



# COUNTY OF RIVERSIDE

## STATE OF CALIFORNIA



### FISCAL YEAR 2019/20

## MIDYEAR BUDGET REPORT

Prepared by  
**George A. Johnson**  
*County Executive Officer*

# COUNTY OF RIVERSIDE

## EXECUTIVE OFFICE

GEORGE A. JOHNSON  
COUNTY EXECUTIVE OFFICER



LISA BRANDL  
CHIEF OPERATING OFFICER

DON KENT  
ASSISTANT COUNTY EXECUTIVE OFFICER  
COUNTY FINANCE OFFICER

February 4, 2020

Honorable Board of Supervisors  
County of Riverside  
Robert T. Andersen Administrative Center  
4080 Lemon Street, 5th Floor  
Riverside, CA 92501-3651

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### ***SUBJECT: Fiscal Year 19/20 Midyear Budget Report***

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Board members:

The Midyear Budget Report for FY 19/20 confirms the county's budget strategy to balance the needs of providing the highest level of service to our residents at the best cost, comply with legal mandates, and invest in critical infrastructure needs, all within fiscal constraints. All of our departments continue to unify efforts around the county's vision to improve the health, safety and well-being of our growing population. Furthermore, we must stay the course to maintain the county's fiscal health. As such, the county's planned and steady approach continues to produce a balanced financial situation with known challenges that must be addressed.

The close out of FY 18/19 resulted in an increase to reserves of \$52.7 million. A large portion of this is \$38.5 million of unspent net county cost (NCC) due to recruitment challenges (see Table 1 on page 3). Another portion is an increase of \$14.2 million in discretionary revenue, the majority derived from interest earnings greater than projected. The Executive Office recommends the use of \$20 million to replenish contingency funds, which have already been drawn down in FY 19/20 (see the Use of General Fund Appropriations for Contingency table on page 10). It is further recommended to move the remaining \$32.7 million into the county's reserves.

The need for replenishing contingency and building reserves is in response to anticipated expenditures of priority programs and services increasing at a pace greater than projected revenue throughout the next five years. Mandated programs have created a great burden on the County's general fund. General Assistance went from \$2 million a year in NCC to \$20 million this year, as well as an increase to In-Home Supportive Services of \$9 million. As a result of building reserves, we are able to solve these type of funding mandates to ensure the protection and well-being of our most vulnerable population.

This Midyear Budget Report includes a \$5.6 million increase from \$837.9 to \$843.5 million in general fund discretionary revenues. In addition, the county's Proposition 172 sales tax revenue increased by \$3.5 million from \$190.3 to \$193.8 million.

While we are reporting increases in discretionary revenue, the county is also anticipating increases in expenditures outpacing the revenue projections. These expenses include labor agreements with the Riverside Sheriffs' Association (RSA) and Service Employees

International Union (SEIU); other labor groups are in ongoing discussion. The labor costs to NCC are significant and must be balanced with the county's modest revenue increases as each contract results in new ongoing NCC obligations. To that end, \$9 million of NCC costs are in this report to cover a portion of the RSA contract. These figures were unknown at the beginning of the current fiscal year due to ongoing union negotiations at that time. Through these ongoing negotiations the county remains committed to a labor strategy that provides competitive compensation to attract and retain quality staff.

This means that the county must continue its cost-containment in other areas. Additionally, the CalPERS pension plan contribution rates will continue to grow through the early 2030s, before tapering downward. In FY 20/21, the rate will increase by 2.9% for the miscellaneous plan and 5.6% for the safety plan.

The county also continues to make important investments in public safety and healthcare. The John J. Benoit Detention Center in Indio will significantly increase our jail capacity and as a result, enhance public safety efforts. Similarly, the RUHS Medical and Surgical Outpatient Office Building will improve patient care and enhance accessibility to surgeries and office visits. We have also made investments in modernizing our voting system to ensure that residents are able to vote securely and efficiently.

Maintaining fiscal discipline is needed to preserve the county's fiscal health as anticipated net county costs continue to increase at levels greater than revenue. The county must stay the course by strategically curbing expenses while also making priority investments in our communities and ensuring the highest levels of service to our residents.

**IT IS RECOMMENDED** that the Board of Supervisors:

Receive and file the FY 19/20 Midyear Budget Report.

Respectfully,



George A. Johnson  
County Executive Officer

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### **EXECUTIVE SUMMARY**

At the beginning of FY 18/19, year-end NCC savings resulted in a return of \$38.5 million largely attributed to salary savings associated with recruitment challenges (see Table 1). Additionally, an increase of \$14.2 million in discretionary revenue was realized, the majority of which was derived from interest earnings. The NCC savings combined with the additional revenue totals \$52.7 million, resulting in a net year-end reserve balance of \$264 million.

The Executive Office recommends \$20 million of the \$52.7 million be used for replenishment of the current year's contingency funds which have been completely spent down. It is further recommended that the remainder, \$32.7 million, be added to the county's reserves. This aligns with the county's effort to navigate through anticipated priority expenditures and competing obligations that are increasing at a rate faster than the county's projected revenue.

While labor agreements have been successfully reached with our largest unions, there are still some ongoing negotiations with other labor groups. Those impacts to the county's general fund remain unknown at this time, therefore it is imperative the county continue cost-containment in other areas.

In this midyear report, approximately \$10.7 million in contingency adjustments are recommended, which include, \$9 million for labor agreement increases with the Riverside Sheriffs' Association, \$1.4 million for a countywide technology upgrade for the human capital management system, and \$300,000 to Code Enforcement for additional staffing needs (see the Use of General Fund Appropriations for Contingency table on page 10).

Midyear projections for general fund discretionary revenues are up \$5.6 million from \$837.9 million to \$843.5 million. Also, there is an increase in Proposition 172 sales tax revenue of \$3.5 million from \$190.3 million to \$193.8 million.

Maintaining fiscal discipline is needed to preserve the county's fiscal health. The county is committed to its long-term strategies in which priority programs receive necessary funding. It's imperative that the county stay the course to navigate through our ongoing expenses, pursue actual cost recovery and continue to provide the vital services to our residents, businesses and visitors that impact our community.

<b>Table 1: Net County Cost Savings by Department (In Millions)</b>	
<b>Department NCC Savings</b>	<b>Amount</b>
Sheriff	\$ 10.6
Fire Protection	5.9
Various Departments (under \$1 million per dept.)	5.1
Executive Office	2.4
Contribution to Other Funds	2.3
RUHS - Correctional Health	2.1
Contribution to Trial Court Funding	1.9
District Attorney	1.7
Department of Public Social Services	1.4
Contributions to Health and Mental Health	1.4
Probation	1.2
Treasurer-Tax Collector	1.3
County Counsel	1.2
<b>Total</b>	<b>\$ 38.5</b>

**MULTI-YEAR BUDGET OUTLOOK**

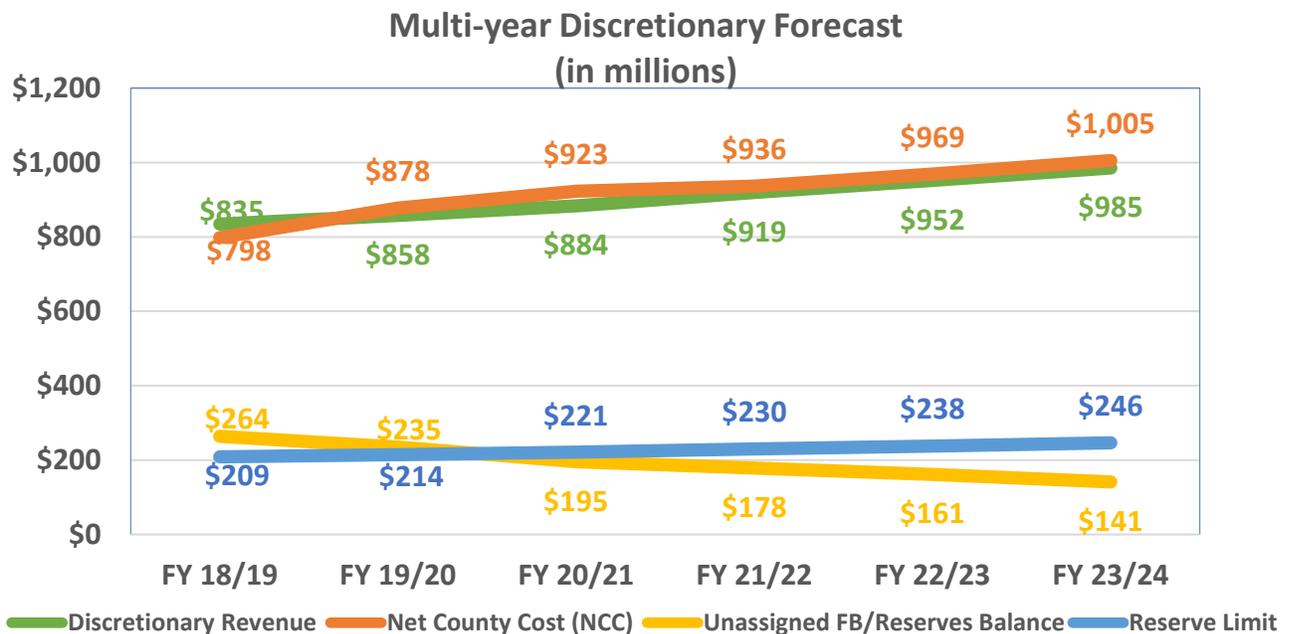
**Multi-Year Discretionary Forecast**

The outlook presented here includes assumptions regarding the current year, as well as obligations factored in for subsequent years. The forecast for FY 19/20 assumes a starting reserve balance of \$264 million. This is mostly due to \$38.5 million return of general fund contributions from departments and \$14.2 million of discretionary revenue increases at FY 18/19 year-end. The largest contributing factor for the NCC savings is due to the recruitment challenges.

The Executive Office continues working with departments to refine their current year-end projections. The county’s current FY 19/20 year-end reserve projection is \$235 million, resulting in a \$29 million draw on reserves. This assumes one-time revenue that was identified in the adopted budget.

The modeling conservatively assumes slower out-year growth in general-purpose revenues, particularly property taxes, and changes to fixed commitments over coming years. This includes assessed value growth from 5 percent in FY 20/21 tapering to 4 percent over several years. The modeling also factors in other obligations, such as labor agreements, operating the John J. Benoit Detention Center, the new RUHS Medical and Surgical Outpatient Office Building, IHSS and General Assistance increases for DPSS, as shown in Table 2 on page 5.

The forecast below projects deficit spending through the foreseeable future. While the reserve requirement has currently been met, future obligations are projected to draw down reserves below Board Policy of 25% of discretionary revenue. It is recommended to use additional fund balance in FY 19/20 to replenish contingency and then reserves.



## Pending Obligations

Table 2 below reflects the current anticipated year over year costs to the general fund that are included in the multi-year model as shown on the previous page.

<b>Table 2: General Fund Pending Obligations Forecast</b> (in millions)					
<b><i>Included in multi-year modeling:</i></b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<i>DPSS - General Assistance</i>	20.4	20.8	21.2	21.6	22.1
<i>DPSS - Children Services</i>	3.2	6.5	6.5	6.5	6.5
<i>IHSS</i>	9.5	13.9	16.7	18.3	19.9
<i>Sheriff (Helicopter)</i>	1.0	2.2	1.3	1.3	1.3
<i>JJBDC ongoing operations</i>	19.4	28.4	43.4	43.4	43.4
<i>Inmate settlement (Corrections staffing)</i>	7.6	7.6	7.6	7.6	7.6
<i>Detention Behavioral Health &amp; Correctional Health for JJBDC</i>	-	4.3	8.5	12.8	17.0
<i>District Attorney</i>	6.5	6.5	6.5	6.5	6.5
<i>Public Defender</i>	1.5	1.5	1.5	1.5	1.5
<i>Probation - Field Services &amp; Juvenile Inst.</i>	3.8	3.8	3.8	3.8	3.8
<i>RUHS - Medical Office Building (Lease &amp; OM)</i>	4.6	12.0	5.0	5.0	5.0
<i>FQHC Clinics Net Operating Loss - Rate re-setting</i>	8.0	7.5	9.6	1.8	0.4
<i>Correctional Health - Inmate Health Care</i>	6.0	6.7	8.0	9.3	9.3
<i>Registrar of Voters - operations</i>	4.9	2.7	2.7	2.7	2.7
<i>Registrar of Voters - equipment</i>	1.1	0.5	0.5	0.5	0.5
<i>CREST</i>	10.0	6.0	4.0	4.0	4.0
<i>EOC</i>	0.3	6.0	3.6	-	-
<i>Animal Services</i>	3.2	3.0	3.0	3.0	3.0
<i>Code Enforcement</i>	0.8	1.2	1.0	1.0	1.0
<i>Planning</i>	-	1.0	1.0	1.0	1.0
<i>Homelessness</i>	0	3.5	3.5	3.5	3.5
<i>Labor Negotiations (NCC portion)</i>	9.3	30.1	45.2	74.3	107.5
<b>Total =</b>	<b>121.1</b>	<b>175.6</b>	<b>204.1</b>	<b>229.3</b>	<b>267.5</b>
	<b>YOY in-crease</b>	<b>54.5</b>	<b>28.5</b>	<b>25.3</b>	<b>38.2</b>

## Multi-year Outlook

### Discretionary Revenue Projections

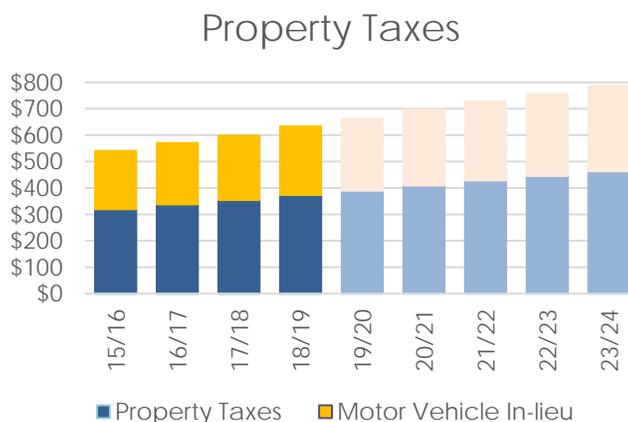
While growth in assessed valuation continues to improve from an assumed 5 percent to 5.86 percent, growth in sales and use tax and Prop. 172 public safety sales tax continues to be moderate. Overall, projected discretionary revenue estimates are up \$5.6 million, summarized at right. Highlights of the county's key general-purpose revenues are noted below.

In the budget, the Executive Office presented an updated long-term outlook on general-purpose revenue that was moderately cautious in the out-years. This was based on the historic probability of an economic slowdown at some point within our planning horizon. The Executive Office continues to model a long-term outlook with a more graduated approach, cooling the growth rate of key revenues. Barring unforeseeable events, we continue to anticipate a blended growth rate around 4 percent for the next few years.

General Fund Projected Discretionary Revenue (in millions)			
	Adopted Budget	Current Quarter Estimate	Variance
Property Taxes	\$390.6	\$390.1	\$(0.5)
Motor Vehicle In Lieu	271.9	272.9	1.0
RDA Residual Assets	9.3	11.2	2.0
Tax Loss Reserve Overflow	16.0	16.0	-
Fines and Penalties	19.1	19.3	0.2
Sales & Use Taxes	30.5	32.1	1.6
Tobacco Tax	10.0	10.0	-
Documentary Transfer Tax	16.0	16.4	0.4
Franchise Fees	7.0	7.0	-
Mitigation Fees	0.1	0.1	-
Interest Earnings	18.0	18.0	-
Misc. Federal and State	5.6	4.6	(1.0)
Federal In-Lieu	3.4	3.4	-
Rebates & Refunds	5.2	6.6	1.4
Realignment	8.9	8.9	-
Other (Prior Year & Misc.)	17.8	18.3	0.5
Operating Transfers In	8.5	8.5	-
<b>Total</b>	<b>\$837.9</b>	<b>\$843.5</b>	<b>\$5.6</b>
Prop. 172 Public Safety Sales Tax	190.3	193.8	3.5
	<b>\$1,028.2</b>	<b>\$1,037.3</b>	<b>\$9.1</b>

### Property Taxes

Property tax revenue, and motor vehicle fee revenue received in-lieu of property taxes, were both budgeted based on a forecasted 5 percent growth in assessed values. The FY 19/20 projected 5.86 percent assessed value growth prompted an increase in revenue projected for the current year. Due to uncertainty over the long-term, the Executive Office still assumes a graduated step-down in the growth rate over the next several years. In addition, residual assets distributed from former redevelopment agencies fluctuates as they are liquidated and are anticipated to decline over time as those agencies wind down.



**Sales and Use Taxes**

In the last quarter, the county’s economically adjusted quarterly sales and use tax gross allocations increased 4.5 percent on a year-over-year basis. This is due to continued increases, although slight, in business and industry, restaurants and hotels, consumer goods and autos and transportation. HdL Companies’ projections reflect a modest 2.8 percent growth rate over the next several years.

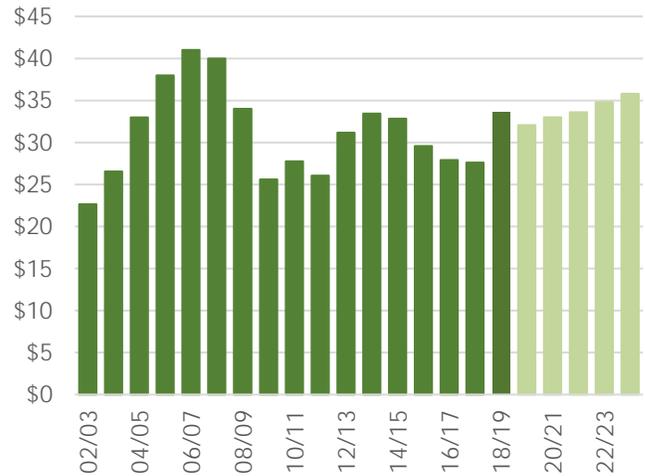
**Prop. 172 Public Safety Sales Tax**

The county’s Prop. 172 public safety sales tax revenue is affected both by changes in the overall statewide pool of revenue as well as changes in the county’s pro rata share of that pool relative to other participants. During the Great Recession, the statewide pool of Prop. 172 revenue shrank, and then grew again as economic activity in the state’s major metropolitan centers rebounded. As other counties emerged from the recession more rapidly, their allocation factors grew, causing the allocation factors of lagging counties such as Riverside to shrink. Consequently, while Riverside enjoyed double-digit growth in Prop. 172 revenue for several years, that growth rate slowed substantially in recent years. HdL Companies currently projects growth to decline slightly next year. As of second quarter, HdL is projecting FY 19/20 ending revenue to be \$193 million. The Executive Office has begun the discussion to determine the use of funds over \$190 million.

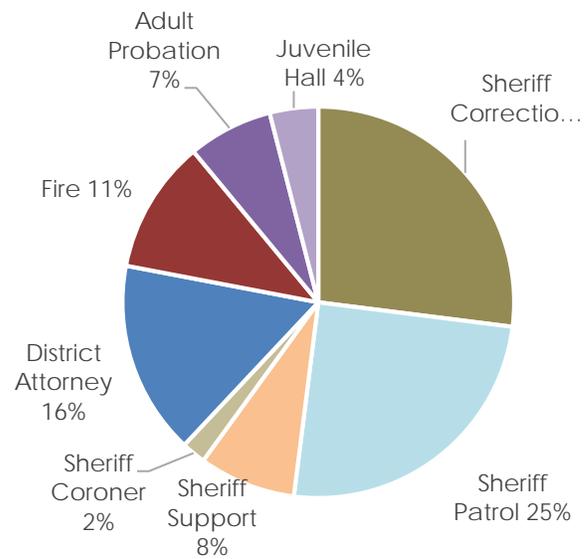
**Interest Earnings**

The Treasurer’s estimate for FY 19/20 county general fund interest earnings remains at \$18 million and incorporates first quarter interest earnings results. The estimate includes factors such as general fund balances in the Treasurer’s Pooled Invest-

Sales & Use Tax Revenue

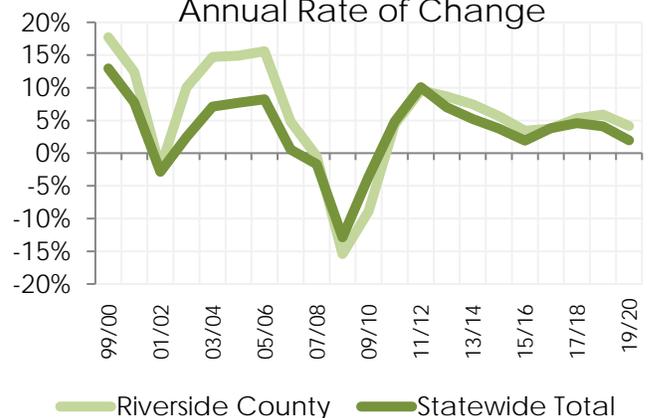


Board-Approved Prop 172 Disbursement Ratios



Prop 172

Annual Rate of Change



## Multi-year Outlook

ment Fund (TPIF), and current and projected levels of interest rates.

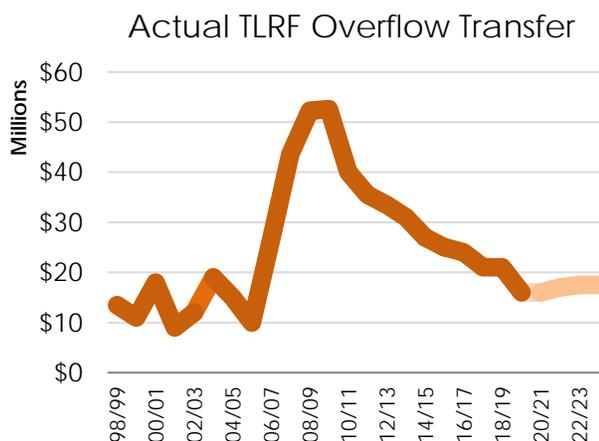
At their October 30<sup>th</sup> meeting, the Federal Open Market Committee (FOMC) voted to cut the FED funds rate target range by a quarter of a percent, lowering the target range from 1.75%-2.00% to 1.50%-1.75%. The cut was the third this year and marks a 75-basis point reduction from the June target range of 2.25%-2.50%. Global economic growth remains slow, and trade uncertainties remain unresolved. Although the FOMC cited these factors as the reasons for the FED funds rate cuts, they recently signaled a pause in future rate cuts and as a result interest rates have stabilized.

The FOMC remains data dependent, closely tracking employment and inflation data. It is not expected that the FOMC will have to be as aggressive in changing rates, as economic data remains favorable for the FED funds rate to remain at its current range.

Any additional changes to the FED funds rate during the fiscal year will significantly impact general fund interest earnings estimates. Due to the weighted average maturity profile of the TPIF, FY 19-20 estimates remain unchanged at this time. The Treasurer will closely monitor and provide updates to budget staff if there are any material changes.

### Teeter Tax Losses Reserve Fund (TLRF) Overflow

Under the California Teeter plan, the county advances to participating agencies property tax allocations based on enrolled assessed valuation. In return, the county retains the actual taxes received, plus penalties and interest on delinquent taxes. The TLRF captures revenues and expenditures associated with the program. Revenue exceeding financing costs and the necessary tax loss reserve is discretionary revenue released to the general fund annually. The annual release is in accordance with the revenue and taxation code, and consistent with prudent risk management. For FY 18/19, the TLRF transfer was \$21 million, and the forecast for FY 19/20 is \$16 million.



## *FY 19/20 Budget Cycle*

### **Budget Policies**

The Board of Supervisors approved budget policies for the current budget cycle, including:

- Rollover ongoing FY 18/19 net county cost allocations, with adjustments as necessary for limited upcoming obligations.
- Eliminating limited one-time allocations made in FY 18/19.
- No cost of living adjustments beyond current contracts.
- Departments absorbing any increases in fixed costs for pension obligations, insurance, and internal services.
- Apply one-time revenues toward rebuilding reserves or mission critical one-time costs.
- Assume departmental revenue shortfalls will not be backfilled with discretionary revenue.
- Recognize and use departmental revenues in the fiscal year received, unless otherwise legally restricted, to ensure departmental resources are maximized and discretionary general fund support is minimized. This includes full cost recovery for services provided under contracts with other jurisdictions.

### **Long-Range Budget Schedule**

Following are key dates, which remain subject to change as necessary and appropriate:

- **February 3, 2020:** FY 20/21 Budget targets and policies will be communicated to departments
- **March 12, 2020:** FY 20/21 Department budget submittals due to Executive Office
- **May 12, 2020:** FY 19/20 Third Quarter Report to the Board of Supervisors
- **June 15 thru June 16, 2020** (as necessary): Presentation of the FY 20/21 Recommended Budget, opening of budget hearings, and approval of the budget
- **June 23, 2020:** Approval of any amendments to the budget and formal adoption

These dates have been coordinated to work with the Board's approved 2020 meeting calendar.

**CURRENT BUDGET STATUS**

**APPROPRIATIONS FOR CONTINGENCY**

Contingency covers urgent, unforeseeable events such as revenue shortfalls, unanticipated expenditures, uncorrectable budget overruns and mission-critical issues at the Board’s discretion. The adopted budget appropriated \$17.6 million for contingency. This report contains a \$20 million replenishment of contingency and a decrease of \$10.7 million at this time, taking the contingency level to \$9.2 million, as summarized in the table below.

**Use of General Fund Appropriations for Contingency**

		Cost Adjustment	Revenue Adjustment	Total Adjustment	Balance Available
<b>Recommended Budget Balance:</b>					<b>\$ 20,000,000</b>
<b>Adjustments:</b>					
7/1/2019	Cooperative Extension	562,064		(562,064)	
7/1/2019	Code Enforcement	500,000		(500,000)	
7/1/2019	Economic Development Agency	1,300,000		(1,300,000)	
		2,362,064	-	(2,362,064)	
<b>Adopted Budget Balance:</b>					<b>17,637,936</b>
<b>Adjustments to date:</b>					
11/5/2019	Auditor-Controller	231		(231)	
Q1 Rec. 4	Human Resources	1,753,151		(1,753,151)	
Q1 Rec. 8	District Attorney	1,800,000		(1,800,000)	
Q1 Rec. 14	Sheriff - Helicopter	985,000		(985,000)	
Q1 Rec. 20	DPSS-UDW MOU	4,000,000		(4,000,000)	
Q1 Rec. 21	DPSS-Children’s Services Division	3,177,864		(3,177,864)	
Q1 Rec. 25&26	Animal Services	3,150,000		(3,150,000)	
12/17/2019	Sheriff - Modulares	2,847,171		(2,847,171)	
		17,713,417		(17,713,417)	<b>(75,481)</b>
<b>Actions recommended in this report:</b>					
Q2 Rec. 2	RCIT - HCM PeopleSoft Upgrade	1,398,260		(1,398,260)	
Q2 Rec. 5	Replenish Contingency		20,000,000	20,000,000	
Q2 Rec. 8	Sheriff - RSA Labor Contracts	9,000,000		(9,000,000)	
Q2 Rec. 13	Code Enforcement	300,000		(300,000)	
				-	
		10,698,260	20,000,000	9,301,740	
	Total adjustments to Contingency =	30,773,741	20,000,000	(10,773,741)	
<b>Contingency balance upon approval of this report =</b>					<b>\$ 9,226,259</b>

## FINANCE & GOVERNMENT SERVICES

### Assessor Clerk-Recorder

In 2018, the county transitioned record storage services from county warehouse operations to an awarded document storage vendor, estimated to result in an annual savings of \$3 million over a five-year time period. As a result, Records Management & Archives Program (RMAP) was reclassified from an Internal Service Fund (ISF) to a General Support Service (GSS) within the County Recorder's budgetary unit. Now that the transition is complete, RMAP's ISF fund needs to be closed. The department requests a budget adjustment to transfer remaining fund balance of RMAP's ISF fund 45100 into the general fund to facilitate the refunding of \$80,000 in residual funds to various county departments. These appropriations are funded by RMAP's remaining fund balance and will not require the use of general fund resources.

**Recommendation 1:** *That the Board of Supervisors approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations for RMAP's ISF Fund by \$80,000, as follows:*

Increase appropriations:		
45100-1200300000-551000	Operating transfers-out	\$80,000
Anticipated use of unrestricted net assets:		
45100-1200300000-380100	Unrestricted net assets	80,000
Increase estimated revenue:		
10000-1200300000-790500	Operating transfer-in	80,000
Anticipated increase of unassigned fund balance:		
10000-1200300000-370100	Unassigned fund balance	80,000

### Executive Office

On June 25, 2019, the Board of Supervisors approved an upgrade to the current PeopleSoft Human Capital Management (HCM) software. A budget adjustment is required to reimburse RCIT for this software upgrade.

**Recommendation 2:** *That the Board of Supervisors approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations for Contribution to Other Funds and decreasing Appropriation for Contingencies by \$1,398,260, as follows:*

Increase appropriations:		
10000-1101000000-551100	Contribution to other funds	\$1,398,260
Anticipated use of unassigned fund balance:		
10000-1101000000-370100	Unassigned fund balance	1,398,260
Decrease appropriations:		
10000-1109000000-581000	Appropriation for contingencies	1,398,260

## Current Status

Anticipated increase of unassigned fund balance:  
10000-1109000000-370100 Unassigned fund balance 1,398,260

Increase estimated revenue:  
45500-7400100000-790600 Contribution from other county funds 1,398,260

Anticipated increase of unrestricted net assets:  
45500-7400100000-380100 Unrestricted net assets 1,398,260

During the budget process EDA-Facilities Management requested a budget adjustment to cover FY 19/20 facilities renewal invoices. The amount was included in the adopted net county cost allocation, but the budget adjustment was inadvertently left out of the budget book for the Auditor Controller to process. A budget adjustment is required to obtain Board approval and correctly report the adjustment.

**Recommendation 3:** *That the Board of Supervisors approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations for Contribution to Other Funds by \$790,000, as follows:*

Increase appropriations:  
10000-1101000000-551100 Contribution to other funds \$790,000

Anticipated use of unassigned fund balance:  
10000-1101000000-370100 Unassigned fund balance 790,000

Increase appropriations:  
30100-7200800000-528500 Project Cost Expense 790,000

Increase estimated revenue:  
30100-7200800000-790600 Contribution from other county funds 790,000

The Health and Mental Health Realignment revenue has been trending higher than anticipated this fiscal year due to the economy and higher vehicle license fee (VLF) revenue. A budget adjustment is needed to receive the revenue and increase appropriations for distribution to the various departments. The state has shifted revenue allocations from various sources to offset this increase. The departments are anticipating this funding in their current projections as well as a decrease in other sources.

**Recommendation 4:** *That the Board of Supervisors approve and direct the Auditor Controller to make the budget adjustments increasing appropriations and estimated revenue for Contributions to Health and Mental Health by \$28,600,000, as follows:*

Increase appropriations:  
10000-1101400000-536100 Realignment – county match \$28,600,000

Increase estimated revenue:  
10000-1101400000-750250 CA - realignment for VLF 28,600,000

The Appropriation for Contingency balance is currently in a deficit. It is recommended to transfer fund balance to replenish contingency in the amount of \$20 million to fulfill prior Board approvals that resulted in a deficit and to continue to cover urgent, unforeseeable events such as, unanticipated expenditures, uncorrectable budget overruns and mission-critical issues at the Board's discretion.

**Recommendation 5:** *That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments increasing appropriations for Appropriations for Contingency by \$20,000,000, as follows:*

Increase appropriations:		
10000-1109000000-581000	Appropriation for contingencies	\$20,000,000
Anticipated use of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	20,000,000

## **PUBLIC SAFETY**

### **Emergency Management Department**

The Emergency Management Department expenditures are currently within budgeted projections. The department has identified additional available carryforward federal grant funds and requests to adjust its budget accordingly. These grant funds are used to enhance the safety and security of the whole community by leading efforts to mitigate, prepare for, respond to, and recover from emergencies and disasters.

The department requests a budget adjustment, which will allow the department to purchase two UV lamps and disinfecting units, and other auxiliary equipment which will be added to the county's Ebola preparedness cache. This recommendation does not affect the department's net county funds.

**Recommendation 6:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Emergency Management Department by \$90,728, as follows:*

Increase appropriations:		
21810-2000100000-510040	Regular salaries	\$11,149
21810-2000100000-518100	Budgeted benefits	4,709
21810-2000100000-527180	Operational supplies	6,370
21810-2000100000-546160	Equipment - other	<u>68,500</u>
	Total	90,728
Increase estimated revenue:		
21810-2000100000-767220	Federal - other operating grants	90,728

### **Fire**

On November 5, 2019 (Agenda Item 3.22) under the Emergency Management Department the Board of Supervisors accepted the FY 19 State Homeland Program Grant. The

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grant awarded the Fire Department \$85,000 for back-up generators. The department requests a budget adjustment to record the acceptance of the grant and increase appropriations to purchase the generators. The Fire Department reports that it is currently on track to meet budget targets.

**Recommendation 7:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for Fire Protection by \$85,000, as follows:*

Increase appropriations:		
10000-2700200000-527780	Special program expense	\$85,000
Increase estimated revenue:		
10000-2700200000-767220	Federal - other operating grants	85,000

### *Law Office of the Public Defender*

The Law Office of the Public Defender's budget continues to be on target this fiscal year. The department continues the practice of hiring at entry level, when vacancies become available to help stabilize the budget during these times when funds are limited. The department strives to continue to provide efficient and effective services to its clients through experience and technology while exploring all revenue options.

### *Office of District Attorney*

The District Attorney's Office (DAO) reports that there is no projected deficit anticipated this fiscal year. The Board of Supervisors augmentation of the FY 19/20 budget has made it possible for the office to address various immediate priorities including technological upgrades, risk mitigation training and legal mandate hiring which will advance the long-term vision of the office and the county as a whole. The DAO continues to remain fiscally prudent in ensuring allocated dollars are spent on critical hiring, service requests and procurement needs. Efforts remain to seek alternative grant revenue resources where possible.

The DAO continues to meet regularly with the Executive Office to share issues of concern to the public safety and to ensure fiscal transparency. They remain committed to providing outstanding prosecutorial, investigative and victim services, while continuing internally to implement feasible cost saving measures.

### *Probation Department*

The Probation Department is projecting that, overall, expenditures will be within appropriations and net county cost (NCC) targets at year-end. The Riverside Sheriff's Association Public Safety Unit (PSU) negotiations are still ongoing. The cost associated with any future PSU agreement has yet to be determined and have not been included in the department year-end calculations.

Effective January 1, 2018, SB190 repealed the county's authority to assess and collect fees associated with adjudicating, detaining and supervising youth in the criminal justice

system. In compliance with SB190, the county ceased all assessments and collections of fees on any new juvenile matter effective January 1, 2018. The Board of Supervisors' agenda item 3.22 on April 10, 2018, repealed the County Ordinance relating to such fees. Since the passage of SB190, Probation has been reviewing its practice regarding social security benefits and the department's payment to group homes. The department is working closely with County Counsel in the review of the department practice and any resulting budgetary impact to future collections. The department will continue to keep the Executive Office updated regarding outcomes.

During the second quarter, the department continues its efforts to improve and build efficiencies in its operations. The department is working closely with its stakeholders to discuss the future of Riverside Juvenile Hall and will report any new developments to the Executive Office.

### *Sheriff's Department*

The Sheriff's Department is projecting a balanced budget if the necessary budget adjustments are made and barring any unforeseen emergencies, uptick in violent crime, unanticipated law enforcement operations or major expenditures. As mentioned in the first quarter report, staffing levels across the department continue to be a major concern for the Sheriff. The ramp up in hiring continues with the goal of increasing the number of uniformed personnel throughout the department. The hiring is targeted to continue the department's focus on restoring staff losses due to attrition, hiring for JBDC, and restoring unincorporated patrol staffing to safe levels throughout the County. Overtime will continue to trend higher until staffing normalizes and newly hired uniformed personnel complete their training.

The department has been successful in improving departmental efficiencies and reducing internal costs. To optimize patrol staffing, the department is implementing a 3/12-4/12 work schedule for Deputies in contract cities and unincorporated county areas. To reduce the negative impact on residents and the costs associated with costly litigation, the department has implemented several policies and procedures to decrease the department's civil liabilities. Insurance costs have begun to go down. The department continues to actively work with the Executive Office, Human Resources, and County Counsel to streamline internal processes in an effort to further reduce costs.

Other concerns include overtime trends that will continue until staffing normalizes. From the time a newly hired Deputy starts the academy to completion of field training, it takes about 12 months before they become productive and can help reduce overtime. Additionally, any increases in labor, pension and/or ISF costs will negatively impact the department's budget and limit our ability to increase staffing. Unfunded state mandates, such as the California Public Records Act (CPRA) (SB 1421) continue to have a negative impact on the budget. The department is incurring additional overtime costs to fulfil CPRA requests (unfunded mandate). EDA costs for facilities maintenance and project management continue to negatively impact the department's ability to grow. Finally, AB109 realignment continues to have a significant impact on the Corrections division and the state allocation is still

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drastically underfunded. A new SEIU agreement may have a significant impact on the department.

On December 10, 2019, the Board of Supervisors approved a 5-year agreement with the Riverside Sheriff's Association (RSA). The cost for all RSA members will increase by 20% over the 5-year contract. This increased cost was not included in the department's current year adopted budget. The department is requesting a budget adjustment of \$9 million at this time.

**Recommendation 8:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the Sheriff Department and decreasing Appropriation for Contingency by \$9,000,000, as follows:*

Increase appropriations:		
10000-2500100000-510040	Regular salaries	\$31,893
10000-2500100000-518100	Budgeted benefits	<u>31,963</u>
	Total	63,856

Anticipated use of unassigned fund balance:		
10000-2500100000-370100	Unassigned fund balance	63,856

Increase appropriations:		
10000-2500200000-510040	Regular salaries	22,655
10000-2500200000-518100	Budgeted benefits	<u>23,446</u>
	Total	46,101

Anticipated use of unassigned fund balance:		
10000-2500200000-370100	Unassigned fund balance	46,101

Increase appropriations:		
10000-2500300000-510040	Regular salaries	2,300,083
10000-2500300000-518100	Budgeted benefits	<u>2,029,337</u>
	Total	4,329,420

Anticipated use of unassigned fund balance:		
10000-2500300000-370100	Unassigned fund balance	4,329,420

Increase appropriations:		
10000-2500400000-510040	Regular salaries	1,711,040
10000-2500400000-518100	Budgeted benefits	<u>2,011,929</u>
	Total	3,722,969

Anticipated use of unassigned fund balance:		
10000-2500400000-370100	Unassigned fund balance	3,722,969

Increase appropriations:		
10000-2500500000-510040	Regular salaries	299,837
10000-2500500000-518100	Budgeted benefits	<u>317,385</u>
	Total	617,222

Anticipated use of unassigned fund balance:		
10000-2500500000-370100	Unassigned fund balance	617,222
Increase appropriations:		
10000-2500600000-510040	Regular salaries	7,233
10000-2500600000-518100	Budgeted benefits	<u>5,816</u>
	Total	13,049
Anticipated use of unassigned fund balance:		
10000-2500600000-370100	Unassigned fund balance	13,049
Increase appropriations:		
10000-2500700000-510040	Regular salaries	41,654
10000-2500700000-518100	Budgeted benefits	<u>41,110</u>
	Total	82,764
Anticipated use of unassigned fund balance:		
10000-2500700000-370100	Unassigned fund balance	82,764
Increase appropriations:		
10000-2501000000-510040	Regular salaries	67,015
10000-2501000000-518100	Budgeted benefits	<u>57,604</u>
	Total	124,619
Anticipated use of unassigned fund balance:		
10000-2501000000-370100	Unassigned fund balance	124,619
Decrease appropriations:		
10000-1109000000-581000	Appropriation for contingencies	9,000,000
Anticipated increase of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	9,000,000

**HEALTH & HOSPITAL SERVICES**

**Riverside University Health System**

The Riverside University Health System (RUHS) is on a path to becoming an integrated healthcare system centered on improving access and quality by providing the right care, at the right time, in the right setting and driving for the lowest cost. Key initiatives like the medical office building (MOB), new community health clinics, and integration of behavioral health and primary health care will provide the necessary infrastructure to ensure the long-term success of RUHS. These initiatives will take some time to fully mature, but once complete will provide expanded capacity and fill system care needs that will allow patient needs to be cared for at the lowest possible level of care.

Providing the right care, at the right time, in the right setting is better for the patient, better for the quality of care, and better from a fiscal perspective. It helps preserve the highest levels of intensive and inpatient care for those patients in greatest need, and provides the

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outpatient capacity to expand preventative care, helping keep more people well and out of more costly inpatient care. This philosophy is in line with healthcare industry best practices, and RUHS is in a strong position for an integrated county health system comprised of the Medical Center, Federally Qualified Health Centers, Behavioral Health, and Public Health, which together can provide coordinated access to care from preventive to the most intensive levels.

While implementing a forward-looking strategic plan, RUHS must also manage the challenges and volatility of today, including rising operating and pension costs, as well as reimbursement shortfalls for ambulatory care clinic rates, inmate health, and behavioral health care.

### *Medical Center*

The Riverside University Health System – Medical Center (RUHS – MC) is projecting to end the year within budget targets. The Medical and Surgical Center is scheduled to open in the spring. This project is a key strategic initiative to enhance access to health care services and improve patient outcomes while providing mandated care at the lowest possible cost. The opening will be managed closely to ensure a successful operationalization. Other budget risks include volatility of state and federal funding, particularly the incentive program revenues. RUHS will continue to keep the Executive Office updated on these key issues.

### *County Federally Qualified Health Center Clinics*

The RUHS - Federally Qualified Health Center (FQHC) is projecting a year-end budget shortfall of approximately \$7.4 million.

This projected shortfall is the result of decade old clinic reimbursement rates that have seen rising labor, pension, and operating costs threaten financial viability. Few triggering events allow clinics the opportunity to reset rates; opening a new site and integrating behavioral healthcare provide such resetting opportunities. The infrequency of these opportunities requires strategic planning and precise implementation to maximize the rate-setting event and secure reimbursement rates more reflective of current labor and operating costs.

This process does not allow a quick fix; but a multi-phased plan to optimize operations, trigger rate resetting, and maximize new rates is underway. Optimization requires adherence to strict provider productivity requirements and staffing standardization of important support positions. The planned triggering of rate resetting has been underway for some time. New facilities in Corona, Moreno Valley, Jurupa, and Perris have worked their way through planning, design, construction, and are now open.

Now that the rate-setting periods have begun, continuation and monitoring of optimization efforts will be critical as operations expand and integration of behavioral health and specialty care occurs. Adherence to strict state cost reporting, an intensive audit, and final rate negotiation will complete the process.

This multi-year plan will ultimately improve care and operating results, but the timing of revenue receipts and cash flow will continue to remain a challenge due to the length of the process and delays in settlement payments by the state. RUHS is working closely with the Executive Office to address the operating shortfall and will continue to provide updates in the quarterly budget reports.

### ***Behavioral Health Detention and Correctional Health***

Behavioral Health Detention and Correctional Health are expected to remain within budget targets as RUHS continues to explore opportunities for efficiencies allowing the departments to meet inmate health care service level requirements with lower than anticipated expenditures.

### ***Department of Public Health***

Public Health programs are tracking within budget targets. In Public Health, a budget adjustment is requested for a State funding reduction of \$225,102 for the Foster Care Program, State funding increase of \$17,715 for the Psychotropic Medication Monitoring and Oversight Program and additional funding of \$50,000 for Family Planning Title X STD prevention services.

**Recommendation 9:** *That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments increasing appropriations and estimated revenue for Public Health by \$157,387, as follows:*

Increase appropriations:

10000-4200100000-510040	Regular salaries	\$12,353
10000-4200100000-518100	Budgeted benefits	5,362
10000-4200100000-520705	Food	2,000
10000-4200100000-522860	Medical - dental supplies	13,400
10000-4200100000-523620	Books/publications	7,500
10000-4200100000-523660	Computer supplies	200
10000-4200100000-523700	Office supplies	300
10000-4200100000-523800	Printing/binding	12,100
10000-4200100000-527780	Special program expense	13,000
10000-4200100000-529040	Private mileage reimbursement	<u>1,500</u>
	Total	67,715

Increase estimated revenue:

10000-4200100000-751680	CA - state grant revenue	17,715
10000-4200100000-762040	Federal - health grants	<u>50,000</u>
	Total	67,715

Decrease appropriations:

10000-4200100000-510040	Regular salaries	117,163
10000-4200100000-518100	Budgeted benefits	<u>107,939</u>
	Total	225,102

Decrease estimated revenue:

10000-4200100000-751680	CA - state grant revenue	225,102
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**HUMAN SERVICES**

**Department of Public Social Services (DPSS)**

In August 2019, after FY 18/19 year-end schedule submittals and state claiming deadlines, the department of Human Resources refunded county departments excess short-term disability and unemployment insurance charges that occurred between FY 10/11 – FY 18/19. As a result, a total of \$1,506,570 was refunded to DPSS, all of which went back to the county general fund at the close of FY 18/19. An adjustment claim must now be filed with the California Department of Social Services (CDSS) to return \$1,199,111 in federal and state funds which had been allocated to the department for short-term disability and unemployment insurance charges during the aforementioned nine-year period; the department requests a budget adjustment in the amount of \$1,199,111 to process this refund.

**Recommendation 10:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing estimated revenue for the Department of Public Social Services by \$1,199,111, as follows:*

Decrease estimated revenue:		
10000-5100100000-750300	CA-public assistance admin	\$171,237
10000-5100100000-760000	Fed-public assistance admin	<u>1,027,874</u>
	Total	1,199,111

Anticipated use of unassigned fund balance:		
10000-5100100000-370100	Unassigned fund balance	1,199,111

DPSS projects an approximate 13 percent increase in In-Home Supportive Services (IHSS) individual providers paid hours during the current fiscal year, over FY 18/19. This will result in \$4.7 million of additional health benefits costs, all of which will be covered by federal and state contributions. The department therefore requests the following budget adjustment to reflect the increase in revenue and appropriations.

**Recommendation 11:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for the Department of Public Social Services by \$4,700,000, as follows:*

Increase appropriations:		
10000-5100200000-530440	Client services	\$4,700,000

Increase estimated revenue:		
10000-5100200000-761000	Federal - public assistance programs	1,300,000
10000-5100200000-750700	CA - public assistance program	<u>3,400,000</u>
	Total	4,700,000

## PUBLIC WORKS

### Code Enforcement

Code Enforcement is requesting an increase of \$300,000 in the current fiscal year to enhance staffing. This will allow Code Enforcement to add four Code Officer II positions, underfilling them as Code Officer I's, to supplement field staff, increasing each of the 3 regional offices by one officer and the Cannabis Enforcement Team by one officer. As well, the department is requesting four vehicles for the additional officers. The department budget was reduced by a net of \$500,000 at the start of this fiscal year; this action will restore \$300,000 of the original cut to fund the four positions requested.

The corresponding vehicle request is noted within Purchasing and Fleet Service's mid-year report.

**Recommendation 12:** *That the Board of Supervisors approve amending Ordinance 440 to add four (4) Code Enforcement II positions as indicated in Attachment B.*

**Recommendation 13:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Code Enforcement and decreasing appropriations for Appropriations for Contingency by \$300,000, as follows:*

Increase appropriations:

10000-3140100000-510040	Regular Salaries	\$93,357
10000-3140100000-518100	Budgeted Benefits	45,526
10000-3140100000-520115	Uniforms-Replacement Clothing	7,800
10000-3140100000-520220	County Radio 700 MHz System	3,667
10000-3140100000-520230	Cellular Phone	1,600
10000-3140100000-523640	Computer Equip-Non-Fixed Asset	15,000
10000-3140100000-527840	Training-Education/Tuition	5,200
10000-3140100000-528920	Car Pool Expense	<u>127,850</u>
	Total	300,000

Anticipated use of unassigned fund balance:

10000-3140100000-370100	Unassigned fund balance	300,000
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Decrease appropriations:

10000-1109000000-581000	Appropriation for contingencies	300,000
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Anticipated increase of unassigned fund balance:

10000-1109000000-370100	Unassigned fund balance	300,000
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### Department of Environmental Health

The Department of Environmental Health (DEHs) is requesting replacement of thirteen vehicles via five-year financing; four for the Environmental Protection and Oversight program, two for the Vector Control program, and seven for Food/Pool program. The vehicles to be replaced range from model years 2006 through 2008 and have varying degrees of

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high mileage and/or maintenance issues. It should be noted that no net county cost is requested or required for these vehicle acquisitions and these vehicles are replacements only; no additional vehicles will be added to DEHs vehicle fleet. DEH will coordinate with Fleet Services to surplus the older vehicles as soon as it receives the replacements.

The corresponding vehicle request is noted within Purchasing and Fleet Service's mid-year report. If approved, DEH will finance these vehicles for five years and will program the upcoming FY 20/21 budget accordingly. A budget adjustment will not be necessary.

### *ECONOMIC & COMMUNITY DEVELOPMENT*

#### *Department of Animal Services*

Riverside County Animal Services aging spay and neuter bus was in desperate need to have the interior refurbished. The refurbishment will update/replace the water system, electrical system, cabinets, flooring and countertops. Surgical equipment will be replaced and relocated to ensure maximum efficiency for the spay and neuter processes performed on the bus. The cost to refurbish will be \$60,782. A grant was secured from Petco and placed into a liability account that will cover the cost of materials and labor.

**Recommendation 14:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Animal Services by \$14,102, as follows:*

Increase appropriations:		
10000-4200600000-521560	Maintenance – other	\$14,102
Increase estimated revenue:		
10000-4200600000-781850	Grants non-governmental agencies	14,102

The Volunteer Services Division of Riverside Animal Services has requested to use donated funds to purchase two projectors. One will be located at the Riverside Shelter and the other will be located at the San Jacinto Shelter. These will be used to facilitate presentations and trainings with their volunteers and staff. The cost of the two projectors will be \$1,060. The donations that will be used for this expense are placed into a liability account as they are received. That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Animal Services by \$1,060, as follows:

**Recommendation 15:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Animal Services by \$1,060 as follows:*

Increase appropriations:		
10000-4200600000-523680	Office equipment non fixed assets	\$1,060
Increase estimated revenue:		
10000-4200600000-781220	Contributions & donations	1,060

### *Economic Development Program*

During the FY 19/20 budget process, a budget was not established for the Cal Home Grant Program and is now needed to close the fund. EDA requests a budget adjustment to establish appropriations to record final grant expenditures and close the fund.

**Recommendation 16:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for EDA Cal Home Grant Program Fund by \$8,200, as follows:*

Increase appropriations:		
21270-1900600000-530360	Home/shelter services	\$8,200
Anticipated use of restricted fund balance:		
21270-1900600000-321101	Restricted program money	8,200

### *County Service Areas*

The department requests a budget adjustment for CSA 142. The request is to cover utility charges for a meter not previously billed by Southern California Edison for the prior year. The bill is paid through the Energy division's EnergyCap software and billed back to the CSA.

**Recommendation 17:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for CSA 142 by \$5,000, as follows:*

Increase appropriations:		
24525-914201-537240	Interfund expense - utilities	\$5,000
Anticipated use of restricted fund balance:		
24525-914201-321101	Restricted program money	5,000

### *Regional Parks and Open Space District*

The District has renewed a long-term lease with Metropolitan Water District for maintenance, operations, and capital development at Lake Skinner Recreation Area (SKN). Historically, SKN has been accounted for by the District in its operating fund 25400 along with its other Regional Parks; however, the new lease requires that SKN operations need to be accounted for in a separate fund in order to ensure any operational net gains are reinvested back into SKN rather than absorbed by the District and used to support other park sites. A budget must be established for the new SKN fund 25620.

**Recommendation 18:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Regional Park and Open Space District Lake Skinner Recreation Area Fund by \$996,273, as follows:*

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### Increase appropriations:

25620-931750-510040	Regular salaries	\$426,147
25620-931750-529550	Water	139,804
25620-931750-529520	Sewer system	137,629
25620-931750-522320	Maintenance - grounds	66,158
25620-931750-529500	Electricity	55,580
25620-931750-527960	Park & recreation	38,863
25620-931750-520845	Trash	22,737
25620-931750-521600	Maintenance - service contracts	19,000
25620-931750-521500	Maintenance - motor vehicles	14,879
25620-931750-523290	Bank charges	11,127
25620-931750-520220	County radio 700 MHz system	9,620
25620-931750-521320	Maintenance - boat	6,962
25620-931750-528920	Car pool expense	6,096
25620-931750-520020	Pest and insect control	4,600
25620-931750-523800	Printing/binding	3,337
25620-931750-521420	Maintenance - field equipment	2,963
25620-931750-520230	Cellular phone	2,807
25620-931750-527840	Training - education/tuition	2,765
25620-931750-527680	Public signs	2,420
25620-931750-526910	Field equipment - non assets	2,291
25620-931750-520115	Uniforms - replacement clothing	2,272
25620-931750-522340	Maintenance - rec facilities	1,683
25620-931750-523250	Refunds	1,680
25620-931750-520320	Telephone service	1,383
25620-931750-523840	Computer equipment- software	1,100
25620-931750-520800	Household expense	1,024
25620-931750-520010	Herbicide	1,000
25620-931750-521720	Maintenance - fire equipment	800
25620-931750-527630	Chemicals	720
25620-931750-521760	Maintenance - tires	700
25620-931750-526530	Rent - lease equipment	700
25620-931750-522310	Maintenance - building and improvement	657
25620-931750-527720	Safety - security supplies	346
25620-931750-520025	Water bacterial testing	280
25620-931750-521700	Maintenance - alarms	192
25620-931750-523340	Late interest charge	91
25620-931750-523760	Postage - mailing	48
25620-931750-524840	Fingerprinting services	31
25620-931750-537080	Interfund expense - miscellaneous	105
25620-931750-537090	Interfund expense - personnel services	<u>5,676</u>
	Total	996,273

### Increase estimated revenue:

25620-931750-776700	Camping	746,273
25620-931750-741020	Admissions	150,000
25620-931750-790500	Operating transfers - in	<u>100,000</u>
	Total	996,273

### Increase appropriations:

25400-931104-551000	Operating transfers – out	100,000
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Anticipated use of committed fund balance:  
 25400-931104-330100 Committed fund balance 100,000

**INTERNAL SUPPORT**

**General Liability Insurance**

General Liability Insurance will exceed budgeted appropriations for liability adjustment expenses due to unanticipated increase in claim settlements.

At second quarter, Human Resources is requesting an increase in appropriations in the amount of \$6.4 million to cover payment for claim settlements. The department will offset the increased costs from increased stop loss reimbursements from CSAC-EIA.

**Recommendation 19:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for Human Resources General Liability Insurance by \$6,400,000, as follows:*

Increase appropriations:		
45960-1131000000-534280	Liability adj expense	\$6,400,000
Increase estimated revenue:		
45960-1131000000-777010	Stop loss reimbursement	6,400,000

**Temporary Assignment Program**

The Temporary Assistance Program (TAP) rate performance continues to be unpredictable due to its dependence on the hiring volume. If hiring volumes do not meet budgeted expectations, the fund may not be able to contribute to the general fund Human Resources operations. The department will continue to restrict spending as necessary.

**Purchasing & Fleet Services**

Purchasing Services is requesting three additional procurement positions to support county-wide and department specific procurement activities. These positions are part of a reorganization, which will allow for enhanced supervision and oversight of compliance for procurement activities, as well as increased support for county-wide procurements. The department requests an approval of these positions through an amendment to Ord. 440. No additional net county cost is required for the remainder of the year for these positions, as the department has salary savings due to the delay in filling vacant positions.

**Recommendation 20:** *That the Board of Supervisors approve amending Ordinance 440 to add three (3) Contract Procurement Specialist (PCS) position as indicated in Attachment B.*

Fleet Services requests a budget adjustment of \$1,820,863 to increase appropriations and estimated revenues. The first and second quarter fuel prices were higher than expected and the department incurred debt service on the fleet building in Jurupa Valley,

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as the sale or repurpose of the building has been delayed.

**Recommendation 21:** *That the Board of Supervisors approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations and estimated revenue for Purchasing and Fleet Services by \$1,820,863, as follows:*

Increase appropriations:		
45300-7300500000-527100	Fuel	\$1,000,000
45300-7300500000-526700	Rent - lease buildings	<u>820,863</u>
	Total	1,820,863

Increase estimated revenue:		
45300-7300500000-777070	Fuel sales	1,000,000

Anticipated use of unrestricted net assets:		
45300-7300500000-380100	Unrestricted net assets	820,863

In addition, Fleet Services requests authorization to purchase thirteen vehicles for Environmental Health. These vehicles are replacement vehicles. We are also requesting authorization to purchase four vehicles for Code Enforcement for field staff operations. Fleet Services does not require a budget adjustment. Environmental Health and Code Enforcement will reimburse Fleet Services for purchase costs and will request a budget adjustment if needed.

**Recommendation 22:** *That the Board of Supervisors approve and authorize the purchase of seventeen vehicles.*

### *Riverside County Information Technology*

The Riverside County Information Technology department (RCIT), RCIT – Geographical Information Systems (GIS) and RCIT – Public Safety Enterprise Communications (PSEC) report that they will not exceed budgeted targets for FY 19/20.

In 2009, Public Safety Enterprise Communications (PSEC) entered into various long-term ground use leases in order to gain access to small land parcels, road and power line right of ways to support PSEC network that provides critical radio communications for several county agencies. These ground use leases range from twenty-five to fifty years. There were various lump sum payments made at the beginning of the term of the ground use leases. However, the payments could not be fully expensed in the year the lump sum payments were made as they were classified prepaid instead of operating lease expenses. The department request a budget adjustment to make a reclassification adjustment from prepaid expenses to operating lease expenses for FY 19/20.

**Recommendation 23:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment to increase appropriations in the RCIT - Public Safety Enterprise Communications funds by \$19,040, as follows:*

Increase appropriations:		
33500-7400300000-526710	Rent - lease land	\$19,040

Anticipated use of assigned fund balance:  
33500-7400300000-350200      AFB for construction/capital projects      19,040

## Attachment A Summary of Recommendations

For convenience, this section repeats the recommendations contained in the main report. There is no new information in Attachment A.

**Recommendation 1:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for RMAP's ISF Fund by \$80,000, as follows:*

Increase appropriations:		
45100-1200300000-551000	Operating transfers-out	\$80,000
Anticipated use of unrestricted net assets:		
45100-1200300000-380100	Unrestricted net assets	80,000
Increase estimated revenue:		
10000-1200300000-790500	Operating transfer-in	80,000
Anticipated increase of unassigned fund balance:		
10000-1200300000-370100	Unassigned fund balance	80,000

**Recommendation 2:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Contribution to Other Funds and decreasing Appropriation for Contingencies by \$1,398,260, as follows:*

Increase appropriations:		
10000-1101000000-551100	Contribution to other funds	\$1,398,260
Anticipated use of unassigned fund balance:		
10000-1101000000-370100	Unassigned fund balance	1,398,260
Decrease appropriations:		
10000-1109000000-581000	Appropriation for contingencies	1,398,260
Anticipated increase of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	1,398,260
Increase estimated revenue:		
45500-7400100000-790600	Contribution from other county funds	1,398,260
Anticipated increase of unrestricted net assets:		
45500-7400100000-380100	Unrestricted net assets	1,398,260

**Recommendation 3:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Contribution to Other Funds by \$790,000, as follows:*

## Attachment A

Increase appropriations:		
10000-1101000000-551100	Contribution to other funds	\$790,000

Anticipated use of unassigned fund balance:		
10000-1101000000-370100	Unassigned fund balance	790,000

Increase appropriations:		
30100-7200800000-528500	Project Cost Expense	790,000

Increase estimated revenue:		
30100-7200800000-790600	Contribution from other county funds	790,000

**Recommendation 4:** That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments increasing appropriations and estimated revenue for Contributions to Health and Mental Health by \$28,600,000, as follows:

Increase appropriations:		
10000-1101400000-536100	Realignment – county match	\$28,600,000

Increase estimated revenue:		
10000-1101400000-750250	CA - realignment for VLF	28,600,000

**Recommendation 5:** That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments increasing appropriations for Appropriations for Contingency by \$20,000,000, as follows:

Increase appropriations:		
10000-1109000000-581000	Appropriation for contingencies	\$20,000,000

Anticipated use of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	20,000,000

**Recommendation 6:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Emergency Management Department by \$90,728, as follows:

Increase appropriations:		
21810-2000100000-510040	Regular salaries	\$11,149
21810-2000100000-518100	Budgeted benefits	4,709
21810-2000100000-527180	Operational supplies	6,370
21810-2000100000-546160	Equipment - other	<u>68,500</u>
	Total	90,728

Increase estimated revenue:		
21810-2000100000-767220	Federal - other operating grants	90,728

**Recommendation 7:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for Fire Protection by \$85,000, as follows:

Increase appropriations:		
10000-2700200000-527780	Special program expense	\$85,000

Increase estimated revenue:		
10000-2700200000-767220	Federal - other operating grants	85,000

**Recommendation 8:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the Sheriff Department and decreasing Appropriation for Contingency by \$9,000,000, as follows:*

Increase appropriations:		
10000-2500100000-510040	Regular salaries	\$31,893
10000-2500100000-518100	Budgeted benefits	<u>31,963</u>
	Total	63,856

Anticipated use of unassigned fund balance:		
10000-2500100000-370100	Unassigned fund balance	63,856

Increase appropriations:		
10000-2500200000-510040	Regular salaries	22,655
10000-2500200000-518100	Budgeted benefits	<u>23,446</u>
	Total	46,101

Anticipated use of unassigned fund balance:		
10000-2500200000-370100	Unassigned fund balance	46,101

Increase appropriations:		
10000-2500300000-510040	Regular salaries	2,300,083
10000-2500300000-518100	Budgeted benefits	<u>2,029,337</u>
	Total	4,329,420

Anticipated use of unassigned fund balance:		
10000-2500300000-370100	Unassigned fund balance	4,329,420

Increase appropriations:		
10000-2500400000-510040	Regular salaries	1,711,040
10000-2500400000-518100	Budgeted benefits	<u>2,011,929</u>
	Total	3,722,969

Anticipated use of unassigned fund balance:		
10000-2500400000-370100	Unassigned fund balance	3,722,969

Increase appropriations:		
10000-2500500000-510040	Regular salaries	299,837
10000-2500500000-518100	Budgeted benefits	<u>317,385</u>
	Total	617,222

Anticipated use of unassigned fund balance:		
10000-2500500000-370100	Unassigned fund balance	617,222

## Attachment A

Increase appropriations:		
10000-2500600000-510040	Regular salaries	7,233
10000-2500600000-518100	Budgeted benefits	<u>5,816</u>
	Total	13,049

Anticipated use of unassigned fund balance:		
10000-2500600000-370100	Unassigned fund balance	13,049

Increase appropriations:		
10000-2500700000-510040	Regular salaries	41,654
10000-2500700000-518100	Budgeted benefits	<u>41,110</u>
	Total	82,764

Anticipated use of unassigned fund balance:		
10000-2500700000-370100	Unassigned fund balance	82,764

Increase appropriations:		
10000-2501000000-510040	Regular salaries	67,015
10000-2501000000-518100	Budgeted benefits	<u>57,604</u>
	Total	124,619

Anticipated use of unassigned fund balance:		
10000-2501000000-370100	Unassigned fund balance	124,619

Decrease appropriations:		
10000-1109000000-581000	Appropriation for contingencies	9,000,000

Anticipated increase of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	9,000,000

**Recommendation 9:** *That the Board of Supervisors approve and direct the Auditor Controller to make budget adjustments increasing appropriations and estimated revenue for Public Health by \$157,387, as follows:*

Increase appropriations:		
10000-4200100000-510040	Regular salaries	\$12,353
10000-4200100000-518100	Budgeted benefits	5,362
10000-4200100000-520705	Food	2,000
10000-4200100000-522860	Medical - dental supplies	13,400
10000-4200100000-523620	Books/publications	7,500
10000-4200100000-523660	Computer supplies	200
10000-4200100000-523700	Office supplies	300
10000-4200100000-523800	Printing/binding	12,100
10000-4200100000-527780	Special program expense	13,000
10000-4200100000-529040	Private mileage reimbursement	<u>1,500</u>
	Total	67,715

Increase estimated revenue:		
10000-4200100000-751680	CA - state grant revenue	17,715
10000-4200100000-762040	Federal - health grants	<u>50,000</u>
	Total	67,715

Decrease appropriations:		
10000-4200100000-510040	Regular salaries	117,163
10000-4200100000-518100	Budgeted benefits	<u>107,939</u>
	Total	225,102
Decrease estimated revenue:		
10000-4200100000-751680	CA - state grant revenue	225,102

**Recommendation 10:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing estimated revenue for the Department of Public Social Services by \$1,199,111, as follows:

Decrease estimated revenue:		
10000-5100100000-750300	CA-public assistance admin	\$171,237
10000-5100100000-760000	Fed-public assistance admin	<u>1,027,874</u>
	Total	1,199,111
Anticipated use of unassigned fund balance:		
10000-5100100000-370100	Unassigned fund balance	1,199,111

**Recommendation 11:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for the Department of Public Social Services by \$4,700,000, as follows:

Increase appropriations:		
10000-5100200000-530440	Client services	\$4,700,000
Increase estimated revenue:		
10000-5100200000-761000	Federal - public assistance programs	1,300,000
10000-5100200000-750700	CA - public assistance program	<u>3,400,000</u>
	Total	4,700,000

**Recommendation 13:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Code Enforcement and decreasing appropriations for Appropriations for Contingency by \$300,000, as follows:

Increase appropriations:		
10000-3140100000-510040	Regular Salaries	\$93,357
10000-3140100000-518100	Budgeted Benefits	45,526
10000-3140100000-520115	Uniforms-Replacement Clothing	7,800
10000-3140100000-520220	County Radio 700 MHz System	3,667
10000-3140100000-520230	Cellular Phone	1,600
10000-3140100000-523640	Computer Equip-Non-Fixed Asset	15,000
10000-3140100000-527840	Training-Education/Tuition	5,200
10000-3140100000-528920	Car Pool Expense	<u>127,850</u>
	Total	300,000
Anticipated use of unassigned fund balance:		
10000-3140100000-370100	Unassigned fund balance	300,000

## Attachment A

Decrease appropriations:		
10000-1109000000-581000	Appropriation for contingencies	300,000
Anticipated increase of unassigned fund balance:		
10000-1109000000-370100	Unassigned fund balance	300,000

**Recommendation 14:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Animal Services by \$14,102, as follows:*

Increase appropriations:		
10000-4200600000-521560	Maintenance – other	\$14,102
Increase estimated revenue:		
10000-4200600000-781850	Grants non-governmental agencies	14,102

**Recommendation 15:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Animal Services by \$1,060, as follows:*

Increase appropriations:		
10000-4200600000-523680	Office equipment non fixed assets	\$1,060
Increase estimated revenue:		
10000-4200600000-781220	Contributions & donations	1,060

**Recommendation 16:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for EDA Cal Home Grant Program Fund by \$8,200, as follows:*

Increase appropriations:		
21270-1900600000-530360	Home/shelter services	\$8,200
Anticipated use of restricted fund balance:		
21270-1900600000-321101	Restricted program money	8,200

**Recommendation 17:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for CSA 142 by \$5,000, as follows:*

Increase appropriations:		
24525-914201-537240	Interfund expense - utilities	\$5,000

Anticipated use of restricted fund balance:

24525-914201-321101	Restricted program money	5,000
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**Recommendation 18:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Regional Park and Open Space District Lake Skinner Recreation Area Fund by \$996,273, as follows:*

Increase appropriations:

25620-931750-510040	Regular salaries	\$426,147
25620-931750-529550	Water	139,804
25620-931750-529520	Sewer system	137,629
25620-931750-522320	Maintenance - grounds	66,158
25620-931750-529500	Electricity	55,580
25620-931750-527960	Park & recreation	38,863
25620-931750-520845	Trash	22,737
25620-931750-521600	Maintenance - service contracts	19,000
25620-931750-521500	Maintenance - motor vehicles	14,879
25620-931750-523290	Bank charges	11,127
25620-931750-520220	County radio 700 MHz system	9,620
25620-931750-521320	Maintenance - boat	6,962
25620-931750-528920	Car pool expense	6,096
25620-931750-520020	Pest and insect control	4,600
25620-931750-523800	Printing/binding	3,337
25620-931750-521420	Maintenance - field equipment	2,963
25620-931750-520230	Cellular phone	2,807
25620-931750-527840	Training - education/tuition	2,765
25620-931750-527680	Public signs	2,420
25620-931750-526910	Field equipment - non assets	2,291
25620-931750-520115	Uniforms - replacement clothing	2,272
25620-931750-522340	Maintenance - rec facilities	1,683
25620-931750-523250	Refunds	1,680
25620-931750-520320	Telephone service	1,383
25620-931750-523840	Computer equipment- software	1,100
25620-931750-520800	Household expense	1,024
25620-931750-520010	Herbicide	1,000
25620-931750-521720	Maintenance - fire equipment	800
25620-931750-527630	Chemicals	720
25620-931750-521760	Maintenance - tires	700
25620-931750-526530	Rent - lease equipment	700
25620-931750-522310	Maintenance - building and improvement	657
25620-931750-527720	Safety - security supplies	346
25620-931750-520025	Water bacterial testing	280
25620-931750-521700	Maintenance - alarms	192
25620-931750-523340	Late interest charge	91
25620-931750-523760	Postage - mailing	48
25620-931750-524840	Fingerprinting services	31
25620-931750-537080	Interfund expense - miscellaneous	105
25620-931750-537090	Interfund expense - personnel services	5,676
	Total	<u>996,273</u>

Increase estimated revenue:

## Attachment A

25620-931750-776700	Camping	746,273
25620-931750-741020	Admissions	150,000
25620-931750-790500	Operating transfers - in	<u>100,000</u>
	Total	996,273
Increase appropriations:		
25400-931104-551000	Operating transfers – out	100,000
Anticipated use of committed fund balance:		
25400-931104-330100	Committed fund balance	100,000

**Recommendation 19:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenues for Human Resources General Liability Insurance by \$6,400,000, as follows:*

Increase appropriations:		
45960-1131000000-534280	Liability adj expense	\$6,400,000
Increase estimated revenue:		
45960-1131000000-777010	Stop loss reimbursement	6,400,000

**Recommendation 21:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for Purchasing and Fleet Services by \$1,820,863, as follows:*

Increase appropriations:		
45300-7300500000-527100	Fuel	\$1,000,000
45300-7300500000-526700	Rent - lease buildings	<u>820,863</u>
	Total	1,820,863
Increase estimated revenue:		
45300-7300500000-777070	Fuel sales	1,000,000
Anticipated use of unrestricted net assets:		
45300-7300500000-380100	Unrestricted net assets	820,863

**Recommendation 23:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment to increase appropriations in the RCIT - Public Safety Enterprise Communications funds by \$19,040, as follows:*

Increase appropriations:		
33500-7400300000-526710	Rent - lease land	\$19,040
Anticipated use of assigned fund balance:		
33500-7400300000-350200	AFB for construction/capital projects	19,040

REVISEDRESOLUTION NO. 440-9138

1 A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY RIVERSIDE

2 AMENDING ORDINANCE NO. 440

3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in  
 4 regular session assembled on February 4, 2020, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the  
 5 Executive Office is authorized to make the following listed change(s), operative on the date of approval, as  
 6 follows:

7	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
8	15813	+3	7300100000	Procurement Contract Specialist	Regular
9	33239	+4	3140100000	Code Enforcement Officer II	Regular

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