



Sheriff's Office
COUNTY OF TULARE
AGENDA ITEM

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: January 29, 2019 **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Ed Lardner, Grant Specialist PHONE: (559) 802-9462

SUBJECT: Approve budget adjustments.

REQUEST(S):

That the Board of Supervisors:

Approve the necessary budget adjustments per the attached AUD 308's (4/5ths vote required).

SUMMARY:

The Sheriff's Office (TCSO) is requesting the following budget adjustments be made to the Sheriff's fiscal year 2018/2019 operating budget:

- Increase the revenue and expenditure budget for the Sheriff's Farm Program by \$60,000 to offset costs related to the farm hay barn. The current hay barn is approximately 30 years old. The roof must be replaced due to water leaking onto the hay. The hay barn will also increase in size due to the expansion of the farm over the last several years. TCSO is now growing more alfalfa; therefore, a bigger hay barn is needed. There is no net County cost to remodeled hay barn.
- Increase the revenue and expenditure budget by \$133,907 for State Criminal Alien Assistance Program (SCAAP) awarded by the U.S. Department of Justice. SCAAP provides federal payments to states and localities that incurred costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least four consecutive days during the reporting period. Agencies do not know how much their SCAAP award will be when they apply for SCAAP funding. The award is based on how many agencies

SUBJECT: Approve budget adjustments.

DATE: January 29, 2019 **REVISED**

applied and how many undocumented inmates were incarcerated. The increase in revenue will be offset by expenses within maintenance, equipment and special department expenses incurred by the SCAAP program.

- Increase the revenue and expenditure budget for the Standards and Training for Corrections Programs (STC) from \$128,355 to \$137,340, a difference of \$8,985. STC is a voluntarily program that agencies participate in and are allocated subvention funding through the STC program. The increase in revenues of \$8,985 will be offset by an increase in training for Detention Staff. The final training allocation was not determined until October 29, 2018 and is based on the eligible budgeted positions that will require annual training and the required CORE training, therefore, a budget adjustment is necessary.
- Increase the revenue and expenditure budget for Fingerprint images for FY 18/19 by \$170,000. TCSO usually incurs 12 months of fingerprint fees each fiscal year, however, we will have 6 months of expenses that should have been posted in the prior fiscal year, FY 17/18. These are fees that are submitted to the California Department of Justice (DOJ) for processing the fingerprint images rolled by TCSO. In January of 2018, TCSO began utilizing Permitium, LLC for online concealed carry weapons applications. With this new process, the reconciling of fees to be remitted to DOJ took longer than anticipated. TCSO is getting current with the reconciliation process and will be back on target by having 12 months of expenditures for FY 19/20.

FISCAL IMPACT/FINANCING:

Each of the budget adjustments listed will not require a net County cost.

- The Farm hay barn remodel will be funded through the Sheriff's Trust Fund 526-Farm Expansion Fund revenue will be place into account line no. 001-240-2900-9295
- The US DOJ award for SCAAP revenue will be increased and placed into account line no. 001-240-2500-5220
- The STC revenue increase will be placed into account line no. 001-240-2500-9292
- The fingerprint expenditure fee will increase the departments other licensing and permits revenue and placed into account line no. 001-240-2100-4212

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's strategic plan includes the Initiative, Organizational Performance. The approval of these AUD 308 budget adjustments will assist in the organizational effectiveness and stability by providing funding to programs that sustain the Sheriff's mission.

SUBJECT: Approve budget adjustments.
DATE: January 29, 2019 **REVISED**

ADMINISTRATIVE SIGN-OFF:


Mike Boudreaux
Sheriff-Coroner

cc: County Administrative Office

Attachment A: AUD 308 budget adjustment for the Sheriff's Farm Program
Attachment B: AUD 308 budget adjustment for SCAAP
Attachment C: AUD 308 budget adjustment for the STC Program
Attachment D: AUD 308 budget adjustment for fingerprint expenditures

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE
BUDGET ADJUSTMENTS

)
) Resolution No. _____
) Agreement No. _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

Approved the necessary budget adjustments per the attached AUD 308's (4/5ths vote required).

AUD-308 - Budget Adjustment Form

9:47 AM

01/15/19				07/19		2019	
Date		Document ID Number		Accounting Period		Budget Fiscal Year	
Tulare County Sheriff's Office				Terrie Saenz		802-9450	
Agency Name				Contact Person		Phone	
						Extension	

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt
C	001	240	240SSUP				8,704,272	8,764,272	60,000
									-
									-
									-
									-
									-
									-
									-
									-
									-
Appropriations Total				<i>Need Not Equal Zero</i>			8,704,272	8,764,272	60,000

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
A	001	240		2900		9295			60,000	(60,000)
C	001	240	240SSUP	2900	7066			145,000	205,000	60,000
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 145,000	\$ 265,000	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To transfer funds from Sheriff's Trust Fund 526-Farm Expansion Fund in the amount of \$60,000 to offset expenditures for the hay barn remodel/expansion. The hay barn is located on the Sheriff's farm. There is no net county cost.

Maria Boudreau

Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____
 County Executive Office Action: No. _____ Date: _____
 () Approved () Disapproved

Entered By: _____
 Date: _____
 Distribution: 1: BOS/CAO/Auditor

By: _____
 Board of Supervisors Action: No. _____ Date: _____

**** Action Codes: A=Add, C=Change, D=Deactivate**
 * Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs
 * Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa
 * Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa

AUD-308 - Budget Adjustment Form

9:52 AM

01/15/19				07/19		2019	
Date		Document ID Number		Accounting Period		Budget Fiscal Year	
Tulare County Sheriff's Office				Terrie Saenz		802-9450	
Agency Name				Contact Person		Phone	

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt	
C	001	240	240SSUP				8,704,272	8,838,179	133,907	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
Appropriations Total							<i>Need Not Equal Zero</i>	8,704,272	8,838,179	133,907

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	001	240		2500		5220		250,000	383,907	(133,907)
C	001	240	240SSUP	2100	7021			60,000	100,000	40,000
C	001	240	240SSUP	2100	7066			995,590	1,089,497	93,907
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 1,305,590	\$ 1,573,404	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To increase revenue for State Criminal Alien Assistance Program (SCAAP) awarded in January 2019. This will increase SCAAP revenue from \$250,000 to \$383,907.

Mikel Boudreau

Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____
 County Executive Office Action: No. _____ Date: _____
 () Approved () Disapproved

By: _____
 Board of Supervisors Action: No. _____ Date: _____

Entered By: _____
 Date: _____
 Distribution: 1: BOS/CAO/Auditor

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 * Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa

