

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.20  
(ID # 17617)

**MEETING DATE:**

Tuesday, November 16, 2021

**FROM :** EXECUTIVE OFFICE:

**SUBJECT:** EXECUTIVE OFFICE: Receive and File the Fiscal Year 21/22 First Quarter Budget Report; Approval of the recommendations and associated budget adjustments, All Districts. [\$4,648,764 - 1% General Fund, 99% Department budgets] (4/5 Vote Required)

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Receive and file the FY 21/22 First Quarter Budget Report;
2. Approve the recommendations and direct the Auditor-Controller to make the budget adjustments contained in Attachment A;
3. Approve Resolution No. 440-9229 amending Ordinance 440 as contained in Attachment B;
4. Approve the revised multi-year budget schedule contained in Attachment C;
5. Receive and file the FY 20/21 Year-End Validation Report contained in Attachment D.

**ACTION:Policy, 4/5 Vote Required**

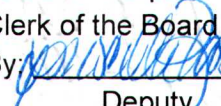
  
Dave Rogers, Chief Administrative Officer 11/10/2021

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9229 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: November 16, 2021  
xc: E.O., Auditor, HR

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$540,039,420	\$ 0	\$540,039,420	\$0
<b>NET COUNTY COST</b>	\$4,648,764	\$ 0	\$4,648,764	\$0
<b>SOURCE OF FUNDS:</b> 1% General Fund, 99% Department Budgets			<b>Budget Adjustment:</b>	Yes
			<b>For Fiscal Year:</b>	21/22

**C.E.O. RECOMMENDATION:** Approve

*Heydee Koury*  
 Heydee Koury, Sr Accountant - Auditor 11/10/2021

*[Signature]*  
 Jeff Van Wagenen, County Executive Officer 11/10/2021

*Brenda Diederichs*  
 Brenda Diederichs, Assistant CEO / Human Resources Director 11/10/2021

RESOLUTION NO. 440-9229

1 A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY RIVERSIDE  
 2 AMENDING ORDINANCE NO. 440

3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in  
 4 regular session assembled on November 16, 2021 that pursuant to Section 4(a)(ii) of Ordinance No. 440,  
 5 the Executive Office is authorized to make the following listed change(s), operative on the date of approval,  
 6 as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
15919	1	1500100000	Accounting Technician I - CN	R
78507	1	1500100000	Paralegal I - CN	R
74234	1	1700100000	Senior Public Information Specialist	R
78497	1	2400100000	Senior Paralegal	R
78506	1	2400100000	Paralegal II	R
78554	4	2400100000	Deputy Public Defender IV	R
79810	3	2400100000	Social Services Practitioner III	R
98555	4	2400100000	IT Forensics Examiner III	R
13423	1	3140100000	Code Enforcement Technician	R
13866	1	3140100000	Office Assistant III	R
33241	4	3140100000	Code Enforcement Officer I	R
33249	1	3140100000	Senior Code Enforcement Officer	R
33250	1	3140100000	Supervising Code Enforcement Officer	R
74150	1	3140100000	Senior Management Analyst	R
74278	1	3140100000	TLMA Administrative Services Manager	R
57729	5	5300100000	Office On Aging Services Assistant	R
74191	2	5300100000	Administrative Services Manager I	R
79883	1	5300100000	Regional Manager, Social Services	R
15813	1	7300100000	Procurement Contract Specialist	R

2 **RESOLUTION NO. 440-9229**

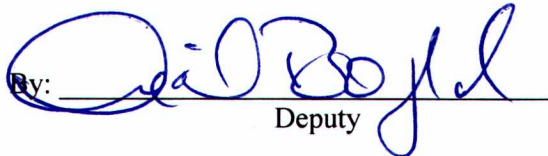
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6 **ADOPTED** by Riverside County Board of Supervisors on November 16, 2021.

7 **ROLL CALL:**

8 **Ayes:** Jeffries, Spiegel, Washington and Hewitt  
9 **Nays:** None  
10 **Absent:** Perez

11  
12  
13 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of  
Supervisors on the date therein set forth.

14 **KECIA R. HARPER, Clerk of said Board**

15  
16 **By:**   
Deputy

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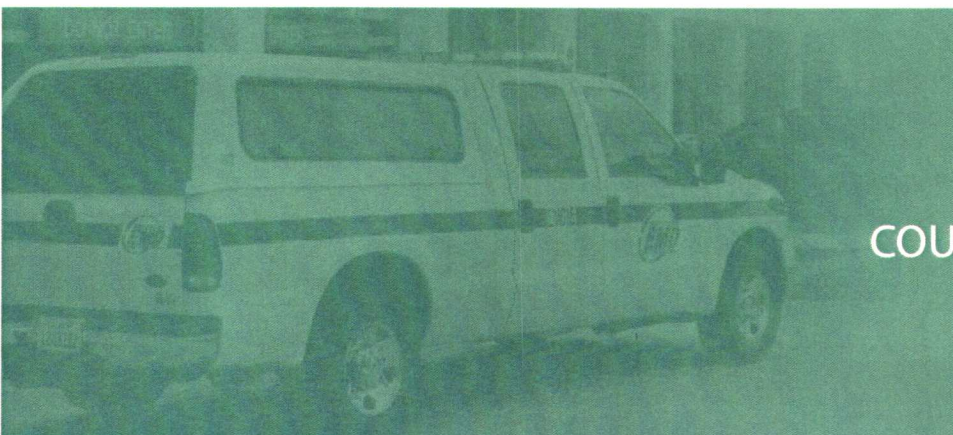
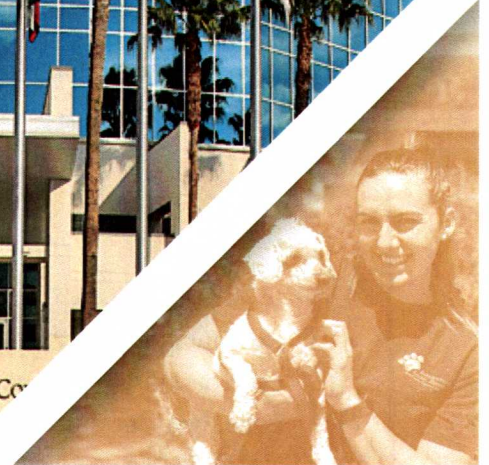
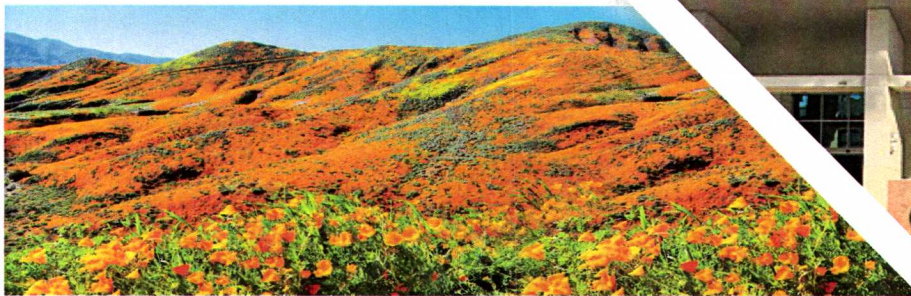
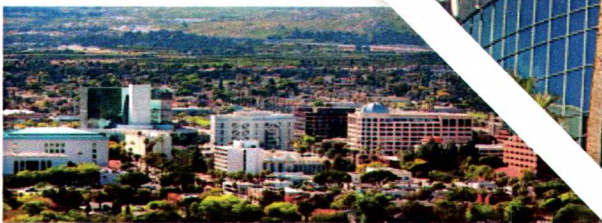
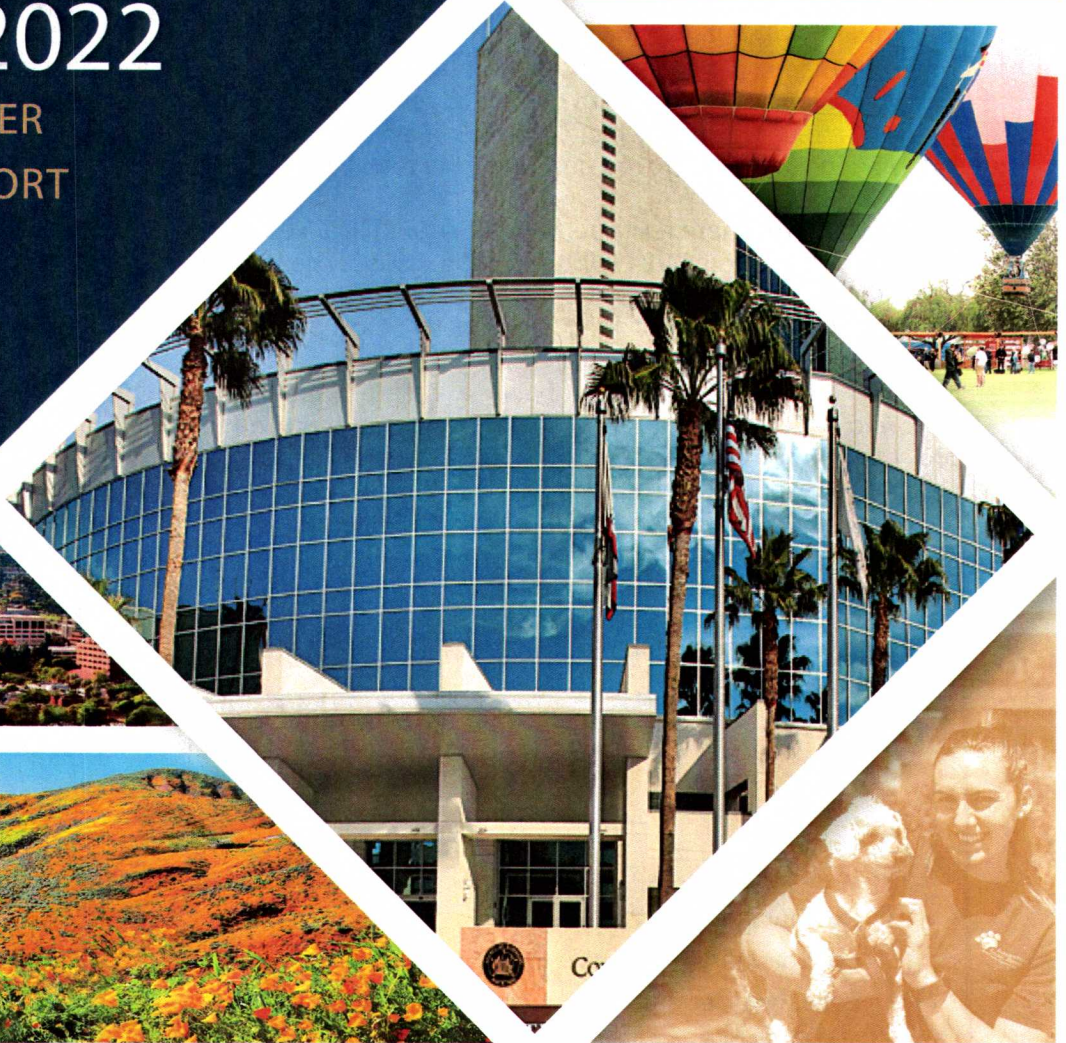
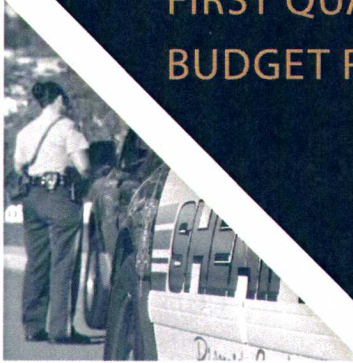


# COUNTY OF RIVERSIDE

STATE OF CALIFORNIA

## FISCAL YEAR 2021/2022

FIRST QUARTER  
BUDGET REPORT



Prepared by  
COUNTY EXECUTIVE OFFICE



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## Fiscal Year 2021/22 First Quarter Report

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November 16, 2021

Members of the Board of Supervisors:

In the first quarter, the financial position of the county is improving. While it is still early in the fiscal year, we are currently projecting a net deficit from operations of \$18 million, a reduction from the \$53 million deficit identified at the adoption of the budget. While at the same time, we are projecting to end the fiscal year with a reserves balance of \$353 million, an increase of \$122 million from the projection at the adoption of the budget. The improved position is the result of two key factors.

First, the discretionary revenue for the current fiscal year is projected to increase by \$35 million from the adopted budget, from \$921 million to \$956 million. The increase is primarily attributed to an \$11 million net increase in property tax revenue, a \$6.7 million increase in Motor Vehicle In Lieu state contribution, as well as an increase of \$5.7 million in the Transient Occupancy Tax.

Second, the FY 20/21 reserves balance ended higher than projected at the adopted budget, from \$284 million to \$371 million. From a cost perspective, there was a reduction in net county cost (NCC) from a projected \$887 million to \$829 million. This is due, in large part, to the shift of services to support our COVID-19 response and recovery efforts. From a revenue perspective, we were able to use approximately \$160 million in CARES funding to reimburse the general fund for costs associated with COVID-19 activity. Additionally, the federal government worked with local jurisdictions to accelerate FEMA reimbursements associated with COVID-19 efforts. To date, almost 70% of our FEMA submittals have been paid, for a total of \$45.3 million. Finally, the county realized an increase of \$32 million in discretionary revenue from a projection of \$894 million to an actual of \$926 million.

**General Fund**  
**Projected Yearend Financial Position FY2021/22**  
**As of First Quarter**  
(\$ in Millions)

	<u>Adopted Budget</u>	<u>First Quarter</u>
Beginning FY 21/22, Reserves	\$ 284	\$ 371
Discretionary Revenue	921	956
Less: Net County Cost	974	974
Net Deficit from Operations	(53)	(18)
Ending FY21/22 Reserves	\$ 231	\$ 353

While the county fiscal position in FY 20/21 benefited from CARES and FEMA funding, and we anticipate more limited benefit from ARPA funding in FY 21/22, the revenue must be considered one-time revenue. Specifically, for budgeting purposes, the planning assumption is to avoid using these funds to support ongoing operations or fill any budgetary gaps in the next fiscal year.

And, while the projected outlook for this fiscal year is improving, we have challenges looming that will need to be addressed. We must continue to work toward a structural balance between discretionary revenue and NCC while growing healthy reserves.

This report includes several adjustments to department budgets that will not impact the general fund. Most departments will use their respective reserves or have increased departmental revenue to balance these costs. There are, however, several adjustments that will impact general fund contingency. Each of these adjustments, totaling almost \$3 million, are to fund efforts that have previously come to the Board for approval, including 1) \$750,000 to Housing, Homeless Prevention and Workforce Solutions to support the asylum seeker response; 2) \$125,080 to the Executive Office Court Facilities to fund the county's portion of the Southwest Justice Center energy-efficient lighting project; 3) \$432,998 to Veterans' Services for additional positions and facilities improvements; 4) \$325,686 to the Public Defender for forensic examiners; 5) \$331,277 to the Public Defender to implement Laura's Law; and, 6) \$770,000 to Code Enforcement for weekend operations and support vehicles.

In closing, I want to thank all our departments for their continued efforts to meet the needs of our constituents while working to build resilient and fiscally sound operations.

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

Receive and file the FY 21/22 First Quarter Budget Report and approve the recommendations as set forth therein.

Respectfully,



Jeffrey A. Van Wagenen, Jr.  
County Executive Officer

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**ATTACHMENT B RESOLUTION NO. 440-9229**  
**ATTACHMENT C BUDGET SCHEDULE**  
**ATTACHMENT D FY 20/21 GENERAL FUND/NCC VALIDATION REPORT**

## **BUDGET OUTLOOK**

### **Discretionary Revenue Projections**

Overall, projected discretionary revenue estimates are up \$35.3 million from adopted budget projections. Highlights of the county's key general-purpose revenues are noted below.

In the budget, the Executive Office continues to anticipate a blended growth rate around 4 percent for the next few years.

<b>General Fund Projected Discretionary Revenue (in millions)</b>			
	<b>Adopted Budget</b>	<b>Current Quarter Estimate</b>	<b>Variance</b>
Property Taxes	\$436.2	\$447.0	\$10.8
Motor Vehicle In Lieu	302.4	309.1	6.7
RDA Residual Assets	38.7	40.0	1.3
Tax Loss Reserve Overflow	18.4	18.4	-
Fines and Penalties	15.0	15.9	0.9
Sales & Use Taxes	33.4	33.4	-
Tobacco Tax	11.5	11.5	-
Documentary Transfer Tax	17.2	19.5	2.3
Franchise Fees	7.0	7.0	-
Mitigation Fees	-	-	-
Interest Earnings	2.5	2.5	-
Misc. Federal and State	5.0	4.8	(0.2)
Federal In-Lieu	3.5	3.9	0.4
Rebates & Refunds	1.5	5.9	4.4
Other (Prior Year & Misc.)	18.6	27.3	8.7
Operating Transfers In	10.0	10.0	-
<b>Total</b>	<b>\$920.9</b>	<b>\$956.2</b>	<b>\$35.3</b>

### **Prop 172 Revenue**

The projected Prop 172 revenue continues to grow mostly due to online shopping strength. This trend is expected to continue through FY 22/23.

<b>Prop 172 Projected Revenue (in millions)</b>			
	<b>Adopted Budget</b>	<b>Current Quarter Estimate</b>	<b>Variance</b>
Prop. 172 Public Safety Sales Tax	233.3	251.3	18.0

# Budget Outlook

## Property Taxes

Property tax revenue and motor vehicle fee revenue received in-lieu of property taxes, were both budgeted based on 5 percent growth in assessed values. First quarter projections assume an increase of an additional 2.37 percent based on higher than anticipated revenues in the first quarter.

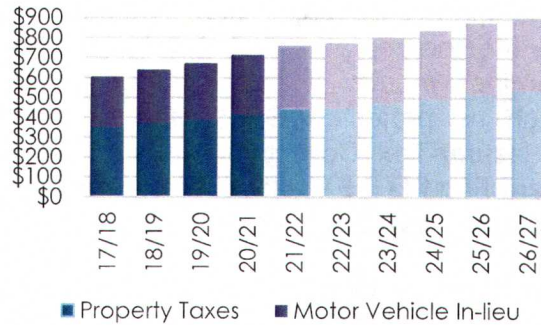
## Sales and Use Taxes

In the first quarter, the county's current sales and use tax projection has remained the same from the adopted budget projections. Riverside County fared better than other California counties through the COVID-19 pandemic. Therefore, the forecast considers continued sales tax growth through the end of calendar year 2021 including a projected decline in the second half of the fiscal year. The projected decline will result from lower sales due to higher prices brought on by inflation. Overall, though, projected Sales and Use Tax revenues are projected to meet Adopted Budget levels.

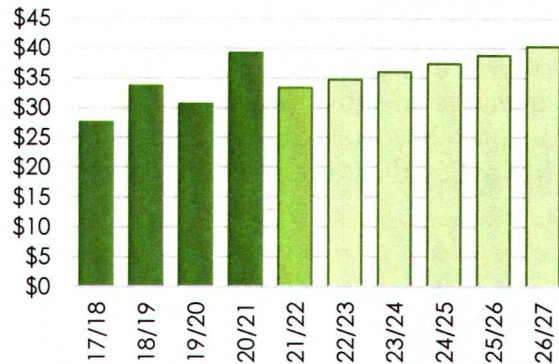
## Prop. 172 Public Safety Sales Tax

The county's Prop. 172 public safety sales tax revenue is affected both by changes in the overall statewide pool of revenue as well as changes in the county's pro rata share of that pool relative to other participants. Due to an increase in the pro rata share of the statewide pool, the county has benefited greatly. For the first quarter estimate, HdL Companies is projecting FY 21/22 ending revenue to be \$251.3 million, an increase of \$18 million from adopted budget projections.

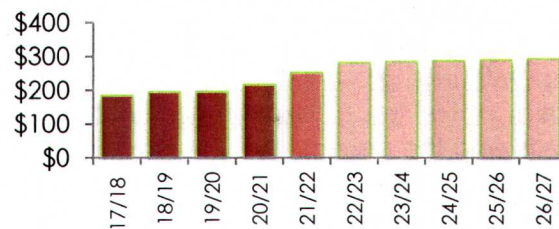
Property Taxes & Motor Vehicle In-lieu



Sales & Use Tax Revenue



Prop 172 Revenue Trend

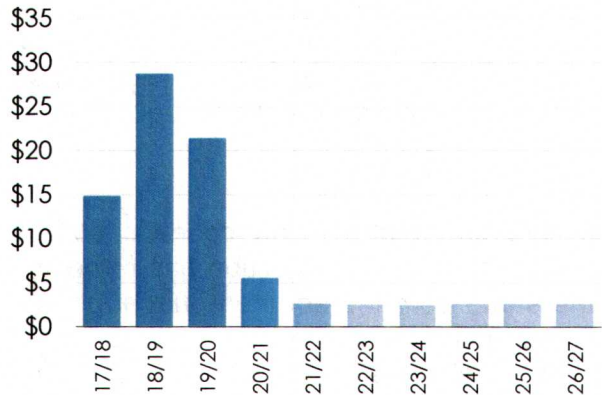


**Interest Earnings**

The Treasurer’s estimate for FY 21/22 County General Fund (GF) interest earnings remains at \$2.5 million. The estimate update incorporates first quarter interest earnings results. It also includes factors such as projected GF balances in the Treasurer-Tax Collector’s Pooled Investment Fund (TPIF), as well as current and projected levels of interest rates.

Short term interest rates are near zero and are projected to remain there until 2023. The Federal Open Market Committee (FOMC) has repeatedly voted to maintain rates at the target Federal Reserve (Fed) funds rate range of 0.00 - 0.25%.

General Fund Interest Earnings

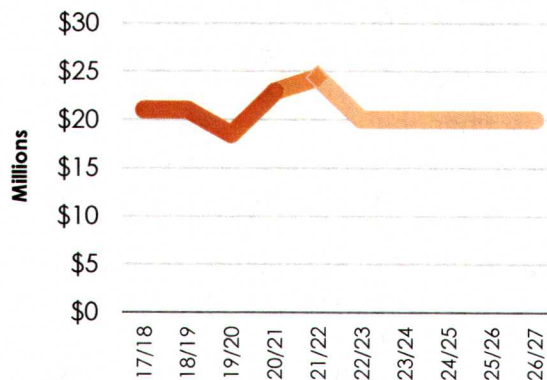


The TPIF’s interest earnings rate has settled at the new low rates and it’s not projected to continue to move lower. Earnings estimates for FY 21/22 remain unchanged. The Treasurer-Tax Collector will closely monitor earnings estimates and will provide updates to budget staff if there are material changes.

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

Under the California Teeter plan, the county advances property tax allocations to participating agencies based on enrolled assessed valuation. In return, the county retains the actual taxes received, plus penalties and interest on delinquent taxes. The TLRf captures revenues and expenditures associated with the program. Revenue exceeding financing costs and the necessary tax loss reserve is discretionary revenue released to the General Fund annually. The annual release is in accordance with the revenue and taxation code, and consistent with prudent risk management. The TLRf revenue has remained the same from the adopted budget projections.

Actual TLRf Overflow Transfer



## Budget Outlook

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

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

- **January 24, 2022** - FY 21/22 Recommended Budget kickoff with departments
- **June 13 thru June 14, 2022 (as necessary)** - Presentation of the FY 22/23 Recommended Budget, opening of budget hearings, and approval of the budget; and,

These dates have been coordinated to work with the Board's approved 2022 meeting calendar.

## CURRENT BUDGET STATUS

### **APPROPRIATIONS FOR CONTINGENCY**

Contingency covers urgent, unforeseeable events such as revenue shortfalls, unanticipated expenditures, uncorrectable budget overruns and mission-critical issues at the Board's discretion. The adopted budget appropriated \$20 million for contingency. This report contains a decrease of \$2.7 million, taking the contingency level to \$17.3 million, as summarized in the table below.

Use of General Fund Appropriations for Contingency					
		Cost Adjustment	Revenue Adjustment	Total Adjustment	Balance Available
<b>Recommended/Adopted Budget Balance:</b>					\$ 20,000,000
<b>Adjustments to date:</b>					
-					
<hr/>					
Total To Date		-	-	-	20,000,000
<b>Actions recommended in this report:</b>					
1st Qtr. Rec #6	HHPWS - Advance Asylum Seekers Response Program	750,000		(750,000)	
1st Qtr. Rec #8	EO Court Facilities - Southwest Justice Center Courtroom Energy Efficient Lighting Project	125,080		(125,080)	
1st Qtr. Rec. #16	Veterans Services - six positions & roof repairs	432,998		(432,998)	
1st Qtr. Rec. #23	Public Defender - four IT Forensic Examiner positions	325,686		(325,686)	
1st Qtr. Rec. #23	Public Defender - implementation of Laura's Law	331,277		(331,277)	
1st Qtr. Rec. #27	Code Enforcement - Weekend operations and eight vehicles.	770,000		(770,000)	
<hr/>					
	1st Quarter Report Total	2,735,041	-	(2,735,041)	
	Total adjustments to Contingency	2,735,041	-	(2,735,041)	
					<b>Contingency balance \$ 17,264,959</b>

**SUMMARY OF BUDGET ADJUSTMENT RECOMMENDATIONS**

Budget Adjustments					
Rec. No.	Departments	Adjustment Description	General Fund/NCC		
27	Code Enforcement	\$495,000 funding for staffing the evening and weekends and \$275,000 for eight new vehicles.	770,000		
6	Executive Office	Funding for HHPWS to implement the Riverside County Asylum Seeker Response program.	750,000		
8	Executive Office - Court Facilities	Energy efficient lighting project at Southwest Justice Center Courtroom.	125,080		
22	Public Defender	\$325,686 funding for four positions and \$331,277 to implement new Laura's Law mandate.	656,963		
16	Veterans Services	Six positions and roof repairs.	432,998		
Budget Adjustments					
Rec. No.	Departments	Adjustment Description	CARES/ARPA	Other Sources	Fund Balance
25	Animal Services	One position for \$192,769 and gate repairs for \$75,000 funded by contractual city revenues.		267,769	
1	Board of Supervisors	To release previously committed fund balance. No increase in appropriations is required.			150,000
2	Board of Supervisors	American Rescue Plan Act (APRA) funding for Community Improvement Designations.	1,000,000		
20	District Attorney	Increase in grant revenue.		952,462	
21	Emergency Management	Increase departmental revenue from local, state, and federal reimbursements.		1,814,455	
28	Environmental Health	An adjustment to correct a budget omission.		350,000	
4	Executive Office	To increase the appropriations for the CARES Act to distribute the remaining funds accordingly.	2,570,000		
5	Executive Office	Increase to pay for administrative expenses.			30,000

Current Status

Rec. No.	Departments	Adjustment Description	CARES/ARPA	Other Sources	Fund Balance
9	Executive Office	Additional appropriations for Development Agreement Fees funded projects.			50,000
7	Executive Office	To align the Adopted Budget with the Countywide Oversight Board approved budget.		26,000	
10	Executive Office	To provide additional appropriations for DIF funded projects.			900,000
12	Executive Office	Additional appropriations to make contributions to the Section 115 Pension Trust.			2,500,000
11	Executive Office-Infrastructure Financing Auth	Establishing a budget for the newly approved 2021A and 2021B Lease Revenue Bonds Refunding.		522,275,319	
22	Fire Protection	To purchase an aerial ladder truck in the Eastern County.		1,800,000	
13	HHPWS-Community Action Partnership	Increased LIHEAP grant revenue.		2,169,852	
14	HHPWS-Community Action Partnership	Increased RAP grant revenue.		20,000	
19	Information Technology	To pay a contractor for an aerial imagery of the County.			331,041
15	Office on Aging	Eight new positions funded with state and federal revenues.		2,215,611	
29	Parks	Increase appropriations for Education Support Program, Adopt-A-Trial Program and OPEB contributions			218,261
30	Parks	Increase revenue from RCA to repair RCA properties.		122,658	
31	Parks	Increased revenue for agreement with Metropolitan Water District.		90,000	
23	Public Defender	New program under Justice Crime Prevention Act funded by state.		1,277,509	
17	Purchasing and Fleet Services	Purchase of 52 vehicles with departments to reimburse.		1,395,017	24,460
18	Purchasing and Fleet Services	To adjust for rebate funds and to fund new position funded by Office on Aging.		250,357	
33	Registrar Of Voters	To fund a Senior Public Information Specialist.		59,690	
24	Sheriff	Increase in revenue from Cities for PSEC radio coverage.		478,301	492,550



Current Status

Rec. No.	Departments	Adjustment Description	CARES/ARPA	Other Sources	Fund Balance
32	TLMA	To purchase a new microfilm scanner.			71,000
26	TLMA - County Airports	To purchase three trucks, three tractors, and software with departmental revenue and use of fund balance.		498,102	514,230
For more detail, please refer to Attachment A					
Position Requests					
Rec. No.	Departments	Positions			
27	Code Enforcement	1	33250 - SUPV CODE ENFORCEMENT OFFICER		
		1	33249 - SR CODE ENFORCEMENT OFFICER		
		4	33241 - CODE ENFORCEMENT OFFICER I		
		1	13423 - CODE ENFORCEMENT TECHNICIAN		
		1	13866 - OFFICE ASSISTANT III		
		1	74278 - TLMA ADMIN SERVICES MANAGER		
		1	74150 - SR MANAGEMENT ANALYST		
3	County Counsel (No budget adjustment required)	1	15919 - ACCOUNTING TECHNICIAN I - CN		
		1	78507 - PARALEGAL I - CN		
15	Office On Aging	5	57729 - OFFICE ON AGING SERVICES ASST		
		2	74191 - ADMIN SVCS MGR I		
		1	79883 - REGIONAL MGR, SOCIAL SERVICES		
23	Public Defender	1	78497 - SR PARALEGAL		
		1	78506 - PARALEGAL II		
		4	78554 - DEP PUBLIC DEFENDER IV		
		3	79810 - SOCIAL SVCS PRACTITIONER III		
		4	98555 - IT FORENSICS EXAMINER III		
18	Purchasing and Fleet Services	1	15813 - PROCUREMENT CONTRACT SPEC		
33	Registrar Of Voters	1	74234 - SR PUBLIC INFO SPECIALIST		
<b>Total</b>		<b>35</b>			
Vehicle Requests					
Rec. No.	Departments	Request			
26	Aviation	Request three 4x4 trucks and three tractors			
22	Fire Protection	Aerial Ladder Truck in the Eastern County.			
17	Purchasing and Fleet Services	Requests 52 vehicles to replace older vehicles and to accommodate department requests.			

**All budget adjustment recommendations will be shown in attachment A and all position requests will be shown in attachment B, both following the department summaries.**

## **FINANCE & GOVERNMENT SERVICES**

### **Board of Supervisors**

On February 11, 2020, the Board of Supervisors ratified and approved an amount up to \$150,000 annually for two years to pay fees and expenses for court ordered monitoring by experts associated with the Quinton Gray case. Fund balance was committed for these costs. The FY 21/22 Adopted Budget includes \$150,000 in appropriations for this item, however, the committed fund balance was not released at that time. Accordingly, a budget adjustment is requested to release the committed fund balance.

**Recommendation 1:** *That the Board of Supervisors approve and direct the Auditor-Controller to decrease committed fund balance for the Board of Supervisors by \$150,000.*

On August 24, 2021, the Board of Supervisors approved the allocation of \$1 million in federal funding under the American Rescue Plan Act of 2021 (ARPA) to the Community Improvement Designation Fund (CID) program to support COVID response efforts and economic recovery within the Riverside County. The allocation includes \$200,000 to each Supervisorial District to be granted to local non-profits through the established CID application and award process. A budget adjustment was not included in the Form 11 because the fund had not been established at that time. Fund 21736 has been established to account for all disbursements associated with these CID awards, accordingly a budget adjustment is necessary.

**Recommendation 2:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the ARP Act CID Board of Supervisors Fund by \$1,000,000.*

### **County Counsel**

The Office of County Counsel requests the addition of two full time positions, a paralegal for the office to serve the Riverside University Health System-Medical Center and an accounting technician. These positions are necessary to address critical needs of the office, provide opportunity of advancement and enhance the department's ability to better serve its clients. The paralegal will be reimbursed from the client department and will have no impact on the General Fund. The accounting technician will be funded through the department's budget. The structure of the office is currently being reorganized; therefore, no budget adjustment is requested at this time.

**Recommendation 3:** *That the Board of Supervisors approve amending Ordinance No. 440 to add two positions for County Counsel.*

### **Executive Office**

The Executive Office is requesting a budget adjustment to increase revenue and appropriations for the Coronavirus Aid, Relief and Economic Security which were received March 2020. To ensure funds are exhausted by the end of the award period of December

## Current Status

31, 2021, this budget adjustment is being requested.

**Recommendation 4:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Executive Office by \$2,570,000.*

Per Ordinance No. 760, revenue is received from mobile home parks within the County, a portion of which is used for administration of the ordinance. The requested budget adjustment will allow for payment of the administration. The estimated revenue for the year was included in the adopted budget, accordingly no adjustment is necessary for revenues.

**Recommendation 5:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the EO-Reg Mobile Homes Fund by \$30,000.*

On May 25, 2021 Item 3.39, the Board of Supervisors approved the allocation of \$750,000 to the Housing, Homelessness Prevention and Workforce Solutions (HHPWS) Department to implement the Riverside County Asylum Seeker Response Program within the County of Riverside during the period of March 1, 2021 through September 30, 2021, with the option by HHPWS to extend the term an additional six months. HHPWS will be seeking full reimbursement for the costs through the National Board for the Emergency Food and Shelter Program (EFSP) – American Rescue Plan Act (ARPA) of 2021 funding. HHPWS is requesting that the General Fund advance the department the anticipated costs. Upon receipt of the federal funds, the department will reimburse the General Fund for the advance. The Executive Office is requesting a budget adjustment of \$750,000 to contribute the funds to HHPWS while the department awaits federal funding.

**Recommendation 6:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing appropriations for Appropriations for Contingency and increasing appropriations for Contributions to Other Funds by \$750,000.*

### **Executive Office Countywide Oversight Board**

The Countywide Oversight Board (Countywide OB) was created pursuant to the Health and Safety Code Section 34179 with specific duties to approve certain successor agency actions pursuant to Health and Safety Code section 34180 and to direct successor agencies in certain other actions pursuant to Health and Safety Code section 34181. The Countywide OB members have a fiduciary responsibility to holders of enforceable obligations and taxing entities pursuant to Section 34188 of the Health and Safety Code. On July 15, 2021, the board members of the Countywide OB approved the budget. A budget adjustment is needed to align the County Adopted Budgeted amounts to the Countywide OB approved budget.

**Recommendation 7:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing appropriations and estimated revenue for the Countywide Oversight Board Reimbursement Fund by \$26,000.*

### **Executive Office Court Facilities**

On March 2, 2021 Item 3.11, the Board of Supervisors authorized the county to make a project payment in the amount of \$125,080 to the Judicial Council of California, Administrative Office of the Courts (AOC) for the Southwest Justice Center Courtroom Energy Efficient Lighting Project. All costs associated with this project were expected to be expensed in FY 20/21, however due to a delay in the project, the funds were not billed in the prior year. The Executive Office department is requesting a budget adjustment of \$125,080 in FY 21/22 so that the county can meet its obligation for this project.

**Recommendation 8:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the EO-Court Facilities department by \$125,080 and decreasing appropriations for Appropriations for Contingency by \$125,080.*

### **Executive Office Developer Agreement Fees**

Developer Agreements are legal contracts between the county and a developer pursuant to Government Code section 65864 et seq. Unless otherwise provided by the terms of the development agreement, the applicable rules, regulations, ordinances, and policies that govern the development project are those that are in force at the time of the execution of the agreement.

Developer Agreement (DA) Fees are no longer collected. However, in order to spend the remaining balance in the funds, a budget adjustment is needed to process payments to other component units of the County for their various projects funded by DA fees as authorized by the Board of Supervisors.

**Recommendation 9:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Developers Impact Fee Fund by \$50,000.*

### **Executive Office Development Impact Fees**

The Development Impact Fee (DIF) may be imposed as a condition for approval after an application for a building permit has been received by the Transportation and Land Management Agency (TLMA) for construction within the County of Riverside. DIF fees are only charged to and collected from new development in unincorporated Riverside County, based on projects or facilities in the DIF Capital Improvement Plan. The DIF funds will need a budget adjustment to provide additional appropriation for the various projects authorized by the Board of Supervisors.

**Recommendation 10:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Developers Impact Fee Fund by \$900,000.*

### **Executive Office Infrastructure Financing Authority**

The Riverside County Infrastructure Financing Authority (IFA) was created through the joint powers agreement dated September 15, 2015 between the County of Riverside and

## Current Status

the Riverside County Flood Control and Water Conservation District. The purpose of the agreement is to establish an agency for, and with the purpose of issuing bonds, notes or other evidence of indebtedness or certificates of participation in leases or other agreements to finance or refinance public capital improvements, among others. The IFA needs two budget adjustments in first quarter. The first adjustment is to transfer payments to the Animal Friends of the Valley from the 2017 Series B bonds.

The second adjustment is for the refunding of bonds. On September 14, 2021, the Board of Supervisors approve the issuance of the Riverside County Infrastructure Financing Authority Lease Revenue Refunding Bonds Series 2021A and Series 2021B (Federally Taxable). A budget adjustment of \$521,800,000 is needed to establish the budget for the new refunding bonds.

**Recommendation 11:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Riverside County IFA by \$522,275,319.*

### **Executive Office Pension Liability Management Fund**

The Pension Liability Management Fund was established as part of the Series 2005 A Pension Obligation Bond documents and incorporated into the Board's Pension Management Policy B-25. The Pension Liability Management Fund (LMF) collects designated annual contributions to pay amounts due to CalPERS or send to the county's Section 115 Pension Trust account. The LMF needs a budget adjustment to provide additional appropriations to transfer contributions to the Section 115 Pension Trust.

**Recommendation 12:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Pension Liability Management Fund by \$2,500,000.*

## **HOUSING, HOMELESSNESS AND WORKFORCE**

### **Community Action Partnership**

On July 7, 2020, the department presented Resolution No. 2020-166 to the Board to accept and administer the Low-Income Home Energy Assistance Program (LIHEAP) Grant received from the State of California Department of Community Services and Development (CSD). LIHEAP funds are distributed to the community through Utility Assistance and Weatherization Programs, which offsets or pays for the cost of utilities in homes, contributes to the overall improvement of energy efficiency, and reduce energy costs for low-income Riverside County residents. A budget adjustment is required to account for additional funds awarded for the LIHEAP grant.

**Recommendation 13:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Community Action Partnership Fund by \$2,169,852.*

On July 29, 2021, Community Action Partnership was awarded with the Regional Access Project (RAP) Foundation grant to support its Cool & Warm Center program. The Cool &

Warm Centers provide a place to rest and protection from adverse weather . Cool & Warm centers also provide water and snacks. A budget adjustment is needed to account for the additional revenue and expenditures as related to the RAP Project.

**Recommendation 14:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Community Action Partnership by \$20,000.*

## **HUMAN SERVICES**

### **Office On Aging**

Office On Aging requests an additional \$2,215,611 increase to previously submitted estimates for an amended annual budget of \$21,930,028. The amount reflects new state/federal funding (in Area Plan Contract Amendment #1 between California Department of Aging and RCOoA), CARES Act, and county department agreements. Resources needed to support service expansion and administration are eight new RCOoA positions, along with allocation of a dedicated Purchasing Procurement Contract Specialist (PCS) to the department. Purchasing will assess the budget in their second quarter report to determine an appropriate budget adjustment based on a prorated amount per the hire date.

**Recommendation 15:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Office on Aging Fund by \$2,215,611 and 2) approve amending Ordinance 440 to add eight new positions for Office on Aging.*

### **Veterans' Services**

On November 9, 2021 Item 3.18, the Board of Supervisors authorized six new positions for the Veterans' Services. At this time, the department is requesting a budget adjustment and an on-going increase in net county cost (NCC) to better serve the county's veteran population. The request of \$432,998 will allow the department to hire the six additional positions (\$232,998) and repair the severely dilapidated roof at the Main Office (\$200,000). The roof repair is a one-time cost; the staffing amount covers partial year and will be an on-going expense of \$465,997 annually for the department.

Veterans' Services anticipates a budget shortfall in the current fiscal year. The department is working closely with the Executive Office to monitor activity and a review will occur at Mid-Year, at which time a budget adjustment may be recommended. The on-going position costs will result in a higher General fund obligation in ensuing years, but those costs will be offset by increased revenues because of increased staff being able to process more claims on behalf of Riverside County veterans.

**Recommendation 16:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$432,998 for the Veteran Services department and decreasing appropriations for Appropriations for Continuity by \$432,998.*

## Current Status

### **INTERNAL SERVICES**

#### **Purchasing and Fleet Services**

Purchasing and Fleet Services requests authorization to purchase 52 vehicles in total. Fleet is requesting 28 vehicles to replace older vehicles that have reached the end of their useful life. During an effort to restructure Fleet and while COVID-19 impacted operations, Fleet cancelled all vehicle purchases due to the uncertainty of the outcome of these two events. Now that restructuring is complete and COVID-19 operations are somewhat settled, vehicle demand is more certain. Fleet now requests an increase of eight new vehicles for the Motor Pool's shared use. They also need to address some portion of the significant backlog of approximately 280 deferred vehicle replacements, of which they are requesting 20 replacements currently. If the deferred vehicle replacements continue at the current pace, vehicles will be 30 to 40 years old at replacement. Funding for current vehicle purchases will be provided from Fleet's unrestricted net assets.

The remaining 24 vehicles requested are from the following departments: Probation (2 net new and 2 replacements, paid with cash), Community Service Areas (5 replacements, paid with cash), TLMA Code Enforcement (4 net new and 4 replacements, paid with cash), DA (2 replacements, 7-year financing), and HHPWS (5 net new, 5-year financing). Most of these requests were not received in time to be included in the FY 21/22 Adopted Budget. These departments will reimburse Fleet for the vehicle costs.

**Recommendation 17:** *That the Board of Supervisors 1) approve and authorize the purchase of fifty-two (52) vehicles; 2) approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations by \$1,395,017 and increasing estimated revenue by \$1,370,557 for Fleet Services Fund.*

Purchasing was recently notified it would receive a rebate from WW Grainger, Inc. in the amount of \$129,336. The department is working with the Executive Office to identify the best use of these funds. A budget adjustment is requested to reflect the receipt and use of funds.

In addition, A new dedicated positions is requested for Office on Aging to serve their ongoing and future procurement and purchasing needs.

**Recommendation 18:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations and estimated revenue by \$250,357 for the Purchasing Department and 2) approve amending Ordinance 440 to add one position for the Purchasing Department.*

#### **Riverside County Information Technology**

Per M.O. 3.34 dated December 17, 2019, Geographical Information Systems (GIS) agreed to pay \$426,000 of the \$1.1 million professional service agreement with Pictometry to provide aerial imagery technology to the County of Riverside. To date payments to Pictometry is \$745,000 of which \$620,000 has been reimbursed. GIS anticipates to the pay the remaining balance by December 2021 and is requesting a budget adjustment to make the payments in FY 21/22.

**Recommendation 19:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the GIS Fund by \$331,041.*

## **PUBLIC SAFETY**

### **District Attorney**

The District Attorney Office projects it will meet its budget for this fiscal year. This is a result of several combined circumstances including an increase in the departmental allocation of NCC and Sales Tax revenue, which has allowed the DAO to maintain staffing levels at a time when workloads continue to increase. A higher than anticipated attrition rate coupled with delayed hiring of backfills has also contributed to the projected position. The DAO remains committed to seeking out alternative funding sources from federal, state, and local government sources which are likely to reduce the burden on the NCC.

The continued effects of the COVID-19 pandemic remain an issue for the department due to the impact of extended *partial* court closures. These closures have increased the typical lifecycle of a criminal case leading to a surge in case workload volume. Another direct impact to operations has been the reduction in the ability to assess and receive fines, forfeitures, and penalties. As a follow up to the previous year's narrative, the Consumer/Environmental (17200) sub fund revenue stream has improved slightly. However, the activity levels are not restored to normal (pre-pandemic) levels. Thus, a portion of the costs related to this effort will be absorbed by the existing NCC. The DAO anticipates the effect of the COVID-19 pandemic to continue through much of this fiscal year.

The department is requesting grant related budget adjustments of \$952,462 to the General Fund and sub-fund. This adjustment aligns the budgeted amount to the final award which the granting agency finalized after preliminary budget submissions. This adjustment will not impact the department's NCC.

**Recommendation 20:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the District Attorney by \$952,462.*

### **Emergency Management Department**

Emergency Management is requesting four budget adjustments. The first adjustment is an increase in appropriations and estimated revenue of \$511,250 for the new city agreements signed and approved by the Board of Supervisors on July 27, 2021. On July 1, 2015, the Emergency Management Department (EMD) was created as its own department to provide Emergency Management (EM) Services throughout the county. During this period, most cities contracted for Emergency Management Services via the Riverside County Fire Department (RCFD) agreement. As of July 1st, 2021, the EM Services fees and associated administrative fees are no longer collected through the RCFD agreement. The Emergency Management Department is instead offering direct Emergency Management Services to city partners. This new Partnership Agreement evaluates the need for a successful EM Program that includes all four phases of Emergency Management. The EM Services include but are not limited to the four phases in Emergency Management of



## Current Status

mitigation, preparedness, response and recovery.

The department requests a budget increase of \$300,000 for the continued support with the border surge. EMD will be seeking 100 percent of reimbursement for costs through the National Board for the Emergency Food and Shelter Program (EFSP) and FEMA Public Assistance. Riverside County departments have been working with community partners to address the migrant surge at the Border since March 2021. The department has been responsible for communicating with Customs and Border Protection (CBP) and Immigration and Customs Enforcement (ICE) regarding migrant family and individual drop-off times and locations. EMD has coordinated transportation of migrants from the CBP stations in Blythe, Murrieta and Indio to accommodations in Riverside County.

The third budget adjustment of \$351,967 to intra-grant revenues is requested for amendment 3 of the MOU between FIRE and EMD signed September 2021. FIRE has the need for Emergency Medical Services (EMS) Physician consulting services to provide central oversight and coordination on behalf of FIRE with the California Emergency Medical Services Authority (EMSA) and the local Emergency Medical Services Agency (LEMSA) within the County of Riverside.

A final budget adjustment of \$1,003,205 in additional estimated revenues is requested to account for additional rollover funding received from state and federal grants.

**Recommendation 21:** *That the Board of Supervision approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Emergency Management Department by \$1,814,455.*

### **Fire Department**

On May 25, 2021, the Board approved the mitigation plan for an Arena Project in Eastern County. The developer paid the Fire Department \$1.8 million to purchase an aerial ladder truck. The funds were received in July 2021. The Fire Department is requesting a budget adjustment for the acquisition of the aerial ladder truck.

**Recommendation 22:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Fire Capital Project Fund by \$1,800,000 and 2) approve and authorize the purchase of one aerial ladder truck.*

### **Probation**

The Probation Department is projecting that, overall, expenditures will be within appropriations and NCC targets at year-end. During the first quarter, the department continued its efforts to meet service demands while operating with limited or reduced resources.

Senate Bill (SB) 129 provides funding for “the implementation and operation of ongoing court programs and practices that promote the safe, efficient, fair, and timely pretrial release of individuals booked into jail.” SB129 appropriates funding of \$140 million in 2021-22, and \$70 million in ongoing funding to the Judicial Council for distribution to the courts for these purposes. The Courts are required to contract for pretrial services with their

county's probation department that have primary responsibility for making arrests or prosecuting criminal offenses and provide those departments with the remainder of the funds. Probation will be working with the Courts to negotiate and identify the funding levels that the department will receive based on the current and on-going costs associated with the Pretrial Program.

The department will continue to monitor the budget and report any concerns to the Executive Office.

### **Law Office of the Public Defender**

The Law Office of the Public Defender reports that it is currently on track to meet budget targets for current operation, yet they are requesting assistance from the General Fund for reorganization. The department continues the practice of hiring at entry level when vacancies become available to help stabilize the budget.

The department is requesting three budget adjustments. First, to account for a new state funding source. A memorandum of understanding was recently signed with the Probation Department for a new program under the Juvenile Justice Crime Prevention Act, or JJCPA, funds. The total program costs are estimated to be \$1.3 million per fiscal year. Second, to add four IT Forensic Examiner III positions to the current year budget. Third, the department has a new county mandate under Laura's Law that started July 1, 2021 to assist with the implementation of the IST Program with RUHS, and two positions are needed to support the work on this new mandate.

**Recommendation 23:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$1,934,472 and increasing estimated revenue by \$1,277,509 for the Public Defender Department and decreasing appropriations for Appropriations for Contingency by \$656,963 and 2) approve amending Ordinance 440 to add 13 positions to Public Defender Department.*

### **Sheriff**

At first quarter the department is projecting a balanced budget barring any unforeseen emergencies or decrease in anticipated revenues. The Sheriff's Department is still focused on maintaining the number of sworn personnel throughout the department due to retirements and resignations, while increasing the number of non-sworn and classified staff in positions previously held by sworn members whenever appropriate and as a cost savings measure. The department realizes it may take longer than originally anticipated because of the economic uncertainty with the COVID-19 crisis. Some hiring will still need to occur, but it will be targeted to restoring critical staff losses due to attrition, continued hiring for the John Benoit Detention Center (JBDC), and restoring unincorporated patrol staffing to safe levels throughout the County. Overtime will continue to trend higher until staffing normalizes and newly hired uniformed personnel complete their training. Also, the department ended last fiscal year with a budget surplus.

The department continues to find areas within the organization where operational efficiencies can be achieved. The department continues to shift from sworn deputies to court deputies. The transition is ongoing and will create greater efficiencies within the Court

## Current Status

Services Division. The department has already replaced 44 Deputy Sheriffs positions with recently created Court Deputy positions. The Court Deputy classification costs 20 percent less than a Sworn Deputy. Currently, the amount provided by the state requires the county to subsidize court security costs by approximately \$3 million. The department continues to analyze sworn positions throughout the department to see if a classified position would provide greater efficiency. In addition, the Department has taken over custodial responsibilities from Facilities Management (FM) and Sheriff Fleet from County Purchasing Fleet. These shifts may allow the department to realize future budget savings going forward.

The department has been successful in examining other areas to improve departmental efficiencies and reduce internal costs. It has implemented several policies and procedures to decrease the department's civil liabilities and the costly litigation that is associated with it. Since the beginning of this fiscal year, the department has restructured personnel to better pro-actively investigate and address use of force and other high liability incidents and has coordinated with Risk Management for early settlements whenever possible. Consequently, vehicle insurance costs have decreased as a result of their efforts. The department continues to actively work with Risk Management, County Counsel, and contracted legal counsel to streamline internal processes to find ways to reduce costs.

The department requests making budget adjustments to appropriations and revenue to account for MOUs with the cities of Corona and Murrieta to provide PSEC radio coverage. In addition, an adjustment is necessary to allocate costs among the department's organizations for a position transfer. The adjustments do not affect the department's overall NCC.

**Recommendation 24:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$970,851 and increasing estimated revenue by \$478,301 for the Sheriff Department.*

## **PUBLIC WORKS, LAND USE AND ENVIRONMENT**

### **Animal Services**

Animal Services is projecting an increase in animal sheltering service revenue to contracted cities. This increase is a result of an increase in the number contract city animals being housed and kenneled in our facilities.

The Department of Animal Services is requesting to increase estimated revenue and appropriations to pay for a Deputy Director of Administration within the Administration budget.

A second increase in estimated revenues and appropriations will pay for the repair/replacement of the northwest gate to the parking area at the Riverside/Jurupa Valley facility. This increase will post to the Operations budget.

**Recommendation 25:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for Animal Services by \$267,769.*

### **Aviation**

The Aviation Department has realized increased property lease revenue of \$237,102. The department has also received an FAA grant in the amount of \$261,000, for a total revenue increase of \$498,102.

The department has an immediate need to purchase three 4x4 trucks, three tractors, and associated accessories at an estimated cost of \$378,102. There is also has an immediate need to replace obsolete lease revenue management software that no longer has support available at an estimated cost of \$120,000.

Due to the department now being considered an Enterprise Fund, asset depreciation is treated differently in financial statements. Based on the Auditor-Controller's accounting principle, depreciation will need to be budgeted in a different appropriation with no impact to cash and fund balance. A budget adjustment is requested to add depreciation cost in appropriation three as this was not known during the budget process.

All Aviation revenue is self-generated. There is no General Fund impact.

**Recommendation 26:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$1,012,332 and increasing estimated revenue by \$498,102 for County Airports and 2) approve and authorize the purchase of three vehicles and three tractors.*

### **Code Enforcement**

On September 14, 2021 the Board of Supervisors directed the Executive Office and to develop a strategy and budget for increased code enforcement staffing on evenings and weekends. The department is requesting an increase of \$770,000; \$495,000 for additional staffing for evening and weekend operation and \$275,000 for eight vehicles for additional staff. This funding will allow Code Enforcement to add 10 new positions to maintain new evening and weekend operation plan. The staffing includes one Supervisor, one Sr. Code Officer, four Officers, one Code Aide or Technician, one Office Assistant, one Operations Manager and one dedicated IT Tech support. Any additional indirect cost incurred will be absorbed in the department budget.

This adjustment will fund the operation to mitigate violations by unpermitted vendors, unpermitted events, short term rentals and noise during evenings and weekends, during the occurrence.

**Recommendation 27:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Code Enforcement by \$770,000 and decreasing appropriations for Appropriations for Contingency by \$770,000 and 2) approve amending Ordinance 440 to add 10 positions for Code Enforcement.*

### **Environmental Health**

During the FY 21/22 budget process, the department inadvertently omitted revenue for special assessments. A corresponding increase to appropriations is also requested.

## Current Status

**Recommendation 28:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Environmental Health by \$350,000.*

### **Regional Parks and Open Space District**

The Park District is requesting to increase appropriations for the following items, that were not included in the budget development process 1) Kabian Park's new DeptID 931404; 2) Participation in the County's Educational Support Program (ESP); 3) Replenishment of tools for our Adopt-A-Trail program; 4) OPEB contributions; 5) Santa Rosa Plateau HVAC repair and pest control budget.

**Recommendation 29:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the Regional Park and Open Space District by \$218,261.*

The District's MSHCP Reserve Management program received funding approval from RCA to restore and repair twelve additional RCA properties using the MSHCP endowment fund. Therefore, a budget increase is needed to adequately cover all anticipated expenditures.

**Recommendation 30:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the MSHCP Reserve Management Fund by \$122,658.*

The District's Multi-Species Reserve program received and granted a five-year reserve management agreement with Metropolitan Water District. Therefore, a budget increase is needed to reflect the actual revenues and expenditures expected for this fiscal year.

**Recommendation 31:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Multi-Species Reserve Fund by \$90,000.*

### **Transportation & Land Management Agency**

Records division in TLMA Administration is initiating a large conversion project, which consists of jacketed fiche and rolled microfilm containing documents that were filmed at different times spanning decades, on different equipment, and from different source materials. All these factors make it a challenge to fully digitize these records in a time/cost efficient manner while making the best effort to attain the highest possible digital archival quality from this varied media collection. Pursuant to what has been inventoried to date, we anticipate having to digitize at least 15 million images from microfiche and 5 million images from microfilm. These numbers are likely to grow as the project is initiated. Bids from outside vendors have shown that purchase of the asset and in house scanning is the most cost-effective approach.

Our records team is currently using an obsolete microfilm scanner using Windows XP that is no longer supportable by RCIT and vulnerable to virtual attacks. The department has an immediate need to replace an obsolete scanner at an estimated cost of \$71,000.

The department has sufficient fund balance to cover this cost. There is no General Fund impact.

**Recommendation 32:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for TLMA Agency Administration by \$71,000.*

**HEALTH & HOSPITAL SERVICES**

**Riverside University Health System**

Riverside University Health System (RUHS) continues its integrated healthcare system strategic efforts centered on improving access and quality by providing the right care, at the right time, in the right setting and driving for the lowest cost.

Providing the right care, at the right time, in the right setting is better for the patient, better for the quality of care, and better from a fiscal perspective. It helps preserve our highest levels of intensive and inpatient care for those patients in greatest need, and provides the outpatient capacity to expand preventative care, helping keep more people well and out of more costly inpatient care. This philosophy is in line with healthcare industry best practices, and RUHS is in a strong position as an integrated health system comprised of the Medical Center, Community Health Centers, Behavioral Health, and Public Health, which together can provide coordinated access to care from preventive to the most intensive levels.

These efforts have positioned RUHS well to respond to the current COVID-19 Pandemic while also continuing to implement long term strategic goals. As of the first quarter report, all RUHS Departments – the Medical Center, Community Health Centers, Behavioral Health Detention, Correctional Health, Public Health, and Behavioral health are projecting to end the year within budget targets. RUHS will continue to work closely with the Executive Office and keep them updated as the fiscal year progresses.

**REGISTRAR OF VOTERS**

The Registrar of Voters is requesting to fill a Senior Public Information Specialist position which was included in the recommendations outlined in the Response to the November 2020 Election After Action Report and presented to the Board on August 24, 2021 (Agenda Item 3.3).

The Registrar of Voters and Executive Office are also working to bring a future action before the Board for the implementation of additional recommendations outlined in the Response to the November 2020 Election After Action report, which will be funded within the ROV's approved budget.

**Recommendation 33:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimate revenue for Registrar of Voters by \$59,690 and 2) approve amending Ordinance 440 to add one position for Registrar of Voters.*

## Attachment A Summary of Recommendations

**Recommendation 1:** That the Board of Supervisors approve and direct the Auditor-Controller to decrease committed fund balance for the Board of Supervisors by \$150,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1000100000	Board of Supervisors	330155 CFB-Legal Liabilities	(150,000)
10000	1000100000	Board of Supervisors	370100 Unassigned Fund Balance	150,000

**Recommendation 2:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the ARP Act CID Board of Supervisors Fund by \$1,000,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
21736	1000100000	Board of Supervisors	536200 Contribution To Other Non-County Agency	1,000,000
21736	1000100000	Board of Supervisors	763520 Fed-American Rescue Plan Act	1,000,000

**Recommendation 4:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Executive Office by \$2,570,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
21730	1107000000	EO-CARES Act Coronavirus Relief	551100 Contribution To Other Funds	2,570,000
21730	1107000000	EO-CARES Act Coronavirus Relief	740020 Interest-Invested Funds	150,201
21730	1107000000	EO-CARES Act Coronavirus Relief	763510 Fed-CARES Act	644,422
21730	1107000000	EO-CARES Act Coronavirus Relief	321101 Restricted Program Money	(1,775,377)

**Recommendation 5:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the EO-Reg Mobile Homes Fund by \$30,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
11065	1111400000	EO-Reg Mobile Homes	330119 CFB-Mobile Home Reg	(30,000)
11065	1111400000	EO-Reg Mobile Homes	524520 Administrative Support-Indirect	30,000

**Recommendation 6:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing appropriations for Appropriations for Contingency and increasing appropriations for Contributions to Other Funds by \$750,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1101000000	EO-Contribution To Other Funds	551100 Contribution To Other Funds	750,000
10000	1101000000	EO-Contribution To Other Funds	370100 Unassigned Fund Balance	(750,000)
10000	1109000000	EO-Approp For Contingency-General	581000 Approp For Contingencies	(750,000)
10000	1109000000	EO-Approp For Contingency-General	370100 Unassigned Fund Balance	750,000

**Recommendation 7:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments decreasing appropriations and estimated revenue for the Countywide Oversight Board Reimbursement Fund by \$26,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
11186	1111200000	EO-Countywide Oversight Board Reimb Fund	523350 Administrative Expense	(30,000)
11186	1111200000	EO-Countywide Oversight Board Reimb Fund	525020 Legal Services	4,000
11186	1111200000	EO-Countywide Oversight Board Reimb Fund	777520 Reimbursement For Services	(26,000)

**Recommendation 8:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the EO-Court Facilities department by \$125,080 and decreasing appropriations for Appropriations for Contingency by \$125,080.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1103900000	EO-Court Facilities	522310 Maint-Building and Improvement	125,080
10000	1103900000	EO-Court Facilities	370100 Unassigned Fund Balance	(125,080)
10000	1109000000	EO-Approp For Contingency-General	581000 Approp For Contingencies	(125,080)
10000	1109000000	EO-Approp For Contingency-General	370100 Unassigned Fund Balance	125,080

**Recommendation 9:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Developers Impact Fee Fund by \$50,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
30500	1103500000	EO-Mitigation Project Operation	536200 Contribution To Other Non-County Agency	50,000
30500	1103500000	EO-Mitigation Project Operation	322103 Rst For Capital Project subfunds	(50,000)

**Attachment A Summary of Recommendations**

**Recommendation 10:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Developers Impact Fee Fund by \$900,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
30500	1103700000	EO-Devel.Impact Fees Op Org	536200 Contribution To Other Non-County Agency	900,000
30500	1103700000	EO-Devel.Impact Fees Op Org	322103 Rst For Capital Project subfunds	(900,000)

**Recommendation 11:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Riverside County Infrastructure Financing Authority by \$522,275,319.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
37440	930001	Riv Co Infrastructure Fin Auth	536200 Contribution To Other Non-County Agency	475,319
37440	930001	Riv Co Infrastructure Fin Auth	781560 Contrib Fr Non-County Agencies	475,319
37450	930001	Riv Co Infrastructure Fin Auth	532160 Issuance Costs	2,099,388
37450	930001	Riv Co Infrastructure Fin Auth	533040 CORAL-Interest	7,255,575
37450	930001	Riv Co Infrastructure Fin Auth	533760 Interest Long Term Debt	43,081
37450	930001	Riv Co Infrastructure Fin Auth	550100 Payment to Escrow Agent-CORAL	512,401,956
37450	930001	Riv Co Infrastructure Fin Auth	790500 Operating Transfer-In	7,255,575
37450	930001	Riv Co Infrastructure Fin Auth	790600 Contrib Fr Other County Funds	42,101
37450	930001	Riv Co Infrastructure Fin Auth	791000 Bond Proceeds	499,800,000
37450	930001	Riv Co Infrastructure Fin Auth	791020 Premium On Bonds Issued	14,702,324

**Recommendation 12:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the Pension Liability Management Fund by \$2,500,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
35100	1104000000	EO-Pension Obligation Bonds	536200 Contribution To Other Non-County Agency	2,500,000
35100	1104000000	EO-Pension Obligation Bonds	350400 AFB For Debt Service	(2,500,000)

**Recommendation 13:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Community Action Partnership Fund by \$2,169,852.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
21050	5500600000	HHW-DCA-Local Initiative Program	510040 Regular Salaries	100,000
21050	5500600000	HHW-DCA-Local Initiative Program	510320 Temporary Salaries	216,000
21050	5500600000	HHW-DCA-Local Initiative Program	523640 Computer Equip-Non Fixed Asset	31,900
21050	5500600000	HHW-DCA-Local Initiative Program	523800 Printing/Binding	8,939
21050	5500600000	HHW-DCA-Local Initiative Program	523820 Subscriptions	8,000
21050	5500600000	HHW-DCA-Local Initiative Program	523840 Computer Equipment-Software	25,000
21050	5500600000	HHW-DCA-Local Initiative Program	525320 Security Guard Services	52,000
21050	5500600000	HHW-DCA-Local Initiative Program	526420 Advertising	75,000
21050	5500600000	HHW-DCA-Local Initiative Program	528920 Car Pool Expense	120,000
21050	5500600000	HHW-DCA-Local Initiative Program	536240 Other Contract Agencies	1,533,013
21050	5500600000	HHW-DCA-Local Initiative Program	767220 Fed- Other Operating Grants	2,169,852

**Recommendation 14:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Community Action Partnership by \$20,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
21050	5500700000	HHW-DCA-Other Programs	520705 Food	8,000
21050	5500700000	HHW-DCA-Other Programs	526420 Advertising	4,000
21050	5500700000	HHW-DCA-Other Programs	527840 Training-Education/Tuition	4,000
21050	5500700000	HHW-DCA-Other Programs	536200 Contribution To Other Non-County Agency	4,000
21050	5500700000	HHW-DCA-Other Programs	781480 Program Revenue	20,000



**Attachment A Summary of Recommendations**

**Recommendation 15:** That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Office on Aging Fund by \$2,215,611 and 2) approve amending Ordinance 440 to add eight new positions for Office on Aging.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
21450	5300100000	Office On Aging-Title III	510040 Regular Salaries	844,305
21450	5300100000	Office On Aging-Title III	510320 Temporary Salaries	29,300
21450	5300100000	Office On Aging-Title III	518100 Budgeted Benefits	371,886
21450	5300100000	Office On Aging-Title III	523840 Computer Equipment-Software	4,000
21450	5300100000	Office On Aging-Title III	527780 Special Program Expense	612,157
21450	5300100000	Office On Aging-Title III	536200 Contribution To Other Non-County Agency	253,963
21450	5300100000	Office On Aging-Title III	537180 Interfund Exp-Salary Reimb	100,000
21450	5300100000	Office On Aging-Title III	751200 CA-Health Programs	125,852
21450	5300100000	Office On Aging-Title III	751220 CA-Congregate Nutrition	7,550
21450	5300100000	Office On Aging-Title III	751680 CA-State Grant Revenue	326,395
21450	5300100000	Office On Aging-Title III	755260 CA-Home Del Meals	814,922
21450	5300100000	Office On Aging-Title III	767140 Fed-Misc. Reimbursement	767,343
21450	5300100000	Office On Aging-Title III	778200 Interfund -Miscellaneous	164,354
21450	5300100000	Office On Aging-Title III	781220 Contributions & Donations	3,000
21450	5300100000	Office On Aging-Title III	781850 Grants-Nongovtl Agencies	6,195

**Recommendation 16:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$432,998 for the Veteran Services department and decreasing appropriations for Appropriations for Contingency by \$432,998.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1109000000	EO-Approp For Contingency-General	581000 Approp For Contingencies	(432,998)
10000	1109000000	EO-Approp For Contingency-General	370100 Unassigned Fund Balance	432,998
10000	5400100000	Veterans Services	510040 Regular Salaries	232,998
10000	5400100000	Veterans Services	522385 ISF Maintenance Other	200,000
10000	5400100000	Veterans Services	370100 Unassigned Fund Balance	(432,998)

**Recommendation 17:** That the Board of Supervisors 1) approve and authorize the purchase of fifty-two (52) vehicles and 2) approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations by \$1,395,017 and increasing estimated revenue by \$1,370,557 for Fleet Services Fund.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
45300	7300500000	Fleet Services	532600 Cap Lease-Purch Principal	36,155
45300	7300500000	Fleet Services	533720 Cap Lease-Purch Interest	4,563
45300	7300500000	Fleet Services	535515 Amortization-Vehicles	24,460
45300	7300500000	Fleet Services	546320 Vehicles-Cars/Light Trucks	1,329,839
45300	7300500000	Fleet Services	777620 Vehicle Cost Recovery	1,370,557
45300	7300500000	Fleet Services	380100 Unrestricted Net Assets	(24,460)

**Recommendation 18:** That the Board of Supervisors 1) approve and direct the Auditor-Controller to make the budget adjustments increasing appropriations and estimated revenue by \$250,357 for the Purchasing Department and 2) approve amending Ordinance 440 to add one position for the Purchasing Department.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	7300100000	Purchasing	510040 Regular Salaries	79,549
10000	7300100000	Purchasing	518100 Budgeted Benefits	41,472
10000	7300100000	Purchasing	523230 Miscellaneous Expense	129,336
10000	7300100000	Purchasing	778280 Interfund -Reimb For Service	121,021
10000	7300100000	Purchasing	781360 Other Misc. Revenue	129,336

**Recommendation 19:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustment increasing appropriations for the GIS Fund by \$331,041.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
22570	7400900000	RCIT Geographical Info Systems	525440 Professional Services	331,041
22570	7400900000	RCIT Geographical Info Systems	321101 Restricted Program Money	(331,041)

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**Recommendation 20:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the District Attorney by \$952,462.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	2200100000	District Attorney	510040 Regular Salaries	378,177
10000	2200100000	District Attorney	518100 Budgeted Benefits	203,633
10000	2200100000	District Attorney	527840 Training-Education/Tuition	47,174
10000	2200100000	District Attorney	767280 Fed-Federal Revenue	481,216
10000	2200100000	District Attorney	767450 Fed-Ofc Traffic Safety Grants	147,768
11156	2200100000	District Attorney	527840 Training-Education/Tuition	4,636
11156	2200100000	District Attorney	537180 Interfund Exp-Salary Reimb	37,168
11156	2200100000	District Attorney	537200 Interfund Exp-Supportive Svcs	20,012
11156	2200100000	District Attorney	755240 CA-Urban Auto Fraud Grant	61,816
11158	2200100000	District Attorney	527840 Training-Education/Tuition	24,000
11158	2200100000	District Attorney	528920 Car Pool Expense	8,000
11158	2200100000	District Attorney	537180 Interfund Exp-Salary Reimb	118,300
11158	2200100000	District Attorney	537200 Interfund Exp-Supportive Svcs	63,700
11158	2200100000	District Attorney	755360 CA-Workers Comp Ins Fraud	214,000
11174	2200100000	District Attorney	527840 Training-Education/Tuition	3,574
11174	2200100000	District Attorney	537180 Interfund Exp-Salary Reimb	28,658
11174	2200100000	District Attorney	537200 Interfund Exp-Supportive Svcs	15,430
11174	2200100000	District Attorney	755650 CA-Disability Healthcare Fraud	47,662

**Recommendation 21:** *That the Board of Supervision approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Emergency Management Department by \$1,814,455.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	2000100000	Emergency Management Department	510040 Regular Salaries	308,309
10000	2000100000	Emergency Management Department	510240 Per Diem Salaries	280,952
10000	2000100000	Emergency Management Department	510320 Temporary Salaries	300,000
10000	2000100000	Emergency Management Department	510420 Overtime	11,542
10000	2000100000	Emergency Management Department	518100 Budgeted Benefits	161,246
10000	2000100000	Emergency Management Department	523640 Computer Equip-Non Fixed Asset	(20,567)
10000	2000100000	Emergency Management Department	524500 Administrative Support-Direct	(54,779)
10000	2000100000	Emergency Management Department	525440 Professional Services	(1,476,894)
10000	2000100000	Emergency Management Department	526530 Rent-Lease Equipment	500
10000	2000100000	Emergency Management Department	526700 Rent-Lease Bldgs.	94,164
10000	2000100000	Emergency Management Department	527180 Operational Supplies	(261,147)
10000	2000100000	Emergency Management Department	529540 Utilities	(14,000)
10000	2000100000	Emergency Management Department	536720 Interfund Exp-Admin Supt Direct	10,000
10000	2000100000	Emergency Management Department	537020 Interfund Exp-Legal Services	10,000
10000	2000100000	Emergency Management Department	537080 Interfund Exp-Miscellaneous	153,490
10000	2000100000	Emergency Management Department	546060 Equipment-Communications	165,465
10000	2000100000	Emergency Management Department	546080 Equipment-Computer	36,632
10000	2000100000	Emergency Management Department	546090 Equipment - Medical	667,704
10000	2000100000	Emergency Management Department	546160 Equipment-Other	1,793,805
10000	2000100000	Emergency Management Department	572200 Intra-Grant	(351,967)
10000	2000100000	Emergency Management Department	751680 CA-State Grant Revenue	162,018
10000	2000100000	Emergency Management Department	763500 Fed-Aid For Disaster	953,235
10000	2000100000	Emergency Management Department	767220 Fed- Other Operating Grants	187,952
10000	2000100000	Emergency Management Department	781360 Other Misc. Revenue	511,250

**Recommendation 22:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Fire Capital Project Fund by \$1,800,000 and 2) approve and authorize the purchase of one aerial ladder truck.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
30300	2700100000	Fire Protection-Const & Land Acq-Fire	546340 Vehicles-Fire Trucks	1,800,000
30300	2700100000	Fire Protection-Const & Land Acq-Fire	779000 Fire Dept Mitigation Project	1,800,000

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**Recommendation 23:** That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$1,934,472 and increasing estimated revenue by \$1,277,509 for the Public Defender Department and decreasing appropriations for Contingency by \$656,963 and 2) approve amending Ordinance 440 to add 13 positions to Public Defender Department.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	2400100000	Public Defender	510040 Regular Salaries	1,339,787
10000	2400100000	Public Defender	518100 Budgeted Benefits	468,922
10000	2400100000	Public Defender	523640 Computer Equip-Non Fixed Asset	15,000
10000	2400100000	Public Defender	523700 Office Supplies	3,000
10000	2400100000	Public Defender	525440 Professional Services	60,000
10000	2400100000	Public Defender	527840 Training-Education/Tuition	20,000
10000	2400100000	Public Defender	529040 Private Mileage Reimbursement	27,763
10000	2400100000	Public Defender	778280 Interfund -Reimb For Service	1,277,509
10000	2400100000	Public Defender	370100 Unassigned Fund Balance	(656,963)
10000	1109000000	EO-Approp For Contingency-General	581000 Approp For Contingencies	(656,963)
10000	1109000000	EO-Approp For Contingency-General	370100 Unassigned Fund Balance	656,963

**Recommendation 24:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$970,851 and increasing estimated revenue by \$478,301 for the Sheriff Department.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	2500100000	Sheriff Administration	510040 Regular Salaries	67,757
10000	2500100000	Sheriff Administration	518100 Budgeted Benefits	45,171
10000	2500100000	Sheriff Administration	370100 Unassigned Fund Balance	(112,928)
10000	2500200000	Sheriff Support	510040 Regular Salaries	37,940
10000	2500200000	Sheriff Support	518100 Budgeted Benefits	25,293
10000	2500200000	Sheriff Support	370100 Unassigned Fund Balance	(63,233)
10000	2500300000	Sheriff Patrol	510040 Regular Salaries	(105,697)
10000	2500300000	Sheriff Patrol	513040 Budgeted Benefits	(70,464)
10000	2500300000	Sheriff Patrol	370100 Unassigned Fund Balance	176,161
22270	2500400000	Sheriff Correction	525020 Legal Services	(6,000)
22270	2500400000	Sheriff Correction	537020 Interfund Exp-Legal Services	6,000
22270	2500400000	Sheriff Correction	572800 Intra-Miscellaneous	(50,000)
22270	2500400000	Sheriff Correction	778550 Interfund-Printing Services	335,884
22270	2500400000	Sheriff Correction	781480 Program Revenue	(385,884)
45520	7400610000	RCIT Comm Subscriber & Vehicle	546060 Equipment-Communications	1,020,851
45520	7400610000	RCIT Comm Subscriber & Vehicle	777520 Reimbursement For Services	528,301
45520	7400610000	RCIT Comm Subscriber & Vehicle	380100 Unrestricted Net Assets	(492,550)

**Recommendation 25:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for Animal Services by \$267,769.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	4200600000	Animal Control Services	522310 Maint-Building and Improvement	75,000
10000	4200600000	Animal Control Services	773210 City Billings-Animal Shelt Svc	75,000
10000	4201600000	DAS Administration	510040 Regular Salaries	136,846
10000	4201600000	DAS Administration	518100 Budgeted Benefits	55,923
10000	4201600000	DAS Administration	773210 City Billings-Animal Shelt Svc	192,769

**Recommendation 26:** That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations by \$1,012,332 and increasing estimated revenue by \$498,102 for County Airports and 2) approve and authorize the purchase of three vehicles and three tractors.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
40710	1910700000	TLMA-County Airports	535540 Depreciation-Building	257,763
40710	1910700000	TLMA-County Airports	535560 Depreciation-Equipment	86,241
40710	1910700000	TLMA-County Airports	535580 Depreciation-Infrastructure	170,226
40710	1910700000	TLMA-County Airports	546160 Equipment-Other	378,102
40710	1910700000	TLMA-County Airports	546280 Capitalized Software	120,000
40710	1910700000	TLMA-County Airports	741500 Temporary Use Lease	237,102
40710	1910700000	TLMA-County Airports	767220 Fed- Other Operating Grants	261,000
40710	1910700000	TLMA-County Airports	380100 Unrestricted Net Assets	(514,230)

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**Recommendation 27:** That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for Code Enforcement by \$770,000 and decreasing appropriations for Appropriations for Contingency by \$770,000 and 2) approve amending Ordinance 440 to add 10 positions for Code Enforcement.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1109000000	EO-Approp For Contingency-General	581000 Approp For Contingencies	(770,000)
10000	1109000000	EO-Approp For Contingency-General	370100 Unassigned Fund Balance	770,000
10000	3140100000	Code Enforcement	510040 Regular Salaries	321,874
10000	3140100000	Code Enforcement	518100 Budgeted Benefits	173,126
10000	3140100000	Code Enforcement	528920 Car Pool Expense	275,000
10000	3140100000	Code Enforcement	370100 Unassigned Fund Balance	(770,000)

**Recommendation 28:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Department of Environmental Health by \$350,000.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	4200400000	Environmental Health	523230 Miscellaneous Expense	350,000
10000	4200400000	Environmental Health	770100 Special Assessments	350,000

**Recommendation 29:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for the Regional Park and Open Space District by \$218,261.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
25400	931235	Reg Parks-Business Operations	518180 Other Post Employment Benefits	195,761
25400	931235	Reg Parks-Business Operations	527840 Training-Education/Tuition	10,500
25400	931235	Reg Parks-Business Operations	330100 Committed Fund Balance	(206,261)
25400	931300	Reg Parks-Trails	526960 Small Tools And Instruments	8,000
25400	931300	Reg Parks-Trails	330100 Committed Fund Balance	(8,000)
25400	931307	Reg Parks-Santa Rosa Plateau Nature Ctr	520020 Pest and Insect Control	1,500
25400	931307	Reg Parks-Santa Rosa Plateau Nature Ctr	522310 Maint-Building and Improvement	2,500
25400	931307	Reg Parks-Santa Rosa Plateau Nature Ctr	330100 Committed Fund Balance	(4,000)
25400	931400	Reg Parks-Major Parks	510040 Regular Salaries	(27,306)
25400	931400	Reg Parks-Major Parks	520020 Pest and Insect Control	(1,800)
25400	931400	Reg Parks-Major Parks	520115 Uniforms-Replacement Clothing	(60)
25400	931400	Reg Parks-Major Parks	520845 Trash	(1,000)
25400	931400	Reg Parks-Major Parks	521600 Maint-Service Contracts	(3,000)
25400	931400	Reg Parks-Major Parks	522310 Maint-Building and Improvement	(1,000)
25400	931400	Reg Parks-Major Parks	522320 Maint-Grounds	(2,300)
25400	931400	Reg Parks-Major Parks	522340 Maint-Rec Facilities	(1,000)
25400	931400	Reg Parks-Major Parks	526960 Small Tools And Instruments	(200)
25400	931400	Reg Parks-Major Parks	527680 Public Signs	(300)
25400	931400	Reg Parks-Major Parks	529550 Water	(8,000)
25400	931400	Reg Parks-Major Parks	536760 Interfund Exp-Payroll Srvc Fee	(500)
25400	931400	Reg Parks-Major Parks	330100 Committed Fund Balance	52,766
25400	931404	Reg Parks-Kabian Park	510040 Regular Salaries	27,306
25400	931404	Reg Parks-Kabian Park	520020 Pest and Insect Control	1,800
25400	931404	Reg Parks-Kabian Park	520115 Uniforms-Replacement Clothing	60
25400	931404	Reg Parks-Kabian Park	520845 Trash	1,000
25400	931404	Reg Parks-Kabian Park	521600 Maint-Service Contracts	3,000
25400	931404	Reg Parks-Kabian Park	522310 Maint-Building and Improvement	1,000
25400	931404	Reg Parks-Kabian Park	522320 Maint-Grounds	2,300
25400	931404	Reg Parks-Kabian Park	522340 Maint-Rec Facilities	1,000
25400	931404	Reg Parks-Kabian Park	526960 Small Tools And Instruments	200
25400	931404	Reg Parks-Kabian Park	527680 Public Signs	300
25400	931404	Reg Parks-Kabian Park	529550 Water	8,000
25400	931404	Reg Parks-Kabian Park	536760 Interfund Exp-Payroll Srvc Fee	500
25400	931404	Reg Parks-Kabian Park	330100 Committed Fund Balance	(52,766)

**Recommendation 30:** That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the MSHCP Reserve Management Fund by \$122,658.

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
25590	931150	Reg Parks-MSHCP Reserve Management	510040 Regular Salaries	86,398
25590	931150	Reg Parks-MSHCP Reserve Management	521560 Maint-Other	36,260
25590	931150	Reg Parks-MSHCP Reserve Management	777520 Reimbursement For Services	122,658

**Attachment A Summary of Recommendations**

**Recommendation 31:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimated revenue for the Multi-Species Reserve Fund by \$90,000.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
25540	931116	Reg Parks-Multi-Species Reserve	521420 Maint-Field Equipment	20,000
25540	931116	Reg Parks-Multi-Species Reserve	522320 Maint-Grounds	40,000
25540	931116	Reg Parks-Multi-Species Reserve	528260 Field Supplies	20,000
25540	931116	Reg Parks-Multi-Species Reserve	529520 Sewer System	10,000
25540	931116	Reg Parks-Multi-Species Reserve	777520 Reimbursement For Services	90,000

**Recommendation 32:** *That the Board of Supervisors approve and direct the Auditor-Controller to make budget adjustments increasing appropriations for TLMA Agency Administration by \$71,000.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
20200	3100200000	TLMA Administrative Services	546160 Equipment-Other	71,000
20200	3100200000	TLMA Administrative Services	350100 AFB For Program Money	(71,000)

**Recommendation 33:** *That the Board of Supervisors 1) approve and direct the Auditor-Controller to make budget adjustments increasing appropriations and estimate revenue for Registrar of Voters by \$59,690 and 2) approve amending Ordinance 440 to add one position for Registrar of Voters.*

<u>Fund</u>	<u>Dept ID</u>		<u>Account</u>	<u>Amount</u>
10000	1700100000	Registrar Of Voters	510040 Regular Salaries	42,035
10000	1700100000	Registrar Of Voters	518100 Budgeted Benefits	17,655
10000	1700100000	Registrar Of Voters	755320 CA-Misc. State Reimbursements	59,690

RESOLUTION NO. 440-9229

1 A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY RIVERSIDE  
 2 AMENDING ORDINANCE NO. 440

3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in  
 4 regular session assembled on November 16, 2021 that pursuant to Section 4(a)(ii) of Ordinance No. 440,  
 5 the Executive Office is authorized to make the following listed change(s), operative on the date of approval,  
 6 as follows:

7	<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
8	15919	1	1500100000	Accounting Technician I - CN	R
9	78507	1	1500100000	Paralegal I - CN	R
10	74234	1	1700100000	Senior Public Information Specialist	R
11	78497	1	2400100000	Senior Paralegal	R
12	78506	1	2400100000	Paralegal II	R
13	78554	4	2400100000	Deputy Public Defender IV	R
14	79810	3	2400100000	Social Services Practitioner III	R
15	98555	4	2400100000	IT Forensics Examiner III	R
16	13423	1	3140100000	Code Enforcement Technician	R
17	13866	1	3140100000	Office Assistant III	R
18	33241	4	3140100000	Code Enforcement Officer I	R
19	33249	1	3140100000	Senior Code Enforcement Officer	R
20	33250	1	3140100000	Supervising Code Enforcement Officer	R
21	74150	1	3140100000	Senior Management Analyst	R
22	74278	1	3140100000	TLMA Administrative Services Manager	R
23	57729	5	5300100000	Office On Aging Services Assistant	R
24	74191	2	5300100000	Administrative Services Manager I	R
25	79883	1	5300100000	Regional Manager, Social Services	R
26	15813	1	7300100000	Procurement Contract Specialist	R

County of Riverside Executive Office  
High-level Budget Schedule

	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
1st quarter department status reports	10/15/21	10/14/22	10/13/23	10/11/24	10/10/25
<b>1st quarter report to Board</b> (EO Execs Lead)	<b>11/16/21</b>	<b>11/29/22</b>	<b>11/16/23</b>	<b>11/15/24</b>	<b>11/17/25</b>
<b>ISF Rate Approval for next cycle</b> (EO Execs Lead)	<b>01/11/22</b>	<b>01/10/23</b>	<b>01/09/24</b>	<b>01/14/25</b>	<b>01/14/26</b>
2nd quarter department status reports	01/21/22	01/20/23	01/19/24	01/24/25	01/23/26
Budget kickoff for next budget cycle (EO Budget Team Leads/Dept budget staff attends)	01/24/22	01/23/23	01/22/24	01/20/25	01/20/26
<b>2nd quarter report to Board</b> (EO Execs Lead)	<b>03/01/22</b>	<b>02/28/23</b>	<b>02/27/24</b>	<b>03/04/25</b>	<b>03/04/26</b>
Budget submittals due for next budget	03/14/22	03/13/23	03/11/24	03/10/25	03/10/26
3rd quarter department status reports	04/15/22	04/14/23	04/12/24	04/11/25	04/10/26
Suspend CTRs	05/01/22	05/01/23	05/01/24	05/01/25	05/01/26
<b>3rd quarter report to Board</b> (EO Execs Lead)	<b>05/17/22</b>	<b>05/16/23</b>	<b>05/14/24</b>	<b>05/13/25</b>	<b>05/12/26</b>
<b>Recommended budget presented &amp; budget hearings opened</b> (EO Execs Lead)	<b>06/13/22</b>	<b>06/12/23</b>	<b>06/10/24</b>	<b>06/09/25</b>	<b>06/08/26</b>
<b>Recommended Budget Adopted (No later than)</b>	<b>06/28/22</b>	<b>06/27/23</b>	<b>06/28/24</b>	<b>06/30/25</b>	<b>06/30/26</b>
<b><u>Statutory deadline by which Board must approve next recommended budget</u></b>	06/30/22	06/30/23	06/30/24	06/30/25	06/30/26
<b>Adjustments to next recommended budget presented (as needed)</b> (EO Execs Lead)	<b>07/26/22</b>	<b>07/25/23</b>	<b>07/23/24</b>	<b>07/22/25</b>	<b>07/22/26</b>
Year-end clean-up adjustments due	08/08/22	08/07/23	08/05/24	08/04/25	08/03/26
<b>Year-end clean-up of old year budgeted appropriations (as needed)</b> (EO Budget Team Leads)	<b>09/13/22</b>	<b>09/12/23</b>	<b>09/10/24</b>	<b>09/09/25</b>	<b>09/08/26</b>
<b>Next budget adopted (no later than)</b> (EO Execs Lead)	<b>09/27/22</b>	<b>09/26/23</b>	<b>09/24/24</b>	<b>09/30/25</b>	<b>09/30/26</b>
<b><u>Statutory deadline by which Board must formally adopt next budget</u></b>	<b>10/02/22</b>	<b>10/02/23</b>	<b>10/02/24</b>	<b>10/02/25</b>	<b>10/02/26</b>
<b><u>Statutory deadline by which to file next adopted budget with Clerk of the Board and State Controller</u></b>	<b>12/01/22</b>	<b>12/01/23</b>	<b>12/01/24</b>	<b>12/01/25</b>	<b>12/01/26</b>

All dates not in *italics* are tentative and subject to change.  
Items in **bold** indicate Board dates.  
Items underlined are statutory deadlines.



## Fiscal Year 2020/21 Yearend Validation Report

### FY 20/21 Yearend General Fund Financial Position (In Millions)

Description	Adopted Budget FY 20/21	Third Quarter Projection	Year-end Actual*
Unassigned Fund Balance/Reserves Beginning Balance	\$ 284	\$ 258	\$ 258
Discretionary Revenue	856	894	926
Net County Cost (Actuals Include \$91M in net unspent NCC)	918	887	829
<b>Net Deficit/Savings from Operations</b>	<b>(62)</b>	<b>7</b>	<b>98</b>
Contingency Reimbursement**	0	13	13
Year-end Changes in Fund Balance/Reserves	0	0	2
<b>Projected/Actual Ending Unassigned Fund Balance/Reserves</b>	<b>\$ 222</b>	<b>\$ 277</b>	<b>\$ 371</b>
<b>Per Board Policy B-30 (25% of Discretionary Revenue)</b>	<b>\$ 214</b>	<b>\$ 224</b>	<b>\$ 232</b>
<b>Over/(Under) Fund Balance Threshold</b>	<b>\$ 8</b>	<b>\$ 54</b>	<b>\$ 139</b>

\* Data as of 10/19/2021

\*\* Emergency Management Department returned \$13.1 million in contingency funds to the General Fund. The funds were advanced in FY19/20.



FY 20/21 Yearend General Fund Discretionary Revenue  
 (In Millions)

Revenue Description	Recommended Budget	Adopted Budget	3rd Quarter Estimate	Year-end Actuals*
Property Taxes	\$ 409.6	\$ 414.4	\$ 411.4	\$ 419.5
Motor Vehicle In Lieu	286.6	287.0	289.4	290.7
RDA Residual Assets	11.2	13.0	36.4	37.6
Tax Loss Reserves Overflow	16.0	16.0	18.0	22.9
Fines and Penalties	10.8	10.3	14.4	15.2
Sales & Use Taxes	29.1	29.4	32.4	39.2
Tobacco Tax	11.5	11.5	11.5	11.5
Documentary Transfer Tax	8.7	15.0	21.4	24.6
Franchise Fees	6.9	6.9	6.9	7.0
Mitigation Fees	0.1	0.1	-	-
Interest Earnings	4.0	4.0	4.1	5.4
Misc. Federal and State	4.5	4.5	4.6	6.3
Federal In-Lieu	3.4	3.6	3.8	3.7
Rebates & Refunds	5.0	5.5	5.6	5.6
Health Realignment	8.9	8.9	-	-
Other (Prior Year & Miscellaneous)	17.3	17.5	24.6	27.6
Operating Transfers In	8.5	8.0	9.5	9.5
<b>Total Discretionary Revenue</b>	<b>\$ 842.1</b>	<b>\$ 855.7</b>	<b>\$ 894.1</b>	<b>\$ 926.5</b>

\* Data as of 10/19/2021

**FY 20/21 Yearend General Fund Unspent NCC**  
 (In Millions)

<b>Department Name</b>	<b>NCC Unspent</b>
Sheriff	\$ 20,201,732
DPSS	16,065,657
Executive Office – Contingency	14,867,757
Emergency Management Department	13,413,260
District Attorney	6,450,910
Executive Office-Interest On TRAns & Teeter	4,850,254
Human Resources	4,231,489
Treasurer-Tax Collector	2,799,215
Assessor-County Clerk-Recorder	2,029,220
Executive Office – Contributions to Other Funds	1,800,167
County Counsel	1,603,781
Executive Office-Indigent Defense	1,577,527
Auditor-Controller	1,066,290
Executive Office-Contribution to Trial Court Funding	927,743
Fire Protection	920,494
Agricultural Commissioner	733,640
Executive Office-Court Transcripts	591,789
Department of Child Support Services	536,776
Board Of Supervisors	407,012
Executive Office-Court Facilities	265,199
Probation	246,810
Executive Office-Grand Jury Admin	198,257
Public Defender	138,344
Cooperative Extension	136,941
Executive Office Operations	132,732
Purchasing	130,148
RUHS - Correctional	21,617
Public Health	17,274
Executive Office-Natl Pollutant Discharge Elim System	8,242
Code Enforcement	3,938
Behavioral Health	1,935
Environmental Health	1,365
Planning	366
Executive Office-Contributions to Health and Behavioral Health	323
<b>Total</b>	<b>\$ 96,378,218</b>

FY 20/21 Yearend General Fund NCC Deficits  
 (In Millions)

Department Name	NCC Deficit
Veterans Services	\$ (14,310)
Facilities Management	(406,073)
Animal Services	(864,687)
Registrar Of Voters	(1,181,091)
Auditor-Controller - Countywide Cost Allocation Plan (COWCAP)*	(2,792,960)
<b>Total NCC Deficits**</b>	<b>\$ (5,259,122)</b>
<b>Total Unspent NCC</b>	<b>\$ 91,119,096</b>

*\*Countywide Cost Allocation Plan of projected claims versus what is finally approved by the State Controller's Office.*

*\*\*NCC deficit due to timing of the State SB-90 revenue. Also, some departments recovered less revenue at year-end than budgeted.*

RESOLUTION NO. 440-9229

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY RIVERSIDE  
 AMENDING ORDINANCE NO. 440

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on November 16, 2021 that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Executive Office is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>	<u>Type</u>
15919	1	1500100000	Accounting Technician I - CN	R
78507	1	1500100000	Paralegal I - CN	R
74234	1	1700100000	Senior Public Information Specialist	R
78497	1	2400100000	Senior Paralegal	R
78506	1	2400100000	Paralegal II	R
78554	4	2400100000	Deputy Public Defender IV	R
79810	3	2400100000	Social Services Practitioner III	R
98555	4	2400100000	IT Forensics Examiner III	R
13423	1	3140100000	Code Enforcement Technician	R
13866	1	3140100000	Office Assistant III	R
33241	4	3140100000	Code Enforcement Officer I	R
33249	1	3140100000	Senior Code Enforcement Officer	R
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57729	5	5300100000	Office On Aging Services Assistant	R
74191	2	5300100000	Administrative Services Manager I	R
79883	1	5300100000	Regional Manager, Social Services	R
15813	1	7300100000	Procurement Contract Specialist	R

2 **RESOLUTION NO. 440-9229**

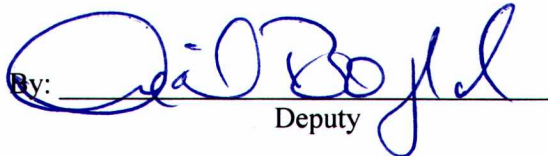
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6 ADOPTED by Riverside County Board of Supervisors on November 16, 2021.

7 **ROLL CALL:**

8 Ayes: Jeffries, Spiegel, Washington and Hewitt  
9 Nays: None  
10 Absent: Perez

11  
12  
13 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of  
Supervisors on the date therein set forth.

14 **KECIA R. HARPER, Clerk of said Board**

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16 By:  Deputy

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