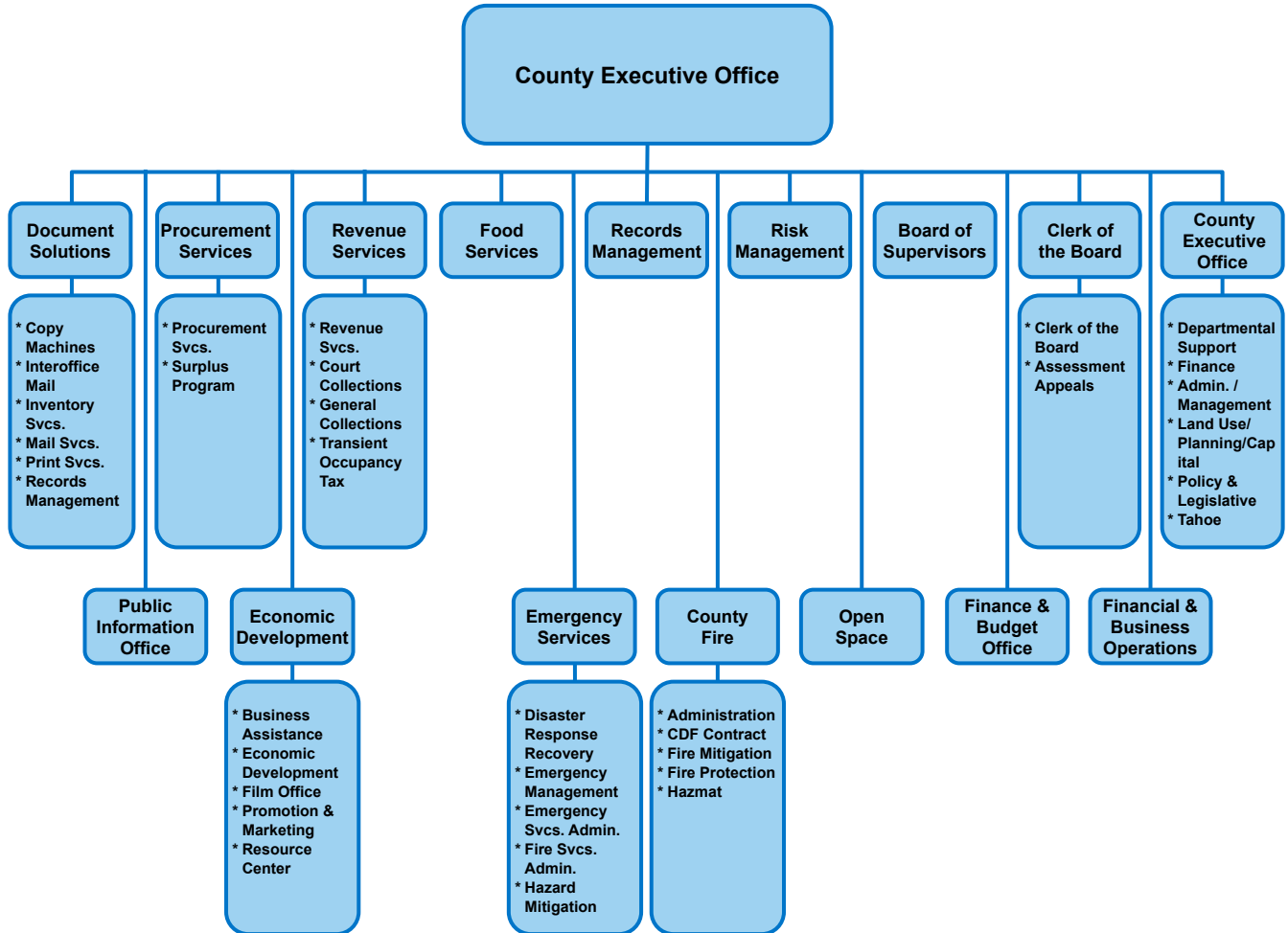
To support and implement Board of Supervisors’ policies and priorities, provide organizational direction and leadership, coordinate strategic and regional planning efforts, and ensure efficient and effective management of county workforce and activities. To provide emergency response capability, disaster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

**County Executive Office
Cost Center Summary
Fiscal Year 2022-23**

Cost Center	FY 2020-21 Actuals	FY 2021-22 Adopted Budget	FY 2022-23 Proposed Budget	FY 2022-23 Adopted Budget	YOY % Change
General Fund					
Procurement Services	\$ 1,617,711	\$ 1,698,652	\$ 1,600,195	\$ 1,600,195	-5.80%
Revenue Services	3,432,023	3,791,701	9,246,575	9,246,575	143.86%
Board of Supervisors	2,795,685	3,091,102	3,484,982	3,484,982	12.74%
Clerk of the Board	978,879	1,081,205	1,086,931	1,086,931	0.53%
County Executive Office	6,617,229	7,238,972	4,827,724	4,827,724	-33.31%
Public Information Office	1,394,613	1,557,455	1,553,992	1,553,992	-0.22%
Economic Development	1,819,723	2,056,212	2,146,882	2,146,882	4.41%
Emergency Services	4,546,895	583,831	2,081,273	2,081,273	256.49%
Finance and Budget Office	-	-	1,233,110	1,233,110	NA
Financial and Business Operations	-	-	1,459,582	1,459,582	NA
TOTAL GENERAL FUND	\$ 23,202,758	\$ 21,099,130	\$ 28,721,246	\$ 28,721,246	36.13%
County Fire Fund					
County Fire	\$ 4,373,798	\$ 5,519,018	\$ 5,366,912	\$ 5,366,912	-2.76%
Food Services Fund					
Food Services	\$ 3,653,242	\$ 4,137,913	\$ 3,817,189	\$ 3,817,189	-7.75%
Document Solutions Fund					
Document Solutions	\$ 2,689,127	\$ 2,716,883	\$ 2,741,521	\$ 2,741,521	0.91%
General Liability Insurance Fund					
Risk Management	\$ 7,255,614	\$ 8,175,228	\$ 11,059,224	\$ 11,059,224	35.28%
Funded Positions					
Procurement Services	10	10	10	10	
Revenue Services	21	21	21	21	
Board of Supervisors	15	15	15	15	
Clerk of the Board	5	5	5	5	
County Executive Office	34	34	20	20	
Document Solutions	9	9	9	9	
Economic Development	7	7	7	7	
Emergency Services	4	4	4	4	
Finance and Budget Office	0	0	5	5	
Financial and Business Operations	0	0	8	8	
Food Services	0	0	0	0	
Risk Management	5	5	5	5	
Public Information Office	7	7	7	7	
Total Funded Positions	117	117	116	116	-0.85%
Total Allocated Positions	111	111	110	110	-0.90%

County Executive Office

Jane Christenson, Acting County Executive Officer



Procurement Services – Cost Center 01021

Purpose:

Provides for all centralized County procurement activities, including bids, requests for proposals, construction projects, annual contracts, and one-time purchases of goods and services. 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:

- None.

Program Title	Program Description	Program Cost
Procurement Services	Provides for all centralized County procurement activities, including bids, request for proposals, construction projects, annual contracts, and one-time purchases of goods and services. Procurement Services administers the County’s credit card program for delegated purchases, including goods, services, travel, and training.	\$ 1,579,191
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. Items that do not net sufficient revenue are donated to local agencies and non-profit agencies. Electric waste that is unsellable is recycled in accordance with state regulations.	\$ 21,004

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC01021 Procurement Services

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Other Fees and Charges	232,985	257,979	257,979	257,979
Transfer In A-87 Costs	1,528,076	1,158,745	1,358,305	1,358,305
Proceeds from Sale of Capital Assets	2,191	-	-	-
Total Revenue	\$ 1,763,252	\$ 1,416,724	\$ 1,616,284	\$ 1,616,284
Expenditures / Appropriations				
Salaries and Wages	798,203	850,743	810,320	810,320
Salary Savings	-	(57,903)	(55,320)	(55,320)
Overtime and Call Back	372	1,500	1,500	1,500
Sick Leave Payoff	2,000	-	-	-
Cafeteria Plans (Non-PERS)	42,103	47,524	45,059	45,059
Uniform Allowance	1	-	-	-
Retirement	242,050	303,042	298,542	298,542
Payroll Tax	62,231	65,200	61,990	61,990
Other Postemployment Benefits (OPEB)	59,988	42,900	30,670	30,670
401 (k) Employer Match	707	750	751	751
Employee Group Insurance	142,898	157,770	144,838	144,838
Workers Comp Insurance	1,605	1,485	1,807	1,807
Communication Services Expense	1,097	2,500	2,500	2,500
Food	44	-	-	-
Janitorial Supplies	16	-	-	-
Insurance	4,914	5,366	6,737	6,737
Maintenance	25,513	16,000	16,000	16,000
Maintenance - Building	69,417	84,950	65,605	65,605
Professional / Membership Dues	1,495	4,500	4,500	4,500
Printing	5,391	4,854	6,123	6,123
Other Supplies	1,357	1,815	1,803	1,803
Postage	3,588	3,806	4,415	4,415
Professional and Special Services - General	1,103	2,000	2,000	2,000
Professional and Special Services - County	7,771	2,529	4,489	4,489
Professional and Special Services - Information Technology	82,641	84,797	82,916	82,916
Employee Benefits Systems	9,109	12,553	12,458	12,458
Small Equipment	-	1,500	1,500	1,500
Advertising	-	500	500	500
Special Department Expense	821	1,500	1,500	1,500
Training / Education	3,726	10,000	10,000	10,000
Transportation and Travel	1,114	15,600	15,600	15,600
Utilities	34,695	30,871	21,392	21,392
Intrafund Transfers / Services Out	11,741	-	-	-
Total Expenditures / Appropriations	\$ 1,617,711	\$ 1,698,652	\$ 1,600,195	\$ 1,600,195
Total	\$ 145,541	\$ (281,928)	\$ 16,089	\$ 16,089

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, Health and Human Services overpayments, and Placer County’s Transient Occupancy Tax. Also provides collection services for Tourism and Business Improvement Districts.

Major Budget Adjustments and Initiatives:

- Increase in TBID Collections revenue of \$5.5 million for new collection service related to voter-approved initiative. Offset in TBID Disbursement expense of approximately the same amount as these are essentially pass-through funds.
- Decrease in Court Fees and Costs revenue of \$303,790 due to reduction of certain fees per AB 177 and AB 1869.

Program Title	Program Description	Program Cost
Court Collections	Collect, administer, and distribute payments on delinquent court fines and fees assigned by the Placer County Superior Court.	\$ 1,963,091
General Collections	Collect debts and maintain billing records on delinquent accounts, overpayments, and citations assigned by various Placer County departments.	\$ 1,241,958
Transient Occupancy Tax	Administer the Placer County Transient Occupancy Tax ordinance by processing tax and assessment remittances, distributing funds to respective entities, and maintaining full compliance of the ordinance by the qualifying lodging entities located in unincorporated Placer County.	\$ 6,041,526

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC01022 Revenue Services

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Other Court Fines	2,288,810	2,472,766	2,459,436	2,459,436
Court Fees and Costs	231,252	303,790	-	-
Other Fees and Charges	838,772	1,130,210	1,130,210	1,130,210
TBID Collections	-	-	5,465,941	5,465,941
Transfer In A-87 Costs	274,573	(72,524)	581,436	581,436
Miscellaneous	202,760	174,834	174,834	174,834
Total Revenue	\$ 3,836,167	\$ 4,009,076	\$ 9,811,857	\$ 9,811,857
Expenditures / Appropriations				
Salaries and Wages	1,152,056	1,330,219	1,353,090	1,353,090
Salary Savings	-	(94,957)	(96,688)	(96,688)
Overtime and Call Back	23,579	20,000	20,000	20,000
Cafeteria Plans (Non-PERS)	64,432	76,032	77,681	77,681
Retirement	358,014	475,966	501,019	501,019
Payroll Tax	89,527	103,291	103,512	103,512
Other Postemployment Benefits (OPEB)	120,439	90,091	64,407	64,407
401 (k) Employer Match	10	751	750	750
Employee Group Insurance	275,155	284,408	344,731	344,731
Workers Comp Insurance	3,582	3,815	10,693	10,693
Communication Services Expense	8,347	10,850	10,850	10,850
Insurance	8,497	8,590	10,553	10,553
Maintenance	959	-	-	-
Maintenance - Building	32,575	39,700	39,785	39,785
Materials - Buildings & Improvements	328	1,250	1,250	1,250
Professional / Membership Dues	100	125	125	125
Misc Expense	783	750	750	750
TBID Disbursement	-	-	5,356,622	5,356,622
Printing	14,549	15,000	13,138	13,138
Other Supplies	8,522	6,779	5,661	5,661
Postage	18,034	28,775	25,015	25,015
Professional and Special Services - General	876,370	1,002,396	1,002,396	1,002,396
Professional and Special Services - County	720	799	4,207	4,207
Professional and Special Services - Information Technology	223,600	225,281	233,884	233,884
Employee Benefits Systems	19,215	25,785	25,603	25,603
Special Department Expense	10,559	11,578	11,578	11,578
Transportation and Travel	-	-	3,000	3,000
Utilities	16,281	14,427	12,963	12,963
Intrafund Transfers / Services Out	1,078	-	-	-
Cost Allocation	104,713	110,000	110,000	110,000
Total Expenditures / Appropriations	\$ 3,432,023	\$ 3,791,701	\$ 9,246,575	\$ 9,246,575
Total	\$ 404,144	\$ 217,375	\$ 565,282	\$ 565,282

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, and respond to constituent inquiries.

Major Budget Adjustments and Initiatives:

- Decrease in Salaries and Benefits of \$53,783 due in part to the movement of one allocated position to another cost center.

Program Title	Program Description	Program Cost
Overhead	General operating expenditures not directly attributed to a program or service.	\$ 76,508
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.	\$ 3,408,474

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10002 Board of Supervisors

Ledger Account	2020-21 Actuals	2022-23 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Expenditures / Appropriations				
Salaries and Wages	1,367,082	1,342,088	1,319,922	1,319,922
Salary Savings	-	(90,200)	(90,812)	(90,812)
Extra Help	-	37,150	90,510	90,510
Overtime and Call Back	692	500	-	-
Cafeteria Plans (Non-PERS)	28,343	15,170	15,056	15,056
Retirement	407,762	499,858	476,903	476,903
Payroll Tax	101,723	104,522	100,246	100,246
Other Postemployment Benefits (OPEB)	95,669	64,350	46,005	46,005
401 (k) Employer Match	1,989	1,500	1,500	1,500
Employee Group Insurance	208,496	255,764	216,678	216,678
Retired Employee Group Insurance	1,692	-	-	-
Workers Comp Insurance	5,390	5,808	6,719	6,719
Communication Services Expense	41,185	60,000	60,000	60,000
Food	134	500	500	500
Janitorial Supplies	66	-	-	-
Insurance	22,776	28,259	47,613	47,613
Parts	881	-	-	-
Maintenance - Building	35,953	73,202	73,810	73,810
Fuels & Lubricants	82	-	-	-
Maintenance - Janitorial	250	-	-	-
Professional / Membership Dues	3,169	3,520	3,520	3,520
Misc Expense	3,646	500	500	500
Printing	14,640	20,479	67,653	67,653
Other Supplies	6,028	3,000	3,056	3,056
Postage	13,067	9,555	9,862	9,862
Professional and Special Services - General	11,901	32,100	32,100	32,100
Professional and Special Services - County	-	-	3,907	3,907
Professional and Special Services - Information Technology	141,396	168,220	158,107	158,107
Rents and Leases - Buildings & Improvements	70,381	74,557	99,714	99,714
Employee Benefits Systems	10,784	11,073	19,309	19,309
PC Acquisition	5,522	4,500	4,500	4,500
Small Equipment	229	500	500	500
Advertising	5,655	-	-	-
Special Department Expense	7,676	7,000	34,000	34,000
Training / Education	-	20,000	20,000	20,000
Transportation and Travel	53,956	96,176	101,742	101,742
Utilities	23,247	32,602	35,070	35,070
Transfer Out A-87 Costs	91,400	208,849	526,792	526,792
Intrafund Transfers / Services Out	12,824	-	-	-
Total Expenditures / Appropriations	\$ 2,795,685	\$ 3,091,102	\$ 3,484,982	\$ 3,484,982
Total	\$ (2,795,685)	\$ (3,091,102)	\$ (3,484,982)	\$ (3,484,982)

Clerk of the Board – Cost Center 10003

Purpose:

The Clerk of the Board of Supervisors Office (COB) is the official record for the Board of Supervisors (BOS). The COB provides administrative support to the Board of Supervisors regarding the agenda process and to the Assessment Appeals Boards and other appointed bodies. The majority of its functions are defined and mandated by various California Statutes, Revenue and Taxation Codes, and County Rules of Procedure.

The COB prepares and publishes agendas for the BOS in accordance with legal requirements for public meetings; processes legal publications, postings and notices; records and publishes actions taken by the BOS; produces summary actions and minutes of all meetings; and assists the public with participation in Board of Supervisors meetings. COB at the direction of the Chair sets the meeting agenda for each year and coordinates locations of Tahoe meetings.

The Assessment Appeals section of the COB receives and processes assessment appeal applications, schedules and publishes hearings in accordance with legal requirements, maintains minutes and official records, provides notice to all parties of the decision of the Assessment Appeals Board, and provides administrative support and training to Assessment Appeal Board members. Staff also provides assistance and education to the general public on the assessment appeals process and ensures necessary information is provided by both the applicant and Assessor’s Office in compliance with Revenue and Taxation Codes.

Other functions of the COB include providing copies of all records, including current and historical that the COB is required to maintain; assists other departments, entities, and the public with research and retrieval of information; processes public records requests; maintains official rosters of Boards, Commissions, and Committees and posts vacancy notices; receives and processes claims, summons, and complaints against the County; and provides reception to the Placer County Administrative Offices.

Major Budget Adjustments and Initiatives:

- None.

Program Title	Program Description	Program Cost
Overhead	General operating expenditures not directly attributed to a program or service.	\$ 14,402
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 Supervisors agenda, support committees and commissions, and general reception.	\$ 714,342
Assessment Appeals	Allow property owners a fair and objective hearing with the Assessment Appeals Board.	\$ 358,187

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10003 Clerk of the Board

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Planning and Engineering Services	2,079	1,400	1,400	1,400
Other Fees and Charges	22,370	22,500	22,500	22,500
Total Revenue	\$ 24,449	\$ 23,900	\$ 23,900	\$ 23,900
Expenditures / Appropriations				
Salaries and Wages	299,502	387,008	390,374	390,374
Salary Savings	-	(28,078)	(25,848)	(25,848)
Overtime and Call Back	-	1,000	800	800
Cafeteria Plans (Non-PERS)	11,815	17,782	17,851	17,851
Retirement	115,812	166,135	168,586	168,586
Payroll Tax	22,158	29,606	29,863	29,863
Other Postemployment Benefits (OPEB)	21,667	21,450	15,335	15,335
401 (k) Employer Match	1,410	1,500	1,500	1,500
Employee Group Insurance	83,468	91,225	115,755	115,755
Workers Comp Insurance	1,018	1,072	1,360	1,360
Communication Services Expense	11,600	9,248	9,298	9,298
Food	455	200	200	200
Insurance	2,739	2,333	2,612	2,612
Parts	1,319	-	-	-
Maintenance	50,600	-	20,000	20,000
Maintenance - Building	21,609	27,327	30,636	30,636
Professional / Membership Dues	325	300	2,500	2,500
Misc Expense	85	500	500	500
Printing	10,711	12,728	11,114	11,114
Other Supplies	1,250	2,637	2,551	2,551
Postage	8,402	4,329	6,949	6,949
Professional and Special Services - General	722	2,725	2,725	2,725
Professional and Special Services - Legal	40,588	80,000	80,000	80,000
Professional and Special Services - County	4,232	4,388	7,227	7,227
Professional and Special Services - Information Technology	47,520	31,556	37,839	37,839
Rents and Leases - Buildings & Improvements	2,693	6,000	6,000	6,000
Employee Benefits Systems	5,987	6,384	4,798	4,798
PC Acquisition	-	3,000	3,000	3,000
Commissioner's Fees	8,600	20,600	20,600	20,600
Small Equipment	2,155	-	-	-
Advertising	26,183	30,000	30,000	30,000
Special Department Expense	203	1,000	1,000	1,000
Training / Education	606	-	-	-
Transportation and Travel	1,049	3,550	3,550	3,550
Utilities	10,800	9,567	9,568	9,568
Transfer Out A-87 Costs	127,721	134,133	78,688	78,688
Equipment	32,325	-	-	-
Intrafund Transfers / Services Out	1,551	-	-	-
Total Expenditures / Appropriations	\$ 978,879	\$ 1,081,205	\$ 1,086,931	\$ 1,086,931
Total	\$ (954,430)	\$ (1,057,305)	\$ (1,063,031)	\$ (1,063,031)

County Executive Office – Cost Center 10004

Purpose:

To support effective and efficient administration of county government; lead 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:

- Certain functions and their associated expenses were carved out of this cost center to create two new cost centers: Finance and Budget Office, and Financial and Business Operations.
- This resulted in a decrease in Salaries and Benefits of \$2.2 million due to the shifting out of 14 allocated positions, and a decrease in various other expense ledgers that are now assigned to the newly created cost centers.

Program Title	Program Description	Program Cost
Departmental Support	Provide support to various county departments and other agencies.	\$ 944,900
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.	\$ 289,310
General Administration / Management	Provide general leadership and management to the County Executive Office.	\$ 855,036
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.	\$ 873,001
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.	\$ 611,389
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.	\$ 837,076
Overhead	General operating expenditures not directly attributed to a program or service.	\$ 417,012

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10004 County Executive Office

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Planning and Engineering - Development Fees	702	-	-	-
Planning - At Cost Projects Fees	57	2,000	-	-
Other Fees and Charges	470,735	92,800	16,090	16,090
Transfer In A-87 Costs	4,228,286	5,625,316	4,903,879	4,903,879
Miscellaneous	(227,747)	175,000	-	-
Contributions from Other Funds	148,049	-	-	-
Operating Transfers In	318,748	50,000	227,000	227,000
Total Revenue	\$ 4,938,829	\$ 5,945,116	\$ 5,146,969	\$ 5,146,969
Expenditures / Appropriations				
Salaries and Wages	3,500,816	3,878,808	2,577,711	2,577,711
Salary Savings	-	(243,680)	(250,376)	(250,376)
Employee Paid Sick Leave	70,391	-	-	-
Overtime and Call Back	33,803	30,000	42,000	42,000
Cafeteria Plans (Non-PERS)	101,926	134,289	77,653	77,653
Retirement	1,032,148	1,411,534	954,241	954,241
Payroll Tax	239,733	272,892	177,507	177,507
Other Postemployment Benefits (OPEB)	189,663	145,860	61,340	61,340
401 (k) Employer Match	14,095	16,500	12,000	12,000
Employee Group Insurance	493,378	521,861	329,080	329,080
Workers Comp Insurance	15,498	16,155	21,345	21,345
Communication Services Expense	13,141	29,160	14,769	14,769
Food	355	6,000	3,000	3,000
Janitorial Supplies	222	-	100	100
Insurance	26,393	24,920	26,183	26,183
Parts	3,212	-	-	-
Maintenance	25,000	33,050	5,915	5,915
Maintenance - Building	83,173	97,589	113,346	113,346
Fuels & Lubricants	26	-	200	200
Professional / Membership Dues	15,168	15,020	11,260	11,260
Misc Expense	(265)	2,000	590	590
Printing	31,675	59,010	36,809	36,809
Other Supplies	4,578	17,166	10,001	10,001
Postage	17,216	3,346	5,469	5,469
Professional and Special Services - General	109,566	235,195	16,794	16,794
Professional and Special Services - Legal	173	-	-	-
Professional and Special Services - County	50,616	6,677	13,777	13,777
Professional and Special Services - Information Technology	324,405	313,652	198,630	198,630
Rents and Leases - Buildings & Improvements	2,055	2,000	2,000	2,000
Employee Benefits Systems	137,300	146,669	181,400	181,400
PC Acquisition	7,370	5,000	2,950	2,950
Small Equipment	64	6,000	2,950	2,950

continued

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Advertising	89	2,000	2,000	2,000
Special Department Expense	65,268	15,200	191,500	191,500
Training / Education	16,305	30,760	18,148	18,148
Transportation and Travel	28,048	78,874	42,132	42,132
Utilities	41,571	35,464	35,300	35,300
Contributions to Other Funds	23,512	-	-	-
Intrafund Transfers / Services Out	4,253	-	-	-
Cost Allocation	(104,713)	(109,999)	(110,000)	(110,000)
Total Expenditures / Appropriations	\$ 6,617,229	\$ 7,238,972	\$ 4,827,724	\$ 4,827,724
Total	\$ (1,678,400)	\$ (1,293,856)	\$ 319,245	\$ 319,245

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:

- None.

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.	\$ 1,553,992

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10005 Public Information Office

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Expenditures / Appropriations				
Salaries and Wages	744,334	779,608	762,300	762,300
Salary Savings	-	(49,861)	(49,152)	(49,152)
Extra Help	-	16,000	16,000	16,000
Overtime and Call Back	6,562	3,000	3,000	3,000
Cafeteria Plans (Non-PERS)	29,582	32,944	31,773	31,773
Retirement	215,380	270,815	273,769	273,769
Payroll Tax	58,050	60,720	58,201	58,201
Other Postemployment Benefits (OPEB)	42,807	30,030	21,469	21,469
401 (k) Employer Match	1,666	3,750	3,750	3,750
Employee Group Insurance	62,743	66,067	75,369	75,369
Workers Comp Insurance	3,265	3,432	4,094	4,094
Communication Services Expense	16,277	19,375	19,375	19,375
Food	7	-	-	-
Insurance	5,430	5,289	5,951	5,951
Maintenance	50,051	55,600	55,600	55,600
Maintenance - Building	14,745	17,971	20,047	20,047
Professional / Membership Dues	861	5,670	5,670	5,670
Misc Expense	-	500	500	500
Printing	50,326	73,049	57,332	57,332
Other Supplies	122	400	400	400
Postage	68	55	2,082	2,082
Professional and Special Services - General	10,868	14,000	14,000	14,000
Professional and Special Services - County	-	92	8,925	8,925
Professional and Special Services - Information Technology	50,195	61,212	59,519	59,519
Rents and Leases - Equipment	4,788	9,000	9,000	9,000
Employee Benefits Systems	-	8,507	8,397	8,397
PC Acquisition	-	4,000	4,000	4,000
Small Equipment	992	5,000	5,000	5,000
Advertising	9,005	10,355	11,493	11,493
Special Department Expense	84	5,000	5,000	5,000
Training / Education	1,084	6,000	6,000	6,000
Transportation and Travel	7,789	13,200	13,200	13,200
Utilities	7,370	6,531	6,532	6,532
Transfer Out A-87 Costs	-	20,144	35,396	35,396
Intrafund Transfers / Services Out	161	-	-	-
Total Expenditures / Appropriations	\$ 1,394,613	\$ 1,557,455	\$ 1,553,992	\$ 1,553,992
Total	\$ (1,394,613)	\$ (1,557,455)	\$ (1,553,992)	\$ (1,553,992)

Economic Development – Cost Center 10006**Purpose:**

Focuses on business retention, expansion, and attraction. Promotes countywide collaborative economic development programs and provides extensive business intelligence and support resources. Attracts new investment to the county and expands the current economic base by creating new primary wage-earning jobs. Encourages tourism, commercial filming, and redevelopment in core business areas.

Major Budget Adjustments and Initiatives:

- Increase in Hotel / Motel Tax of \$238,435 based on projected activity levels.

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.	\$ 368,320
Business Assistance	Strategic business retention, expansion, and attraction programs.	\$ 1,478,094
Placer Business Resource Center	The central point of information and assistance to businesses and entrepreneurs in Placer County providing workshops, one-on-one business advising, hiring assistance, and permitting/regulatory navigation.	\$ 14,034
Economic Development / General	Administration of the ECD office outside of a specific program.	\$ 743
Overhead	General operating expenditures not directly attributed to a program or service.	\$ (4,448)
Film Office	Promote the film industry, tourism, special events, and other opportunities.	\$ 290,139

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10006 Economic Development

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Hotel / Motel Tax	506,879	355,524	593,959	593,959
Total Revenue	\$ 506,879	\$ 355,524	\$ 593,959	\$ 593,959
Expenditures / Appropriations				
Salaries and Wages	560,216	662,578	688,721	688,721
Salary Savings	-	(44,851)	(46,080)	(46,080)
Employee Paid Sick Leave	45,493	-	-	-
Cafeteria Plans (Non-PERS)	20,326	27,042	29,632	29,632
Retirement	185,586	254,444	262,731	262,731
Payroll Tax	40,607	49,699	51,843	51,843
Other Postemployment Benefits (OPEB)	36,303	30,031	21,469	21,469
401 (k) Employer Match	1,266	2,251	2,250	2,250
Employee Group Insurance	84,680	89,173	111,495	111,495
Workers Comp Insurance	1,983	2,064	2,069	2,069
Communication Services Expense	5,918	6,072	6,072	6,072
Food	-	500	500	500
Janitorial Supplies	18	-	-	-
Insurance	6,759	5,902	6,513	6,513
Maintenance	1,947	4,198	4,199	4,199
Maintenance - Building	28,207	39,053	43,361	43,361
Professional / Membership Dues	79,541	85,000	85,000	85,000
Misc Expense	135	-	-	-
Printing	19,097	27,270	17,469	17,469
Other Supplies	2,249	3,180	3,104	3,104
Postage	2,271	1,781	4,161	4,161
Professional and Special Services - General	688,031	750,600	755,866	755,866
Professional and Special Services - County	14,375	-	4,294	4,294
Professional and Special Services - Information Technology	66,192	58,486	49,665	49,665
Employee Benefits Systems	7,148	8,643	8,397	8,397
Advertising	31,352	40,000	40,000	40,000
Training / Education	1,343	2,000	2,000	2,000
Transportation and Travel	93	10,542	10,000	10,000
Utilities	14,098	14,192	14,129	14,129
Contributions to Other Agencies	2,230	-	-	-
Transfer Out A-87 Costs	(10,829)	8,962	50,622	50,622
Intrafund Transfers / Services Out	289	19,000	19,000	19,000
Intrafund Transfers / Services In (Contra Expense)	(117,201)	(101,600)	(101,600)	(101,600)
Total Expenditures / Appropriations	\$ 1,819,723	\$ 2,056,212	\$ 2,146,882	\$ 2,146,882
Total	\$ (1,312,843)	\$ (1,700,688)	\$ (1,552,923)	\$ (1,552,923)

Emergency Services – Cost Center 10007

Purpose:

Plans for, directs, and manages the emergency management activities for the county that encompass the full range of natural and human-caused disasters. Acts as the operational area per the California Standardized Emergency Management System during multi-jurisdictional incidents and provides direct support to incidents where the county is acting as the agency having jurisdiction.

Major Budget Adjustments and Initiatives:

- Increase in State Aid - Other Programs of \$175,000 due to new Fire Safe Council grant funding.

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.	\$ 1,759,967
Fire Service Administration	Provides administrative support for Placer County Fire and the Hazmat team.	\$ 129,925
Hazard Mitigation	Coordinating and managing updates of the County Local Hazard Mitigation Plan and other hazard mitigation efforts across the county.	\$ 65,948
Disaster Response/Recovery	Response to declared disasters.	\$ 112,995
Reserve for Disaster Response	Provides an available funding source budgeted for immediate use in the case of an emergency.	\$ (5,324)
Emergency Services Administration	Provides administrative support for Office of Emergency Services operations, including emergency planning and grant management.	\$ 17,762

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10007 Emergency Services

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Other Licenses and Permits	1,200	2,500	-	-
Investment Income	(678)	-	-	-
Federal Aid - Other Programs	831,758	965,471	818,000	818,000
State Aid - Other Programs	3,242,350	-	175,000	175,000
State Aid - Public Safety Services-Proposition 172	221,494	207,062	247,875	247,875
Aid from Other Agencies	15,906	16,200	16,200	16,200
Miscellaneous	2,774	-	-	-
Total Revenue	\$ 4,314,804	\$ 1,191,233	\$ 1,257,075	\$ 1,257,075
Expenditures / Appropriations				
Salaries and Wages	371,195	456,893	467,997	467,997
Salary Savings	-	(29,999)	(31,944)	(31,944)
Extra Help	-	12,110	12,110	12,110
Overtime and Call Back	7,708	5,000	5,000	5,000
Cafeteria Plans (Non-PERS)	11,577	16,380	16,379	16,379
Uniform Allowance	290	300	300	300
Retirement	110,513	161,846	187,789	187,789
Payroll Tax	27,411	34,589	32,839	32,839
Other Postemployment Benefits (OPEB)	19,163	17,160	12,268	12,268
401 (k) Employer Match	1,422	2,251	2,251	2,251
Employee Group Insurance	69,758	80,590	93,483	93,483
Workers Comp Insurance	2,778	3,420	5,270	5,270
Clothing and Personal	-	500	500	500
Communication Services Expense	33,648	29,240	37,070	37,070
Food	179	1,000	1,000	1,000
Insurance	9,811	14,458	12,638	12,638
Parts	605	-	-	-
Maintenance	14,100	15,341	576	576
Maintenance - Building	32,302	40,067	44,855	44,855
Maintenance - Janitorial	-	-	200	200
Professional / Membership Dues	780	775	780	780
Printing	17,226	24,823	16,548	16,548
Other Supplies	1,175	2,156	2,603	2,603
Postage	3,522	3,691	4,207	4,207
Professional and Special Services - General	3,544,111	277,280	218,700	218,700
Professional and Special Services - Technical, Engineering and Environmental	-	2,000	2,000	2,000
Professional and Special Services - County	-	-	3,998	3,998
Professional and Special Services - Information Technology	47,755	62,496	123,538	123,538
Employee Benefits Systems	3,991	4,861	4,914	4,914
Small Equipment	962	300	300	300
Advertising	-	1,000	1,000	1,000
Special Department Expense	374,426	559,265	488,550	488,550

continued

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Training / Education	494	2,000	5,000	5,000
Transportation and Travel	31,244	50,612	43,114	43,114
Utilities	16,145	14,560	14,615	14,615
Transfer Out A-87 Costs	(246,433)	(1,436,366)	97,625	97,625
Operating Transfer Out	-	179,232	179,200	179,200
Contributions to Other Funds	15,573	-	-	-
Intrafund Transfers / Services Out	69,464	-	-	-
Intrafund Transfers / Services In (Contra Expense)	(46,000)	(26,000)	(26,000)	(26,000)
Total Expenditures / Appropriations	\$ 4,546,895	\$ 583,831	\$ 2,081,273	\$ 2,081,273
Total	\$ (232,092)	\$ 607,402	\$ (824,198)	\$ (824,198)

Financial & Budget Office – Cost Center 10070

Purpose:

To safeguard the delivery of services performed by Placer County by developing and managing a balanced budget and providing prudent and comprehensive financial planning to promote long-term financial stability. To enhance the public’s trust in Placer County’s financial position by delivering transparent and timely fiscal updates.

Major Budget Adjustments and Initiatives:

- This is a newly established cost center. These costs were previously included with CC10004 - CEO Administration.

Program Title	Program Description	Program Cost
Finance & Budget Office	Develop and manage a balanced budget and provides prudent and comprehensive financial planning to promote long-term financial stability. To enhance the public’s trust in Placer County’s financial position by delivering transparent and timely fiscal updates.	\$ 1,233,110

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10070 Finance and Budget Office

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Expenditures / Appropriations				
Salaries and Wages	-	-	635,652	635,652
Cafeteria Plans (Non-PERS)	-	-	20,000	20,000
Retirement	-	-	225,611	225,611
Payroll Tax	-	-	46,997	46,997
Other Postemployment Benefits (OPEB)	-	-	15,335	15,335
401 (k) Employer Match	-	-	3,750	3,750
Employee Group Insurance	-	-	94,067	94,067
Workers Comp Insurance	-	-	3,336	3,336
Communication Services Expense	-	-	4,005	4,005
Maintenance	-	-	26,604	26,604
Professional / Membership Dues	-	-	2,172	2,172
Misc Expense	-	-	160	160
Professional and Special Services - General	-	-	79,500	79,500
Professional and Special Services - County	-	-	3,631	3,631
Professional and Special Services - Information Technology	-	-	53,843	53,843
PC Acquisition	-	-	800	800
Small Equipment	-	-	800	800
Special Department Expense	-	-	500	500
Training / Education	-	-	4,922	4,922
Transportation and Travel	-	-	11,425	11,425
Total Expenditures / Appropriations	\$	- \$	- \$ 1,233,110	\$ 1,233,110
Total	\$	- \$	- \$ (1,233,110)	\$ (1,233,110)

Financial & Business Operations – Cost Center 10071

Purpose:

Financial and Business Operations provides administrative and fiscal services to support the County Executive Office (CEO) Department with the goal of increasing accountability and maximizing revenues. Provides departmental oversight and administration of CEO Department human resource and information technology activities to ensure efficient, effective, and compliant operations.

Major Budget Adjustments and Initiatives:

- This is a newly established cost center. These costs were previously included with CC10004 - CEO Administration.

Program Title	Program Description	Program Cost
Financial & Business Operations	Provides administrative and fiscal services to support the County Executive Office (CEO) Department with the goal of increasing accountability and maximizing revenues. Provides departmental oversight and administration of CEO Department human resource and information technology activities to ensure efficient, effective, and compliant operations.	\$ 1,459,582

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: General Fund
Cost Center: CC10071 Financial & Business
Operations

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Other Fees and Charges	-	-	76,710	76,710
Total Revenue	\$ -	\$ -	\$ 76,710	\$ 76,710
Expenditures / Appropriations				
Salaries and Wages	-	-	668,833	668,833
Cafeteria Plans (Non-PERS)	-	-	33,981	33,981
Retirement	-	-	267,664	267,664
Payroll Tax	-	-	51,166	51,166
Other Postemployment Benefits (OPEB)	-	-	24,536	24,536
401 (k) Employer Match	-	-	750	750
Employee Group Insurance	-	-	126,305	126,305
Workers Comp Insurance	-	-	2,739	2,739
Communication Services Expense	-	-	6,258	6,258
Maintenance	-	-	2,506	2,506
Misc Expense	-	-	1,500	1,500
Professional and Special Services - General	-	-	156,250	156,250
Professional and Special Services - County	-	-	5,673	5,673
Professional and Special Services - Information Technology	-	-	84,129	84,129
Small Equipment	-	-	1,250	1,250
Special Department Expense	-	-	500	500
Training / Education	-	-	7,690	7,690
Transportation and Travel	-	-	17,852	17,852
Total Expenditures / Appropriations	\$ -	\$ -	\$ 1,459,582	\$ 1,459,582
Total	\$ -	\$ -	\$ (1,382,872)	\$ (1,382,872)

County Fire – Cost Center 10008

Purpose:

To provide fire prevention and protection in those areas of Placer County not served by independent fire protection districts or municipal fire departments. Services are 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:

- None.

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.	\$ 4,391,186
Fire Mitigation	Provide planning for fuel reduction activities, education, and training to reduce the impact and frequency of fires in the county.	\$ 21,979
Administration County Fire	Plan, direct, and manage county support of responses to wildland and structural fires and Emergency Medical Services.	\$ 34,619
Fire Protection - CEO	Provide for expenses related to fire operations not included in the CAL FIRE contract.	\$ 839,095
Hazmat	Provide training, equipment, and other support for members of the County’s Interagency Hazardous Materials Response Team (Hazmat team).	\$ 80,033

County of Placer
Cost Center Budget Detail
Governmental Funds
Fiscal Year 2022-23

Fund: Fire Protection Fund
Cost Center: CC10008 County Fire

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Taxes - Current Secured Property	1,847,533	2,056,978	2,056,978	2,056,978
Taxes - Railroad Unitary Property	1,823	1,895	1,895	1,895
Taxes - Unitary and Op Non-Unitary Property	56,510	58,382	58,382	58,382
Taxes - Current Unsecured Property	44,110	43,980	43,980	43,980
Taxes - Delinquent Secured Property	(126)	-	-	-
Taxes - Delinquent Unsecured Property	329	-	-	-
Taxes - Current Supplemental Property	58,650	54,631	54,631	54,631
Taxes - Delinquent Supplemental Property	60	-	-	-
Residual Property Taxes	89,628	84,000	84,000	84,000
Pass-Through Property Taxes	42,180	32,550	32,550	32,550
Other Taxes	859	1,000	1,000	1,000
Investment Income	20,576	60,000	20,000	20,000
Federal Aid - Other Programs	(2,721)	73,000	73,000	73,000
State Aid - Other Programs	786,015	-	-	-
State Aid - Public Safety Services-Proposition 172	470,675	463,007	526,736	526,736
State Homeowners Property Tax Relief	12,869	14,100	14,100	14,100
Aid from Other Agencies	33,198	33,198	33,198	33,198
Planning and Engineering Services	70,981	55,000	55,000	55,000
Fire Services	26,936	31,000	25,000	25,000
Other Fees and Charges	58,327	44,604	44,604	44,604
Miscellaneous	221	-	-	-
Proceeds from Sale of Capital Assets	45,176	-	-	-
Contributions from General Fund	2,098,000	2,098,000	2,098,000	2,098,000
Contributions from Other Funds	115,759	-	-	-
Operating Transfers In	78,174	115,759	115,759	115,759
Total Revenue	\$ 5,955,741	\$ 5,321,084	\$ 5,338,813	\$ 5,338,813
Expenditures / Appropriations				
Workers Comp Insurance	17,837	14,571	6,050	6,050
Clothing and Personal	18,236	10,000	20,000	20,000
Communication Services Expense	22,336	17,440	23,919	23,919
Food	1,351	1,540	1,572	1,572
Janitorial Supplies	2,249	1,200	1,500	1,500
Refuse Disposal	691	748	871	871
Insurance	31,581	37,371	44,868	44,868
Parts	72,073	80,000	80,000	80,000
Auto	145	2,000	2,000	2,000
Maintenance	13,265	10,000	18,000	18,000
Maintenance - Building	4,637	5,093	6,425	6,425
Fuels & Lubricants	9,324	9,840	50,000	50,000
Materials - Buildings & Improvements	2,626	3,000	3,000	3,000
Professional / Membership Dues	1,021	1,021	1,021	1,021
Misc Expense	6,396	13,814	13,814	13,814

continued

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Printing	1,949	1,906	2,465	2,465
Other Supplies	45,932	21,205	24,200	24,200
Postage	1,147	-	500	500
Professional and Special Services - General	3,307,485	4,640,389	4,395,207	4,395,207
Professional and Special Services - Technical, Engineering and Environmental	31,848	-	-	-
Professional and Special Services - County	-	1,200	1,520	1,520
Professional and Special Services - Information Technology	40,938	33,807	36,107	36,107
Professional and Special Services - Health	1,732	5,000	5,000	5,000
Rents and Leases - Equipment	560	552	552	552
Small Tools & Instruments	1,436	2,000	3,000	3,000
PC Acquisition	3,983	500	500	500
Small Equipment	2,620	1,100	2,500	2,500
Special Department Expense	66,112	73,000	73,000	73,000
Training / Education	4,016	5,000	5,000	5,000
Transportation and Travel	-	10,871	12,765	12,765
Utilities	10,938	10,611	12,315	12,315
Operating Materials	50,182	25,000	40,000	40,000
Lease Purchase Principal	238,904	440,884	446,857	446,857
Lease Purchase Interest	24,184	18,355	12,384	12,384
Equipment	296,063	-	-	-
Intrafund Transfers / Services Out	46,000	26,000	26,000	26,000
Intrafund Transfers / Services In (Contra Expense)	(6,000)	(6,000)	(6,000)	(6,000)
Total Expenditures / Appropriations	\$ 4,373,798	\$ 5,519,018	\$ 5,366,912	\$ 5,366,912
Total	\$ 1,581,944	\$ (197,934)	\$ (28,099)	\$ (28,099)

Food Services – Cost Center 01023

Purpose:

Correctional Food Services provides meals within Placer County for adults in the County Jail, minors in Juvenile Detention, Placer County Sheriff’s Office (PCSO) and Probation staff in secured facilities, Senior Citizens via contract with Seniors First, and for miscellaneous catered County events.

Major Budget Adjustments and Initiatives:

- Increase in Other Fees and Charges of \$205,840 to align the recovery of expenses in the fund.
- Decrease in Equipment of \$68,329 due to removal of one-time expense.

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, PCSO and Probation staff in secured facilities, Senior Citizens via contract with Seniors First and for miscellaneous catered County events.	\$ 3,817,189

County of Placer
Cost Center Budget Detail
Proprietary Funds
Fiscal Year 2022-23

Fund: Correctional Food Services Fund
Cost Center: CC01023 Food Services Program

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Investment Income	1,525	-	-	-
Other Fees and Charges	3,762,944	4,138,029	3,932,189	3,932,189
Total Revenue	\$ 3,764,469	\$ 4,138,029	\$ 3,932,189	\$ 3,932,189
Expenditures / Appropriations				
Salaries and Wages	26,067	-	-	-
Overtime and Call Back	48	-	-	-
Cafeteria Plans (Non-PERS)	1,497	-	-	-
Retirement	8,181	-	-	-
Payroll Tax	1,979	-	-	-
Other Postemployment Benefits (OPEB)	2,860	-	-	-
401 (k) Employer Match	17	-	-	-
Employee Group Insurance	6,021	-	-	-
Workers Comp Insurance	117	-	-	-
Communication Services Expense	1,735	1,250	1,500	1,500
Food	2,888,147	3,006,427	3,054,351	3,054,351
Insurance	6,572	5,089	5,363	5,363
Maintenance	130,828	50,000	40,000	40,000
Maintenance - Building	372,892	414,530	312,415	312,415
Printing	51	118	121	121
Professional and Special Services - General	20,882	-	-	-
Professional and Special Services - Technical, Engineering and Environmental	24,220	-	50,000	50,000
Professional and Special Services - County	-	50,000	9	9
Professional and Special Services - Information Technology	13,411	16,926	19,848	19,848
Employee Benefits Systems	998	-	-	-
Small Equipment	2,438	6,600	6,600	6,600
Project Costs	66,626	127,979	122,860	122,860
Utilities	186,376	150,641	98,566	98,566
Transfer Out A-87 Costs	(114,686)	240,024	105,556	105,556
Equipment	5,965	68,329	-	-
Total Expenditures / Appropriations	\$ 3,653,242	\$ 4,137,913	\$ 3,817,189	\$ 3,817,189
Total	\$ 111,227	\$ 116	\$ 115,000	\$ 115,000

Document Solutions – Cost Center 01003**Purpose:**

Provides efficient and economical administrative support services including printing, document finishing, graphic design, interoffice mail, outgoing US mail, paper inventory, convenience copiers, and hard copy records storage services.

Major Budget Adjustments and Initiatives:

- None.

Program Title	Program Description	Program Cost
Print Services	Provides professional graphic design and reprographic services including offset, digital, and wide format printing. Common service requests include forms, manuals, brochures, fliers, posters, banners, envelopes, mailers, business cards, ID badges, and digital graphics for web and social media applications. In addition to printing, efficient onsite bindery services are provided to trim, fold, staple, insert, hole-punch, and bind the finished products.	\$ 1,324,234
Copy Machine Services	Provides multifunction devices (print, copy, fax, and scan) to all county departments on a cost per copy basis. This allows users to perform necessary black and white or color printing, copying, faxing, and scanning functions without having to purchase or maintain the equipment.	\$ 831,775
Mail and Shipping Services	Provides daily discounted postage metering of U.S. Mail, including first class letters and packages, permit mail, certified mail, and international mail. Pre-sort and barcoding services are utilized for larger 'bulk' mailings to further reduce postage costs. The division also processes outgoing shipments through United Parcel Service (UPS).	\$ 190,929
Interoffice Mail Services	Provides daily interoffice mail deliveries to County locations in Auburn, Carnelian Bay, Kings Beach, Loomis, Rocklin, Roseville, Tahoe City, and Tahoe Vista.	\$ 234,081
Inventory Services	Provides a wide variety of paper in various colors, sizes, and types, including copy paper, carbonless paper, letterhead, envelopes, and forms. This central warehousing approach allows Document Solutions to purchase items in bulk and pass the savings on to County departments.	\$ 18,066
Records Management Services	Provides full-service records management and storage to ensure that hard copy business records are safeguarded according to County, State and Federal records retention mandates. Records are kept and maintained in a climate-controlled, highly secure warehouse with fire suppression and 24/7 monitoring.	\$ 125,367
Overhead	General operating expenditures not directly attributed to a program or service.	\$ 17,069

County of Placer
Cost Center Budget Detail
Proprietary Funds
Fiscal Year 2022-23

Fund: Document Solutions Fund
Cost Center: CC01003 Document Solutions

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Investment Income	3,614	12,000	12,002	12,002
Inventory Sales	46,969	-	13,236	13,236
Central Services Revenue	2,375,065	2,716,240	2,717,559	2,717,559
Miscellaneous	5,874	6,137	9,861	9,861
Contributions from General Fund	42,477	-	-	-
Total Revenue	\$ 2,473,999	\$ 2,734,377	\$ 2,752,658	\$ 2,752,658
Expenditures / Appropriations				
Salaries and Wages	516,355	553,094	554,323	554,323
Salary Savings	-	(42,996)	(42,266)	(42,266)
Employee Paid Sick Leave	25,433	-	-	-
Overtime and Call Back	315	-	-	-
Cafeteria Plans (Non-PERS)	28,698	31,395	31,186	31,186
Retirement	160,694	197,131	204,371	204,371
Payroll Tax	37,798	42,312	42,405	42,405
Other Postemployment Benefits (OPEB)	55,177	38,610	27,602	27,602
401 (k) Employer Match	716	750	751	751
Employee Group Insurance	184,567	192,819	204,507	204,507
Workers Comp Insurance	12,379	8,625	12,006	12,006
Clothing and Personal	212	500	1,500	1,500
Communication Services Expense	4,862	1,183	610	610
Food	339	400	620	620
Janitorial Supplies	300	-	-	-
Insurance	5,653	4,610	5,823	5,823
Maintenance	202,506	312,945	294,921	294,921
Maintenance - Building	76,331	103,847	110,146	110,146
Fuels & Lubricants	13	-	-	-
Professional / Membership Dues	248	-	275	275
Misc Expense	144	-	-	-
Printing	111,666	52,024	109,173	109,173
Other Supplies	58,111	106,598	113,550	113,550
Postage	11,251	4,448	8,847	8,847
Professional and Special Services - General	154,943	156,700	155,740	155,740
Professional and Special Services - Technical, Engineering and Environmental	-	1,000	-	-
Professional and Special Services - County	6,292	-	-	-
Professional and Special Services - Information Technology	89,781	101,251	92,205	92,205
Rents and Leases - Equipment	552,838	573,989	562,680	562,680
Short-Term Rents and Leases - Buildings & Improvements	134	-	-	-
Employee Benefits Systems	9,271	11,109	9,767	9,767
PC Acquisition	2,292	-	-	-
Small Equipment	17,285	12,000	10,000	10,000
Special Department Expense	-	2,270	1,200	1,200

continued

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Inventory Gain / Loss	(6)	-	-	-
Training / Education	319	500	-	-
Transportation and Travel	12,608	15,081	16,105	16,105
Utilities	38,151	37,738	35,888	35,888
Transfer Out A-87 Costs	235,943	136,450	134,586	134,586
Equipment	75,507	60,500	43,000	43,000
Total Expenditures / Appropriations	\$ 2,689,127	\$ 2,716,883	\$ 2,741,521	\$ 2,741,521
Total	\$ (215,128)	\$ 17,494	\$ 11,137	11,137

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 and safety programs.

Major Budget Adjustments and Initiatives:

- Increase in Self-Insurance Proceeds of \$1.2 million to align the recovery of expenses in the fund.
- Increase in Insurance of \$2.3 million due to premium increases.

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.	\$ 10,224,677
Overhead	General operating expenditures not directly attributed to a program or service.	\$ 834,547

County of Placer
Cost Center Budget Detail
Proprietary Funds
Fiscal Year 2022-23

Fund: General Liability Insurance Fund
Cost Center: CC10001 Risk Management

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Revenue				
Investment Income	24,960	50,000	30,000	30,000
Legal Services	35,000	-	-	-
Court Fees and Costs	868	200	200	200
Other Fees and Charges	785	1,500	1,500	1,500
Self Insurance Proceeds	8,404,811	7,833,300	9,066,254	9,066,254
Insurance - Other	2,626,109	10,000	15,000	15,000
Miscellaneous	4,753	5,000	5,000	5,000
Operating Transfers In	57,328	100,000	100,000	100,000
Total Revenue	\$ 11,154,614	\$ 8,000,000	\$ 9,217,954	\$ 9,217,954
Expenditures / Appropriations				
Salaries and Wages	339,414	510,840	521,321	521,321
Salary Savings	-	(23,132)	(33,633)	(33,633)
Overtime and Call Back	-	5,000	5,000	5,000
Cafeteria Plans (Non-PERS)	13,493	20,143	19,727	19,727
Retirement	111,869	197,193	207,543	207,543
Payroll Tax	27,542	38,528	39,157	39,157
Other Postemployment Benefits (OPEB)	26,103	21,450	15,335	15,335
401 (k) Employer Match	3,184	2,250	2,250	2,250
Employee Group Insurance	22,929	41,245	60,666	60,666
Workers Comp Insurance	1,097	2,127	2,783	2,783
Communication Services Expense	3,135	2,624	4,128	4,128
Janitorial Supplies	43	-	-	-
Insurance	3,300,965	4,497,267	6,791,259	6,791,259
Witness Fees	-	500	-	-
Maintenance	2,400	3,000	3,000	3,000
Maintenance - Building	13,781	16,817	18,673	18,673
Professional / Membership Dues	312	2,578	2,246	2,246
Misc Expense	95	-	100	100
Equipment Usage - Regular	76	-	-	-
Printing	7,193	17,720	16,305	16,305
Other Supplies	3,859	4,308	3,133	3,133
Postage	1,204	1,865	2,811	2,811
Professional and Special Services - General	3,401	48,860	12,860	12,860
Professional and Special Services - Legal	5,472	-	6,000	6,000
Professional and Special Services - County	668,153	959,187	943,942	943,942
Professional and Special Services - Information Technology	64,143	37,761	49,097	49,097
Employee Benefits Systems	3,991	4,997	5,739	5,739
Small Equipment	608	-	500	500
Advertising	48	500	500	500
Special Department Expense	4,151	80,000	2,000	2,000
Training / Education	269	1,000	1,000	1,000
Transportation and Travel	5,762	13,685	15,182	15,182

continued

Ledger Account	2020-21 Actuals	2021-22 Adopted Budget	2022-23 Recommended Budget	2022-23 Adopted Budget
1	2	3	4	5
Utilities	-	-	6,084	6,084
Judgements and Damages	1,292,890	1,000,000	1,000,000	1,000,000
Tort-Related Litigation	1,147,434	800,000	846,000	846,000
Non-Tort Litigation	161,431	50,000	101,000	101,000
Transfer Out A-87 Costs	(57,699)	(183,085)	387,516	387,516
Operating Transfer Out	35,868	-	-	-
Contributions to Other Funds	148,049	-	-	-
Intrafund Transfers / Services Out	(107,054)	-	-	-
Total Expenditures / Appropriations	\$ 7,255,614	\$ 8,175,228	\$ 11,059,224	\$ 11,059,224
Total	\$ 3,899,000	\$ (175,228)	\$ (1,841,270)	(1,841,270)