



**County Administrative
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: April 7, 2020

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 checked="" 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 checked="" type="checkbox"/>	N/A	<input 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: Jason T. Britt PHONE: 559-636-5005

SUBJECT: Mid-Year Budget Report for FY 2019/20 and Approval of Rollover Operating Budget for FY 2020/21

REQUEST(S):

That the Board of Supervisors:

1. Receive the Mid-Year Budget Report for FY 2019/20.
2. Approve the proposed schedule for preparation and adoption of the FY 2020/21 budget, which incorporates a rollover budget as the operating budget (including the Capital Projects budget) for the period between July 1, 2020, and adoption of the FY 2020/21 budget (4/5ths vote required).
3. Adopt the personnel resolution to add, delete, and amend positions, and approve and amend the required job specifications, class designations, and salary adjustments proposed in the Mid-Year Budget Report subject to completion of meet and confer.
4. Approve the capital asset purchase list.
5. Authorize the Auditor-Controller/Treasurer-Tax Collector, with the concurrence of the County Administrative Officer, to process any budget adjustments proposed in the Mid-Year Budget Report (4/5ths vote required).

SUMMARY:

Mid-Year Budget Report

This Mid-Year Budget Report is an opportunity to review the financial condition of

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DATE: April 7, 2020

Tulare County's Adopted Budget, approved on September 10, 2019, by the Board of Supervisors for Fiscal Year 2019/20.

This budget review also provides the opportunity to evaluate the fiscal outlook of the economy and future challenges, thereby allowing adequate preparation for the County's Fiscal Year 2020/21 budget.

Tulare County continues to have several financial challenges to address in the coming years, including:

- (1) Increasing operational and structural costs – Memorandum of Understanding impacts, programs, and facilities;
- (2) Legislative and regulatory requirements relating to employee compensation;
- (3) Rising employer retirement contributions along with the Pension Obligation Bond payments;
- (4) Detention facilities operational costs involving public safety, mental health, and health care costs;
- (5) Fire department organizational and capital asset planning, including Fire Stations, improvements, transport, equipment, and staffing;
- (6) Zones of Benefit for water systems and wastewater systems;
- (7) Internal Service Fund expenses outpacing rate increases;
- (8) Groundwater Sustainability Agency fees and regulatory compliance for the Sustainable Groundwater Management Act and Central Valley Salinity Alternatives for Long-Term Sustainability (CV SALTS) program; and
- (9) The potential economic recession, and impacts of the coronavirus (COVID-19) outbreak.

As has been well noted, the global COVID-19 pandemic has created a broad array of financial impacts throughout nearly all sectors of the economy – particularly in the service, tourism, and hospitality sectors. At this time, the magnitude to which the economic effects of the outbreak will directly impact the County's budget is uncertain, either in the form of reduced tax revenues or increased emergency-response expenses. The County Administrative Office is actively managing the County's emergency response and will continue to evaluate this matter in the coming months, including ongoing financial impacts.

Based on this Mid-Year Report, the County General Fund budget is on target to finish the Fiscal Year within the net county cost adopted by the Board of Supervisors. In preparation for the upcoming fiscal year budget process, carryover fund balance (revenues and fund balance in excess of expenditures) is expected to be above the structural level necessary to end the current Fiscal Year.

This positive financial position is reflective of the conservative approach used in developing discretionary revenue estimates, the unused contingency appropriation, and strong departmental fiscal practices.

Overall, the county continues the structural improvement of the General Fund, while

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providing funding for:

- (1) mandated and essential services;
- (2) local programs and projects;
- (3) capital and infrastructure needs;
- (4) equipment maintenance and replacement; and
- (5) reserves and contingencies.

As of December 31, 2019, overall General Fund revenues are 35% collected, which is 1% lower when compared to the prior year. The majority of General Fund revenues are collected in the second half of the year, with a large portion received in the last quarter. Additionally, in subvented portions of the budget, revenues flow up or down according to their related claimable expenses.

Expenditures are approximately 51% of the budget, as of December 31, 2019, and are 2% lower when compared to the prior year. Expenditure balances at Mid-Year include full-year charges for COWCAP, Workers' Compensation Insurance, General Liability Insurance, Property Insurance, Medical Malpractice Insurance, and encumbrances to vendors.

Based on the information provided and analyzed, the Mid-Year Budget Report concludes that Tulare County is in strong financial shape at this time.

Budget Schedule and Rollover Budget

The Budget Schedule follows the same timeframe as last year and allows for a more accurate estimate of year-end fund balance.

It is anticipated that the State's budget information will be available in time to produce a Recommended Budget by the end of August 2020. Budget hearings are recommended to commence on September 15, 2020, thereby allowing sufficient time to address potential year-end issues.

Budget Schedule – Action	Date	Responsible Person(s)
Notice of Final Budget Hearing Posted	08/26/2020	Clerk – BOS
Final Budget Hearing Materials to the Board of Supervisors and Public	08/28/2020	CAO
Recommended Budget to the Board of Supervisors	09/15/2020	CAO
Final Budget Hearing Begins and may Proceed to October 2, 2020, per Govt. Code 29088	09/15/2020	Board of Supervisors
Personnel Resolution with all Adopted Budget Personnel Actions are finalized	09/18/2020	CAO

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Adopted Budget Book to the Board of Supervisors and Public	11/20/2020	County Auditor
Adopted Budget Book to the State of California	12/01/2020	County Auditor

Consistent with budget policy, it is recommended that the Board of Supervisors adopt the current modified Fiscal Year 2019/20 adjusted budget as the operating budget for the period beginning July 1, 2020, and concluding with the adoption of the Fiscal Year 2020/21 final budget. This approach allows departments to continue operations from the close of Fiscal Year 2019/20 until the Fiscal Year 2020/21 budget is approved in September without having to prepare a temporary budget for that period.

This rollover process also allows for re-budgeting of unexpended appropriations for individual capital projects that are not completed at year-end. The rollover process does not allow additional positions or capital asset purchases without explicit approval from the Board of Supervisors.

Personnel, Capital Assets, and Budget Adjustments

Proposed Personnel Changes, Capital Asset Requests, and Budget Adjustments are presented in Table 3 of the Mid-Year Report (Attachment 1).

To the extent that any budget adjustments are necessary, it is recommended that the Board of Supervisors authorize the Auditor-Controller/Treasurer-Tax Collector, with the concurrence of the County Administrative Officer, to process budget adjustments resulting from the Mid-Year Report. However, any budget adjustments necessary during the rollover period should occur before this Fiscal Year ends.

The Mid-Year Budget amends the County's personnel class specifications, class designations, position allocation list, and includes salary adjustments. Some personnel actions are subject to meet and confer with represented bargaining units. The unrepresented attorney classifications receiving salary adjustments are effective July 5, 2020 to coincide with the Government Lawyers Association of Workers Memorandum of Understanding, with the exception of the salary increase to Chief Deputy Co. Counsel – Land/Justice classification, which will be effective April 12, 2020.

Accordingly, the County Administrative Office recommends the approval of the proposed personnel, capital asset, and other budget requests.

FISCAL IMPACT/FINANCING:

There is no additional net county cost as a result of this Mid-Year Budget Report, which includes personnel actions, capital asset purchases, and budget adjustments. All requested items are utilizing department operational savings (including grants)


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and the county's Miscellaneous Administration account.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

Tulare County's five-year strategic plan includes the organizational performance Initiative to continuously improve organizational effectiveness and fiscal stability. The approval of the Mid-Year Budget Report and its recommendations help fulfill this initiative by ensuring that the Adopted Budget is modified promptly to account for periods of economic fluctuations and changing priorities and service demands.

ADMINISTRATIVE SIGN-OFF:



Jason T. Britt
County Administrative Officer

Attachment(s)

Attachment 1 - Mid-Year Budget Report FY 2019/20
Attachment 2 - AUD 308's - Budget Adjustments
Attachment 3 - Personnel Resolutions
Attachment 4 - Class Specifications and Class Designations
Attachment 5 - Capital Asset Purchase List

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

IN THE MATTER OF MID-YEAR BUDGET)
REPORT FOR FY 2019/20 AND) Resolution No. _____
APPROVAL OF ROLLOVER OPERATING) Agreement No. _____
BUDGET FOR FY 2020/21)

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

* * * * *

1. Received the Mid-Year Budget Report for FY 2019/20.
2. Approved the proposed schedule for preparation and adoption of the FY 2020/21 budget, which incorporates a rollover budget as the operating budget (including the Capital Projects budget) for the period between July 1, 2020, and adoption of the FY 2020/21 budget (4/5ths vote required).
3. Adopted the personnel resolution to add, delete, and amend positions, and approve and amend the required job specifications, class designations, and salary adjustments proposed in the Mid-Year Budget Report subject to completion of meet and confer.
4. Approved the capital asset purchase list.
5. Authorized the Auditor-Controller/Treasurer-Tax Collector, with the concurrence of the County Administrative Officer, to process any budget adjustments proposed in the Mid-Year Budget Report (4/5ths vote required).

Attachment “1”

Mid-Year Budget Report FY2019/20



COUNTY OF TULARE MID-YEAR BUDGET REPORT

Fiscal Year 2019/20

Presented to

Tulare County Board of Supervisors

by

Tulare County Administrative Office

April 7, 2020

INTRODUCTION

This Mid-Year Budget Report is an opportunity to review the financial condition of Tulare County's Adopted Budget approved by the Board of Supervisors on September 10, 2019, for Fiscal Year 2019/20. This Budget Report provides the opportunity to evaluate the fiscal outlook of the economy and future challenges, thereby allowing adequate preparation for the County's Fiscal Year 2020/21 budget.

This Mid-Year Budget Report encompasses the following:

- **Part I** addresses the **Mid-Year Financial Condition** of current General Fund Budget;
- **Part II** discusses **Preliminary Projections** for Fiscal Year 2020/21;
- **Part III** summarizes the **Proposed State and Federal Budgets** affecting Tulare County;
- **Part IV** proposes **Personnel Actions, Capital Assets, and Mid-Year Budget Adjustments**;
- **Part V** identifies the proposed **Budget Schedule** for Fiscal Year 2020/21; and
- **Part VI** outlines the **Requested Actions** to be considered by the Board of Supervisors.

Before addressing this Mid-Year Report, it is necessary to discuss Tulare County's general financial strengths and challenges, and its proposed responsiveness through governance by the Board of Supervisors and management by the County Administrative Office (CAO) in collaboration with County agencies and departments.

A. Tulare County's Financial Strengths

At present, the County enjoys several financial strengths, including economic growth and development; budgets in alignment with fiscal sustainability; growth of reserves and trust fund management; effective debt management; capital improvement construction and expansion; and performance levels consistent with the County's adopted business plan.

B. Tulare County's Financial Challenges

Tulare County also continues to have several future financial challenges to address in the coming years, including:

- (1) Increasing operational and structural costs – Memorandum of Understanding impacts, programs, and facilities;
- (2) Legislative and regulatory requirements relating to employee compensation;
- (3) Rising employer retirement contributions along with the Pension Obligation Bond payments;
- (4) Detention facilities operational costs involving public safety, mental health, and health care;
- (5) Fire Department organizational and capital asset planning, including Fire Stations, improvements, transport, equipment, and staffing;
- (6) Zones of Benefit water systems and wastewater systems;
- (7) Internal Service Fund expenses outpacing rate increases;

- (8) Groundwater Sustainability Agency fees and regulatory compliance for the Sustainable Groundwater Management Act and Central Valley Salinity Alternatives for Long-Term Sustainability (CV SALTS) program; and
- (9) The potential economic recession, and impacts of the coronavirus (COVID-19) pandemic.

B.1 COVID-19 Pandemic

Tulare County is experiencing various local effects of the global COVID-19 pandemic. On March 11, 2020, the County declared a local emergency in response to its first confirmed case. Since that time, cases within the County have continued to increase. On March 19, 2020, the Governor of California issued Executive Order N-33-20, ordering all California residents to stay at home. As has been well noted, the pandemic has created a broad array of financial impacts throughout nearly all sectors of the economy – particularly in the service, tourism, and hospitality sectors. The federal government is preparing legislation to provide economic relief and mitigate further financial impacts of the outbreak.

At this time, the magnitude to which the economic effects of the outbreak will directly impact the County's budget is uncertain, either in the form of reduced tax revenues or increased emergency-response expenses. The County Administrative Office is actively managing the County's emergency response and will continue to evaluate this matter in the coming months, including ongoing financial impacts. The County will also be seeking reimbursement for eligible expenses in relation to the declared local emergency.

C. Governance and Management Responsiveness

To build on these strengths and address these challenges, the County has a proactive and responsive system of governance and management in place. For example, in connection with governance, the Board of Supervisors, other Board committees, and Board of Supervisor work sessions have adopted and will consider adopting necessary policies, priorities, and budgets to ensure the County continues on a financially stable path. Additionally, the CAO, as directed by the Board of Supervisors, proactively follows an adopted business plan, focused on budgetary sustainability and aggressive pursuit of economic development opportunities.

Part I: FINANCIAL CONDITION OF CURRENT GENERAL FUND BUDGET

As a part of this Mid-Year Budget Report, the County Administrative Office – working collaboratively with the Auditor-Controller and County agencies and departments – analyzed extensive budgetary data and legislation from the County, State, and Federal Governments.

Based on this analysis, the County General Fund budget is projected to be on target to finish this Fiscal Year within the Net County Cost adopted by the Board of Supervisors.

In preparation for the next Fiscal Year's budget, and consistent with past practice and budgetary strategy, carryover fund balance (i.e., revenues and fund balance over expenditures) is expected to be above the structural level necessary to end the current Fiscal Year.

Tulare County's strong financial position is reflective of (1) the conservative budgetary approach by the Board of Supervisors and CAO used in developing reasonable general-purpose revenue estimates (i.e.,

"discretionary" revenue estimates); (2) the unused contingency appropriation of \$5 million; (3) County agency and department use of budget sustainability practices; and (4) the continued development of prudent fiscal reserves as recommended by the CAO and approved by the Board of Supervisors.

Overall, the County continues the structural improvement of the General Fund, while providing funding for (1) mandated and essential services; (2) local programs and projects; (3) capital and infrastructure needs; (4) equipment maintenance and replacement; and (5) reserves and contingencies.

As of December 31, 2019, overall General Fund Revenues are 35% collected, which is 1% lower when compared to the prior year but are still in line with past revenue collections. The reasons that General Fund revenues fluctuate and are lower at Mid-Year are as follows:

- (1) Typically, the majority of General Fund Revenues are collected in the second half of the year, with a large portion coming in the last quarter of the Fiscal Year.
- (2) In subvented portions of the budget, revenues increase or decrease according to their related claimable expenses.

As of December 31, 2019, expenditures are approximately 51% of the budget and are 2% lower when compared to the prior year. The reasons that expenditures fluctuate and are higher at Mid-Year are as follows:

- (1) Full-year charges are recognized in the first half of the Fiscal Year for the Countywide Cost Allocation Plan (COWCAP) - the County's plan for reimbursement from federal agencies of indirect costs to the General Fund, Workers' Compensation Insurance, General Liability Insurance, Property Insurance, Medical Malpractice Insurance, and
- (2) Encumbrances to vendors are recognized earlier and paid later in the Fiscal Year as invoices for payment are presented by the vendors to the County.

A five-year summary of General Fund revenues and expenditures at the time of Mid-Year Report are described below in Tables 1 and 2, respectively, to provide a historical perspective of this matter.

Table 1

Recognized and Uncollected Revenues				
FY	Recognized	Uncollected	Total	% of Budget
15/16	256,070,785	428,335,962	684,406,747	37%
16/17	257,082,829	428,569,402	685,652,231	37%
17/18	262,897,412	453,317,088	716,214,500	37%
18/19	271,593,038	473,248,987	744,842,025	36%
19/20	279,246,552	521,425,006	800,671,558	35%

Table 2

Obligated and Unobligated Expenses				
FY	Obligated	Unobligated	Total	% of Budget
15/16	360,248,530	352,529,022	712,777,552	51%
16/17	362,217,720	354,071,684	716,289,404	51%
17/18	381,842,624	370,637,102	752,479,726	51%
18/19	417,264,291	372,815,470	790,079,761	53%
19/20	428,279,271	416,705,481	844,984,752	51%

For details applicable to each agency and department within the General Fund, Exhibit A is attached reflecting the actual year-to-date revenues recognized to current modified budget revenues, as of December 31, 2019.

Similarly, for detail applicable to each agency and department within the General Fund, Exhibit B is attached depicting year-to-date obligated expenditures to current modified budgeted expenditures, as of December 31, 2019.

After review of this information, all General Fund agencies and departments indicate they will finish this Fiscal Year at or below their allocated Net County Cost.

Additionally, other funds outside the General Fund with potential challenges include the County's Internal Service Funds, General Liability Insurance Fund, the County Fire Fund, Aviation Fund, and the Zones of Benefit Funds.

The County's Internal Service Funds (Grounds, Facilities, Custodial, Fleet, Mail, Copier, and Print) currently have loans from the General Fund totaling approximately \$2.4 million. Increasing expenses have outpaced rate increases, causing the Internal Service Funds to borrow cash from the General Fund to ensure that they meet their immediate financial obligations – including payroll. The County will have to address this issue over the next few years to determine the appropriate action to meet these growing obligations to the General Fund.

The quantity and severity of claims against the County's four insurance funds (Workers' Compensation, General Liability, Property, and Medical Malpractice) are evaluated annually to ensure adequate self-funding at a confidence level at or above 70%. Based on industry trends, it is anticipated that the costs associated with maintaining an adequate confidence level within the General Liability fund will increase faster over time. Over the last five years, the insurance industry has experienced higher loss ratios in general liability due to many factors, including increases in medical costs, jury awards, and litigation funding. As a result, the County recognizes that as general liability premiums continue to grow, structural adjustments to the associated fund may be necessary.

The County Fire Department is projecting its year-end expenses will exceed the department's revenue and available carryover fund balance of \$933,260 by \$237,340. The department is experiencing vacancies and leave of absences that require the department to utilize staff overtime to cover shifts. Consequently,

based on the increased utilization of overtime, personnel costs such as Social Security, Retirement, and Pension Obligation Bond expenses have been costlier than the department budgeted. The shortfall will likely be higher considering additional expenses for Fire Station 1 are anticipated in the last quarter of the Fiscal Year. These expenses include additional costs of \$123,557, which will consist of adding one Fire Captain, three Fire Apparatus Engineers, and additional operational cost for the new station. The department is also estimating approximately \$423,953 for Fire Station 1 in ongoing annual expenses in subsequent years.

Since its establishment in Fiscal Year 2007/08, the County General Fund has assisted the Fire Department with its annual shortfall. Within the last two Fiscal Years, however, the department's expenses have increased substantially due to the need for increased staffing, improvements and or replacement of capital assets, fire vehicle replacements, existing facility improvements and repairs, and a new facility. The department has experienced increased tax revenue consistently over the last several years. However, although tax revenue will likely continue this trend, it will be outpaced by the aforementioned increasing expenses year-over-year. In the event the department does have a shortfall this Fiscal Year, the matter will be brought back to the Board before year-end to address the department's budget. Additionally, the County will have to address the department's budget for subsequent Fiscal Years and determine the appropriate action to meet the growing need for General Fund support.

The Resource Management Agency oversees the Aviation Fund for Sequoia Field Airport. The Aviation Fund is requesting an operating transfer from the General Fund of \$23,821 for operational expenses, in addition to \$31,369 committed for the operational shortfall as requested during budget adoption. Increasing operational expenses have surpassed rent and other operational revenues. The County will have to address this issue over the next few years and identify the appropriate action to operate the Aviation Fund outside of the General Fund.

The Zones of Benefit for water and wastewater systems continue to have revenue and expense challenges resulting from rising operational costs, increasing legal difficulties due to commensurate fees, and approaching of the revolving fund loan limit of \$2 million. Based on the last operational and financial analysis for the Zones of Benefit, the department is projecting to reach the loan limit by 2022. The current loan amount to the Zones of Benefit is \$1.6 million. The total amount of the requested Mid-Year budget adjustment is \$18,500 for the following Zones of Benefit: El Rancho Sewer, Seville Sewer, Tonyville Sewer, Yettem Sewer, and Yettem Water. Staff charges have been higher this year due to efforts to find a new outside service provider and the consolidation of the Yettem-Seville water system. It is anticipated that the consolidated Yettem-Seville water system will be transferred to the newly created Yettem-Seville Community Service District by year-end.

Therefore, except as stated above, there are no Mid-Year Budget issues or concerns with Tulare County's agencies and departments.

Part II: PRELIMINARY PROJECTIONS FOR FISCAL YEAR 2020/21

According to the Legislative Analyst Office (LAO), the State of California's Fiscal Year 2020/21 Proposed Budget reflected a healthy fiscal situation in the near-term picture with strong reserves, but due to the coronavirus (COVID-19) pandemic over the last few months, the budget's near-term and multiyear

outlook is subject to considerable uncertainty that could weaken the budget's condition and California's economy, reflected in the unprecedented nature of recent events.

Potential concerns: The State's fiscal situation is sensitive to federal decisions around healthcare financing, an economic slowdown, slowing global growth, growing uncertainty regarding the political climate, and the COVID-19 pandemic emergency impact. The State's revenue growth is projected to be potentially lower over the next four years, as compared to Fiscal Year 2019/20, due to the current financial market volatility and a sudden pullback in activity across vast sectors of the economy, which has substantially increased the likelihood of a recession within a short time. The pandemic introduces a negative economic shock causing uncertainty over the short and long term.

The type of contraction the State, national, and global economies are experiencing will have implications for revenue collections in the coming years. California's budget entered 2020 on a strong footing with significant reserves. These reserves could help the State respond to the emergency and, if necessary, help address budget shortfalls once the extent of the fiscal fallout from the economic effect of the coronavirus (COVID-19) pandemic is known.¹

The LAO estimates that reserves will reach \$21 billion, but likely several billions lower due to declining stock market. Of that amount, the Governor's proposed budget would end Fiscal Year 2020/21 with \$18 billion in the Budget Stabilization Account (Rainy Day Fund), \$1.6 billion in the Special Fund for Economic Uncertainties, and \$900 million in the Safety Net Reserve.²

The analysis of the Governor's January budget proposal conducted by the California State Association of Counties, highlights the following proposals for close attention from counties.³

- \$12.5 billion investment over five years for climate resilience,
- A new Access to Housing and Services Fund with an initial investment of \$750 million,
- A reduction in probation term lengths for both felony and misdemeanants to two years, matched with an investment in more intensive supervision and services for misdemeanor probationers, and
- \$695 million, growing to \$1.4 billion in the out-years, for preventative health care, over a third of which will be aimed at the unsheltered homeless population.

Part III: STATE AND FEDERAL ECONOMIES AND BUDGETS

A. California's Economy

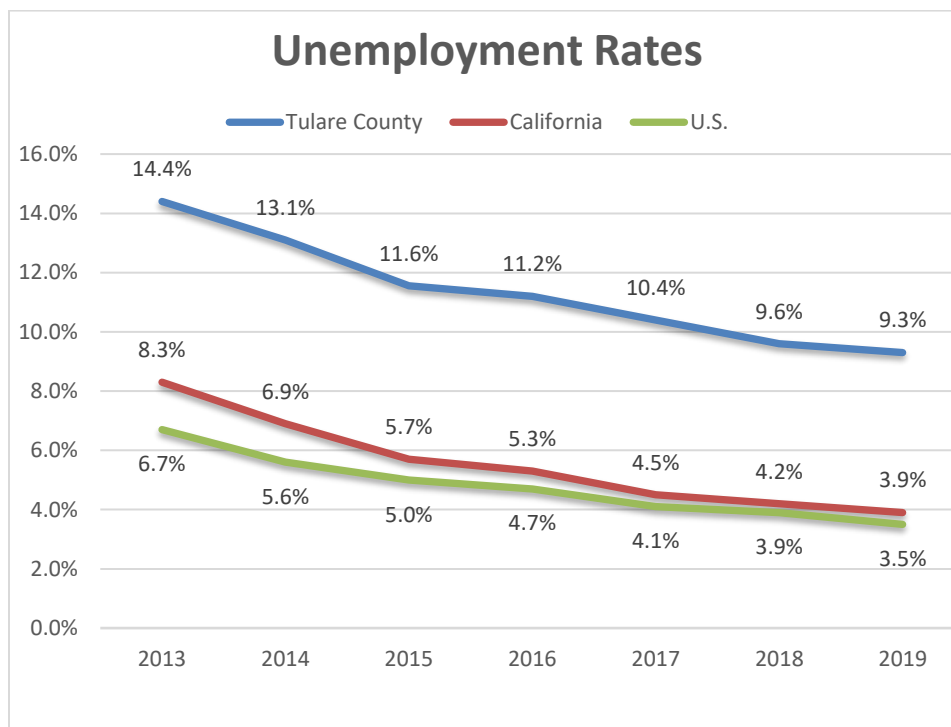
California's economy is the strongest in the nation, with a gross domestic product (GDP) of nearly \$3 trillion, representing the fifth largest economy in the world. California's economic growth has fueled the nation's economy. Since before the Great Recession, California has added almost 2.1 million nonfarm jobs and is first in the nation in new business starts, venture capital, and manufacturing.⁴

The California Department of Finance January Cash Report has total revenues for the first seven months of the Fiscal Year at \$1.07 billion or 1.3 % above the Governor's Fiscal Year 2020/21 budget forecast of \$81.61 billion. Sales and use taxes and corporation taxes came in lower than forecasted by \$59 million and \$30 million, respectively. However, the personal income tax receipts were \$1.41 billion or 2.5% higher than the forecasted year-to-date amount.⁵

Even with California's strong economy, continued growth is uncertain due to the instability in global economic markets, the nation's political climate, and the impact of the COVID-19 pandemic. Further, the State's strong economy has not lifted all Californians. Economic inequality persists between regions of the State and for many people living within the more prosperous regions.

According to the State of California Employment Development Department, the unemployment rate in Tulare County was 9.3% for 2019. Unemployment rates for the US and California are now at historic low rates of 3.5% and 3.9%, respectively. As demonstrated in Figure 1, unemployment rates have steadily decreased over the last six years.⁶

Figure 1



B. California's State Budget

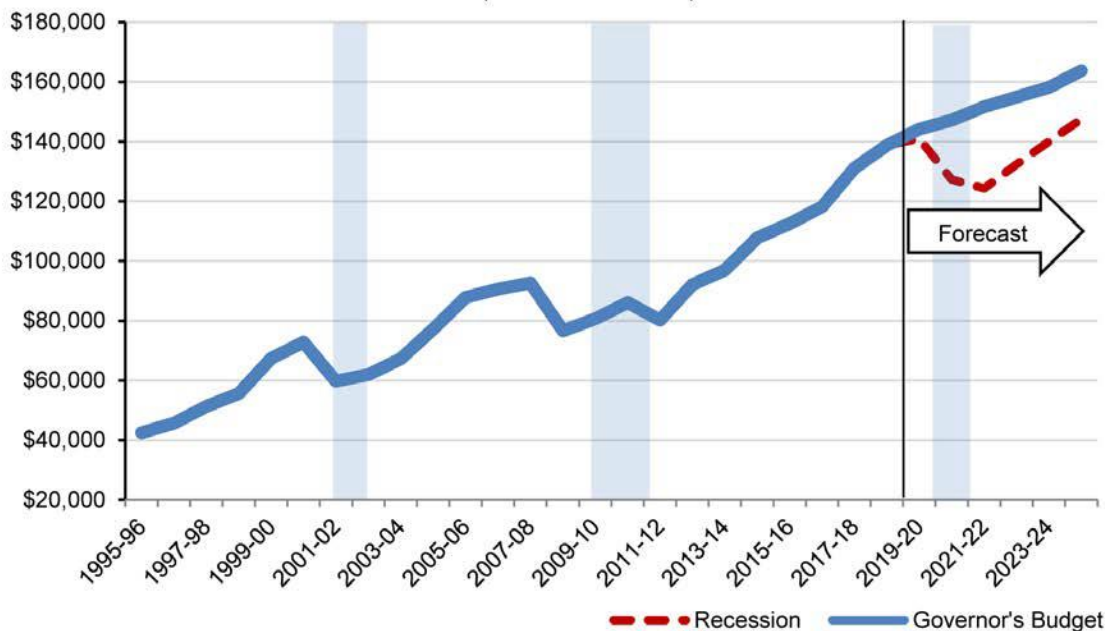
On January 10, 2020, the Governor released the Proposed State Budget for Fiscal Year 2020/21. Building on the 2019 Budget Act, the budget continues to build additional reserves in the Rainy Day Fund and promotes a more effective government that can withstand a downturn in the economy, as well as emergencies and disasters. At \$222.2 billion, the Governor's Fiscal Year 2020/21 proposed Budget includes \$153 billion in General Fund spending, \$63.76 billion in Special Fund spending, and \$5.36 billion in Selected Bond Fund spending, resulting in an overall increase of \$7.4 billion over the Fiscal Year 2019/20 State Budget Package.⁷ With a projected \$5.6 billion surplus, the proposal continues to invest for a rainy day (as constitutionally required), while also addressing urgent crises. The Rainy Day Fund balance is projected to be \$18 billion in 2020/21, and the overall budget has \$21 billion set aside in reserves.⁸

The Governor's Fiscal Year 2020/21 proposed Budget makes responsible investments in the State's economic future while tackling persistent challenges head-on. The proposed spending plan focuses on:

- Building reserves and reducing liabilities;
- Addressing the affordability crisis;
- Confronting the homelessness crisis;
- Emergency response and effective government;
- Promoting opportunity for all;
- Continued investment in K-12 education;
- Expanding access to higher education;
- Climate protection;
- Reimaging criminal justice; and,
- Jobs, the economy, and protecting the environment.

In 2019, the State enacted a budget that committed the bulk of available resources to build reserves and pay down budgetary debts and unfunded liabilities. As a result, California is in a stronger fiscal position, with robust reserves. However, managing a recession will be challenging, as even a moderate recession could result in revenue declines of nearly \$70 billion and a budget deficit of over \$40 billion over three years.

Figure 2
Annual Revenue Projections
Annual Revenue Could Drop by
Tens of Billions of Dollars in a Recession
(Dollars in Millions)



While the Budget continues to prepare the State for an economic slowdown, it also makes strategic investments - mainly one-time - to expand opportunity, address affordability, and strengthen the emergency preparedness and effective government. Building a strong fiscal foundation now is the best way the state can prepare for the future and continue to build a California for all.

C. US Economy

In February 2020, the US Department of Commerce provided the second estimate of the real Gross Domestic Product (GDP) annualized rate of 2.1% from October through December 2019.⁹ The increase to real GDP in the fourth quarter reflected positive contributions from personal consumption expenditures, federal government spending, exports, residential fixed investment, and state and local government spending that were partly offset by negative contributions from private inventory investment and nonresidential fixed investment. In addition, the US Census Bureau and the US Bureau of Economic Analysis released the US International Trade in Goods and Services Report, demonstrating goods and services exports at \$208.6 billion and imports at \$253.9 billion, leading to a deficit of \$45.3 billion in January 2020.¹⁰

On January 29, 2020, the Federal Open Market Committee members voted to maintain the target range for the federal funds rate at 1.5 to 1.75%.¹¹ According to the Federal Reserve, after assessing current conditions and the outlook for economic activity, the labor market, and inflation, they indicated that the stance of monetary policy remained accommodative, thereby supporting strong labor market conditions and a sustained return to 2 percent inflation. The fundamentals of the US economy remain strong. However, the coronavirus (COVID-19) poses evolving risks to economic activity. In light of these risks and in support of achieving its maximum employment and price stability goals, the Federal Open Market Committee had an unscheduled meeting on March 3, 2020, to lower the target range for the federal funds rate by 0.5%, to 1 to 1.25%.¹²

On March 15, 2020, the Federal Open Market Committee members voted to maintain the target range for the federal funds rate at 0 to 1/4 percent.¹³ The Federal Reserve cited that "the coronavirus outbreak has harmed communities and disrupted economic activity in many countries, including the United States. Global financial conditions have also been significantly affected." The Committee will continue to monitor the implications of incoming information for the economic outlook, including information related to public health, as well as global developments and muted inflation pressures, and will use its tools and act as appropriate to support the economy.

D. Federal Budget

In August 2019, the President signed into law the Bipartisan Budget Act of 2019.¹⁴ The agreement raised the discretionary spending caps for Fiscal Years 2019/20 and 2020/21 and suspended the debt limit until August 2021. More than half of discretionary funds will go toward military spending and all other for domestic programs. The largest are Health and Human Services, Education, and Housing and Urban Development. In December 2019, the President signed into law the Fiscal Year 2019/20 government spending bills, Consolidated Appropriations Act, 2020,¹⁵ and the Further Consolidated Appropriations Act, 2020.¹⁶ The funding bills provides robust funding for grant programs that support County-funded services.

In February 2020, the President released his Fiscal Year 2020/21 budget that invests in federal research and development (R&D) spending, a 6% increase over the previous year's budget. The President's budget doubles R&D spending in nondefense artificial intelligence and quantum information science, education, and job training.¹⁷ The President's budget proposal would impact funding for the County. For example,

State Criminal Alien Assistance Program (SCAAP) provides federal payments to states and localities that incurred correctional officer salary 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. Tulare County received \$652,370 in 2019, which is approximately 4% of the actual costs incurred. The administration's proposed budget for Fiscal Year 2020/21 would eliminate SCAAP funding and trigger a massive cost shift to the County General Fund. SCAAP funding, amongst others, will be addressed through Fiscal Year 2020/21 government funding debate.

In February 2020, the President ordered that, on October 1, 2020, direct spending budgetary resources for Fiscal Year 2020/21 in each non-exempt budget account be reduced by the amount calculated by the Office of Management and Budget (OMB).¹⁸ The OMB's Report to the Congress on the Joint Committee Reductions for Fiscal Year 2021¹⁹ provides calculations of amounts and percentages by which direct spending is required to be reduced, and lists the reductions required for each non-exempt budget account with direct spending. OMB calculates required sequestration reductions to non-direct spending of 2% to Medicare, 5.7% to other non-exempt nondefense mandatory programs, and 8.3% to non-exempt defense mandatory programs. Potentially, across-the-board spending cuts will automatically happen and affect the County department and programs. One example of such impacts could be the US Department of Interior's reduction in payments to counties for the Payment in Lieu of Taxes (PILT) program.

Part IV: AGENCY AND DEPARTMENT MID-YEAR BUDGET REQUESTS

Table 3

Personnel & Salary Adjustments

Department	Requested Action
Assessor	Add (1) Supervising Title and Administration Technician
Child Support Services	2% equity increase for (2) unrepresented attorneys, effective 7/5/20
County Counsel	2.6% salary increase for Chief Deputy County Counsel -Land to create parity with similar classifications, effective 4/12/2. 2% equity increase for (22) unrepresented attorneys, effective 7/5/20.
District Attorney	Add (1) Prosecution Assistant Add (1) Media Specialist II Add (1) Investigative Technician II Add (1) IT Desktop Technician II Delete (1) Legal Office Assistant-Supv 2% equity increase for (13) unrepresented attorneys, effective 7/5/20. 2% salary increase for two Assistant District Attorneys to create parity with similar classifications, effective 7/5/20.
Health & Human Services Agency	Add (1) Personnel Services Officer Add (1) Compliance Specialist Add (1) Child Welfare Service Mgr Add (1) Mental Health Technician II Add (3) Administrative Specialists II Add (3) Electronic Health Records Specialists Add (2) Public Health Program Coordinator Add (2) Health Education Specialist Delete (1) Family Services Coordinator Delete (1) Dietician
Information & Communication Technology	Delete (1) IT Business Intelligence II
Public Defender	Add (1) Social Worker-Licensed 2% equity increase for (7) unrepresented attorneys, effective 7/5/20.
Resource Management Agency	Add (1) Account Clerk III Add (1) Construction & Maintenance Worker III
Fire	Add (3) Fire Apparatus Engineer Add (1) Fire Captain
Sheriff	Amend (1) Media Specialist III

Capital Assets

Department	Requested Action
Road Fund	Purchase (1) 1/2 Ton Pickup \$25,000 Purchase (1) 4x4 3/4 Ton Pickup \$30,000 Purchase (1) Drivable Street Sweeper \$310,000 Purchase (1) Hot Water Pressure Washer \$8,000 Purchase (2) Message Sign Boards \$40,000
Probation	Purchase (1) Duress system \$14,500 Purchase (2) Full Metal Detectors \$30,000
Custodial	Purchase (1) Burnisher \$8,200
Fleet	Purchase (1) Dual A/C Machine \$10,000
Health & Human Services Agency	Purchase (2) Ford Fusion sedans \$53,130 Purchase (3) Standalone battery backups and (1) Power Outage Alert System \$23,070 Purchase (1) Multimode Plate Reader \$45,735 Purchase (1) Generator \$5,967 Purchase (1) Pressure Washer \$6,879.08 Purchase (1) X-Ray Machine \$49,638.75

Budget Adjustments

Department	Requested Action
Airport Fund	Adjust budget to cover operating expenses
Seville Water	Adjust budget to cover administrative support for water operations and consolidation construction project
Zone of Benefits	Adjust budget to cover additional staff time for efforts to find new outside service provider and the consolidation construction project
District Attorney	Adjust budget to transfer funds to Capital Projects to allocate funds for Visalia Courthouse basement renovation.
Probation	Adjust budget to transfer funds to cover Capital Project expense and capital asset purchases.
Capital Projects	Adjust budget to account for additional revenue associated with the Cornerstone, Center Drive, and Fire Station 1 projects.
Facilities	Adjust budget to account for costs associated with the Courthouse Lighting Project.
Custodial	Adjust budget to purchase (1) Burnisher
Fleet	Adjust budget to purchase (1) Dual A/C Machine

Budget Adjustments (continued)

Health & Human Services Agency	Adjust budget to account for additional revenue from the state for a CalWORKs Grant. Adjust budget to transfer funds to Capital Projects for the Government Plaza parking lot renovation. Adjust budget to purchase (1) x-ray machine and (1) pressure washer. Adjust budget to purchase (3) battery backups, (1) power outage alert system, and (1) generator. Adjust budget to purchase (2) vehicles. Adjust budget to purchase (1) multimode plate reader.
Roads	Adjust budget to purchase six capital asset purchases
Information & Communication Technology	Adjust budget to transfer funds to cover costs associated with 26 projects.
Library	Adjust budget to record unanticipated revenue to be received through the Medi-Cal Outreach Program.
Miscellaneous Administration	Adjust budget to transfer funds to Capital Projects to cover costs for Cornerstone Adjust budget to transfer funds to Airport Fund to cover operating expenses Adjust budget to continue funding Groundwater Sustainability Agency memberships

To the extent that any budget adjustments are necessary, it is recommended that the Board of Supervisors authorize the Auditor-Controller/Treasurer-Tax Collector, with the concurrence of the CAO, to process budget adjustments resulting from this Mid-Year Report. However, any budget adjustments necessary during the Rollover Period should occur before this Fiscal Year ends.

The Mid-Year Budget also amends the County's personnel class specifications, class designations, and position allocation list. Some personnel actions are subject to meet and confer with represented bargaining units. The unrepresented attorney classifications receiving salary adjustments are effective July 5, 2020 to coincide with the Government Lawyers Association of Workers Memorandum of Understanding, with the exception of the salary increase to Chief Deputy Co. Counsel – Land/Justice classification, which will be effective April 12, 2020.

After extensive review and evaluation, the CAO recommends that the Board of Supervisors approve the proposed various budget requests of the County's agencies and departments.

Part V: BUDGET SCHEDULE – Fiscal Year 2020/21

Table 4
Budget Schedule

Action	Date	Responsible Entities
Notice of Final Budget Hearing Posted	8/26/2020	Clerk of the Board
Final Budget Hearing Materials to the Board of Supervisors and Public	8/28/2020	County Administrative Office
Recommended Budget Presented to the Board of Supervisors	9/15/2020	County Administrative Office
Final Budget Hearing Begins and may Proceed to October 2, 2020, per Govt. Code 29088	9/15/2020	Board of Supervisors
Personnel Resolution with all Adopted Budget Personnel Actions are finalized	9/18/2020	County Administrative Office
Adopted Budget Book to the Board of Supervisors and Public	11/20/2020	County Auditor
Adopted Budget Book to the State of California	12/1/2020	County Auditor

The schedule is anticipated to follow the same timeframe as last year and allows for a more accurate estimate of year-end fund balance. In addition, the schedule provides a complete evaluation of how the State of California's Budget will affect our County. It is expected that the state's information will be available in time to produce a recommended budget by the end of August 2020. Budget Hearings are recommended to begin on September 15, 2020.

Consistent with past budget practice, it is recommended the Board of Supervisors adopt the current modified Fiscal Year 2019/20 adjusted budget as the operating budget for the period beginning July 1, 2020, and concluding with the adoption of the Fiscal Year 2020/21 final budget. This approach allows departments to continue operations from the close of Fiscal Year 2019/20 until the Fiscal Year 2020/21 budget is approved in September without having to prepare a temporary budget for that period.

The rollover budget process also allows for re-budgeting of unexpended appropriations for individual capital projects that are not completed at year-end. The rollover budget process does not allow for additional positions or capital asset purchases without explicit approval from the Board of Supervisors.

Finally, the CAO thanks the various County agencies and departments for maintaining revenues and expenditures within their approved budgets and presenting requests in keeping with budgetary sustainability.

Part VI: REQUESTED ACTIONS

1. Receive the Mid-Year Budget Report for FY 2019/20.
2. Approve the proposed schedule for preparation and adoption of the FY 2020/21 budget, which incorporates a rollover budget as the operating budget (including the Capital Projects budget) for the period between July 1, 2020, and adoption of the FY 2020/21 budget (4/5ths vote required).
3. Adopt the personnel resolution to add, delete, and amend positions, and approve and amend the required job specifications, class designations, and salary adjustments proposed in the Mid-Year Budget Report subject to completion of meet and confer.
4. Approve the capital asset purchase list.
5. Authorize the Auditor-Controller/Treasurer-Tax Collector, with the concurrence of the County Administrative Officer, to process any budget adjustments proposed in the Mid-Year Budget Report (4/5ths vote required).

EXHIBIT A

FISCAL YEAR 2019/20 MID-YEAR REVENUES

Department	YTD Revenue Rec 12/31/18	Current Budget	CM - YTD Revenue Recognized Variance	YTD Revenue % Of Budget
010 Board of Supervisors	27,000.78	414,200.00	387,199.22	7%
012 Misc. Administrative Office	804,646.17	3,846,513.00	3,041,866.83	21%
015 Ag Commission	2,221,383.98	7,734,412.00	5,513,028.02	29%
025 Assessor/Clerk-Recorder	1,880,142.88	5,137,436.00	3,257,293.12	37%
030 Auditor-Controller/Treasurer-Tax Collector	1,524,692.16	3,892,440.00	2,367,747.84	39%
031 General Revenues	93,895,615.63	176,799,840.00	82,904,224.37	53%
032 Purchasing	364,069.51	657,125.00	293,055.49	55%
055 Co-op Extension	514.98	27,703.00	27,188.02	2%
080 County Counsel	447,095.14	3,425,243.00	2,978,147.86	13%
085 County Administrative Office	663,258.83	3,369,536.00	2,706,277.17	20%
087 General Services Agency	1,171,536.73	4,494,222.00	3,322,685.27	26%
088 Registrar of Voters	74,081.77	2,127,537.00	2,053,455.23	3%
091 Central Telephone Services	119,134.80	325,345.00	206,210.20	37%
095 Capital Acquisitions	528,454.00	3,585,154.00	3,056,700.00	15%
100 District Attorney Office	1,033,386.41	5,479,917.00	4,446,530.59	19%
142 Health & Human Services Agency	156,091,917.48	497,117,448.00	341,025,530.52	31%
200 Human Resources & Development	649,194.42	760,132.00	110,937.58	85%
205 Probation Office	438,380.88	32,169,900.00	31,731,519.12	1%
210 Public Defender Office	194,924.72	483,734.00	288,809.28	40%
230 Resource Management Agency	4,645,878.14	12,084,537.00	7,438,658.86	38%
240 Sheriff-Coroner Office	9,951,456.17	27,457,983.00	17,506,526.83	36%
260 C.O.P. Agency	0.00	725,200.00	725,200.00	0%
265 Rural Crime Program Agency	0.00	669,392.00	669,392.00	0%
280 Crime Prevention Project	183.12	2,377,383.00	2,377,199.88	0%
810 Misc. Criminal Justice	2,519,603.14	5,509,226.00	2,989,622.86	46%
Grand Total	279,246,551.84	800,671,558.00	521,425,006.16	35%

EXHIBIT B

FISCAL YEAR 2019/20 MID-YEAR EXPENDITURES

Department	YTD Total Obligated 12/31/19	Current Modified Budget	CM - YTD Total Oblig Variance	YTD Total Oblig % Of Budget
010 Board of Supervisors	1,975,836.27	3,027,742.00	1,051,905.73	65%
012 Misc. Administrative Office	7,012,151.99	29,963,668.00	22,951,516.01	23%
015 Ag Commission	4,206,423.97	8,974,164.00	4,767,740.03	47%
025 Assessor/Clerk-Recorder	4,757,269.40	10,339,745.00	5,582,475.60	46%
030 Auditor-Controller/Treasurer-Tax Collector	2,664,014.85	6,591,492.00	3,927,477.15	40%
031 General Revenues	158,405.35	954,310.00	795,904.65	17%
032 Purchasing	0.00	5,000,000.00	5,000,000.00	0%
055 Co-op Extension	321,664.03	776,381.00	454,716.97	41%
080 County Counsel	790,352.29	4,798,257.00	4,007,904.71	16%
085 County Administrative Office	250,736.32	2,886,888.00	2,636,151.68	9%
087 General Services Agency	4,249,996.47	8,229,469.00	3,979,472.53	52%
088 Registrar of Voters	1,188,236.69	3,376,849.00	2,188,612.31	35%
091 Central Telephone Services	524,986.03	325,345.00	-199,641.03	161%
095 Capital Acquisitions	-608,217.52	3,585,154.00	4,193,371.52	-17%
100 District Attorney Office	12,575,251.92	26,769,779.00	14,194,527.08	47%
142 Health & Human Services Agency	288,868,753.67	514,201,548.00	225,332,794.33	56%
200 Human Resources & Development	-707,780.91	1,201,488.00	1,909,268.91	-59%
205 Probation Office	19,978,099.21	54,424,717.00	34,446,617.79	37%
210 Public Defender Office	5,631,473.28	11,957,943.00	6,326,469.72	47%
230 Resource Management Agency	5,668,505.74	14,344,816.00	8,676,310.26	40%
240 Sheriff-Coroner Office	64,286,937.22	121,856,370.00	57,569,432.78	53%
260 C.O.P. Agency	309,855.49	908,923.00	599,067.51	34%
265 Rural Crime Program Agency	385,290.72	669,392.00	284,101.28	58%
280 Crime Prevention Project	338,496.68	2,377,383.00	2,038,886.32	14%
810 Misc. Criminal Justice	3,452,531.74	7,442,929.00	3,990,397.26	46%
Grand Total	428,279,270.90	844,984,752.00	416,705,481.10	51%

ENDNOTES

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¹² <https://www.federalreserve.gov/monetarypolicy/files/monetary20200303a1.pdf>

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¹⁶ <https://www.congress.gov/116/bills/hr1865/BILLS-116hr1865enr.pdf>

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Attachment “2”

AUD 308’s – Budget Adjustments

AUD-308 - Budget Adjustment Form

5:16 PM

February 5, 2020								08/20				2020	
Date:				Document ID Number		Accounting Period				Budget Fiscal Year			
				RMA FISCAL		Karen Mabry		624-7076		n/a			
				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	012	231	231SSUP					671	4,270	3,599			
C	012	231	231GS					9,150	22,824	13,674			
C	012	231	231Intra					42,268	48,837	6,569			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	52,089	75,931	23,842			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	012	231	231SSUP	3050	7059			1	2,000	1,999.00			
C	012	231	231SSUP	3050	7066			670	2,270	1,600.00			
										-			
C	012	231	231GS	3050	9311			1,728	7,916	6,188.00			
C	012	231	231GS	3050	9312			3,222	6,207	2,985.00			
A	012	231	231GS	3050	9314				2,500	2,500.00			
C	012	231	231GS	3050	9337			4,200	6,200	2,000.00			
										-			
C	012	231	231Intra	3050	9329			4,557	9,922	5,365.00			
C	012	231	231Intra	3050	9340			37,687	38,891	1,204.00			
										-			
A	012	231		3050		5835			20	(20.00)			
C	012	231		3050		9200		78,354	102,175	(23,821.00)			
										-			
										-			
										-			
	001	012	012Intra	1010	9100					-			
	001	230	230Intra			9429				-			
	014	225	2251Intra			9440				-			
										-			
										-			
Line Total							Must Equal Zero	\$ 130,419	\$ 178,101	-			

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

Mid Year - Airport Budget to pay bills on hold and forthcoming and an operating transfer- in to cover operational charges.

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: _____

** 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

(Revised 3/3/14)

County of Tulare — Auditor Controller Budget Adjustment Form

02/28/20							8/20		10:30 AM		
Date						Document ID Number		Accounting Period		2020	
						RMA		Sherman Dix	624-7000		
						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	798	798	798					4,156,292	4,210,292	54,000	
										-	
										-	
										-	
										-	
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										-	
										-	
										-	
Appropriations Total							Need Not Equal Zero	4,156,292	4,210,292	54,000	
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt	
C	798	798	798	2601	9327			59,607	113,607	54,000	
										-	
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										-	
Line Total							Must Equal Zero	\$ 59,607	\$ 113,607	\$ 54,000	
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)											
Allow the Seville Water Fund (798) fund to modify its budget at FY 2019-20 midyear and budget an increased deficit as follows. Deficits will be covered by transfers from the Zone of Benefits revolving fund. The Seville Water fund's available budget will not be enough to cover its anticipated expenses for the remainder of FY 2019-20. Necessary administrative support related to the current water system operations and the construction project, are expected to be more than anticipated in the current budget.											
Affected Dept Head Signature						Other Affected Dept Head Signature					
Checked By:						Entered By:					
County Executive Office Action: No. Date:						Date:					
() Approved () Disapproved						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											

Budget Adjustment Form

Rev. 7/2017

County of Tulare — Auditor Controller

Budget Adjustment Form

01/29/20							07/20		9:17 AM	
Date				Document ID Number			Accounting Period		2020	
				District Attorney			Rainbow Moore		205-1003	
				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	100	100CAP					476,000	316,000	(160,000)
C	001	100	100INTRA					1,891,221	2,051,221	160,000
C	030	086	0861CAP					40,192,063	40,352,063	160,000
										-
										-
										-
										-
										-
										-
Appropriations Total							Need Not Equal Zero	42,559,284	42,719,284	160,000

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	001	100	100CAP	3200	8307			237,000	77,000	(160,000)
A	001	100	100INTRA	3200	9102				160,000	160,000
C	030	086	0861CAP	3400	8147			4,232,384	4,392,384	160,000
C	030	086		3400		9202		1,650,000	1,810,000	(160,000)
										-
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										-
										-
										-
										-
Line Total							Must Equal Zero	\$ 6,119,384	\$ 6,439,384	\$ -

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

Transferring Agency Fund to Capital Project Fund to fund the Courthouse Basement renovation project. The fund is coming from savings in DA Agency capital systems purchase that is being delayed to FY2020. 2021

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: _____

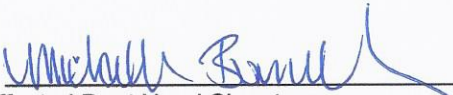
Distribution: 1: BOS/CAO/Auditor

**** Action Codes: A=Add, C=Change, D=Deactivate**

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County of Tulare Budget Adjustment Form										7:21 AM	
02/04/20								8/20		2020	
Date				Doc ID		APRD fm fm fy fy				Budget F/Y yy	
						Probation		Marichu A. Baker 713-2765			
						Agency Name		Contact Person	Phone		Ext
Action* * A,C,D	Fund	Dept	APPR #					Current Amount	Revised Amount	Inc / Dec Amt	
C	001	205	205INTRA			LEVEL 1 Finish Here		7,662,354	9,072,354	1,410,000	
C	001	205	205SSUP			Appropriation Totals This level may not balance due to revenue lines posted in level 2 below.		11,506,983	11,462,483	(44,500)	
C	001	205	205CAP					154,800	199,300	(44,500)	
C	001	205	205RE					(4,218,675)	(4,923,675)	705,000	
										-	
										-	
Appropriations Total								15,105,462	15,810,462	2,026,000	
Action* * A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt	
C	001	205	205INTRA	1300	9102		Line Totals	455,000	1,160,000	705,000	
C	001	205	205SSUP	1100	7036		Line Totals	232,000	187,500	(44,500)	
A	001	205	205CAP	1100	8335				30,000	30,000	
A	001	205	205CAP	1300	8335				14,500	14,500	
C	001	205	205RE	1300	9800			(2,367,348)	(3,072,348)	(705,000)	
C	001	205	205INTRA	2800	9700			2,251,348	2,956,348	705,000	
C	001	205		2800		9292		4,943,734	5,648,734	(705,000)	
										-	
										-	
Each fund must balance						Total Inc/Dec must be zero		\$ 5,514,734	\$ 6,924,734	\$ -	
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)								Perform a SMART BUDGET ROLL-UP before VALIDATING.			
To add to the FY 2019/20 approved budget of Probation Department costs of security equipment for the Probation Department new building and the Vocational Education building, and additional funds needed for the completion of the approved JDF/Probation Service Center landscaping project.											
 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											
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AUD-308 - Budget Adjustment Form

10:54 AM

2/27/2020								07/20				2020	
Date				Document ID Number		Accounting Period				Budget Fiscal Year			
				General Services Agency		Rebecca Duvall		205-1119					
				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	030	086	0861CAP					40,192,063	43,916,063	3,724,000			
										-			
										-			
										-			
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										-			
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										-			
										-			
										-			
										-			
Appropriations Total							<i>Need Not Equal Zero</i>	40,192,063	43,916,063	3,724,000			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	030	086	0861CAP	3200	8131			3,779,316	4,203,316	424,000			
A	030	086	0861CAP	3202	8127				1,500,000	1,500,000			
A	030	086	0861CAP	3205	8127				1,800,000	1,800,000			
A	030	086		3202		9200			1,500,000	(1,500,000)			
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										-			
Line Total							<i>Must Equal Zero</i>	\$ 3,779,316	\$ 9,003,316	\$2,224,000			

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

Increasing budget expense line 030-086-3200-8131 for Fire Station 1 project per Board Resolutin 2019-0189, reference JV 085 200013 (030-086-3200-9200). Adding units 3202 for Cornerstone project and 3205 for Center Drive project. Funding for 3202 to be provided by CAO's(030-086-3202-9200) office and funding for 3205 to be provided by HHSA and Probation .

Theresa Turner 2/27/2020

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

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3:06 PM

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

Tina Kurni 2/5/2020

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

**** Action Codes: A=Add, C=Change, D=Deactivate**

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2:20 PM

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4:36 PM

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AUD-308 - Budget Adjustment Form

7:42 AM

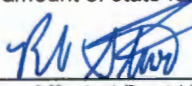
01/27/2020						09/20		2020	
Date				Document ID Number		Accounting Period		Budget Fiscal Year	
				Health and Human Services Agency		Hal McCauley		624-7483	
				Agency Name		Contact Person		Phone	
								Extension	

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt
C	001	142	142OTH				162,296,552	164,839,792	2,543,240
C	019	019	019INTRA				102,922,306	105,465,546	2,543,240
									-
									-
									-
									-
									-
									-
									-
Appropriations Total				Need Not Equal Zero			265,218,858	270,305,338	5,086,480

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here			Current Amt	Revised Amount	Inc / Dec Amt
C	001	142	142OTH	4035	7500					2,911,835	2,528,621	(383,214)
C	001	142	142OTH	4035	7502					66,596,342	69,278,641	2,682,299
C	001	142	142OTH	4035	7503					29,914,303	30,158,458	244,155
C	001	142		4035		9227				75,657,898	78,201,138	(2,543,240)
C	019	019	019INTRA	4035	9127					41,815,241	44,358,481	2,543,240
C	019	019		4035		5025				41,815,241	44,358,481	(2,543,240)
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												-
												-
Line Total							Must Equal Zero			\$ 258,710,860	\$ 268,883,820	\$ -

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

To Increase Appropriation from the Child Poverty and Family Support Subaccount for the California Department of Social Services 10% increase in the CalWORKs grants that went into effect on October 1, 2019. This is not a request due to increased county share of cost, but due to an increase of the amount of state funds that will flow from the Child Poverty and Family Support Subaccount into the Assistance unit.



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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CS

AUD-308 - Budget Adjustment Form

9:35 AM

02/05/2020				09/20		2020	
Date		Document ID Number		Accounting Period		Budget Fiscal Year	
		HHS - Fiscal Operations		Angie Tipton		624-8047	
		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	142	142SSUP				150,300,904	150,100,904	(200,000)
C	001	142	142INTRA				58,844,306	59,044,306	200,000
									-
									-
									-
									-
									-
									-
									-
Appropriations Total				Need Not Equal Zero			209,145,210	209,145,210	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here			Current Amt	Revised Amount	Inc / Dec Amt
C	001	142	142SSUP	1211	7052					619,674	579,674	(40,000)
A	001	142	142INTRA	1211	9102						40,000	40,000
C	001	142	142SSUP	3311	7043					3,986,085	3,946,085	(40,000)
A	001	142	142INTRA	3311	9102						40,000	40,000
C	001	142	142SSUP	4010	7043					354,472	314,472	(40,000)
A	001	142	142INTRA	4010	9102						40,000	40,000
C	001	142	142SSUP	1142	7066					634,214	554,214	(80,000)
A	001	142	142INTRA	1142	9102						80,000	80,000
Line Total							Must Equal Zero			\$ 5,594,445	\$ 5,594,445	\$ -

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

To adjust budget to include anticipated transfer for the cost of HHS Parking Lot renovation through General Services



Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____
 County Executive Office Action: No. _____ Date: _____
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Entered By: _____
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c3



AUD-308 - Budget Adjustment Form

5:15 PM

3/24/2020								9/20				2020	
Date				Document ID Number		Accounting Period				Budget Fiscal Year			
				Health and Human Services Agency		Gabriel Diaz-Carrera		559-624-7490					
				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	142	142CAP					1,285,700	1,331,435	45,735			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	1,285,700	1,331,435	45,735			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
A	001	142	142CAP	6039	8317			\$ -	35,339	35,339			
A	001	142	142CAP	3022	8317			\$ -	10,396	10,396			
C	001	142		6039		5227		303,933	339,272	(35,339)			
C	001	142		3022		5514		135,000	145,396	(10,396)			
										-			
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										-			
										-			
Line Total							Must Equal Zero	\$ 438,933	\$ 530,403	\$ 0			

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

The purpose of this budget adjustment is to open the capital asset line for budget units 6039 and 3022 to purchase program equipment necessary for the delivery of program services.



Affected Dept Head Signature

Other Affected Dept Head Signature

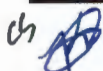
Checked By: _____
 County Executive Office Action: No. _____ Date: _____
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 Board of Supervisors Action: No. _____ Date: _____

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AUD-308 - Budget Adjustment Form

9:15 AM

02/05/20								9/20				2020	
Date				Document ID Number		Accounting Period				Budget Fiscal Year			
				HHSA		Mary Jungwirth		636-4058		64058			
				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	142	142CAP					1,285,700	1,342,218	56,518			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	1,285,700	1,342,218	56,518			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	001	142		6053		4201		165,000	221,518	(56,518)			
A	001	142	142CAP	6053	8326				56,518	56,518			
										-			
										-			
										-			
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										-			
										-			
										-			
										-			
Line Total							Must Equal Zero	\$ 165,000	\$ 278,036	\$ (0)			

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

To establish a Capital Asset for the purpose of purchasing an x-ray machine and a Hotsy Pressure Washer.



Affected Dept Head Signature

Other Affected Dept Head Signature

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

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

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AUD-308 - Budget Adjustment Form

4:54 PM

03/24/2020								9				2020	
Date				Document ID Number		Accounting Period				Budget Fiscal Year			
				Health and Human Services Agency		Gabriel Diaz-Carrera		624-7490		4-7490			
				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	142	142SSUP					150,267,180	150,266,212	(968)			
C	001	142	142CAP					1,285,700	1,314,737	29,037			
C	018	018	018INTRA					12,533,659	12,556,729	23,070			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	164,086,539	164,137,678	51,139			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
A	001	142	142CAP	6108	8326				4,999	4,999			
C	001	142	142SSUP	6108	7066			10,147	5,148	(4,999)			
A	001	142	142CAP	6026	8326				24,038	24,038			
C	001	142	142SSUP	6026	7066			5,200	4,232	(968)			
C	001	142		6026		9227		38,909	61,979	(23,070)			
C	018	018	018INTRA	3010	9127			12,533,659	12,556,729	23,070			
										-			
										-			
										-			
										-			
										-			
										-			
Line Total							Must Equal Zero	\$ 12,587,915	\$ 12,657,125	\$ 23,070			

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

The Public Health Emergency Preparedness program and the Immunizations program will be funding the purchase of capital assets needed to ensure continuity of the Immunizations programs capacity to stock and deliver vaccines during emergency situations, such disasters or unplanned incidents that take power systems offline.



Affected Dept Head Signature

Other Affected Dept Head Signature

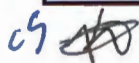
Checked By: _____
 County Executive Office Action: No. _____ Date: _____
 () Approved () Disapproved

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

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

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AUD-308 - Budget Adjustment Form

12:28 PM

03/24/2020								09/20	2020	
Date				Document ID Number		Accounting Period		Budget Fiscal Year		
				Health and Human Services Agency		Gabriel Diaz-Carrera		624-7490		
				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	142	142CAP				1,285,700	1,338,830	53,130	
C	001	142	142SSUP				150,267,180	150,214,050	(53,130)	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
Appropriations Total				Need Not Equal Zero			151,552,880	151,552,880	-	
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
A	001	142	142CAP	6024	8342				53,130	53,130
C	001	142	142SSUP	6024	7043			373,000	319,870	(53,130)
										-
										-
										-
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										-
Line Total							Must Equal Zero	\$ 373,000	\$ 373,000	\$ -

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

The Children Medical Services program is requesting the transfer of funds for from services and supplies into the capital project line to allocate funds for the purchase of two (2) vehicles.



Affected Dept Head Signature

Other Affected Dept Head Signature

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

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

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CS 

3:40 PM

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Line Total	<i>Must Equal Zero</i>	\$ 28,634,393	\$ 28,634,393	\$ -
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Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

For various roads capital purchases.

For various roads capital purchases.

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

County of Tulare — Auditor Controller
Budget Adjustment Form

03/31/2020							8/20		2020	
Date				Document ID Number			Accounting Period		Budget Fiscal Year	
				TCiCT			S Murch		27314	
				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	091	091SSUP					1,556,075	1,785,075	229,000
C	001	091	091INTRA					38,284	41,284	3,000
C	001	091	091RE					(1,269,015)	(1,490,015)	(221,000)
C	035	090	090SBEN					235,753	248,753	13,000
C	071	090	0901SBEN					16,123,110	16,130,110	7,000
C	071	090	0901SSUP					8,014,384	9,429,599	1,415,215
C	071	090	0901OTH					254,458	254,608	150
C	071	090	0901INTRA					490,878	497,378	6,500
C	074	074	074SBEN					631,093	646,093	15,000
C	074	074	074SSUP					6,998,897	7,004,776	5,879
										-
										-
										-
										-
Appropriations Total							<i>Need Not Equal Zero</i>	33,073,917	34,547,661	1,473,744

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	001	091	091SSUP	2000	7043			1,556,075	1,785,075	229,000
C	001	091	091INTRA	2000	9333			38,284	41,284	3,000
C	001	091	091RE	2000	9601			(1,269,015)	(1,490,015)	(221,000)
C	001	091		2000		9404		80,820	91,820	(11,000)
C	035	090	090SBEN	2000	6001			170,862	183,862	13,000
C	035	090		2000		9200		3,274,759	3,287,759	(13,000)
C	071	090	0901SBEN	2800	6001			178,968	185,968	7,000
C	071	090	0901SSUP	2800	7073			9,000	9,500	500
C	071	090		2800		9410		895,165	902,665	(7,500)
C	071	090	0901SSUP	2900	7043			5,406,218	6,587,758	1,181,540
C	071	090	0901SSUP	2900	7073			29,999	140,999	111,000
C	071	090	0901OTH	2900	7421			1	151	150
C	071	090	0901INTRA	2900	9333			1	2,601	2,600
C	071	090		2900		5835		1	163	(162)
A	071	090		2900		5999			1,378	(1,378)
C	071	090		2900		9407		24,572,897	25,992,447	(1,419,550)
C	071	090	0901SSUP	2904	7036			6,000	8,100	2,100
A	071	090	0901SSUP	2906	7043				100,000	100,000
C	071	090	0901SSUP	2908	7036			50,000	50,275	275
C	071	090		2908		5841		1	276	(275)
C	071	090	0901INTRA	2912	9333			1	2,601	2,600
C	071	090	0901SSUP	2914	7036			9,500	14,300	4,800
A	071	090	0901SSUP	2914	7043				15,000	15,000
A	071	090	0901INTRA	2916	9333			1	1,301	1,300
C	074	074	074SBEN	7400	6001			403,537	418,537	15,000
C	074	074	074SSUP	7400	7065			6,000	11,879	5,879
C	074	074		7400		4807		1	1,901	(1,900)
C	074	074		7400		9418		1,225,393	1,244,372	(18,979)
Line Total							<i>Must Equal Zero</i>	\$ 36,644,469	\$ 39,591,957	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)
 FY 19/20 Mid Year Budget Adjustments - Based on the Year-End Projection WorkSheets, Mid Year Analysis, and the Working Capital Spend Down Plan
 See Steven Murch with Questions - 559.622.7314 or via email @ smurch@co.tulare.ca.us
 Additional Support Documentation is attached.

Affected Dept Head Signature

Other Affected Dept Head Signature

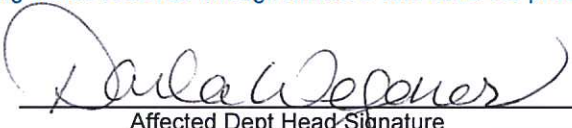
Checked By: _____ County Executive Office Action: No. _____ Date: _____ () Approved () Disapproved	Entered By: _____ Date: _____ Distribution: 1: BOS/CAO/Auditor
--	--

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**
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County of Tulare — Auditor Controller

Budget Adjustment Form

03/10/20							7/14		2020		8:47 AM
Date				Document ID Number			Accounting Period		Budget Fiscal Year		
				Library			Darla Wegener		713-2720		
				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	010	145	145SBEN					2,505,117	2,539,527	34,410	
C	010	145	145SSUP					1,159,766	1,204,197	44,431	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
Appropriations Total							Need Not Equal Zero	3,664,883	3,743,724	78,841	
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt	
C	010	145	145SBEN	2100	6005			115,489	149,899	34,410	
C	010	145	145SSUP	2100	7036			69,965	113,788	43,823	
C	010	145	145SSUP	2100	7043			377,000	377,294	294	
C	010	145	145SSUP	2100	7081			250,000	250,314	314	
C	010	145		2100		9433			78,841	(78,841)	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
Line Total							Must Equal Zero	\$ 812,454	\$ 970,136	\$ -	
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)											
<p>Funding will be received through an MOU with HHSA to provide Staff and outreach services for Medi Cal sign ups.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;">  <p style="text-align: center;">Affected Dept Head Signature</p> </div> <div style="width: 45%;"> <p style="text-align: center;">Other Affected Dept Head Signature</p> </div> </div>											
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

8:01 AM

03/24/20								09/20				2020	
Date				Document ID Number		Accounting Period		Budget Fiscal Year					
				County Administration		Alex Cruz		636-5023					
				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	012	012SSUP					10,298,266	8,798,266	(1,500,000)			
C	001	012	012INTRA					21,170,363	22,670,363	1,500,000			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	31,468,629	31,468,629	-			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	001	012	012SSUP	1010	7066			8,567,972	7,067,972	(1,500,000)			
C	001	012	012INTRA	1010	9100			10,368,721.00	11,868,721	1,500,000			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Line Total							Must Equal Zero	\$ 18,936,693	\$ 18,936,693	\$ -			

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

To facilitate an operating transfer to Capital Projects for the furnishing of Cornerstone.



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

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AUD-308 - Budget Adjustment Form

8:01 AM

03/24/20								09/20				2020	
Date				Document ID Number		Accounting Period				Budget Fiscal Year			
				County Administration		Alex Cruz		636-5023					
				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	012	012SSUP					10,298,266	10,274,445	(23,821)			
C	001	012	012INTRA					21,170,363	21,194,184	23,821			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	31,468,629	31,468,629	-			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	001	012	012SSUP	1010	7066			8,567,972	8,544,151	(23,821)			
C	001	012	012INTRA	1010	9100			10,368,721.00	10,392,542	23,821			
										-			
										-			
										-			
										-			
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										-			
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										-			
										-			
										-			
										-			
										-			
										-			
Line Total							Must Equal Zero	\$ 18,936,693	\$ 18,936,693	\$ -			

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

To facilitate an operating transfer to Airport Fund to fund additional operating expenses.



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: _____

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AUD-308 - Budget Adjustment Form

8:01 AM

03/24/20								09/20				2020	
Date				Document ID Number		Accounting Period		Budget Fiscal Year					
				County Administration		Alex Cruz		636-5023					
				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	012	012SSUP					10,298,266	10,857,066	558,800			
C	001	012	012INTRA					21,170,363	20,611,563	(558,800)			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Appropriations Total							Need Not Equal Zero	31,468,629	31,468,629	-			
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt			
C	001	012	012SSUP	1010	7027			916,894	1,475,694	558,800			
C	001	012	012INTRA	1010	9100			10,368,721.00	9,809,921	(558,800)			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
Line Total							Must Equal Zero	\$ 11,285,615	\$ 11,285,615	\$ -			

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

Adjust budget to continue funding Groundwater Sustainability Agency memberships



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: _____

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Attachment “3”
Personnel Resolutions

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

IN THE MATTER OF AMENDING THE
POSITION ALLOCATION LISTING

) 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 APRIL 7, 2020, BY THE
FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

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

BY: _____
Deputy Clerk

* * * * *

The Board of Supervisors does hereby amend the Position Allocation Listing to add, delete, amend, or grant salary increases or changes to the following positions per the attached Budget document and effective with the Pay Periods shown on the spreadsheet:

Funded Pay Period	Effective Date	Pay Period No.
6	04/12/20	9
5	04/26/20	10
4	05/10/20	11
0*	07/05/20	15

Fiscal Year 2019/20 Mid-Year Budget - Personnel Resolution

Add, Delete, Reclassify, or Amend	Effective Pay Period	Job Code	Class Title	New Job Code	New Class Title	No. of Pos	Pos FTE	Grade	Position Number(s)	Dept ID	Job Cost Dist. No.
Assessor/Clerk-Recorder											
Add	6	046400	Title & Admin Technician Supv		-	1	1.00	791	****	025000	025 - 1025
Information and Communication Technologies											
Delete	6	* 015920	IT Business Intelligence II		-	1	1.00	227	06576	090000	090 - 2900
District Attorney											
Add	4	095800	Prosecution Assistant		-	1	1.00	342	****	100101	100 - 3200
Add	6	* 071820	Media Specialist II		-	1	1.00	446	****	100101	100 - 3200
Add	6	* 086020	Investigative Technician II		-	1	1.00	167	****	100101	100 - 3200
Add	6	* 097920	IT Desktop Technician II		-	1	1.00	305	****	100101	100 - 3200
Delete	6	046500	Legal Office Assistant-Supv		-	1	1.00	835	590	100101	100 - 3200
Health and Human Services Agency											
Add	6	* 050320	Personnel Services Officer II		-	1	1.00	241	****	142000	142 - 1142
Add	6	016200	Compliance Specialist		-	1	1.00	921	****	142000	142 - 1142
Add	6	099300	Child Welfare Service Mgr		-	1	1.00	251	****	142000	142 - 4020
Add	6	* 071020	Administrative Specialist II		-	1	1.00	709	****	142000	142 - 4030
Add	6	* 031820	Mental Health Technician II		-	1	1.00	851	****	142000	142 - 3323
Add	6	* 071020	Administrative Specialist II		-	1	1.00	709	****	142000	142 - 6070
Add	6	* 071020	Administrative Specialist II		-	1	1.00	709	****	142000	142 - 3311
Add	6	069500	Electronic Health Records Spec		-	1	1.00	728	****	142000	142 - 3001
Add	6	069500	Electronic Health Records Spec		-	1	1.00	728	****	142000	142 - 3001
Add	6	069500	Electronic Health Records Spec		-	1	1.00	728	****	142000	142 - 3001
Add	6	077600	Public Health Program Coordinator		-	1	1.00	662	****	142000	142 - 6024
Add	6	077600	Public Health Program Coordinator		-	1	1.00	662	****	142000	142 - 6028
Add	6	* 024200	Health Education Specialist		-	1	1.00	205	****	142000	142 - 6047
Add	6	* 024200	Health Education Specialist		-	1	1.00	205	****	142000	142 - 6047
Delete	6	071300	Family Services Coordinator		-		1.00	915	05588	142000	142 -
Delete	6	015710	Dietitian I		-	1	1.00	285	09219	142000	142 -
Public Defender											
Add	6	029200	Social Worker-Licensed		-	1	1.00	761	****	210000	210 - 1210
Resource Management Agency											
Add	5	* 041530	Account Clerk III		-	1	1.00	542	****	230523	225 - 2380
Add	5	* 011830	Construction & Maint Wkr III		-	1	1.00	852	****	230515	225 - 2350
County Fire											
Add	5	041700	Fire Apparatus Engineer		-	1	1.40	626	****	245000	245 - 2300
Add	5	041700	Fire Apparatus Engineer		-	1	1.40	626	****	245000	245 - 2300
Add	5	041700	Fire Apparatus Engineer		-	1	1.40	626	****	245000	245 - 2300
Add	5	093300	Fire Captain		-	1	1.40	700	****	245000	245 - 2300
Sheriff-Coroner											
Amend	6	* 071820	Media Specialist II	071830	Media Specialist III	1	1.00	649	10602	240103	245 - 2125

*Flexibly Allocated Classification

**Flexibly Allocated Classification and Up and Out

Fiscal Year 2019/20 Mid-Year Budget - Personnel Resolution

Compensation Changes

Action	Funded Pay Periods	Job Code	Class Title	Percentage Amount	No. of Pos	Pos. FTE	Grade	Position Number(s)	Dept ID	Job Cost Dist. No.
Salary Increase	6	007432	Chief Deputy Co Cnsl-Land/Jus	2.60%	1	2.60	B02	04141	000080	080 - 2150
Salary Increase	0*	004852	Attorney, Civil V-N	2.00%	18	17.65	098	07785, 07778, 07781, 07790, 07788, 08192, 09082, 07782, 09862, 08656, 07783, 07789, 07780, 09793, 10469, 07791, 07779, 07784	000080	080 - 2150
Salary Increase	0*	007422	Chief Deputy Co Cnsl-CPS	2.00%	1	1.00	B02	10364	000080	080 - 2250
Salary Increase	0*	007432	Chief Deputy Co Cnsl-Land/Jus	2.00%	1	1.00	B02	04141	000080	080 - 2150
Salary Increase	0*	007442	Chief Deputy Co Cnsl-Pers	2.00%	1	1.00	B02	04144	000080	080 - 2150
Salary Increase	0*	007462	Chief Deputy Co Cnsl-Litigate	2.00%	1	1.00	B02	08807	000080	080 - 2150
Salary Increase	0*	045502	Attorney-Supv-N	2.00%	6	6.00	277	05347, 03311, 08805, 10367, 01783, 07869	000210	210 - 1240
Salary Increase	0*	015200	Chief Deputy Public Defender	2.00%	1	1.00	B02	07871	000210	210 - 1210
Salary Increase	0*	045502	Attorney-Supv-N	2.00%	9	9.00	277	03219, 00419, 00423, 00418, 00421, 06382, 00429, 05316, 07811	000100	100 - 3200
Salary Increase	0*	045500	Attorney-Supv	2.00%	1	1.00	277	07797	000100	100 - 3160
Salary Increase	0*	033402	Chief Deputy District Attorney	2.00%	1	1.00	B02	10172	000100	100 - 3200
Salary Increase	0*	003402	Assitant District Attorney	4.00%	2	2.00	B02	00417, 05703	000100	100 - 3200
Salary Increase	0*	081502	Attorney, Chief Child Support	2.00%	1	1.00	B02	06517	000101	101 - 2200
Salary Increase	0*	081452	Attorney-Supv Child Support	2.00%	1	1.00	277	10496	000101	101 - 2200

* Salary increases for these positions are effective July 5, 2020.

*Flexibly Allocated Classification

**Flexibly Allocated Classification and Up and Out

Attachment “4”

Class Specifications and Class Designations

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

IN THE MATTER OF NEW OR AMENDED CLASS SPECIFICATIONS, AND CLASS DESIGNATIONS)))	Resolution No. 2020- Agreement No.
---	-------------	---

Upon Motion of Supervisor (Name), seconded by Supervisor (Name), the following was adopted by the Board of Supervisors, at an official meeting held April 7, 2020 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Attest: Jason T. Britt
 County Administrative Officer/
 Clerk, Board of Supervisors

By: _____
 Deputy Clerk

* * * * *

Adopt the following new or amended class specifications and class designations effective March 29, 2020:

Media Specialist III, Item No. 071830, Salary Grade: 694 (\$75,259 annual Step 5), Bargaining Unit 19, Competitive Service, Probation Period: 13 pay periods.

MEDIA SPECIALIST III

County of Tulare

DEFINITION

To plan, coordinate and implement a public information program that communicates the goals, objectives and strategies of a Department or Agency. Serves as the lead central source of departmental information and responds to inquiries made by the news media and the community. Performs a variety of staff administrative functions.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level classification in the Media Specialist series. The Media Specialist III is a supervisory classification, providing technical and functional direction to Media Specialist staff. Incumbents will perform at a high level, using good judgement in order to perform a wide variety of specialized and general functions of the classification.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by upper level management personnel. Responsibilities will include the direct and indirect supervision of professional and support staff.

DUTIES

Serve as Department or Agency spokesperson for specific situations as requested by Department or Agency Management.

Plan, develop, coordinate and implement media strategies and public relations activities to disseminate department or agency information.

Develops and coordinates the illustration and printing of publications.

Prepares, reviews, and edits news conferences, releases, newsletters, publications and scripts.

Participate in video-taped and telephone interviews with the media.

Supervises public information related trainings.

Serves as liaison between County officials, organizations, departments and specific groups.

Interprets the actions and opinions of the Department or Agency to specific groups and the public.

Demonstrates continuous efforts to improve operations, decrease turnaround times, streamline work processes.

Works cooperatively and jointly to provide quality seamless customer service.

Will utilize social media for information dissemination.

Maintain Department or Agency sponsored websites with appropriate content and determines necessary updates and/or edits.

Decides placement and functionality of information posted.

Coordinates and oversees sessions and speakers for meetings.

Drafts speaker scripts.

Interacts with and assists administrators at events.

Takes photos at large events for various County publications.

Perform related or other duties as assigned by the Department or Agency management.

Supervise, assign tasks, provide mentorship and complete employee evaluations.

Recommend budget needs to successfully implement public relations and outreach goals.

Essential job duties may be assigned that are not listed above but are relative to this job classification. (Reasonable accommodation will be made when requested and determined by the County to be appropriate under applicable law.)

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the education, training, experience, special skills and/or license which are required and equivalent to the following.

Knowledge of:

- Current principles, practices, techniques and objectives of public information and public relations programs.
- Strong written and verbal communication skills including the ability to employ a variety of writing techniques that inform the public on complex issues.
- Various journalistic styles.
- Current office practices and procedures including business correspondence, filing, and standard office equipment operations.
- Principles and practices regarding the functions of organizational executive office environments.
- Data collection and record keeping methods.
- Principles of supervision and employee development.

Skill/Ability to:

- Work and communicate effectively with people of various education and socioeconomic backgrounds by respecting beliefs, interpersonal styles and behaviors of both clients and co-workers.
- Demonstrate effective and appropriate oral communications with employees, members of the media, other agencies and the public by telephone, written communications, face-to-face or one-to-one discussions or in a group or social setting.
- Exercise exceptional interpersonal skills, good judgment, and an understanding of highly complex and political environments.
- Operate contemporary office equipment inclusive of computer, keyboard, and all applicable electronic equipment.
- Utilize all software appropriate for word processing, spreadsheets and publications in order to produce media documentation.
- Produce clear, concise reports, correspondence, and a variety of written materials using proper sentence structure, grammar, punctuation, and spelling.
- Comprehend and make inferences from materials.

- Establish goals and objectives.
- Organize multiple activities involved in a public relations program.
- Move objects of 20-50 pounds short distances, (20 feet or less).

Education:

- Graduation from an accredited college or university with a bachelor's degree in journalism, mass media communications, advertising, marketing, public relations or a closely related field.

Experience:

- Four (4) years of increasingly responsible experience in journalism, mass media communication or public relations.

License or Certificate:

- Possession of or ability to obtain an appropriate, valid California driver's license.

[Media Specialist III] Job Code: xxxxxx, Res: 20-xxxx, Adopted: xx/xx/xx

Suggested Supplemental Information

Overtime Status: Exempt

Probation: Six (6) months

BU: 19

Attachment “5”
Capital Asset Purchase List

Capital Assets		
Department	Requested Action	Cost for Capital Asset
Road Fund	1/2 Ton Pickup	\$25,000
Road Fund	4x4 3/4 Ton Pickup	\$30,000
Road Fund	Drivable Street Sweeper	\$310,000
Road Fund	Hot Water Pressure Washer	\$8,000
Road Fund	(2) Message Sign Boards	\$40,000
Probation	Duress System	\$14,500
Probation	(2) Full Metal Detectors	\$30,000
Custodial	Burnisher	\$8,200
Fleet	Dual A/C Machine	\$10,000
Health & Human Services Agency	(2) Ford Fusion Sedans	\$53,130
Health & Human Services Agency	(3) Standalone Battery Backups and (1) Power outage Alert System	\$23,070
Health & Human Services Agency	Multimode Plate Reader	\$45,735
Health & Human Services Agency	Generator	\$5,967
Health & Human Services Agency	Pressure Washer	\$6,879
Health & Human Services Agency	X-Ray Machine	\$49,639
Capital Assets Total		\$660,120