



Recommended Budget

Fiscal Year 2018-19

**County of Mono
Recommended Budget 2018-19
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Introduction and Overview



County of Mono

County Administrative Office

Leslie L. Chapman
County Administrative Officer

Tony Dublino
Assistant County Administrative Officer

Dave Butters Janet
Human Resources Director

Jay Sloane
Risk Manager

June 12, 2018

TO: Honorable Board of Supervisors

FROM: Leslie L. Chapman, CAO

RE: Fiscal Year 2018-2019 CAO Recommended Budget

With this letter, I present the 2018-19 Mono County Recommended Budget. Pursuant to the County Budget Act, it is presented as the County Administrative Officer's recommended budget, but it is a collaborative effort between Finance and the CAO's office with critical input from all departments. Again, this budget cycle, I am reminded that we have an extraordinarily competent team of people who consistently strive to create the best Mono County imaginable. My sincerest thanks to all.

The Recommended Budget is balanced, as required by law, using \$1.5 million of carryover fund balance, and includes sufficient resources to achieve the following:

- Provide core services including public safety, public health, community safety net services, road and infrastructure repairs and improvements, community and economic development services and governance and administration;
- Contribute \$50,000 towards the Mono County/Town of Mammoth Lakes shared Recreation position;
- Invest in Public Works staff positions to enhance the County's ability to replace the old, run down hospital building with a new jail that will provide educational programs to inmates and medical services to both inmates and community members by leveraging \$25 million in grant funds from the Board of State and Community Corrections;
- Utilize State and Federal Construction funds from Senate Bill #1 and other road improvement funds totaling almost \$3 million to execute the 5-year Road Capital Improvement Plan. Current year projects include Eastside Lane and Hackney Dr. in Antelope Valley, Convict Lake Road, Airport Road, fog seal and stripping on various roads, slurry seal in Mono City and Benton Crossing Road, and South Landing Road overlay;
- Replace the recently retired Community Development Director and add an Assistant Planner to help absorb the increasing workload from an improving economy and new Cannabis regulations;
- Provide \$300,000 to continue improvements to the County emergency radio system that is used by law enforcement, fire departments and emergency medical responders;

- Facilitate implementation of the results of the salary survey by appropriating an additional 5% to salaries and benefits;
- Replace the failing, countywide telephone system;
- Stock fish during the summer months to enhance the outdoor experience for our tourists and residents;
- Provide funding for Senior services at the current level; and
- Fund emergency medical services at the current level.

While the above programs are worth highlighting, this budget provides for the delivery of many additional, ongoing services and programs that enhance the quality of life for our citizens and guests. In the Recommended Budget by Functional Area section, you will find these spending plans organized in categories including Governance and Administration, Public Safety Programs, Health and Human Services, Roads, Infrastructure and Community Development, and Local Economy.

County budgets require give and take and there is never enough money to go around. With the strategic priority of fiscal resiliency, the County is moving towards adopting a structurally balanced budget in June rather than waiting until September when carryover fund balance is known. This was a difficult exercise that forced us to distinguish bare-bones, operations from value added programs that the County has been funding for many years. Additionally, critical expenditures that enhance County fiscal health or fulfill mandates will need to be postponed until the September budget revision. Consequently, this CAO Recommended Budget does not include:

- Contributions to General Reserves or the Economic Stabilization Fund;
- Funding for the required investment in County's California Air Resources Board (CARB) compliant equipment replacement program;
- Funding subsidies for local fire departments and small special districts;
- The proposed emergency medical services expansion to the Tri Valley;
- Fish stocking beyond the current contract for this summer;
- Community grants and program subsidies;
- Vacant staff positions that are important but were not considered critical during the summer months.

Between July and September, staff will have the opportunity to align the Mono County Strategic Priorities with available resources and prioritize appropriations of carryover fund balance for your Board's consideration and approval on September 18, 2018.

As we become more adept at identifying and implementing strategic priorities and more precise in projecting long term revenues and expenditures, value added programs will be included in the structurally balanced budget that the County adopts each year in June. This will not happen overnight, but will be the result of small consistent improvements, along with commitment and discipline over time.

Below is a snapshot of total department requests compared to the recommended budget. Recall that departments were directed to ask for sufficient resources to comfortably carry out the mission of their respective departments. The data below shows that available resources fall short, yet our team of dedicated staff continues to advance our County mission, *“To support all our communities by providing superior services while protecting our unique rural environment.”*

	Department Requested Budget			Recommended Budget		
	Expense	Revenue	Net	Expense	Revenue	Net
General Fund	\$40,674,400	\$35,701,565	(\$4,972,835)	\$37,206,514	\$35,719,865	(\$1,486,649)
Non-General Fund	\$64,713,242	\$59,674,879	(\$5,038,363)	\$64,337,055	\$59,298,692	(\$5,038,363)
All Funds	\$105,387,642	\$95,376,444	(\$10,011,198)	\$101,543,569	\$95,018,557	(\$6,525,012)

Submitting a balanced County budget cannot be accomplished without the untiring and dedicated work of the Finance Department and CAO staff whose competence and commitment is unmatched, anywhere. It is not possible to thank Janet Dutcher, Finance Director, Stephanie Butters, Assistant Finance Director, the rest of the Finance team, and Rebecca Buccowich, Administrative Services Specialist enough.

Respectfully Submitted,

Leslie L. Chapman, CAO

Vision

Mono County Outstanding Community Services, Quality of Life Beyond Compare

Mission

Mono County's Mission:
To support all our communities by providing superior services while protecting our unique rural environment.

Values

Customer Service
We commit to exceptional service by managing the resources entrusted to us with integrity, trust, respect, and accountability.

Integrity
We demonstrate our integrity by ensuring our work is performed with consistency, credibility, and confidentiality.

Excellence
We strive to achieve the highest standards of excellence; continuously learn, develop, and improve; and take pride in our work.

Collaboration
We commit to responsible communication and respectful partnerships to achieve common goals.

Innovation
We strive to foster innovation and creative thinking, embrace change and challenge the status quo, listen to all ideas and viewpoints, learn from our successes and mistakes.

Results Orientation
We strive to set challenging goals, focus on output, assume responsibility, and constructively solve problems.



Strategic Directions

Promote a Strong Diverse Economy

Protect Natural Resources & Enhance Public Access

Understand & Address Community Needs

Support Healthy People in Healthy Communities

Reward Innovation

Effectively Use Resources

Workforce Wellness

Strengthen County Culture

Best Mono Imaginable

2018 MONO COUNTY STRATEGIC PRIORITIES

1 Improve Public Safety & Health

1A Improve emergency operations and response

1B Find ways to keep people from going back to jail by reducing future offenses

1C Address opioid crisis and substance abuse

1D Establish effective cannabis regulation, education, and enforcement

1E Invest in road and other infrastructure projects across the County

2 Enhance Quality of Life for County Residents

2A Address the housing crisis through policy, assistance, and development programs

2B Monitor and improve public, behavioral health, and social services programs

2C Support child & senior care initiatives for residents and County staff

2D Sustain and protect community, landscape, and environmental character

3 Promote a Fiscally Healthy County and Regional Economy

3A Invest in sustaining and maintaining public lands and outdoor recreation

3B Monitor and expand successful economic development initiatives and diversify our economic base

3C Maintain and expand existing businesses and industries

3D Adopt, implement, and monitor fiscal resiliency principles

4 Improve County Operations

4A Implement a long-term solution for South County offices

4B Improve operational efficiency and increase customer service and transparency

4C Plan and implement effective energy savings and environmental protection & compliance initiatives

4D Implement a performance measurement system to track operational improvements

4E Advocate with appropriate external officials to build support for County operations

5 Support the County Workforce

5A Address compensation and benefits for employee retention and recruitment

5B Create a culture of safety, health & wellness, and work-life balance

5C Invest in resources and training to enhance staff performance and professional development

5D Develop the next generation of County leaders

MONO COUNTY ELECTORATE

BOARD OF SUPERVISORS

COUNTY ADMINISTRATION
Leslie Chapman

COUNTY COUNSEL
Stacey Simon

ANIMAL CONTROL
Angelle Nolan

CLERK-RECORDER
Shannon Kendall

ECONOMIC DEVELOPMENT
Alicia Vennos

INFORMATION TECHNOLOGY
Nate Greenberg

PROBATION
Karin Humiston

PUBLIC WORKS
Doug Wilson, Interim

BEHAVIORAL HEALTH
Robin Roberts

COMMUNITY DEVELOPMENT
Wendy Sugimura, Interim

FINANCE
Janet Dutcher

PARAMEDICS
Chris Mokracek

PUBLIC HEALTH
Sandra Pearce

SOCIAL SERVICES
Kathy Peterson

ASSESSOR
Barry Beck

DISTRICT ATTORNEY
Tim Kendall

SHERIFF
Ingrid Braun

Victim-Witness

Boating

Coroner

Court Security

Emergency Services

Jail

Search & Rescue

Human Resources
Risk Management

Mental Health Services Act
Alcohol Or Drug

Elections
Clerk of the Board

Building Inspection
CDBG
Housing

Code Enforcement
Geothermal
Planning

Auditor-Controller
Treasurer-Tax Collector

Tourism
Fish Enhancement

Adult Probation
Juvenile Probation

Environmental Health
Bioterrorism
Health Education

Campgrounds
Engineering
Motor Pool
Solid Waste

Capital Improvement
Facilities
Road
Zones of Benefit

ETR
Foster Care
General Relief

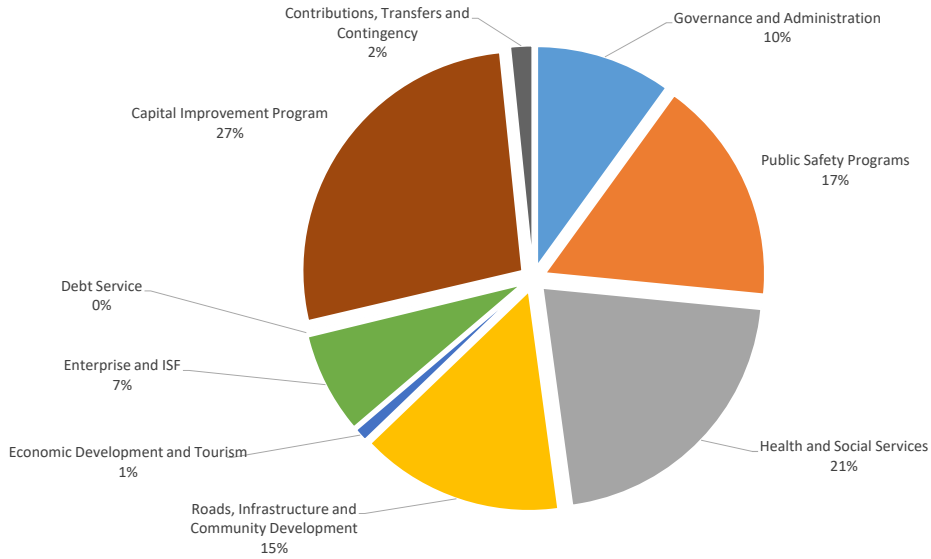
County Of Mono



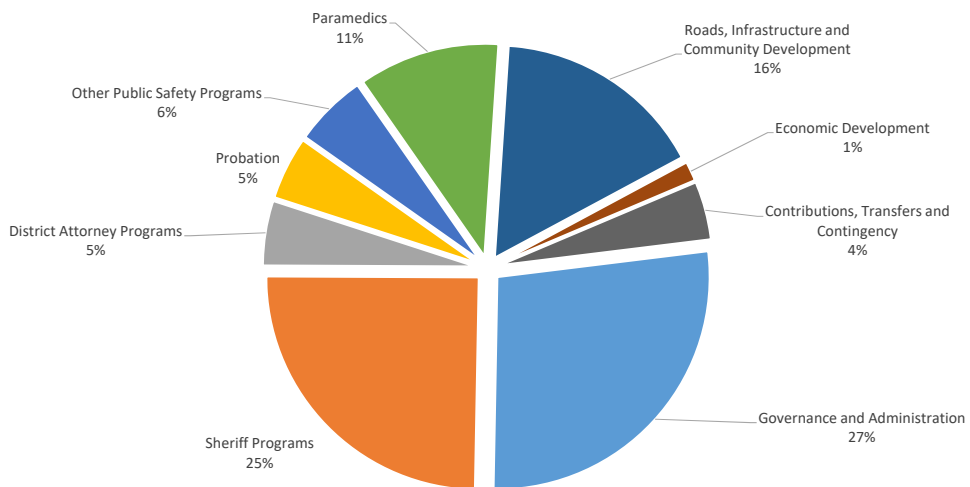
BUDGET SUMMARY

	2016-17 Actual	2017-18 Actual	2017-18 Adopted	2018-19 CAO Recommended
<u>Operations</u>				
Governance and Administration	\$ 8,626,238	\$ 8,060,506	\$ 10,425,365	\$ 10,145,217
Public Safety Programs	16,357,678	14,627,083	24,152,036	16,824,372
Social Services Programs	4,454,924	4,437,903	7,078,414	7,373,064
Public Health Services	3,082,196	2,486,072	3,385,477	3,597,321
Behavioral Health Services	2,303,301	2,318,981	3,424,087	6,680,125
Paramedic Program	3,754,555	3,658,517	4,241,179	3,997,798
Roads and Bridges	3,683,714	3,536,313	5,614,385	7,219,229
County Service Areas	399,231	719,208	1,165,000	564,225
Property Management and Facilities	3,253,628	2,972,552	3,886,278	4,104,920
Community Development	2,575,995	2,649,622	4,006,971	3,316,358
Economic Development & Tourism	1,056,121	759,721	1,151,450	976,110
<i>Subtotal</i>	<u>49,547,581</u>	<u>46,226,478</u>	<u>68,530,642</u>	<u>64,798,739</u>
<u>Enterprise/Internal Service Funds</u>				
Airports	326,819	78,903	236,857	43,016
Campgrounds	32,240	29,157	42,937	44,644
Cemeteries	19,475	11,894	40,134	22,155
Solid Waste	2,055,337	2,213,641	3,942,710	4,023,873
Motor Pool ISF	974,613	1,307,418	1,603,732	558,893
Risk Management ISF	2,864,323	1,933,556	2,218,941	2,453,975
Tech Refresh ISF	36,955	143,432	216,242	267,486
Copiers ISF	83,176	87,071	108,751	136,801
<i>Subtotal</i>	<u>6,392,938</u>	<u>5,805,072</u>	<u>8,410,304</u>	<u>7,550,843</u>
<u>Debt Service</u>				
Debt Service Fund	936,051	101,568	839,962	147,977
Total Operating Budget	56,876,570	52,133,118	77,780,908	72,497,559
<u>Capital Improvement Program</u>				
Capital Improvement Projects	168,008	664,226	1,156,108	413,535
Accumulated Capital Outlay for Radio Towers	162,692	130,000	130,000	150,000
Criminal Justice Facility (SB 844)	118,055	19,246	27,236,701	26,903,705
South County Facility Project	-	66,500	150,000	-
Disaster Recovery	433,582	677,974	1,208,600	-
<i>Subtotal</i>	<u>882,337</u>	<u>1,557,946</u>	<u>29,881,409</u>	<u>27,467,240</u>
Contributions and Transfers	3,224,269	3,189,833	3,616,890	1,280,391
Contingency	-	-	10,552	368,381
TOTAL COUNTY BUDGET	\$ 60,983,176	\$ 56,880,897	\$ 111,289,759	\$ 101,613,571

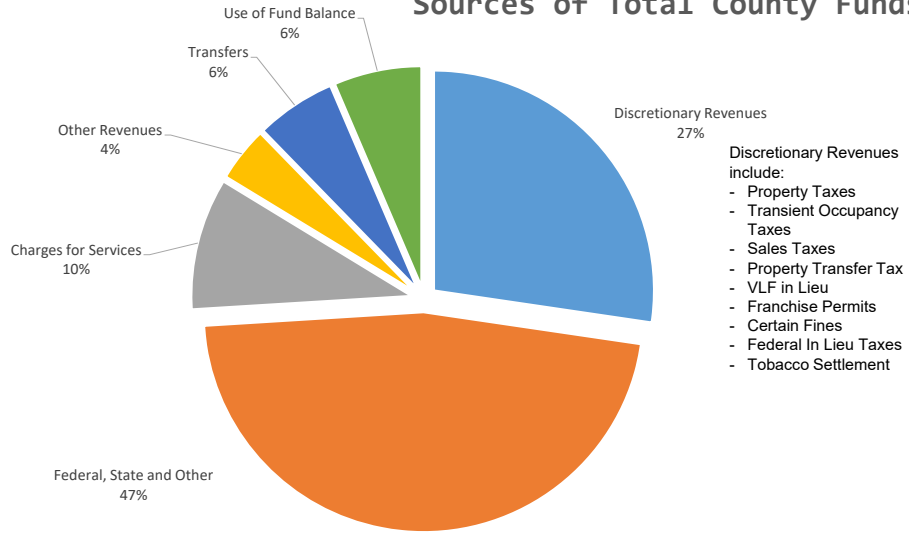
FY 2018-19 Recommended Budget Spending by Program Area - All Funds



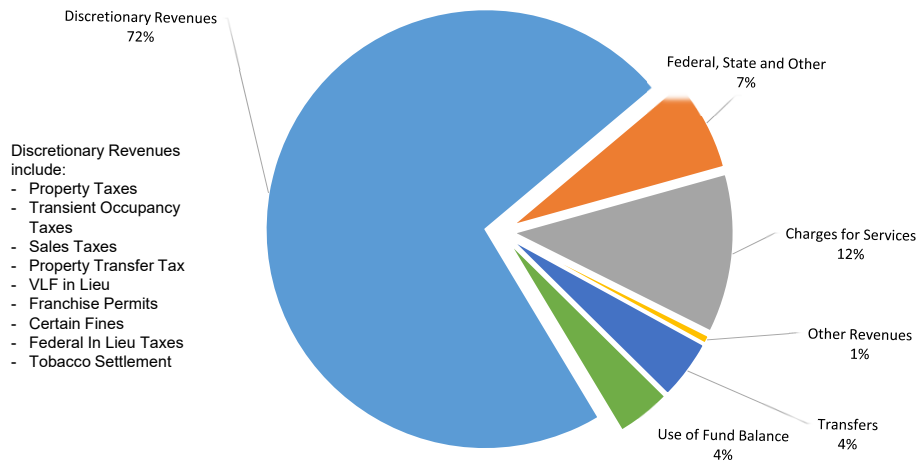
FY 2018-19 Recommended Budget Spending by Program Area - General Fund



FY 2018-19 Recommended Budget Sources of Total County Funds



FY 2018-19 Recommended Budget General Fund Sources

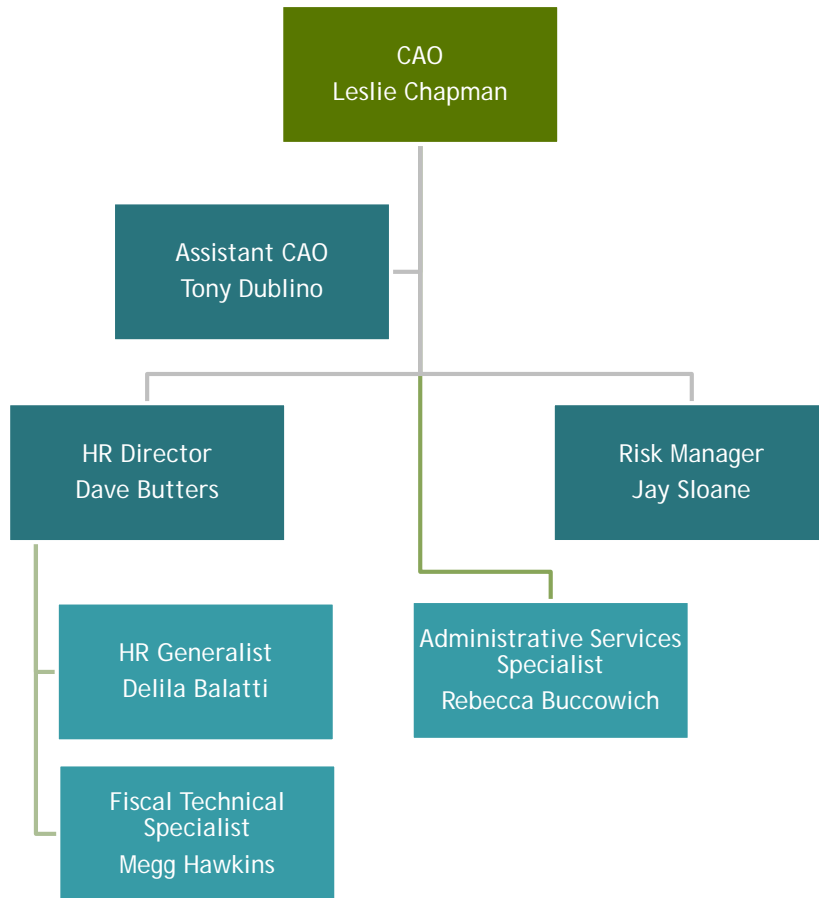


Governance and Administration

	Page	Appropriation	Total
County Administrative Officer			
Insurance ISF	11	2,453,975	
Conway	14	75,482	
Administration	15	1,208,907	
Public Defender	16	768,500	
Grand Jury	17	10,300	
Veteran's Services	18	38,568	
Farm Advisor	19	28,665	
Bridgeport Clinic	20	-	
		<u> </u>	<u>\$ 4,584,397</u>
Finance			
Finance Department	25	\$ 2,235,842	
Copier Pool	27	136,801	
Debt Service Fund	28	147,977	
General Fund Transfers & Contributions	29	1,280,391	
General Revenues	31	-	
General Reserves	33	-	
Stabilization Fund	34	-	
Court MOE	35	761,331	
Contingency	36	368,381	
		<u> </u>	<u>4,930,723</u>
Assessor	41	\$ 1,321,174	
		<u> </u>	<u>1,321,174</u>
Clerk-Recorder			
Clerk-Recorder	47	\$ 651,026	
Elections	49	283,633	
Board of Supervisors	51	488,826	
		<u> </u>	<u>1,423,485</u>
County Counsel			
County Counsel	57	\$ 1,141,607	
Law Library	58	13,150	
		<u> </u>	<u>1,154,757</u>
Information Technology			
Information Technology	63	\$ 2,039,722	
Radio	66	299,920	
Tech Refresh ISF	69	267,486	
Accumulated Capital Outlay	70	150,000	
		<u> </u>	<u>2,757,128</u>
Total			<u><u>\$ 16,171,664</u></u>

County Administrative Office

Mono County Administrative Office Organizational Chart 2018-19



COUNTY ADMINISTRATIVE OFFICE
Administration, Human Resources and Risk Management
DEPARTMENTS 100-11020 and 652-10280

DEPARTMENTAL OVERVIEW

In addition to providing administration and executive management services to the County, this department also includes Human Resources, and Risk Management

PROGRAMS AND SERVICES

The Mono County Administrative Office (CAO) plans, monitors, and coordinates County operations assuring that Board policies are carried out in the most cost-effective manner. The CAO formulates short and long-range plans and budgets, reviews and monitors County programs, services and budgets, coordinates work of department heads, implements Board policies, and represents and supports the Board's intergovernmental relations.

Human Resources provides employee services such as recruiting, screening, interviewing, hiring and onboarding new staff. The HR director is responsible for employee relations, coaching departments on progressive discipline and handling difficult employee situations. Additionally, HR handles disciplinary action and employee complaints that are unable to be resolved at the department level. The HR Director maintains good communication between the administrative office and line employees by visiting worksites and keeping an open door during business operations. Recently, the HR department has assumed the duties of employee benefit administration including PERS, health insurance, vision, dental, including educating new and existing employees on what is available and helping existing and retired employees resolve benefit-related issues.

The Insurance Department administers the County's risk management program, including general liability, workers' compensation, property, watercraft, landfill, bond/crime, airport, and medical malpractice policies. The department reviews contracts for risk identification, makes recommendations on types and limits of insurance, and ensures compliance with risk transfer techniques. The department reviews and analyzes reports of industrial injuries, motor vehicle accidents, and reports on non-employee accidents to enhance loss control. The department reviews the status of workers' compensation claims with third-party administrator, serves as liaison with departments, makes recommendations for settlement, and coordinates the return to work and modified duty program. The department develops, implements, interprets, monitors, and administers policies and procedures in accordance with state and federal regulations. The department facilitates training of County staff to reduce County losses and to improve County leadership.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The approved Director of Fiscal Services is not in this budget.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Administration	1E, 4A	Provide guidance and support while coordinating project such as the South County facility and the County jail.	Projects progress and are completed on time and on or under budget	No
Administration	4D	Support and advance strategic priorities by coordinating the implimentation and/or improvement of a performance measurement system to track operational improvements	Specific measurements will be tracked and incorporated into the 2019-20 budget.	No
Administration	1E, 4A, 4C,	Develop and implement a 5-year Capital Improvement Program that identifes, prioritizes, schedules, and funds capital improvements	Adopted 5-year Capital Improvement Program	No
Administration	3A, 4E	Develop and enter multi-agency agreements that advance and streamline the sustainance and enhancement of recreation opportunities within the County.	Agreements executed and number of projects completed.	No
Human Resources	5A	Successfully negotiate new employee contracts with the Emergency Medical Service, Probation Officers and Mono County Public Employee unions	Most employees and the County will feel that the final agreements were fair and equitable. Employee recruitment and retention will improve and County long-term liabilities will be reduced in favor of better base salaries overall.	Yes
Human Resources	4B	Complete the implimentation of Employee Portal and Applicant Tracking through Innoprise	Employees will be able to input time electronically from their base work location and new job applicants will be able to complete the application process online. Customers will be more satisfied because doing necessary human resource and payroll tasks will be convenient.	No
Human Resources	4B	Improve employee benefit administration by creating employee information packets and better practices for employees going out on leave and conducting employee benefit education sessions on a consistent and regular basis.	Employees feel secure knowing what to expect and what steps to take when a life event happens that required them to access benefits. Employees feel confident that they know how to select and take advantage of County benefits that are right for them.	No
Human Resources	5A	Fully Impliment the results of the Salary Survey	Employees will be confident that their compensation is comparable to other agencies.	
Risk Management	5B	Develop a mechanism for employees to report safety concerns in a confidential, effective, and timely manner.	Completion of the task. Increase in the number of reports that are received.	No
Risk Management	5B	Complete 2 inspections with Trindel of the Public Works shops throughout the county, addressing OSHA compliance and safety issues.	Completion of the task. Reduction in findings. Timely corrective action by Public Works.	No
Risk Management	5B	Establish Lexipol Daily Training Bulletins in the Sheriff's Office	Completion reports by Deputies and PSO's	No
Risk Management	5B	Establish EMS safety program including ongoing safety communication and completion of EMS regulatory trainings on Target Solutions Platform.	Records of safety communication and training completions.	No
Risk Management	5D	Offer trainings on topics such as: Neuroscience of Leadership, Difficult Conversations, De escalation, coaching, and mentoring.	Number of attendess and feedback.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Insurance Internal Service Fund						
652-10-300-14010	INTEREST INCOME	621	0	2,763	0	0
652-10-300-14020	UNREALIZED GAIN/LOSS	295,538	0	0	0	0
652-10-300-16610	INSURANCE LOSS PREVENTION SUBSIDY	33,400	100,000	108,967	10,000	10,000
652-10-300-17110	EMPLOYEE WELLNESS CONTRIBUTION	44,773	44,000	40,966	44,200	44,200
652-10-300-17121	DEPT INSURANCE REVENUE	1,481,942	2,018,604	1,513,067	2,396,543	2,396,543
652-10-300-18100	Operating Transfers In	0	75,000	0	0	0
	Total Revenues	1,856,274	2,237,604	1,665,762	2,450,743	2,450,743
652-10-300-21100	SALARY AND WAGES	61,382	84,833	74,954	92,611	92,611
652-10-300-22100	EMPLOYEE BENEFITS	25,521	45,574	40,666	20,917	20,917
652-10-300-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	10,565	10,565
652-10-300-22120	Employee Benefits - PERS (ER Portion)	0	0	0	25,428	25,428
652-10-300-30280	TELEPHONE/COMMUNICATIONS	959	900	796	900	900
652-10-300-30500	WORKERS' COMP INS EXPENSE	745,530	1,053,048	1,052,842	1,231,568	1,231,568
652-10-300-30510	LIABILITY INSURANCE EXPENSE	542,051	563,541	563,451	611,682	611,682
652-10-300-31700	MEMBERSHIP FEES	0	500	0	500	500
652-10-300-32000	OFFICE EXPENSE	62	750	0	750	750
652-10-300-32450	CONTRACT SERVICES: WELLNESS	70,727	80,000	60,317	106,000	106,000
652-10-300-33100	EDUCATION & TRAINING	88	0	0	0	0
652-10-300-33120	SPECIAL DEPARTMENT EXPENSE	30,037	127,000	2,837	129,000	129,000
652-10-300-33151	SPECIAL EVENT INSURANCE COSTS	0	0	454	0	0
652-10-300-33350	TRAVEL & TRAINING EXPENSE	1,081	3,500	1,161	3,500	3,500
652-10-300-33360	Motor Pool Expense	0	2,000	107	2,000	2,000
652-10-300-35100	LIABILITY CLAIMS	1,281,669	1,000	0	1,000	1,000
652-10-300-60100	OPERATING TRANSFERS OUT	0	75,000	0	0	0
652-10-300-72960	A-87 INDIRECT COSTS	105,216	181,295	135,971	217,554	217,554
	Total Expenditures	2,864,323	2,218,941	1,933,556	2,453,975	2,453,975
	Net Fund Cost	-1,008,049	18,663	-267,795	-3,232	-3,232

**DEPARTMENT NAME
CONWAY RANCH
DEPARTMENT 103**

DEPARTMENTAL (or Division) OVERVIEW

The Conway Ranch budget covers costs relating to the continuing maintenance and future planning for Conway Ranch.

PROGRAMS AND SERVICES

This year's budget includes anticipated maintenance activities (sediment basin cleanout and irrigation) as well as completing the installation of water measuring devices for Conway's water diversions, and continued planning efforts.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Conway Ranch	2D, 3A	Complete Grazing Management Plan	Plan completed and distributed for response	No
Conway Ranch	4C	Install Water Measuring Devices at County Diversion Points	Water Measuring devices installed and operational	By regulation

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Conway Ranch						
103-17-735-14010	INTEREST INCOME	124	0	-62	0	0
103-17-735-14050	RENTAL INCOME	9,288	0	0	0	0
103-17-735-18100	OPERATING TRANSFERS IN	52,888	111,149	42,593	75,482	75,482
	Total Revenues	62,300	111,149	42,531	75,482	75,482
103-17-735-21100	SALARY AND WAGES	11,544	14,157	0	0	0
103-17-735-22100	EMPLOYEE BENEFITS	9,112	13,311	10,474	0	0
103-17-735-30280	TELEPHONE/COMMUNICATIONS	150	0	0	0	0
103-17-735-30500	Workers' Comp Ins Expense	462	1,422	1,067	0	0
103-17-735-30510	Liability Insurance Expense	53,833	53,609	40,207	53,382	53,382
103-17-735-31400	BUILDING/LAND MAINT & REPAIR	1,749	5,000	4,914	3,100	3,100
103-17-735-32450	CONTRACT SERVICES	6,000	0	0	0	0
103-17-735-32500	PROFESSIONAL & SPECIALIZED SER	2,000	0	0	0	0
103-17-735-33120	SPECIAL DEPARTMENT EXPENSE	563	650	844	1,000	1,000
103-17-735-53030	CAPITAL EQUIPMENT, \$5,000+	0	23,000	0	18,000	18,000
	Total Expenditures	85,413	111,149	57,505	75,482	75,482
	Net Fund Cost	-23,113	0	-14,974	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Administration Office						
100-11-020-12060	FILMING PERMITS	2,450	2,500	1,550	2,400	2,400
100-11-020-14050	RENTAL INCOME-COMMUNITY CENTER	5,010	4,000	6,245	5,000	5,000
100-11-020-16610	Insurance Loss Prevention Subs	0	0	0	800	800
100-11-020-16611	SPECIAL EVENT INSURANCE	785	800	454	0	0
100-11-020-17130	Electronic Key Fee	100	50	150	0	0
	Total Revenues	8,345	7,350	8,399	8,200	8,200
100-11-020-21100	SALARY AND WAGES	416,464	568,714	510,064	679,887	629,887
100-11-020-21120	OVERTIME	2,082	1,000	407	1,000	1,000
100-11-020-22100	EMPLOYEE BENEFITS	240,162	360,102	310,586	130,006	130,006
100-11-020-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	118,795	118,795
100-11-020-22120	Employee Benefits - PERS (ER Portion)	0	0	0	140,997	140,997
100-11-020-30280	TELEPHONE/COMMUNICATIONS	3,137	5,010	3,291	3,720	3,720
100-11-020-30500	WORKERS' COMP INS EXPENSE	8,602	11,554	8,666	8,547	8,547
100-11-020-30510	LIABILITY INSURANCE EXPENSE	6,722	6,723	5,042	8,615	8,615
100-11-020-31200	EQUIP MAINTENANCE & REPAIR	9,243	20,000	6,712	10,000	10,000
100-11-020-31700	MEMBERSHIP FEES	1,344	2,510	654	1,500	1,500
100-11-020-32000	OFFICE EXPENSE	10,754	16,500	12,744	16,500	7,500
100-11-020-32010	Technology Expenses	1,125	5,205	5,205	7,935	7,935
100-11-020-32450	CONTRACT SERVICES	26,339	75,000	3,575	10,000	10,000
100-11-020-32500	PROFESSIONAL & SPECIALIZED SER	41,408	99,000	8,082	50,000	50,000
100-11-020-32950	RENTS & LEASES - REAL PROPERTY	42,080	46,249	42,080	43,000	43,000
100-11-020-33120	SPEC DEPT EXPENSE	3,231	4,000	3,074	3,000	3,000
100-11-020-33140	RECRUITING EXPENSES	4,156	20,000	6,443	7,500	7,500
100-11-020-33151	SPECIAL EVENT INSURANCE COSTS	379	750	0	0	0
100-11-020-33350	TRAVEL & TRAINING EXPENSE	7,054	16,000	8,784	16,000	10,000
100-11-020-33351	VEHICLE FUEL COSTS	2,860	4,000	2,310	3,000	3,000
100-11-020-33360	MOTOR POOL EXPENSE	8,900	18,000	12,706	13,905	13,905
	Total Expenditures	836,043	1,280,317	950,425	1,273,907	1,208,907
	Net County Cost	-827,697	-1,272,967	-942,026	-1,265,707	-1,200,707

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Public Defender					
100-21-076-13070	SMALL CLAIMS ADVICE -COURT FIN	298	400	254	300	300
100-21-076-15443	St: 2011 Realignment	1,035	3,500	5,081	4,500	4,500
100-21-076-16050	LEGAL SERVICES	9,549	12,000	8,489	8,600	8,600
100-21-076-16980	PUBLIC DEFENDER CONTRACT FEES	18,185	12,750	14,828	12,750	12,750
100-21-076-18100	Operating Transfers In	0	17,405	0	0	0
	Total Revenues	29,067	46,055	28,651	26,150	26,150
100-21-076-32390	LEGAL SERVICES	42,052	40,000	30,653	40,000	40,000
100-21-076-32450	CONTRACT SERVICES	578,184	603,500	553,989	603,500	603,500
100-21-076-32500	PROFESSIONAL & SPECIALIZED SER	64,873	125,000	41,407	125,000	125,000
	Total Expenditures	685,109	768,500	626,050	768,500	768,500
	Net County Cost	-656,042	-722,445	-597,399	-742,350	-742,350

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Grand Jury						
	Total Revenues	0	0	0	0	0
100-21-077-31010	JURY AND WITNESS EXPENSE	5,967	7,500	2,749	9,500	9,500
100-21-077-32000	OFFICE EXPENSE	420	800	475	500	500
100-21-077-32010	Technology Expenses	0	0	0	300	300
	Total Expenditures	6,387	8,300	3,225	10,300	10,300
	Net County Cost	-6,387	-8,300	-3,225	-10,300	-10,300

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Veterans Services					
	Total Revenues	0	0	0	0	0
100-55-073-47010	CONTRIBUTIONS TO OTHER GOVERNMENT	46,849	38,568	29,942	38,568	38,568
	Total Expenditures	46,849	38,568	29,942	38,568	38,568
	Net County Cost	-46,849	-38,568	-29,942	-38,568	-38,568

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

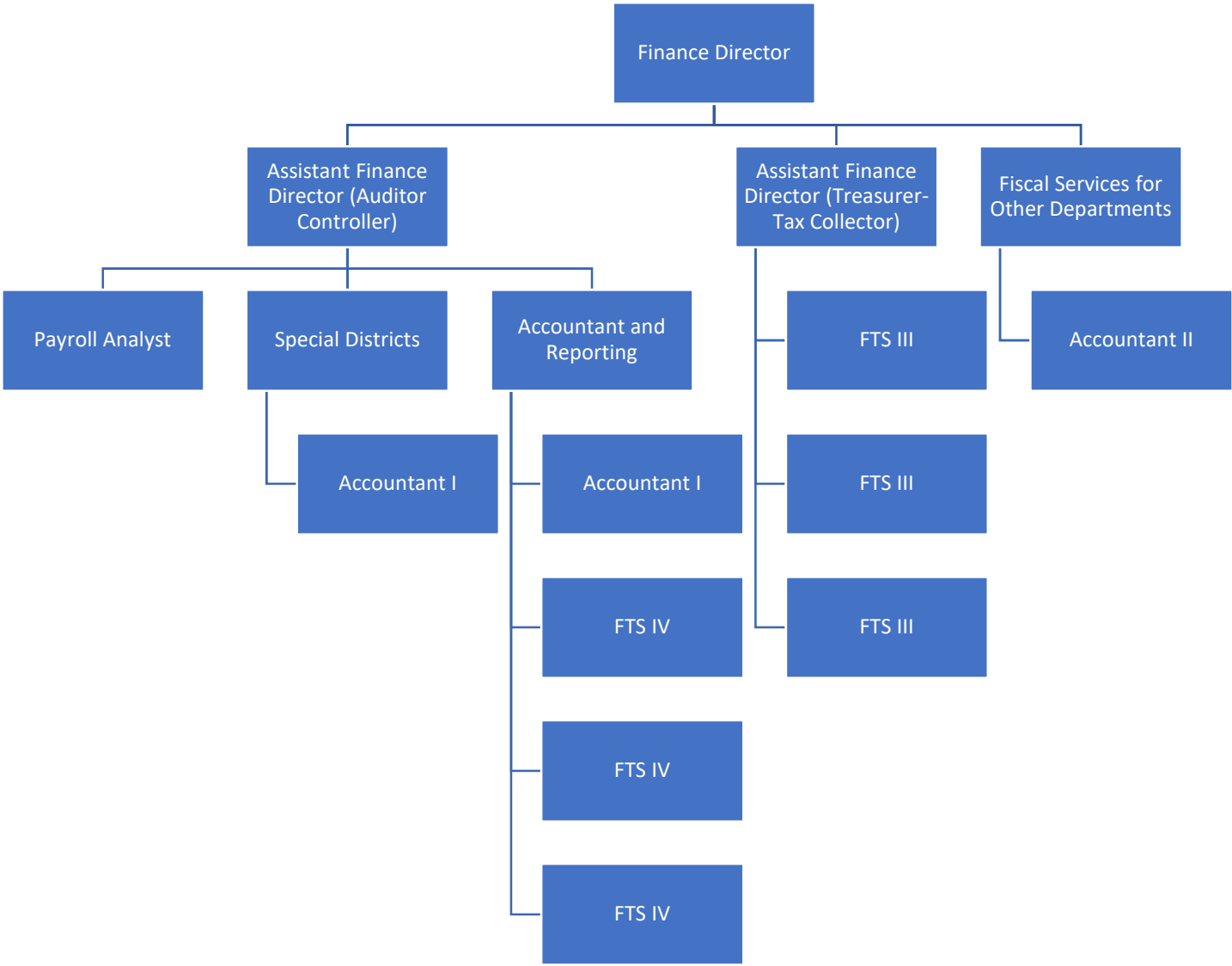
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Farm Advisor					
100-63-072-15029	FED: AG GRAZING PERMITS	1,093	1,000	0	1,000	1,000
	Total Revenues	1,093	1,000	0	1,000	1,000
100-63-072-32450	CONTRACT SERVICES	41,847	25,000	25,566	28,665	28,665
	Total Expenditures	41,847	25,000	25,566	28,665	28,665
	Net County Cost	-40,753	-24,000	-25,566	-27,665	-27,665

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Bridgeport Clinic					
	Total Revenues	0	0	0	0	0
100-41-079-30280	TELEPHONE/COMMUNICATIONS	2,370	4,500	0	0	0
100-41-079-32450	CONTRACT SERVICES	26,033	95,000	0	0	0
100-41-079-33600	UTILITIES	2,634	25,000	0	0	0
	Total Expenditures	31,036	124,500	0	0	0
	Net County Cost	-31,036	-124,500	0	0	0

Finance

FINANCE DEPARTMENT



DEPARTMENT OF FINANCE DEPARTMENT 100-12-070

DEPARTMENTAL (or Division) OVERVIEW

The Department of Finance provides accounting, budgeting, payroll, cash management and investing, tax billing and collecting and other financial services delivered through two divisions: Auditor-Controller and Treasurer-Tax Collector.

PROGRAMS AND SERVICES

The Auditor-Controller division provides accounting and property tax administration services to County departments, the Town of Mammoth, schools, courts and special districts. The division monitors budgets, issues warrants, deposits revenues, processes payroll and accounts for assets, liabilities, accounts receivable/payable and long-term debt. Annually, the division prepares the County's Comprehensive Annual Financial Report (CAFR).

The Treasurer-Tax Collector division is a combined office that includes the Treasurer and the Tax Collector. The Treasurer serves as the depository for all funds belonging to the county, schools and other special districts, and handles all banking and investment functions. The Tax Collector office is responsible for the billing, collection and reporting of property tax revenues levied in the County, and transient occupancy taxes.

The Department has proposed appropriations that include the following:

- Final year implementing the new payroll system and employee portal.
- The OpenGov system that includes the townhall application, the internal financial reporting portal, and the budget-builder component.
- Annual license fees for Megabyte, our property tax software, and Innoprise, our accounting, receipting and payroll software.
- Contracts with external auditing firms to audit the County's finances (required by law) and the independent special districts (policy direction by the County Board of Supervisors).
- Host Compliance application for monitoring vacation rental home compliance.
- Contracting with an actuarial firm to prepare the valuation report of the County's Other Post-Employment Benefits plan.
- Travel and training at a level that promotes robust staff development initiatives.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

We anticipate no further payments to Harris, software vendor of our ERP system.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Finance	3D	Complete action items presented during the workshop, Building a Financial Resilient Mono County	Complete action items over the next 24 months	No
Finance	3D	Establish Pension Stabilization Fund	Complete set-up of fund by December 31, 2018	No
Finance	3D, 4B	Implement internal OPENGOV reporting portal	Transition to using OPENGOV portal as the main source of financial reporting by all Departments by September 30, 2018	No
Finance	3D, 4B	Implement OPENGOV budget builder application	Utilize OPENGOV budget builder for FY 2018-19 mid-year budget process	No
Finance	4B, 5C, 5D	Hold quarterly meetings with all County fiscal staff	90% attendance of all County fiscal staff at four quarterly meetings over the next twelve months	No
Finance	3D, 4B	Increase TOT compliance with all operators	Achieve 95% compliance rate	Yes

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Department of Finance						
100-12-070-12020	BUSINESS LICENSE FEES	17,361	18,000	16,335	18,000	18,000
100-12-070-14030	CalPERS Discount	0	103,113	77,331	120,378	120,378
100-12-070-16010	PROP TAX ADMIN FEE- FINANCE	91,798	91,798	133,590	133,590	133,590
100-12-070-16040	RESEARCH & COST RECOVERY FEES	11,340	6,000	4,700	6,000	6,000
100-12-070-16180	TAX BILL CHANGES/SPEC ASSESME	24	0	0	0	0
100-12-070-16470	ACCOUNTING SERVICE FEES	35,886	50,000	25,871	30,000	30,000
100-12-070-16503	COLLECTION REVENUE	69,315	0	15,663	0	0
100-12-070-16550	PARCEL SPLIT/CHG OF OWNERSHIP&	0	0	25	0	0
100-12-070-16560	REDEMPTION FEES	2,050	1,500	1,770	2,000	2,000
100-12-070-16570	5% SUPPLEMENTAL COLLECTION FEE	37,501	30,000	44,830	35,000	35,000
100-12-070-17010	MISCELLANEOUS REVENUE	3,337	0	17,087	0	0
100-12-070-17030	CAL-CARD REBATE	10,300	8,500	11,019	10,000	10,000
100-12-070-17500	LOAN REPAYMENTS	0	0	146,250	0	0
100-12-070-18100	OPERATING TRANSFERS IN	48,688	24,500	21,750	0	0
	Total Revenues	327,600	333,411	516,221	354,968	354,968
100-12-070-21100	SALARY AND WAGES	894,582	1,000,650	786,474	927,302	874,896
100-12-070-21120	OVERTIME	9,402	20,000	7,837	20,000	13,000
100-12-070-22100	EMPLOYEE BENEFITS	589,502	604,810	525,238	199,029	154,090
100-12-070-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	237,514	237,514
100-12-070-22120	Employee Benefits - PERS (ER Portion)	0	0	0	256,825	256,825
100-12-070-30280	TELEPHONE/COMMUNICATIONS	3,600	3,600	3,774	4,500	4,500
100-12-070-30500	WORKERS' COMP INS EXPENSE	10,135	16,885	12,664	23,399	23,399
100-12-070-30510	LIABILITY INSURANCE EXPENSE	8,226	9,540	7,155	11,890	11,890
100-12-070-31200	EQUIP MAINTENANCE & REPAIR	145,030	176,650	174,426	3,500	3,500
100-12-070-31700	MEMBERSHIP FEES	1,933	2,500	1,546	2,500	2,500
100-12-070-32000	OFFICE EXPENSE	45,953	45,375	31,749	50,000	45,000
100-12-070-32010	Technology Expenses	3,825	11,563	11,363	16,208	16,208
100-12-070-32020	Technology Expense-Software Licenses	0	0	0	189,250	189,250
100-12-070-32350	ANNUAL AUDIT	72,000	72,000	74,800	148,300	148,300

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-12-070-32360	CONSULTING SERVICES	20,100	27,950	12,488	28,686	28,686
100-12-070-32500	PROFESSIONAL & SPECIALIZED SER	129,602	196,600	116,171	115,600	115,600
100-12-070-32800	PUBLICATIONS & LEGAL NOTICES	9,818	10,000	2,810	10,000	10,000
100-12-070-33120	SPECIAL DEPARTMENT EXPENSE	2,192	42,155	44,317	12,000	9,561
100-12-070-33199	Special Dept Expense - Interfund Transfers	269	500	0	0	0
100-12-070-33350	TRAVEL & TRAINING EXPENSE	28,093	33,000	19,968	38,000	20,000
100-12-070-33351	VEHICLE FUEL COSTS	352	1,000	174	0	0
100-12-070-33360	MOTOR POOL EXPENSE	726	1,500	620	523	523
100-12-070-35210	BOND/LOAN INTEREST-FINANCE	2,227	1,430	1,287	600	600
100-12-070-53030	CAPITAL EQUIPMENT, \$5,000+	48,688	24,500	21,750	0	0
100-12-070-60045	BOND/LOAN PRINCIPLE REPAYMENT-FINANCE	96,473	103,950	77,736	70,000	70,000
	Total Expenditures	2,122,727	2,406,158	1,934,346	2,365,626	2,235,842
	Net County Cost	-1,795,127	-2,072,747	-1,418,125	-2,010,658	-1,880,874

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Copier Pool					
655-10-305-14010	INTEREST INCOME	323	200	346	300	300
655-10-305-16950	INTER-FUND REVENUE	70,257	65,000	52,748	108,600	108,600
655-10-305-16959	INTER-FUND REPLACEMENT REVENUE	21,539	21,000	16,478	27,500	27,500
655-10-305-17010	Miscellaneous Revenue	23	0	0	0	0
655-10-305-18010	SALE OF SURPLUS ASSETS	0	0	61	0	0
	Total Revenues	92,142	86,200	69,632	136,400	136,400
655-10-305-30270	ADMINISTRATION EXPENSE	1,314	1,500	0	1,800	1,800
655-10-305-31200	EQUIP MAINTENANCE & REPAIR	42,004	47,000	33,463	50,500	50,500
655-10-305-32000	OFFICE EXPENSE	8,189	9,500	6,090	50,100	50,100
655-10-305-39000	DEPRECIATION EXPENSE	22,587	0	0	0	0
655-10-305-39005	CAPITAL ASSET OFFSET	-20,339	0	0	0	0
655-10-305-53030	CAPITAL EQUIPMENT, \$5,000+	27,393	48,750	46,017	32,000	32,000
655-10-305-72960	A-87 INDIRECT COSTS	2,028	2,001	1,501	2,401	2,401
	Total Expenditures	83,177	108,751	87,070	136,801	136,801
	Net Fund Cost	8,964	-22,551	-17,438	-401	-401

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Debt Service Fund						
198-10-001-17500	LOAN COLLECTION REPAYMENTS	922,447	815,462	106,915	147,977	147,977
198-10-001-18150	Long Term Debt Proceeds	0	24,500	0	0	0
	Total Revenues	922,447	839,962	106,915	147,977	147,977
198-10-001-35200	BOND EXPENSES	754	0	795	755	755
198-10-001-35210	BOND/LOAN INTEREST	88,036	52,562	1,287	30,922	30,922
198-10-001-60045	BOND/LOAN PRINCIPLE REPYMNT	798,573	762,900	77,736	116,300	116,300
198-10-001-60100	OPERATING TRANSFERS OUT - INNOPRISE	48,688	24,500	21,750	0	0
	Total Expenditures	936,050	839,962	101,568	147,977	147,977
	Net Fund Cost	-13,604	0	5,347	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	GF Operating Transfers					
100-10-071-15310	ST: PUB SAFETY-PROP 172 SALES/1ST RESPON	150,000	150,000	150,000	150,000	150,000
100-10-071-18100	OPERATING TRANSFERS IN	0	131,415	50,000	0	0
	Total Revenues	150,000	281,415	200,000	150,000	150,000
100-10-071-47010	CONTRIBUTIONS TO OTHER GOVERNMENT	20,020	296,618	217,720	23,690	53,690
100-10-071-47020	CONTRIBUTIONS TO NON-PROFIT OR	170,719	158,000	158,000	150,000	0
100-10-071-60100	OPERATING TRANSFERS OUT	3,033,530	3,162,272	2,814,113	1,572,888	1,226,701
	Total Expenditures	3,224,269	3,616,890	3,189,833	1,746,578	1,280,391
	Net County Cost	-3,074,269	-3,335,475	-2,989,833	-1,596,578	-1,130,391

GENERAL FUND CONTRIBUTIONS AND TRANSFERS OUT	FY 2016-17 ADOPTED BUDGET	FY 2017-18 ADOPTED BUDGET	FY 2018-19 REQUESTED BUDGET	FY 2018-19 RECOMMENDED BUDGET
Operating Transfers Out (60100):				
Roads	850,000	650,000	522,033	522,033
General Reserves	256,909	250,000	-	-
CARB Compliance (to motor pool)	-	500,000	-	-
Economic Stabilization	1,117,516	660,000	-	-
South County Facilities	-	150,000	-	-
Tourism				
Film Commission Marketing Support	5,000	5,000	5,000	-
California State Fair Exhibit	5,000	5,000	5,000	-
Interagency Visitor Center	5,000	5,000	5,000	-
Community Support				
Local Program Funding (carryover)	45,560	20,000	20,000	-
Local Program Funding (18-19)	-	-	30,000	-
Air Service Subsidy	50,000	35,632	100,000	-
Mono County Historical Societies	6,000	6,000	6,000	-
Trail Maintenance	8,500	23,508	27,500	-
Community Arts Grants	-	10,000	10,000	-
Youth Sports			8,000	-
Fish Enhancement	125,950	158,837	179,687	50,000
Conway Ranch Subsidy	123,427	111,149	75,482	75,482
Cemeteries	13,980	20,000	13,950	13,950
Law Library	9,150	9,150	9,150	9,150
Social Services	350,000	350,000	350,000	350,000
Senior Program	186,595	167,847	180,937	180,937
General Relief	20,384	18,000	18,000	18,000
Behavioral Health	7,149	7,149	7,149	7,149
Sub-total	3,186,120	3,162,272	1,572,888	1,226,701
Contributions to Other Governments (47010):				
SRS audit finding to MCOE	-	150,618	-	-
Property Tax Admin Refunds	20,000	20,000	20,000	-
County share - OVGWMA	-	65,000	-	-
Tri-Valley share - OVGWMA		23,000	-	-
Wheeler Crest share - OVGWMA		23,000	-	-
Mammoth Lakes Mosquito Abatement audits	-	15,000	-	-
County's LAFCO contribution	-	-	3,690	3,690
County's Recreation position contribution	-	-	-	50,000
Sub-total	20,000	296,618	23,690	53,690
Contributions to Non-Profit Organizations (47020):				
First Responder Aid	150,000	150,000	150,000	-
Youth Sports Program	8,000	8,000	-	-
Community Grant Program	10,000	-	-	-
Public Lands, Trails, & Recreation Planning	7,500	-	-	-
Sub-total	175,500	158,000	150,000	-
TOTAL GF CONTRIBUTIONS	3,381,620	3,616,890	1,746,578	1,280,391

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
General Revenues						
100-10-001-10020	PROP TAX -CURRENT SECURED	15,307,719	15,500,000	15,509,847	15,810,000	15,810,000
100-10-001-10030	PROP TAX -CURRENT UNSECURED	1,177,187	1,200,000	1,195,482	1,215,000	1,215,000
100-10-001-10040	PROP TAX -DELINQ SECURED REDEM	118,446	250,000	181,933	250,000	250,000
100-10-001-10050	PROP TAX -DELINQ UNSECURED RED	52,495	2,000	118,308	2,000	2,000
100-10-001-10060	PROP TAX - SUPPLEMENTAL	123,150	100,000	168,836	100,000	100,000
100-10-001-10061	PROP TAX -UNITARY	417,374	320,000	414,463	320,000	320,000
100-10-001-10062	PROP TAX -EXCESS ERAF	810,204	150,000	0	700,000	700,000
100-10-001-10080	PROP TAX -PENALTIES/INTEREST	339,734	200,000	278,408	250,000	250,000
100-10-001-10090	SALES & USE TAX	585,375	585,000	473,872	630,000	630,000
100-10-001-10100	TRANSIENT OCCUPANCY TAX-GENERAL FUND	2,511,987	2,500,000	1,961,988	2,625,000	2,625,000
100-10-001-10110	PROPERTY TRANSFER TAX	225,244	200,000	192,133	210,000	210,000
100-10-001-10160	VLF IN LIEU	1,589,612	1,590,000	1,628,456	1,628,000	1,628,000
100-10-001-12200	FRANCHISE PERMITS	191,137	172,000	199,422	172,000	172,000
100-10-001-13010	VEHICLE CODE FINES	160,938	140,000	147,593	143,000	143,000
100-10-001-13031	County Parking Fines per GC 76000 (used in 50/50)	988	0	0	0	0
100-10-001-13040	COURT FINES & PENALTIES	626,575	550,000	589,086	660,000	660,000
100-10-001-13050	B/A 1463.14 PC FINES	3,922	3,100	2,943	3,100	3,100
100-10-001-13120	GF-FINES, FORFEITS & PENALTIES	750	875	250	875	875
100-10-001-14010	INTEREST INCOME	69,831	48,000	61,536	75,000	75,000
100-10-001-14050	RENTAL INCOME	6,000	6,000	4,500	6,000	6,000
100-10-001-15089	ST: MOTOR VEHICLE EXCESS FEES	5,311	5,000	6,025	6,000	6,000
100-10-001-15400	ST: HOMEOWNERS PROP TX RELIF	42,949	42,000	0	42,000	42,000
100-10-001-15405	St: Dept of Fish & Game PILT	15,756	15,756	0	15,756	15,756
100-10-001-15446	ST: REVENUE STABILIZATION	21,000	21,000	21,000	21,000	21,000
100-10-001-15460	ST: SB-90 STATE-MANDATED COST	6,149	0	0	0	0
100-10-001-15630	FED: TOBACCO SETTLEMENT	125,898	125,000	150,306	125,000	125,000
100-10-001-15690	FED: IN LIEU TAXES (PILT)	1,215,510	1,250,413	1,266,169	1,250,000	1,250,000

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-10-001-16371	PROF SERVICE FEES- A87	1,462,844	1,296,249	972,187	1,296,249	1,296,249
100-10-001-18100	Operating Transfers In	0	0	0	684,754	684,754
100-17-001-14050	RENTAL INCOME	0	0	500	0	0
	Total Revenues	27,214,085	26,272,393	25,545,244	28,240,734	28,240,734
	Total Expenditures	0	0	0	0	0
	Net County Cost	27,214,085	26,272,393	25,545,244	28,240,734	28,240,734

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	General Reserves					
101-10-001-14010	INTEREST INCOME	18,950	0	20,842	0	0
101-10-001-18100	OPERATING TRANSFERS IN	256,909	250,000	250,000	0	0
	Total Revenues	<u>275,859</u>	<u>250,000</u>	<u>270,842</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Net Fund Cost	<u>275,859</u>	<u>250,000</u>	<u>270,842</u>	<u>0</u>	<u>0</u>

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Stablization Fund					
151-10-001-14010	Interest Income	6,316	0	13,893	0	0
151-10-001-18100	Operating Transfers In	1,117,516	660,000	660,000	0	0
	Total Revenues	1,123,832	660,000	673,893	0	0
	Total Expenditures	0	0	0	0	0
	Net Fund Cost	1,123,832	660,000	673,893	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

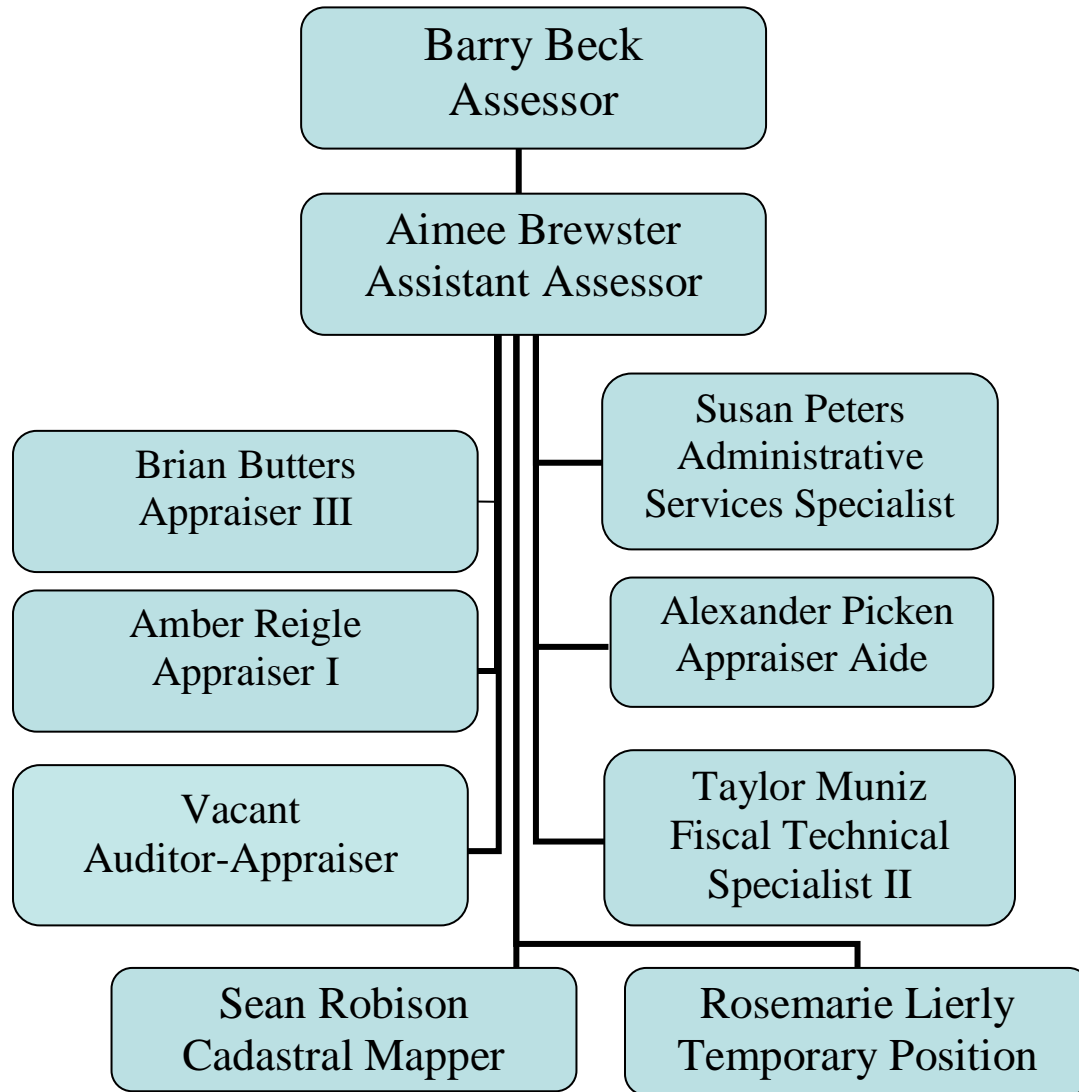
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Court					
	Total Revenues	0	0	0	0	0
100-21-075-38000	REVENUE MOE	513,836	556,199	555,940	552,199	552,199
100-21-075-38001	COUNTY FACILITIES MOE	209,132	209,132	209,132	209,132	209,132
	Total Expenditures	722,968	765,331	765,072	761,331	761,331
	Net County Cost	-722,968	-765,331	-765,072	-761,331	-761,331

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Contingency					
	Total Revenues	0	0	0	0	0
100-10-330-91010	CONTINGENCY	0	10,552	0	406,729	368,381
	Total Expenditures	0	10,552	0	406,729	368,381
	Net County Cost	0	-10,552	0	-406,729	-368,381

Assessor

ASSESSOR



**Assessor's Office
Department (Office) 100**

Assessor's Office Overview

The county assessor must annually assess all taxable property in the county, except for state-assessed property, to the person owning, claiming, possessing, or controlling the property on January 1. The duties of the county assessor are to discover all assessable property, to inventory and list all taxable property, to develop and maintain a set of current maps delineating property ownership, to value the property, and to enroll the property on the local assessment roll for the support of local government.

Programs and Services

The Assessor's Office prepares the assessment roll each year to be passed on to the Auditor's Office and the Tax Collector's Office.

Describe What is not Included in this Budget

This budget was prepared to be all-inclusive.

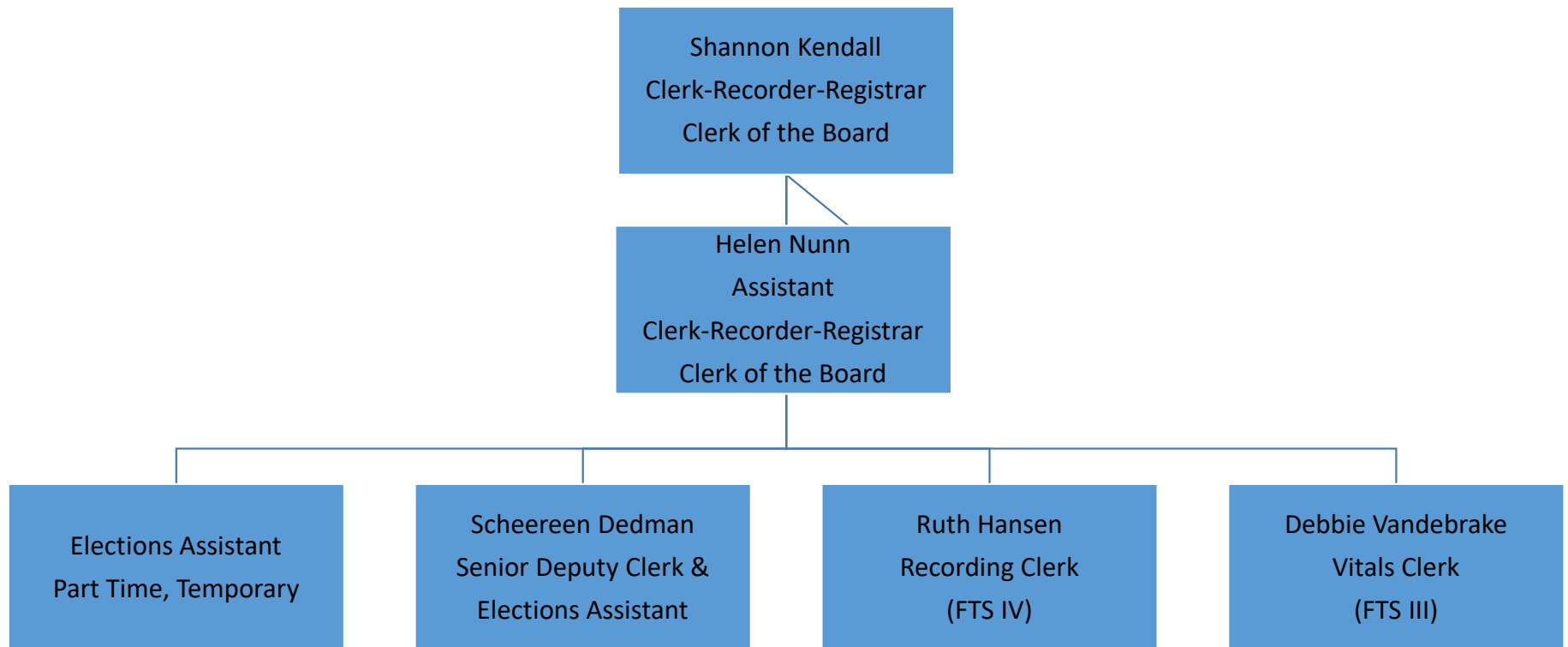
Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Assessor's Office	3D	Resolve pending assessment appeals, including any new appeals filed in 2018.	Currently 394 appeals unresolved. Measurement: compare 394 active appeals plus new 2018 appeals with the expectation that the total number will have decreased by the end of the fiscal year.	Yes
Assessor's Office	4B, 4D	Leverage additional capabilities of assessment software integrated with an updated set of physical characteristics to improve efficiency with direct enrollment of property transfers and value reviews (Prop 8s) that meet set parameters, allowing the appraisal staff more time for difficult and complex appraisals and appeals.	The assessment software will track the number of transactions that are processed via the direct enrollment.	No
Assessor's Office	4B, 5D, 3D	Recruit, hire, and retain a qualified Auditor-Appraiser.	To qualify as a success, a hire would be made. From there, the incremental additions to the unsecured assessment roll, the accuracy of the unsecured assessment roll, and the completion of the minimum number of mandatory audits would be a measurement of the effectiveness of the Auditor-Appraiser.	Yes
Assessor's Office	5C, 5D	Staff training for maintenance of certifications, expanded skills and knowledge, and professional growth.	Success is measured by required certifications remaining current, tangible skills acquired, and advancement from within.	Yes
Assessor's Office	4B	Continued conversion of paper data to digital data.	Measureable by the number of transactions performed without additional paper being added to the physical files.	No
Assessor's Office	4B	Continued updates to physical characteristics (supports Tactic 2 listed above)	Measureable by random sampling of physical characteristics data and accuracy of direct enrollment transactions.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Assessor					
100-12-100-16010	PROP TAX ADMIN FEE- ASSESSOR	337,223	337,000	354,063	354,063	354,063
100-12-100-16451	APPLICATION FEES	0	3,000	0	0	0
100-12-100-17010	MISCELLANEOUS REVENUE	3,000	0	3,037	3,000	3,000
	Total Revenues	340,223	340,000	357,100	357,063	357,063
100-12-100-21100	SALARY AND WAGES	512,249	544,166	504,508	678,226	609,524
100-12-100-21120	OVERTIME	160	0	43	0	0
100-12-100-22100	EMPLOYEE BENEFITS	317,007	452,626	325,680	156,736	124,066
100-12-100-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	131,277	131,277
100-12-100-22120	Employee Benefits - PERS (ER Portion)	0	0	0	159,481	159,481
100-12-100-30500	WORKERS' COMP INS EXPENSE	10,127	13,755	10,316	12,712	12,712
100-12-100-30510	LIABILITY INSURANCE EXPENSE	6,085	6,014	4,511	7,172	7,172
100-12-100-31200	EQUIP MAINTENANCE & REPAIR	41,229	54,265	43,278	70,378	70,378
100-12-100-31700	MEMBERSHIP FEES	1,291	3,600	1,734	3,600	3,600
100-12-100-32000	OFFICE EXPENSE	15,811	18,700	13,233	23,693	15,000
100-12-100-32010	Technology Expenses	2,025	4,888	5,674	11,169	11,169
100-12-100-32020	Technology Expense-Software Licenses	0	0	0	2,350	2,350
100-12-100-32360	CONSULTING SERVICES	8,381	100,000	2,214	100,000	100,000
100-12-100-32390	LEGAL SERVICES	39,156	100,000	22,980	100,000	50,000
100-12-100-32450	CONTRACT SERVICES	15,215	10,000	0	10,000	10,000
100-12-100-32800	PUBLICATIONS & LEGAL NOTICES	1,367	1,110	1,109	0	0
100-12-100-33350	TRAVEL & TRAINING EXPENSE	6,263	10,000	7,787	10,000	7,000
100-12-100-33351	VEHICLE FUEL COSTS	2,074	5,000	955	2,500	2,500
100-12-100-33360	MOTOR POOL EXPENSE	4,616	8,117	2,914	4,945	4,945
	Total Expenditures	983,055	1,332,241	946,934	1,484,239	1,321,174
	Net County Cost	-642,832	-992,241	-589,834	-1,127,176	-964,111

Clerk-Recorder

Clerk-Recorder Elections Clerk of the Board of Supervisors



**CLERK-RECORDER
DEPARTMENT #180**

DEPARTMENTAL (or Division) OVERVIEW

County Clerk is ex officio Clerk of the Board of Supervisors and issuer/maintainer of various certificates and vital and other records, oaths, appointments; County Recorder keeps and preserves all books, records, deeds, maps and papers deposited and kept in the office and it is the duty of the Recorder to record or cause to be recorded property (and other) documents correctly. In Mono County the Clerk-Recorder is in the same office and performs all duties simultaneously.

PROGRAMS AND SERVICES

Recording/maintaining property documents; processing/maintaining/providing vital records (birth/death records, and marriage licenses); Fair Political Practices Commission (FPPC) Form 700 filing office; processing/maintaining Fictitious Business Name (FBN) applications; processing variety of notices (i.e. California Environmental Quality Act (CEQA) Notices); maintaining roster of County Public Agencies; maintaining all County Contracts; serve as Clerk of the Board of Supervisors; perform marriages; keep website updated; prepare budget. The Clerk-Recorder's Office began implementing Senate Bill 2 (Building Homes and Jobs Act Fee) on January 1, 2018. This is a mandated requirement (additional \$75 charged to all recordable real property documents that meet certain requirements) which has created extra time and work. We have incorporated this seamlessly into our daily workload with no additional staffing.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Clerk of the Board of Supervisors	4b	Meet all mandated Board deadlines for projects, including completion of the legislative platform, regular agenda requirements, and special projects. Continue to support effective and efficient Board meetings and recording of all actions for the public. Assist Board as requested in responding to inquiries effectively.	Measured by number of Board-related deadlines achieved on time, date of completing the legislative platform or other projects, and results from informal and other surveys from the Board, staff, and the public about service related to Board matters.	YES
Clerk-Recorder	4b	Maintain historical value of property and other books, which is a responsibility of the Clerk-Recorder's office, by continuing our records preservation and digitizing of documents project. We will use Modernization funds.	Successful completion of an additional 25 books in FY 18-19. Will have a decrease in damaged books; will provide better customer service and enhanced researching experience when they come into our office.	YES
Clerk-Recorder	4b	Continue using and gaining experience in previously implemented programs: E-Recording, collection of SB 2 fee, and VitalChek, all of which required updating our current technology and training.	Measured by reports that will show us how often these new services get utilized during the year. It was also suggested that we implement brief customer surveys (at counter and as part of Erecording process) to help measure how successful these programs are. Not as tangible but equally important will be the customer feedback we receive regarding these services.	YES
Registrar of Voters	4b	Continue improving election practices and voter experience.	Measured by error-free elections evidenced by successful, timely certifications to state, potential Post-Election surveys to voters for both the June and November elections, and positive feedback from both voters and poll workers.	YES

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Clerk/Recorder						
100-27-180-16010	PROP TAX ADMIN FEE- CLERK	1,393	1,300	1,494	1,494	1,494
100-27-180-16130	COUNTY CLERK SERVICE FEES	8,691	7,500	6,846	7,500	7,500
100-27-180-16163	SB2 Reimbursement	0	0	0	16,000	16,000
100-27-180-16200	RECORDING FEES	59,771	56,000	53,019	56,000	56,000
100-27-180-16201	INDEX FEES	20,077	18,500	16,750	18,500	18,500
100-27-180-16202	Electronic Recording Fee	397	5,500	5,207	5,500	5,500
100-27-180-17010	Miscellaneous Revenue	34	0	255	0	0
100-27-180-17150	MODERNIZATION/MICRO-GRAPHIC	45,557	200,500	25,864	76,300	76,300
	Total Revenues	135,920	289,300	109,434	181,294	181,294
100-27-180-21100	SALARY AND WAGES	308,973	314,919	292,309	338,688	338,688
100-27-180-21120	OVERTIME	2,120	0	0	0	0
100-27-180-22100	EMPLOYEE BENEFITS	163,581	146,493	157,392	74,315	74,315
100-27-180-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	42,541	42,541
100-27-180-22120	Employee Benefits - PERS (ER Portion)	0	0	0	63,754	63,754
100-27-180-30280	TELEPHONE/COMMUNICATIONS	2,299	2,700	2,792	2,910	2,910
100-27-180-30500	WORKERS' COMP INS EXPENSE	4,754	4,590	3,443	8,645	8,645
100-27-180-30510	LIABILITY INSURANCE EXPENSE	4,111	3,248	2,436	4,864	4,864
100-27-180-31200	EQUIP MAINTENANCE & REPAIR	6,450	14,200	13,304	1,000	1,000
100-27-180-31700	MEMBERSHIP FEES	1,100	1,325	1,200	1,325	1,325
100-27-180-32000	OFFICE EXPENSE	10,287	11,872	6,067	12,200	10,000
100-27-180-32010	Technology Expenses	2,475	5,802	5,801	7,184	7,184
100-27-180-32020	Technology Expense-Software Licenses	0	0	0	13,200	13,200
100-27-180-32500	PROFESSIONAL & SPECIALIZED SER	40,078	174,860	4,860	70,800	70,800
100-27-180-32860	RENTS & LEASES - OTHER	3,873	3,968	3,644	3,800	3,800
100-27-180-33120	Special Department Expense	0	25,000	22,285	0	0
100-27-180-33350	TRAVEL & TRAINING EXPENSE	5,873	12,500	7,127	11,500	8,000
100-27-180-33351	VEHICLE FUEL COSTS	69	550	0	0	0
100-27-180-33360	MOTOR POOL EXPENSE	0	462	0	0	0
	Total Expenditures	556,043	722,489	522,661	656,726	651,026
	Net County Cost	-420,123	-433,189	-413,227	-475,432	-469,732

**ELECTIONS
DEPARTMENT #181**

DEPARTMENTAL (or Division) OVERVIEW

Conduct all elections held in Mono County, including statewide primary, general and special elections as well as local elections for Mono County, Town of Mammoth Lakes, Special Districts, and School Districts.

PROGRAMS AND SERVICES

This is a mandated function. Registrar maintains County’s Voter Registration Database and keeps it updated, performs all task/duties required to successfully run an election (includes keeping up with and following current legislation, Candidate filings, ballot preparation, poll worker management, management of ballot mailing and receipt, and miscellaneous duties as required. The Registrar also updates website and prepares annual budget.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

We are potentially interested in purchasing a new envelope printer to mail our almost 4,000 VBM ballots each election. This process has become time consuming with our current printer and is not cost effective or time efficient. We will be bringing back specifics regarding this purchase in August and we have already done research on the type of printer we need and what it will cost. We can no longer continue to use our old printer AND do the work in house. We feel strongly that we either need to purchase this new envelope printer or, alternatively, have our ballot/envelope printers do all our election ballot and envelope printing and mailing for us. We are still determining which is more cost effective but wanted to make sure the Board knew this would be a potential request later in the budget process.

Additionally, as we’ve mentioned previously we are interested in potentially purchasing electronic poll pads to aid in the check-in process at the polls. Our vendor has indicated that we are eligible to “try before we buy”, perhaps for the November election. The cost, however to purchase these poll pads would be approximately \$26,000 – this covers initial costs up front for the first year and then financing options for years 2 – 5. We have additional details on the costs associated, but just wanted to make this part of “what’s not included” in this budget so that if we want to explore this during the one-time cost phase of budgeting, we will be able to do so.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Election Division						
100-15-181-15821	ST: ELECTION REIMBURSEMENT	414	0	561	0	0
100-15-181-15900	Oth: Other Govt Agencies	5,936	0	0	0	0
100-15-181-16410	ELECTION FEES	3,002	1,500	18,285	1,500	1,500
100-15-181-18150	Long Term Debt Proceeds	0	224,000	224,000	0	0
	Total Revenues	9,352	225,500	242,846	1,500	1,500
100-15-181-21100	SALARY AND WAGES	51,922	73,824	27,199	64,092	64,092
100-15-181-21120	OVERTIME	375	0	0	0	0
100-15-181-22100	EMPLOYEE BENEFITS	22,554	37,960	24,560	12,023	12,023
100-15-181-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	6,934	6,934
100-15-181-22120	Employee Benefits - PERS (ER Portion)	0	0	0	39,330	39,330
100-15-181-30280	TELEPHONE/COMMUNICATIONS	540	885	4,421	630	630
100-15-181-31200	EQUIP MAINTENANCE & REPAIR	18,539	16,000	0	0	0
100-15-181-32000	OFFICE EXPENSE	9,555	20,000	11,411	20,000	20,000
100-15-181-32010	Technology Expenses	450	837	836	478	478
100-15-181-32020	Technology Expense-Software Licenses	0	0	0	31,210	31,210
100-15-181-32800	PUBLICATIONS & LEGAL NOTICES	1,253	3,998	1,704	3,998	3,998
100-15-181-33120	SPEC DEPT EXP	17,239	26,201	14,700	11,500	11,500
100-15-181-33122	POLL WORKER EXPENSES	6,100	10,500	798	10,500	10,500
100-15-181-33124	BALLOT EXPENSES	13,203	30,000	5,547	30,000	30,000
100-15-181-33350	TRAVEL & TRAINING EXPENSE	3,810	7,500	4,086	6,500	5,000
100-15-181-35210	Bond/Loan Interest	0	5,336	2,800	4,803	4,803
100-15-181-53030	CAPITAL EQUIP-\$5,000+	224,403	0	0	0	0
100-15-181-60045	Bond/Loan Principle Repayment	0	42,602	21,169	43,135	43,135
	Total Expenditures	369,942	275,643	119,231	285,133	283,633
	Net County Cost	-360,590	-50,143	123,615	-283,633	-282,133

**BOARD OF SUPERVISORS
DEPARTMENT #010**

DEPARTMENTAL (or Division) OVERVIEW

County Clerk is *ex-officio* Clerk of the Board of Supervisors (Government Code Section 25100 and 26801); serves as support for Board of Supervisors, Assessment Appeals Board, Personnel Appeals Board and various other boards as requested.

PROGRAMS AND SERVICES

For various boards, functions include: managing/preparing agendas and packets, attending meetings, preparing minutes, processing minutes orders, resolutions and ordinances, updates to BOS website, assisting Board members as needed and budget preparation.

This budget funds all the Board of Supervisor salaries/benefits, their training activities both locally and out of the county, the Assessment Appeals Board staffing and other Board staffing, as needed.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

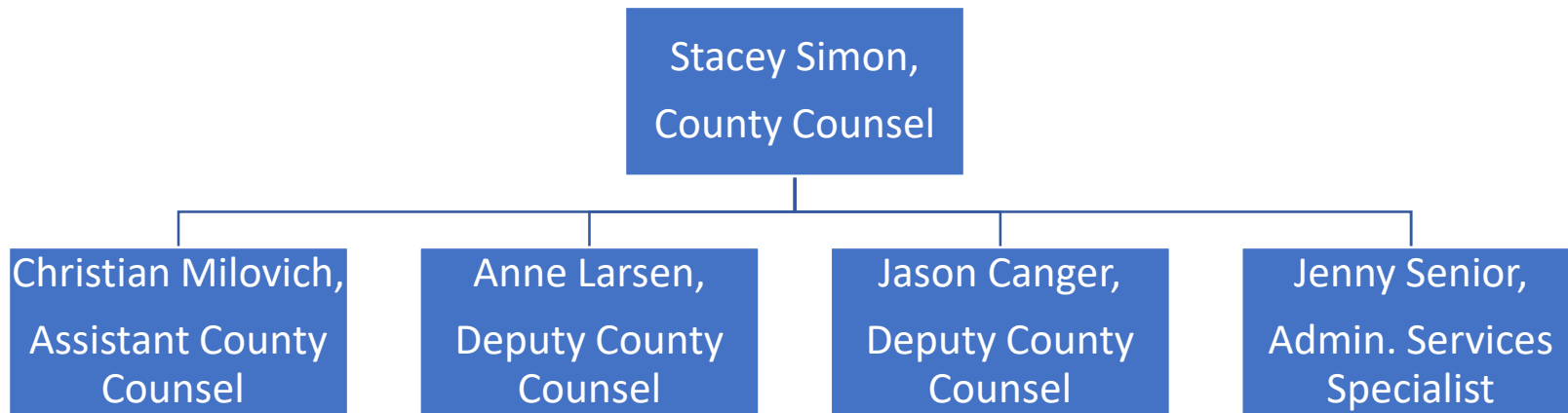
Potential funding for Sierra Consortium/Sierra Camp. An MOU was signed. To be addressed later in budget cycle.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Board of Supervisors						
100-11-010-16010	PROP TAX ADMIN FEE- BOS	462	462	502	502	502
100-11-010-17010	Miscellaneous Revenue	0	0	306	0	0
	Total Revenues	462	462	808	502	502
100-11-010-21100	SALARY AND WAGES	249,009	253,263	212,741	239,802	239,802
100-11-010-22100	EMPLOYEE BENEFITS	144,146	143,635	120,234	42,700	42,700
100-11-010-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	60,576	60,576
100-11-010-22120	Employee Benefits - PERS (ER Portion)	0	0	0	33,225	33,225
100-11-010-30280	TELEPHONE/COMMUNICATIONS	1,050	1,100	1,062	1,350	1,350
100-11-010-30500	WORKERS' COMP INS EXPENSE	4,713	7,235	5,426	8,696	8,696
100-11-010-30510	LIABILITY INSURANCE EXPENSE	4,211	5,208	3,906	5,735	5,735
100-11-010-31700	MEMBERSHIP FEES	14,588	15,000	14,489	15,000	15,000
100-11-010-32000	OFFICE EXPENSE	5,854	6,600	4,390	6,000	6,000
100-11-010-32010	TECHNOLOGY EXPENSE	1,563	2,529	2,528	4,940	4,940
100-11-010-32500	PROFESSIONAL & SPECIALIZED SER	4,908	5,250	1,914	4,250	4,250
100-11-010-32800	PUBLICATIONS & LEGAL NOTICES	4,875	5,650	3,609	5,650	5,650
100-11-010-32860	RENTS & LEASES - OTHER	2,018	200	142	200	200
100-11-010-32950	RENTS & LEASES - REAL PROPERTY	5,108	5,733	5,589	5,724	5,724
100-11-010-33120	SPECIAL DEPARTMENT EXPENSE	1,706	4,000	1,200	3,000	3,000
100-11-010-33350	TRAVEL & TRAINING EXPENSE	55,667	55,000	49,504	50,000	45,000
100-11-010-33351	VEHICLE FUEL COSTS	705	1,500	667	1,200	1,200
100-11-010-33360	MOTOR POOL EXPENSE	2,022	3,556	3,672	5,778	5,778
	Total Expenditures	502,143	515,459	431,072	493,826	488,826
	Net County Cost	-501,681	-514,997	-430,265	-493,324	-488,324

County Counsel

County Counsel



County Counsel's Office
DEPARTMENT 120

DEPARTMENT OVERVIEW

The County Counsel's office provides legal representation to the Board of Supervisors, County officers, departments, commissions and other entities within County government. Legal services are also provided to some special districts and other entities outside County government on a cost-recovery or courtesy basis. The department provides services internally to County officials and staff. It does not provide direct public services.

PROGRAMS AND SERVICES

Typical programs and services provided by the department include: representing the County in court and administrative proceedings; preparing and reviewing legal documents such as contracts, leases, ordinances, resolutions, proposed legislation; requests for proposals, bids or qualifications; research and advice; attending Board and Commission meetings; compliance training; reviewing Board and Commission agendas and individual agenda items; responding to requests for public records; and serving as general legal counsel.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

There is nothing excluded from this budget. The primary department expenses are staff salaries and benefits, legal research resources such as books and online research tools, training expenses and outside counsel fees in specialized areas of the law. Generally, these expenses do not change from year-to-year. However, we were able to reduce expenditures on legal research resources ("special department expense") by \$2,000 for next fiscal year by eliminating the purchase of certain paper resources that are now available online.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
County Counsel	1D	Conduct legal research, meet with relevant departments and stakeholders and draft effective cannabis regulations which include enforcement provisions.	Regulatory scheme adopted by Board.	No
County Counsel	1E	Draft and/or review requests for proposals, qualifications and bids, contracts, bonds, and agenda materials for road and infrastructure projects.	Completed road and infrastructure projects.	No
County Counsel	2A	Identify, retain and oversee appropriate specialists to guide the County through the development and long-term operation of affordable and permanent supportive housing projects.	Contracts in place and progress made on housing development.	No
County Counsel	3A	Draft and/or review agreements or planning materials.	Agreements and materials adopted by Board or relevant decision maker.	No
County Counsel	4A	Draft and/or review real estate documents, financing documents, requests for proposals, qualifications and bids, contracts, bonds, and agenda materials for south county facility construction, purchase or lease.	Board-approved plan in place and in implementation phase.	No
County Counsel	5A	Participate in employee labor negotiations, review and provide input on proposals, draft memoranda of understanding language.	Approved memoranda of understanding.	Yes

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Counsel						
100-13-120-16010	PROP TAX ADMIN FEE- CO COUNSEL	1,917	1,000	3,858	3,858	3,858
100-13-120-16371	PROFESSIONAL SERVICE FEES-CO COUNSEL	5,770	2,000	5,400	2,000	2,000
100-13-120-17010	MISC REVENUE-CO COUNSEL	0	100	0	0	0
	Total Revenues	7,687	3,100	9,258	5,858	5,858
100-13-120-21100	SALARY AND WAGES	468,805	579,681	493,906	612,265	612,265
100-13-120-22100	EMPLOYEE BENEFITS	254,946	316,695	281,516	136,901	136,901
100-13-120-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	84,897	84,897
100-13-120-22120	Employee Benefits - PERS (ER Portion)	0	0	0	148,002	148,002
100-13-120-30280	TELEPHONE/COMMUNICATIONS	3,003	3,600	3,127	3,600	3,600
100-13-120-30500	WORKERS' COMP INS EXPENSE	4,619	6,397	4,798	6,838	6,838
100-13-120-30510	LIABILITY INSURANCE EXPENSE	3,088	3,612	2,709	3,677	3,677
100-13-120-31700	MEMBERSHIP FEES	3,578	6,000	4,614	6,000	6,000
100-13-120-32000	OFFICE EXPENSE	6,401	9,000	6,708	8,000	8,000
100-13-120-32010	Technology Expenses	1,125	3,634	3,634	6,594	6,594
100-13-120-32390	LEGAL SERVICES	14,202	20,000	5,899	20,000	12,000
100-13-120-32450	CONTRACT SERVICES	0	1,000	0	1,000	0
100-13-120-32500	PROFESSIONAL & SPECIALIZED SER	10,273	10,000	1,296	0	0
100-13-120-32950	RENTS & LEASES - REAL PROPERTY	63,039	69,284	63,039	70,100	70,100
100-13-120-33120	SPECIAL DEPARTMENT EXPENSE	5,633	15,000	6,130	23,000	23,000
100-13-120-33350	TRAVEL & TRAINING EXPENSE	8,971	12,000	9,119	12,000	10,000
100-13-120-33351	VEHICLE FUEL COSTS	1,022	2,000	912	4,900	4,900
100-13-120-33360	MOTOR POOL EXPENSE	2,881	5,158	4,460	4,833	4,833
100-13-120-70500	CREDIT CARD CLEARING ACCOUNT	2,047	0	2,905	0	0
	Total Expenditures	853,635	1,063,061	894,773	1,152,607	1,141,607
	Net County Cost	-845,948	-1,059,961	-885,515	-1,146,749	-1,135,749

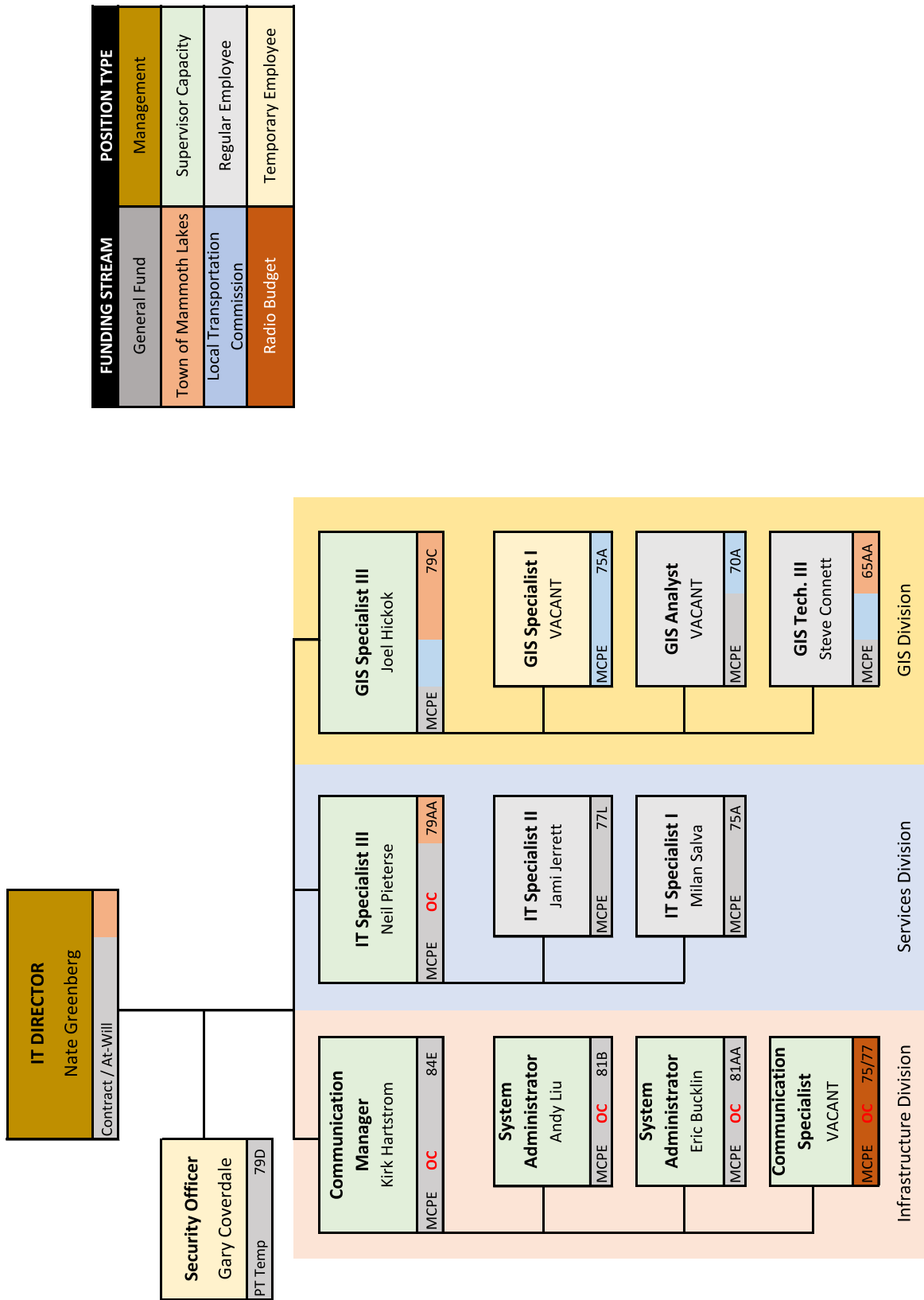
**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Law Library					
156-21-078-14010	INTEREST INCOME	111	0	116	0	0
156-21-078-17010	MISCELLANEOUS REVENUE	3,322	4,000	3,456	4,000	4,000
156-21-078-18100	OPERATING TRANSFERS IN	9,150	9,150	9,150	9,150	9,150
	Total Revenues	12,583	13,150	12,722	13,150	13,150
156-21-078-20010	EXPENDITURES	11,036	13,150	0	13,150	13,150
	Total Expenditures	11,036	13,150	0	13,150	13,150
	Net Fund Cost	1,547	0	12,722	0	0

Information Technology

MONO COUNTY INFORMATION TECHNOLOGY

Departmental Structure - 2018-2019



FUNDING STREAM	POSITION TYPE
General Fund	Management
Town of Mammoth Lakes	Supervisor Capacity
Local Transportation Commission	Regular Employee
Radio Budget	Temporary Employee

INFORMATION TECHNOLOGY DEPARTMENT 150

DEPARTMENTAL (or Division) OVERVIEW

The Mono County IT Department is a Tier 2 - Essential Services department which provides the core technology, data, and communications infrastructure for Mono County and the Town of Mammoth Lakes. The Department is comprised of 12.5FTE employees who are spread between three business lines: Infrastructure, Services, and Geographic Information Systems. In addition to the core IT services which are provided to our users, the IT Department is responsible for management of the Radio & Communications Division (151), as well as oversight for the Tech Refresh Program Internal Services Fund (653).

The IT Department is focused on innovation and determined to deliver modern technologic solutions in a creative and cost-effective manner within all areas we support. We are determined to find ways to collaborate with other jurisdictions to improve service delivery, find more efficient ways of doing business, and minimize departmental overhead in terms of both staff and infrastructure costs.

PROGRAMS AND SERVICES

Our staff manages and maintains over 75 servers, on three networks with all complementary technology (including routers, firewalls, switches, and data storage devices) across 40 different sites in order to deliver high quality computing services and support communication needs for our staff. In addition to the primary Town and County networks, we maintain all aspects of the Mono County Sheriff Department and Mammoth Lakes Police Department. Additionally, the IT Department oversees the development and maintenance of the County & Town's Federated Geographic Information System, including implementation and maintenance of hardware and software, application development, maintenance of nearly one hundred data sets, and end-user support.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The IT Department budget was modified for FY 2018-2019 to move 'Enterprise Software' expenses into the Tech Refresh ISF and charge a fixed rate back to all users based on actual cost. This transition reduces the overall Cost Plan charges for departments and allows for full cost-recovery and transparency in the fiscal year they are realized.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Information Technology	4B	Invest in technology to increase security and infrastructure resiliency which ensures a safe, secure, and stable technology environment for County staff to perform their daily jobs.	Increase Mono County's scores within the National Cyber Security Review to a rating of at least '5' in all focus areas by end of 2018.	No
Information Technology	5C	Improve technology awareness and utilization across the organization.	Conduct monthly Brown Bag trainings for the organization.	No
Information Technology	1E	Support smart decision making for pavement and asset management projects by leveraging GIS and related technology.	Implementation of at least one new application to be used by County staff for management and decision making of Pavement & Asset Management.	No
Information Technology	3B	Support broadband access and adoption throughout Mono County.	Staff the Inyo-Mono Broadband Consortium and participate in monthly meetings.	No
Information Technology	4D	Implement a new Work Order Management System and consolidate other systems to provide a single pane of glass for staff and customers to see the status of work.	Improve scores for Communication and Work Order handling in annual IT Customer Satisfaction survey.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Information Technology						
100-17-150-16900	MISC CHARGES FOR SERVICES	0	3,000	345	0	0
100-17-150-16951	IT SERVICE CONTRACTS	337,057	250,000	189,232	280,000	280,000
100-17-150-16960	GIS FEES	0	0	3,458	0	0
100-17-150-18100	Operating Transfers In	0	34,624	0	0	0
	Total Revenues	337,057	287,624	193,036	280,000	280,000
100-17-150-21100	SALARY AND WAGES	817,559	905,221	724,315	960,705	960,705
100-17-150-21120	OVERTIME	3,849	10,000	5,738	10,000	3,000
100-17-150-22100	EMPLOYEE BENEFITS	470,531	563,251	481,512	217,527	217,527
100-17-150-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	164,498	164,498
100-17-150-22120	Employee Benefits - PERS (ER Portion)	0	0	0	242,638	242,638
100-17-150-30280	TELEPHONE/COMMUNICATIONS	99,143	100,600	93,485	105,000	105,000
100-17-150-30500	WORKERS' COMP INS EXPENSE	34,972	49,833	37,375	64,259	64,259
100-17-150-30510	LIABILITY INSURANCE EXPENSE	7,256	8,907	6,968	11,065	11,065
100-17-150-31200	EQUIP MAINTENANCE & REPAIR	48,205	20,000	7,893	10,000	10,000
100-17-150-31400	BUILDING/LAND MAINT & REPAIR	13	5,000	0	0	0
100-17-150-32000	OFFICE EXPENSE	4,649	4,000	4,203	4,000	4,000
100-17-150-32010	Technology Expenses	2,925	9,451	9,451	16,660	16,660
100-17-150-32020	Technology Expense-Software Licenses	0	0	0	13,880	13,880
100-17-150-32360	CONSULTING SERVICES	2,175	8,500	7,800	2,500	2,500
100-17-150-32860	RENTS & LEASES - OTHER	101,132	127,185	76,219	0	0
100-17-150-32950	RENTS & LEASES - REAL PROPERTY	15,803	16,568	15,824	16,729	16,729
100-17-150-33350	TRAVEL & TRAINING EXPENSE	17,892	18,000	13,843	20,000	15,000
100-17-150-33351	VEHICLE FUEL COSTS	2,152	2,000	2,280	2,000	2,000
100-17-150-33360	MOTOR POOL EXPENSE	5,971	8,000	8,728	10,261	10,261
100-17-150-53030	CAPITAL EQUIPMENT, \$5,000+	34,419	195,000	0	180,000	180,000
100-17-150-70500	CREDIT CARD CLEARING ACCOUNT	0	0	356	0	0
	Total Expenditures	1,668,645	2,051,516	1,495,989	2,051,722	2,039,722
	Net County Cost	-1,331,588	-1,763,892	-1,302,953	-1,771,722	-1,759,722

**INFORMATION TECHNOLOGY
RADIO & COMMUNICATIONS
DEPARTMENT 151**

DEPARTMENTAL (or Division) OVERVIEW

This Radio & Communications Division is primarily focused on maintaining and improving Mono County's Public Safety & Administration Land-Mobile Radio System (LMRS). The Radio & Communications Division of Information Technology was a new budget unit for the 2016-2017 Fiscal Year and is expanded for the 2018-2019 Fiscal Year to include a new staff person (Communication Specialist I). This Division is overseen by the Communication Manager and Director of Information Technology.

PROGRAMS AND SERVICES

This budget unit is responsible for system-wide maintenance and upgrades including mountaintop repeaters, base stations, and mobile/portable for all users of the radio system.

The services offered by this Division include management and oversight of the LMRS; maintenance, troubleshooting, and repair to the system; installation and configuration of radio and other related communication equipment; and coordination with stakeholders, vendors, and entities which utilize or are supported by this system. This is a growing Division which will be evolving in scope and responsibility in the months and years to come.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

While this budget does include approximately \$150,000 for technology (both fixed assets & other equipment), it does not include enough money to overhaul or replace our radio system. Funds for that effort will be significant (perhaps \$5m) and need to be secured through other means (bond measure, grant, etc.).

While this Division contains a dedicated staff person for the first time ever, it is expected that over time this team will need to grow in order to support the long term needs of the radio and communication systems.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Information Technology - Radio & Communications	1A	Increase team capacity and dedicate 1.25FTEs toward management of the Public Safety & Administration Radio Communication System.	Reduce response time to support requests by 50%.	No
Information Technology - Radio & Communications	1A	Ensure properly functioning radios for all Public Safety personnel.	PM performed at least once at all mountaintop sites, and once for each Sheriff/EMS vehicle.	No
Information Technology - Radio & Communications	1A	Ability to measure and ensure site uptime, with goal of developing future metrics.	Implement monitoring at all mountaintop repeater sites to ensure site operation.	No
Information Technology - Radio & Communications	1A	Resilient sites which meet public safety standards and can survive harsh weather.	Install lightning protection at seven mountaintop repeater sites and Mono One (dispatch).	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Information Tech - Radio						
100-17-151-14080	Repeater Tower Rent	0	16,000	14,000	16,000	16,000
100-17-151-18100	Operating Transfers In	162,692	165,830	130,000	150,000	150,000
	Total Revenues	162,692	181,830	144,000	166,000	166,000
100-17-151-21100	Salary And Wages	0	36,408	0	74,051	0
100-17-151-22100	Employee Benefits	0	30,653	0	38,089	0
100-17-151-30280	Telephone/Communications	0	3,000	2,727	4,920	4,920
100-17-151-31200	Equip Maintenance & Repair	39,032	35,000	19,065	25,000	25,000
100-17-151-32360	Consulting Services	0	100,000	12,881	100,000	100,000
100-17-151-32860	Rents & Leases - Other	0	0	0	4,000	4,000
100-17-151-32950	Rents & Leases - Real Property	0	11,000	5,423	10,000	10,000
100-17-151-33010	Small Tools & Instruments	0	5,000	3,996	10,000	10,000
100-17-151-33350	Travel & Training Expense	0	5,000	1,395	10,000	5,000
100-17-151-33351	Vehicle Fuel Costs	0	0	0	2,000	2,000
100-17-151-33360	Motor Pool Expense	0	0	0	6,000	6,000
100-17-151-33600	Utilities	0	0	6,924	8,000	8,000
100-17-151-53030	Capital Equipment, \$5,000+	135,540	130,000	77,783	125,000	125,000
100-17-151-60100	Operating Transfers Out	133,121	0	0	0	0
	Total Expenditures	307,693	356,061	130,195	417,060	299,920
	Net County Cost	-145,001	-174,231	13,805	-251,060	-133,920

INFORMATION TECHNOLOGY
Tech Refresh
DEPARTMENT 653-150

DEPARTMENTAL (or Division) OVERVIEW

The Technology Refresh/Infrastructure Replacement Program (IRP) is a technology-dedicated Internal Services Fund (ISF) which was established in 2014 to ensure that equipment (including desktop PCs, back-office infrastructure, and enterprise software) could be maintained and replaced efficiently as it reached end of life. The Mono County Information Technology Department is responsible for the oversight and management of this fund, which is contributed to annually by each department based on the number of PCs and users which they have in service.

PROGRAMS AND SERVICES

For FY 2018-2019 the Tech Refresh ISF includes the following:

1. PC replacement funds based on the type of machine (desktop or laptop) and an anticipated four-year replacement cycle
2. Replacement funds for 'back office' infrastructure (including servers, storage, batteries, and video conference equipment.) which is charged on a per user basis
3. Microsoft Office 365 costs based on the type of licenses needed for each user in each department
4. Enterprise software used by the entire organization, or by the IT Department to manage the entire organization (this is new for this FY, and was previously included in the IT budget and charged back to departments through the Cost Plan).

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The Tech Refresh ISF does not include the following:

1. Communication costs for the organization (internet, dial-tone phone service, network costs)
2. Network equipment replacement costs
3. Phone system maintenance & life cycle replacement costs

It is anticipated that these will be transferred into the Tech Refresh ISF in future budget years.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Information Technology - Tech Refresh	4B	Ensure properly functioning and modern PCs and technology infrastructure for County staff.	Replace 90 PCs, two storage devices, one server, four UPS, two new firewalls, and upgrade video conferencing in the Town/County Conference Room.	No
Information Technology - Tech Refresh	3D, 4B	Maintain a balanced, transparent, and fiscally responsible Tech Refresh program with a goal of long-term sustainability for the County's technology resources.	Passing the annual audit for Fund 653.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Tech Refresh Internal Service Fund						
653-17-150-14010	Interest Income	696	0	828	0	0
653-17-150-16950	INTER-FUND REVENUE	51,750	171,409	168,397	301,252	301,252
	Total Revenues	52,446	171,409	169,226	301,252	301,252
653-17-150-31200	Equip Maintenance & Repair	0	0	0	78,555	78,555
653-17-150-32000	OFFICE EXPENSE	35,537	213,066	139,559	0	0
653-17-150-32010	Technology Expenses	0	0	1,491	0	0
653-17-150-32020	Technology Expense-Software Licenses	0	0	0	139,120	139,120
653-17-150-53030	Capital Equipment, \$5,000+	0	0	0	46,000	46,000
653-17-150-72960	A-87 Indirect Costs	1,418	3,176	2,382	3,811	3,811
	Total Expenditures	36,955	216,242	143,432	267,486	267,486
	Net Fund Cost	15,491	-44,833	25,794	33,766	33,766

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Accumulated Capital Outlay					
191-18-001-18100	Operating Transfers In	133,121	0	0	0	0
	Total Revenues	<u>133,121</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
191-18-001-60100	Operating Transfers Out	162,692	130,000	130,000	150,000	150,000
	Total Expenditures	<u>162,692</u>	<u>130,000</u>	<u>130,000</u>	<u>150,000</u>	<u>150,000</u>
	Net Fund Cost	<u>-29,571</u>	<u>-130,000</u>	<u>-130,000</u>	<u>-150,000</u>	<u>-150,000</u>

Public Safety Programs

	Page	Appropriation	Total
Agricultural Commissioner			
Sealer of Weights and Measures	75	\$ 180,000	<u>\$ 180,000</u>
Animal Control			
	81	<u>\$ 731,762</u>	<u>731,762</u>
District Attorney			
District Attorney	87	\$ 1,678,102	
Victim/Witness	89	144,234	
Public Administrator	90	4,000	
Cal-MMETT/Marijuana	91	139,000	
JAG Grant	92	-	
Diversion Program	93	12,000	<u>1,977,336</u>
Probation			
Adult Probation	100	\$ 1,723,096	
Juvenile Institutions	102	59,825	
2011 Realignment (consolidated)	103	-	
Community Corrections Partnership	104	684,754	
YOBG	105	117,000	
SB678	106	207,972	
JJCPA	107	37,434	
PRCS	108	-	
BSCC	109	100,000	
Juvenile Activities	110	10,780	<u>2,940,861</u>
Sheriff			
Sheriff	116	\$ 6,158,384	
Jail Operations	118	2,411,963	
Court Security	120	468,748	
Boating	121	135,650	
Search & Rescue	122	48,434	
Emergency Services	123	-	
Off-Highway Vehicle	124	48,243	
Homeland Security Grants	125	89,990	
2011 Realignment Court Security	126	468,748	
Inmate Welfare Trust	127	<u>18,300</u>	<u>9,848,460</u>
Total			<u><u>\$ 15,678,419</u></u>

Agricultural Commissioner

Agricultural Commissioner

DEPARTMENT 074

DEPARTMENTAL (or Division) OVERVIEW

The Agricultural Commissioner and Sealer of Weights and Measures provides a wide range of services focused on support of the agricultural industry, the protection of the environment and human health, and equity and consumer confidence in the marketplace.

PROGRAMS AND SERVICES

Services and programs provided by the department include pesticide regulation, permitting and education, pest detection and exclusion, market and organic regulation, commodity regulation, nursery and seed inspection, apiary regulation, crop statistics and the testing and sealing of all commercial weighing and measuring devices. The department also administers the Eastern Sierra Weed Management Area and Owens Valley Mosquito Abatement Program which currently provides mosquito control services to the Mammoth Lakes Mosquito Abatement District.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

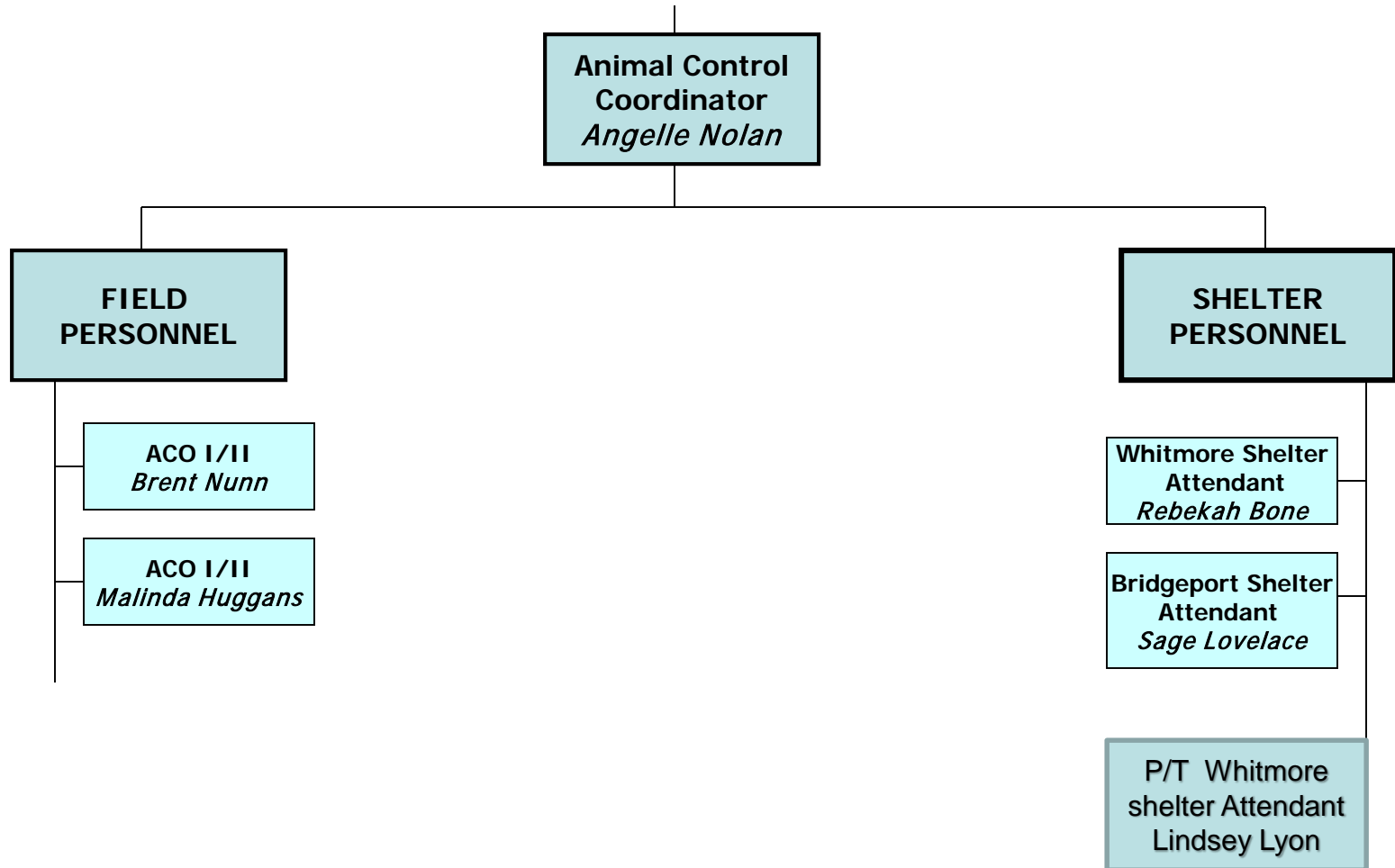
All expenses in this budget are operational and recurring; there are no anticipated one-time expenses.

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Sealer Weights & Measures					
100-26-074-15430	ST: AG COMM/WEIGHTS & MEASURES	83,685	83,609	68,265	83,609	83,609
	Total Revenues	83,685	83,609	68,265	83,609	83,609
100-26-074-32500	PROFESSIONAL & SPECIALIZED SER	200,702	160,000	156,366	180,000	180,000
	Total Expenditures	200,702	160,000	156,366	180,000	180,000
	Net County Cost	-117,017	-76,391	-88,101	-96,391	-96,391

Animal Control

Mono County Animal Control



Animal Control
DEPARTMENT 100-27-205

DEPARTMENTAL (or Division) OVERVIEW

Animal Control is a Public Health and Safety agency. Protecting the public and their animals and to enforce State and Local animal regulations

PROGRAMS AND SERVICES

Some of our functions and programs are our state mandated programs, such as rabies control, a sheltering system to keep and find homes for adoptable strays and owner turn ins, rabies vaccination clinic and animal bite investigation with possible quarantining of animals. We are also responsible for picking up strays and owned dogs running loose. As well as enforcing county ordinances such as leash law and licensing requirements. We also trap feral cats and remove them from people's property. We also assist Eastern Sierra Wildlife in the shuttling of wounded wildlife. If we have an officer heading south we transport the wounded animal or bird to our south shelter and then they arrange a volunteer to pick up and drive the rest of the way to the facility.

We assist other departments. We provide community service and dispatch an officer to the scene of an arrest or death to take custody of the animals.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Animal Control has nothing anticipated, that is not included in this budget

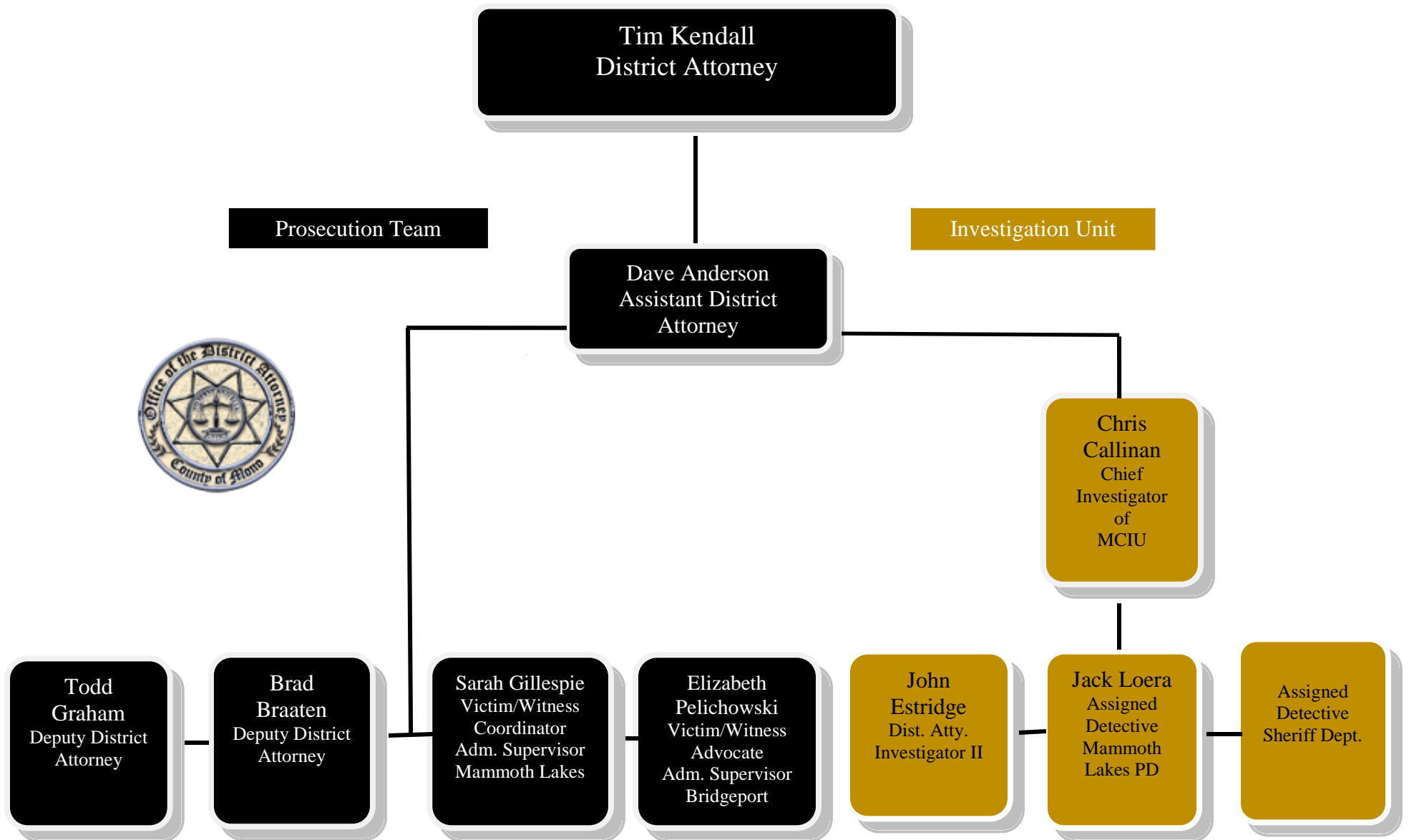
Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Animal Control	1A	Improve communication among staff members by having daily staff meetings in the morning and at the end of shift	Implement a roster from involving all personell to achieve maximum participation and response	No
	2D	Patrol, personal and phone accessability to the public. Protect the public from strays and assist in neighborhood disputes involving companion animals	Discuss completion of and ongoing issues. Formulate a solid plan prior to duty. Discuss what could have been done better. Discuss things that went well and how we achieved this	Yes
	4B	Plan patrol time more effieciently, Maintain our Facebook page for the public as well as county web site	Discuss most efficient route for patrol depending upon daily complaint logs. Maintian lists of adoptyable animals as well as strays	Yes
	4E	Reach out to other animal control agency's in the state	Exchange animals between facilities, Helps maintain relationships with other Animal Control Agencies. Finding homes for more animals, less euthanasia	No
	5B	Daily discussions of the task at hand and any concerns	No Injuries, staff, feeling secure in duty.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Animal Control					
100-27-205-12010	ANIMAL LICENSES FEES	16,411	20,000	18,690	20,000	20,000
100-27-205-16170	HUMANE SERVICES	10,630	8,000	8,266	8,000	8,000
100-27-205-17050	DONATIONS & CONTRIBUTIONS	2,707	0	945	0	0
100-27-205-17152	Special Animal Welfare	0	10,000	0	15,000	15,000
	Total Revenues	29,748	38,000	27,901	43,000	43,000
100-27-205-21100	SALARY AND WAGES	176,248	219,672	173,880	227,921	227,921
100-27-205-21120	OVERTIME	7,020	5,000	2,619	5,000	5,000
100-27-205-22100	EMPLOYEE BENEFITS	148,046	195,432	169,560	45,123	45,123
100-27-205-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	105,355	105,355
100-27-205-22120	Employee Benefits - PERS (ER Portion)	0	0	0	57,720	57,720
100-27-205-30120	UNIFORM ALLOWANCE	2,400	1,600	0	1,600	1,600
100-27-205-30280	TELEPHONE/COMMUNICATIONS	2,782	3,500	2,993	1,500	1,500
100-27-205-30500	WORKERS' COMP INS EXPENSE	94,519	136,417	102,313	168,291	168,291
100-27-205-30510	LIABILITY INSURANCE EXPENSE	3,671	4,249	3,187	4,835	4,835
100-27-205-31700	MEMBERSHIP FEES	150	200	196	200	200
100-27-205-32000	OFFICE EXPENSE	3,761	3,000	3,170	3,000	3,000
100-27-205-32010	Technology Expenses	675	2,302	2,302	6,119	6,119
100-27-205-32500	PROFESSIONAL & SPECIALIZED SER	8,042	10,000	4,711	10,000	10,000
100-27-205-33120	SPECIAL DEPARTMENT EXPENSE	10,042	10,000	7,778	10,000	10,000
100-27-205-33350	TRAVEL & TRAINING EXPENSE	2,289	3,500	1,184	3,500	3,000
100-27-205-33351	VEHICLE FUEL COSTS	14,597	13,000	10,375	13,000	13,000
100-27-205-33360	MOTOR POOL EXPENSE	32,291	49,285	37,955	46,598	46,598
100-27-205-33600	UTILITIES	8,842	7,500	7,353	7,500	7,500
100-27-205-53030	CAPITAL EQUIPMENT, \$5,000+	0	10,000	1,229	15,000	15,000
	Total Expenditures	515,375	674,657	530,807	732,262	731,762
	Net County Cost	-485,627	-636,657	-502,906	-689,262	-688,762

District Attorney

District Attorney Office Organizational Chart



County of Mono Office of the District Attorney

www.monocountydistrictattorney.org

Bridgeport Office:
Main St. Court House, P.O. Box 617
Bridgeport, CA. 93517
Tel:(760)932-5550 fax: (760)932-5551



Mammoth Office:
Sierra Center Mall, P.O. Box 2053
Mammoth Lakes, CA. 93546
Tel:(760)924-1710 fax: (760)924-1711

Tim Kendall - District Attorney

Office of the District Attorney Budget Narrative for 2018-2019

Departmental Overview

The Office of the District Attorney is an independent constitutionally mandated office which represents the citizens of Mono County with the primary purpose of promoting and protecting the public peace and safety of our residents and visitors.

The Office is divided into three separate divisions which include:

- 1) Attorneys/Prosecutors staff;
- 2) Investigative Unit; and
- 3) Victim/Witness/Administrative Staff.

Programs and Services

Although the primary responsibility of the Office is to investigate and prosecute crimes within Mono County, the District Attorney's Office also handles a number of other mandated as well as non-mandated services. In part, the Office also provides:

- | | |
|---|---------------------|
| 1) Investigation and Prosecution | Mandated |
| 2) Services as the Counties Public Administrator; | Mandated |
| 3) Grand Jury Advisor; | Mandated |
| 4) Provide assistance to Victims and Witnesses of crimes; | Mandated |
| 5) Enforcement of Civil Environmental Laws; | Mandated |
| 6) Assist in restraining orders; | Non-Mandated |
| 7) Provide legal counseling and referrals; | Non-Mandated |
| 8) Trainers to allied agencies; | Non-Mandated |
| 9) Assist other county departments with personnel and sometimes criminal issues; | Non-Mandated |
| 10) Assist other counties in the state with investigation and prosecution services and; | Non-Mandated |
| 11) Participates in numerous multi agency and community solution groups. | Non-Mandated |

Currently, the Office of the District Attorney staffs 4 prosecutors with a collective 72 years of prosecution experience. They are supported by two District Attorney Investigators along with assigned detectives from the Sheriff's Department and the Mammoth Lakes Police Department. The Office also staffs 2 administrative positions and 1 part-time administrative position that operate the North County Office in Bridgeport and the South County Office in Mammoth Lakes. The administrative positions also are responsible for the Victim/Witness Program which provides constitutionally mandated services to victims of crime. The current budget request currently supports the functions described above.

Office pledge – "To do the right thing, for the right reasons, all the time". This pledge is what dictates are work and commitment to the job.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Office of the District Attorney	4B	Improve the operational efficiency and increase customer service as it relates to our Victim/Witness Program.	We plan on additional Victim Advocate training, implementation of a software program to help manage victim services. Advocates will be reaching out more frequently during a case and providing more services from the beginning. They will also be required to attend hearings and trials with our victims. The program will be required to do a minimum of four community outreach events for visibility. Measure outcomes by the number of victims served and the types of service provided to each victim and witness compared to previous years.	Yes
	1B, 2D	Develop a Law Enforcement Strategic Plan to help direct all Mono County Law Enforcement Agencies in the protection of the health and safety of our citizens.	In partnership with Sheriff, Chief of Police and CHP develop strategic Goals, Objectives and Tactics to best address a collaborative effort to protect citizens of Mono County. The first measurement will be the implementation of the plan followed by training to agencies, community education and a uniform measure of responding and handling investigations.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
District Attorney-Prosecution						
100-21-430-15091	ST: MOTOR VEH-THEFT PREVENTION	15,205	18,535	7,443	15,000	15,000
100-21-430-15300	ST: COPS-DA	5,500	4,708	1,669	4,708	4,708
100-21-430-15310	ST: PUB SAFETY-PROP 172 SALES	127,311	125,000	96,790	135,000	135,000
100-21-430-15443	St: 2011 Realignment	1,035	3,500	5,081	4,500	4,500
100-21-430-16199	Charges for Services - Interfund Transfers	0	0	1,000	0	0
100-21-430-16251	DISTRICT ATTORNEY - NSF FEES	60	100	0	100	100
100-21-430-16270	WELFARE FRAUD INVESTIGATION RE	50,000	50,000	37,500	50,000	50,000
100-21-430-16280	DISCOVERY FEES	159	250	230	250	250
100-21-430-17010	MISCELLANEOUS REVENUE	4,882	0	143	0	0
100-21-430-17250	Judgments, Damages & Settlements	5,000	0	0	0	0
100-21-430-18010	Sale Of Surplus Assets	0	0	1	0	0
100-21-430-18100	OPERATING TRANSFERS IN	302,152	238,730	140,605	12,000	12,000
	Total Revenues	511,303	440,823	290,461	221,558	221,558
100-21-430-21100	SALARY AND WAGES	785,760	871,860	675,060	804,035	804,035
100-21-430-21120	OVERTIME	3,228	11,500	-1,798	11,500	5,000
100-21-430-22100	EMPLOYEE BENEFITS	688,170	709,638	581,725	181,950	181,950
100-21-430-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	118,472	118,472
100-21-430-22120	Employee Benefits - PERS (ER Portion)	0	0	0	248,851	248,851
100-21-430-30280	TELEPHONE/COMMUNICATIONS	13,599	13,440	14,100	13,440	13,440
100-21-430-30500	WORKERS' COMP INS EXPENSE	6,853	31,584	23,688	58,765	58,765
100-21-430-30510	LIABILITY INSURANCE EXP	6,257	8,523	6,392	8,838	8,838
100-21-430-31010	JURY AND WITNESS EXPENSE	29,170	58,500	32,561	35,000	10,000
100-21-430-31400	BUILDING/LAND MAINT & REPAIR	1,238	0	0	0	0
100-21-430-31700	MEMBERSHIP FEES	3,492	4,600	4,716	4,922	4,922
100-21-430-32000	OFFICE EXPENSE	29,832	30,910	30,347	30,910	15,000
100-21-430-32010	Technology Expenses	2,700	6,799	6,799	6,799	6,799
100-21-430-32450	CONTRACT SERVICES	6,805	18,500	19,251	18,500	0
100-21-430-32500	PROFESSIONAL & SPECIALIZED SER	7,000	21,000	8,900	12,000	7,000
100-21-430-32800	PUBLICATIONS & LEGAL NOTICES	29,048	24,000	30,637	24,000	24,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-21-430-32950	RENTS & LEASES - REAL PROPERTY	96,905	167,010	153,917	120,617	120,617
100-21-430-33120	SPECIAL DEPARTMENT EXPENSE	5,260	6,000	11,305	10,000	10,000
100-21-430-33350	TRAVEL & TRAINING EXPENSE	5,458	25,000	6,250	20,000	12,000
100-21-430-33351	VEHICLE FUEL COSTS	5,466	5,000	4,484	5,000	5,000
100-21-430-33360	MOTOR POOL EXPENSE	11,794	38,586	21,464	23,413	23,413
100-21-430-41111	Support & Care of Others - Public Administrator	0	4,000	835	0	0
	Total Expenditures	1,738,034	2,056,450	1,630,635	1,757,012	1,678,102
	Net County Cost	-1,226,730	-1,615,627	-1,340,174	-1,535,454	-1,456,544

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Victim/Witness					
100-56-433-15803	FED: VICTIM/WITNESS GRANT	106,035	133,504	88,750	144,234	144,234
	Total Revenues	106,035	133,504	88,750	144,234	144,234
100-56-433-21100	SALARY AND WAGES	84,526	83,955	68,221	85,238	85,238
100-56-433-21120	OVERTIME	0	1,157	441	1,157	1,157
100-56-433-22100	EMPLOYEE BENEFITS	53,657	29,154	31,697	16,815	16,815
100-56-433-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	1,845	1,845
100-56-433-22120	Employee Benefits - PERS (ER Portion)	0	0	0	20,568	20,568
100-56-433-30280	TELEPHONE/COMMUNICATIONS	605	660	700	858	858
100-56-433-30500	WORKERS' COMP INS EXPENSE	998	1,422	1,067	1,422	1,422
100-56-433-30510	LIABILITY INSURANCE EXP	560	619	464	619	619
100-56-433-31200	EQUIP MAINTENANCE & REPAIR	0	7,500	0	0	0
100-56-433-31700	MEMBERSHIP FEES	80	80	0	80	80
100-56-433-32000	OFFICE EXPENSE	0	1,219	3,816	1,219	1,219
100-56-433-32010	Technology Expenses	0	1,356	1,462	1,356	1,356
100-56-433-32450	CONTRACT SERVICES	0	150	0	150	150
100-56-433-33120	SPECIAL DEPARTMENT EXPENSE	0	3,400	124	2,575	2,575
100-56-433-33350	TRAVEL & TRAINING EXPENSE	935	2,832	1,248	2,832	2,832
100-56-433-33351	VEHICLE FUEL COSTS	0	0	180	5,000	5,000
100-56-433-33360	Motor Pool Expense	0	0	0	2,500	2,500
	Total Expenditures	141,361	133,504	109,420	144,234	144,234
	Net County Cost	-35,326	0	-20,670	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Public Administrator					
	Total Revenues	0	0	0	0	0
100-21-435-33120	Special Department Expense	0	0	2,303	4,000	4,000
	Total Expenditures	0	0	2,303	4,000	4,000
	Net County Cost	0	0	-2,303	-4,000	-4,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
GF Grant Programs						
106-21-430-15530	FED: OES MARIJUANA GRANT (DEA-	10,000	10,000	14,000	14,000	14,000
106-21-430-15802	FED: OES CAL-MMET GRANT	123,060	223,325	111,367	125,000	125,000
106-21-430-15900	Oth: Other Govt Agencies	368	0	0	0	0
	Total Revenues	133,428	233,325	125,367	139,000	139,000
106-21-430-21100	SALARY AND WAGES-FOR TRANSFER TO GRNT	25,000	30,000	0	20,000	20,000
106-21-430-21120	OVERTIME -FOR TRANSFER TO GRNT	5,775	25,000	3,756	5,000	5,000
106-21-430-22100	BENEFITS-FOR TRANSFER TO GRANT	27,000	35,000	0	25,000	25,000
106-21-430-30280	TELEPHONE-FOR TRANSFER TO GRNT	0	3,000	800	0	0
106-21-430-32000	Office Expense	0	25,000	164	10,000	10,000
106-21-430-32010	Technology Expenses	0	4,000	0	0	0
106-21-430-32950	Rents & Leases - Real Property	0	0	0	51,325	51,325
106-21-430-33120	SPECIAL DEPT EXPENSE	9,223	26,325	4,752	7,675	7,675
106-21-430-33141	Confidential Funds	0	20,000	0	20,000	20,000
106-21-430-53030	Capital Equipment, \$5,000+	0	30,000	0	0	0
106-21-430-60100	Operating Transfers Out	0	51,325	51,325	0	0
	Total Expenditures	66,998	249,650	60,796	139,000	139,000
	Net Fund Cost	66,430	-16,325	64,570	0	0

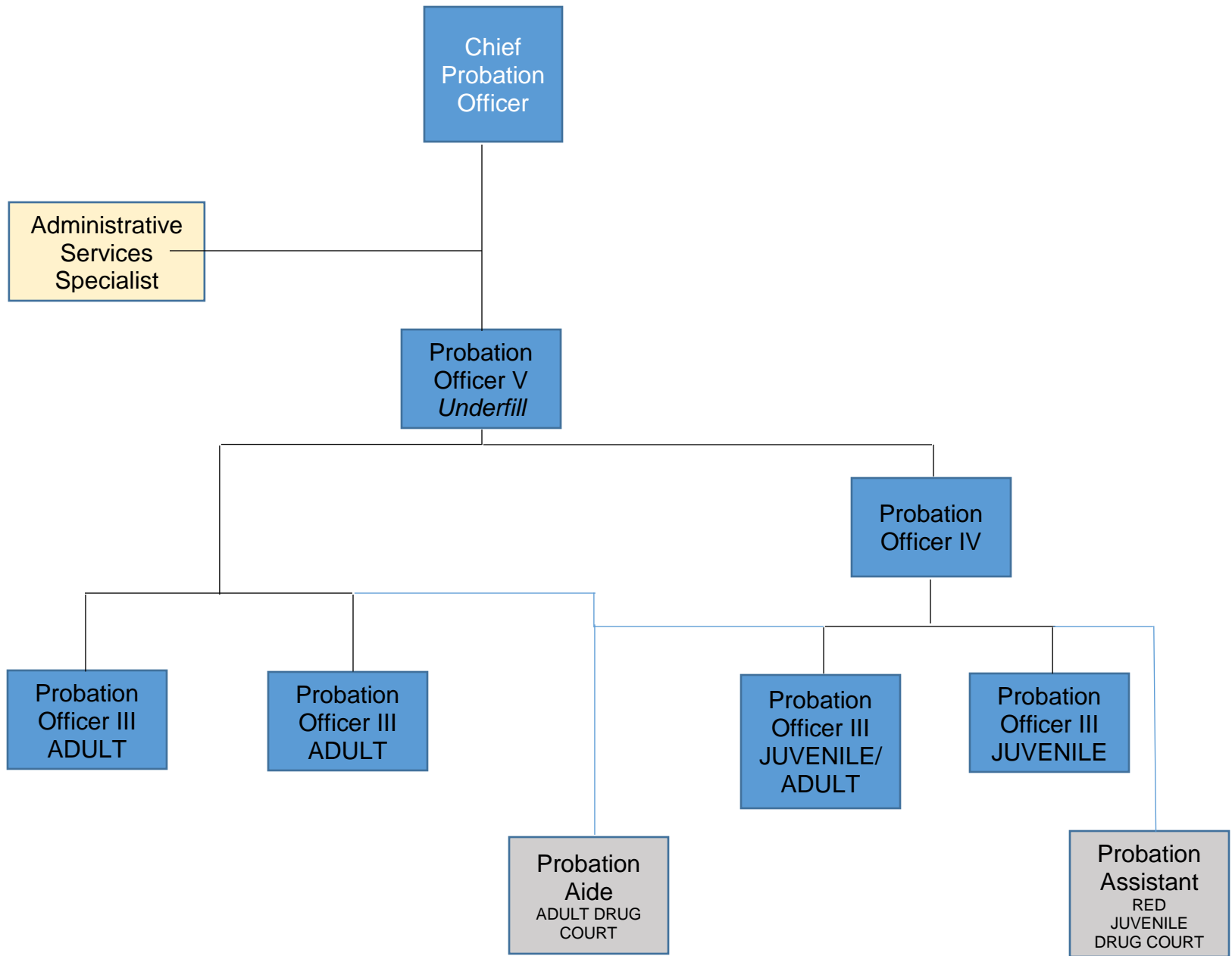
**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	DA - Justice Admin Grant					
100-21-431-15810	FED: JUSTICE ASSISTANCE GRANT	116,612	0	0	0	0
	Total Revenues	116,612	0	0	0	0
100-21-431-21120	OVERTIME - JAG	7,938	0	0	0	0
100-21-431-30280	TELEPHONE/COMMUNICATIONS	378	0	0	0	0
100-21-431-32000	OFFICE EXPENSE	10	0	0	0	0
100-21-431-32950	RENTS & LEASES - REAL PROPERTY	58,190	0	0	0	0
100-21-431-33137	Spec Dept - Testing	2,221	0	0	0	0
100-21-431-33141	CONFIDENTIAL FUNDS	10,000	0	0	0	0
100-21-431-33350	TRAVEL & TRAINING EXPENSE	7,138	0	0	0	0
100-21-431-33351	VEHICLE FUEL COSTS	3,927	0	0	0	0
100-21-431-33360	MOTOR POOL EXPENSE	10,666	0	0	0	0
100-21-431-47010	CONTRIBUTIONS TO OTHER GOVERNMENT	12,991	0	0	0	0
	Total Expenditures	113,460	0	0	0	0
	Net County Cost	3,152	0	0	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	DA Diversion Program					
155-21-430-14010	INTEREST INCOME	138	0	69	0	0
155-21-430-16051	DA DIVERSION FILING FEES	2,500	0	2,000	12,000	12,000
	Total Revenues	2,638	0	2,069	12,000	12,000
155-21-430-60100	OPERATING TRANSFERS OUT	6,500	20,000	9,375	12,000	12,000
	Total Expenditures	6,500	20,000	9,375	12,000	12,000
	Net Fund Cost	-3,862	-20,000	-7,305	0	0

Probation



Probation
Adult Division
DEPARTMENT 520

DEPARTMENTAL (or Division) OVERVIEW

Mono County Probation provides evidence-based practices to assist court-ordered offenders through a term of supervision by: preventing crime by changing criminal thinking, objectively assessing the law and facts for individuals coming before the court, holding clients accountable through community supervision, financially restoring victims and preventing future victimization, habilitating clients with evidence-informed strategies that change behavior and educate, and ensuring secure and safe detainment and successful reentry.

PROGRAMS AND SERVICES

Mono County Adult Probation provides measurable supervision services to all levels of supervision to include pre-release, drug court, community supervision, and cognitive behavioral strategies. Probation supervision makes a community safer by the level of surveillance, supervision and compliance. Probation fulfills numerous mandatory requirements and responds to California's changing legislative changes.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Probation
Juvenile Division
DEPARTMENT 500

DEPARTMENTAL (or Division) OVERVIEW

Mono County Probation provides evidence-based practices to assist court ordered offenders through a term of supervision by: preventing crime by changing criminal thinking, objectively assessing the law and facts for individuals coming before the court, holding clients accountable through community supervision, financially restoring victims and preventing future victimization, habilitating clients with evidence-informed strategies that change behavior and educate.

PROGRAMS AND SERVICES

Mono County Juvenile Probation provides measurable supervision services to all levels and types of supervision. Probation supervision makes a community safer by the level of surveillance, supervision and compliance. Probation fulfills numerous mandatory requirements and responds to California's changing legislative landscape. State and County funding allows probation officers to comply under PC 1202.8 to accomplish their duties but also allows us to provide services, assistance, involvement and support to communities (e.g., school presence, Club House Live, Tri-County Fair Surveillance, Mammoth Libraries – Makerspace, Walker Senior Center, June Lake Firehouse – Community Work Services, Animal Shelter – Community Work Services, Mammoth Lakes Hispanic Council, First Five Reading Program, Shop with a Cop, Health and Safety Fair, qualification and training for two probation departments, etc.).

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Probation	1B/2A	Ensure those offenders released from custody on Post Release Community Supervision and Mandatory Supervision have safe temporary housing.	Provide two plans (MRT and Alternative Housing) to the Community Corrections Partnership for future funding by April 18, 2018. Future plan dependent on CCP Executive Team's decision.	Yes
Probation	1C	Continue and improve Drug Court to provide direct services through multi-agency assistance.	With the Federal Drug Court Grant ending at the conclusion of the First Quarter and the Federal litigation disallowing any grants for California, invest \$86,000 from multiple accounts (mainly SB 678 funds) in the continuation of Probation costs (salary) associated with Drug Court by July 1, 2018	No
Probation	1D	Provide an Evidence Based Program for youth on cannabis education.	To provide a program by May 2018 with the goal of reducing the use of cannabis (measured by frequency of arrests related to cannabis or referrals by the school within one year of completing the program).	Yes
Probation (17/18)	4B	Implement Probation 101 by evaluating 10 systems	Identify the number of systems reviewed and determine procedures needed for each system.	No
Probation (17/18)	4B	Identify all procedures and policies written before 2012 and either review, amend or delete.	Identify the number of procedures reviewed, eliminated and/or rewritten.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Adult Probation Services						
100-23-520-13090	LAB -H & S 11372.5	1,072	600	397	350	350
100-23-520-13100	DRUG PROG -H&S 11372.7	1,931	800	718	800	800
100-23-520-13120	FINES, FORFEITS & PENALTIES	1,444	1,600	3,030	1,600	1,600
100-23-520-15310	ST: PUB SAFETY-PROP 172 SALES	101,975	76,800	64,526	90,000	90,000
100-23-520-15330	ST: RESTITUTION 10% REBATE	3,608	2,900	5,182	3,000	3,000
100-23-520-15471	ST:STC TRAINING REIMBURSEMENT	4,769	5,720	5,572	3,280	3,280
100-23-520-15625	Fed: Drug Court Grant	93,612	116,666	53,867	29,166	29,166
100-23-520-16385	PROBATION GPS MONITORING FEE	2,282	1,600	4,310	1,600	1,600
100-23-520-16402	PROBATION FEES	15,501	15,000	12,823	15,000	15,000
100-23-520-16421	INTERSTATE FEES (PC 1203.9)	435	150	225	150	150
100-23-520-16422	SUPERVISORY FEES (PC 1000)	1,930	1,500	1,445	1,000	1,000
100-23-520-16430	DISMISSAL FEES (PC 1203.4)	150	50	225	50	50
100-23-520-18100	OPERATING TRANSFERS IN	258,495	464,584	201,959	307,971	307,971
	Total Revenues	487,203	687,970	354,279	453,967	453,967
100-23-520-21100	SALARY & WAGES	542,668	552,416	542,372	652,753	652,753
100-23-520-21120	OVERTIME	3,310	10,000	4,256	11,215	3,000
100-23-520-22100	EMPLOYEE BENEFITS	714,621	811,508	799,444	119,235	119,235
100-23-520-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	194,620	194,620
100-23-520-22120	Employee Benefits - PERS (ER Portion)	0	0	0	434,545	434,545
100-23-520-30120	UNIFORM/SAFETY GEAR	4,583	10,000	3,899	10,000	5,000
100-23-520-30122	UNIFORM/SAFETY GEAR-AB109 COMM CORRECTIC	0	0	140	0	0
100-23-520-30280	TELEPHONE/COMMUNICATIONS	14,423	15,500	13,844	15,500	15,500
100-23-520-30500	WORKERS' COMP INS EXPENSE	9,082	15,301	11,476	18,232	18,232
100-23-520-30510	LIABILITY INSURANCE EXPENSE	6,107	7,596	5,697	8,498	8,498
100-23-520-31200	EQUIP MAINTENANCE & REPAIR	0	425	0	425	425
100-23-520-31700	MEMBERSHIP FEES	875	900	580	900	900
100-23-520-32000	OFFICE SUPPLIES	23,786	29,594	11,468	18,209	12,000
100-23-520-32010	Technology Expenses	0	0	4,893	8,589	8,589
100-23-520-32500	PROFESSIONAL & SPECIALIZED SERVICES	8,407	25,000	19,675	25,000	25,000

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-23-520-32950	RENTS & LEASES - REAL PROPERTY	69,327	76,195	69,327	76,997	76,997
100-23-520-33010	SMALL TOOLS & INSTRUMENTS	0	375	0	375	375
100-23-520-33120	SPECIAL DEPT EXP	46,393	74,889	20,337	68,190	68,190
100-23-520-33350	TRAVEL & TRAINING	17,547	40,000	25,265	36,468	36,468
100-23-520-33351	Vehicle Fuel Costs	3,450	3,428	4,377	5,000	5,000
100-23-520-33360	MOTOR POOL EXPENSE	16,305	30,411	33,437	37,769	37,769
100-23-520-60100	OPERATING TRANSFERS OUT	0	11,872	0	0	0
	Total Expenditures	1,480,884	1,715,410	1,570,488	1,742,520	1,723,096
	Net County Cost	-993,681	-1,027,440	-1,216,209	-1,288,553	-1,269,129

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Juvenile Probation Services						
100-23-500-15299	ST: Juvenile Probation Activities	14,008	13,255	15,031	0	0
100-23-500-15620	FED: PROBATION IV-E & IV-EA JUV PLACEMENT	8,427	6,000	10,546	6,000	6,000
100-23-500-15819	FED: MISC FED GRANTS	78,567	150,000	69,120	55,825	55,825
100-23-500-16390	JUVENILE TRAFFIC HEARINGS	4,353	0	0	0	0
100-23-500-16402	PROBATION FEES - JUVENILE	542	500	442	0	0
100-23-500-17010	Miscellaneous Revenue	5,208	0	0	0	0
100-23-500-18100	OPERATING TRANSFERS IN	66,260	157,652	12,000	0	0
	Total Revenues	177,365	327,407	107,138	61,825	61,825
100-23-500-21100	SALARY AND WAGES	46,924	72,968	18,432	9,916	9,916
100-23-500-21120	OVERTIME	523	0	0	0	0
100-23-500-22100	EMPLOYEE BENEFITS	37,815	85,233	18,432	9,916	9,916
100-23-500-30110	CLOTHING/PERSONAL SUPPLIES	827	4,500	17	0	0
100-23-500-30280	TELEPHONE/COMMUNICATIONS	225	0	0	0	0
100-23-500-30300	FOOD EXPENSES	860	1,000	733	1,000	1,000
100-23-500-32000	OFFICE EXPENSE	9,835	6,431	3,020	11,321	11,321
100-23-500-32260	MEDICAL/DENTAL SERVICES	6,500	19,000	0	0	0
100-23-500-32500	PROFESSIONAL & SPECIALIZED SER	7,296	5,000	5,259	0	0
100-23-500-33120	SPEC DEPT EXP	16,238	45,255	5,095	12,030	12,030
100-23-500-33350	TRAVEL & TRAINING EXP	1,010	7,712	2,756	14,401	11,901
100-23-500-33351	VEHICLE FUEL COSTS	2,792	5,424	2,311	3,000	3,000
100-23-500-33360	Motor Pool Expense	0	2,964	0	741	741
100-23-500-41100	SUPPORT & CARE OF PERSONS	7,377	57,000	2,529	0	0
100-23-500-60100	OPERATING TRANSFERS OUT	16,063	21,520	0	0	0
	Total Expenditures	154,285	334,007	58,583	62,325	59,825
	Net County Cost	23,080	-6,600	48,556	-500	2,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Local Rev Fund 2011(Publ Saf Realignment)						
157-10-001-14010	INTEREST INCOME	56,675	0	61,831	0	0
157-21-430-15443	2011 REALIGNMNT -DA/PUBLIC DEFENDER	5,967	0	0	0	0
157-22-455-15443	2011 REALIGNMNT -COURT SECURITY	523,440	0	91,293	0	0
157-23-500-15160	PROBATION TRUST - JCPF - YOBG	113,357	0	0	0	0
157-23-520-15443	2011 REALIGNMNT - PROBATION	840,238	0	0	0	0
157-23-520-15903	PROBATION- SB 678 PERFORMANCE INCENTIVE	227,576	0	0	0	0
157-41-845-15443	2011 REALIGNMNT- BH SUBACCT	456,848	0	4,104	0	0
157-56-868-15443	2011 REALIGNMNT- DSS PROTECTIVE SERVICES	1,150,879	0	0	0	0
	Total Revenues	3,374,980	0	157,228	0	0
157-00-000-60100	OPERATING TR OUT- COMMUNITY CORRECTIONS	690,668	736,940	0	0	0
157-21-076-60100	Operating Transfers Out	0	17,405	0	0	0
157-21-430-60100	Operating Transfers Out	0	17,405	17,405	0	0
157-22-455-60100	OPERATING TRANSFERS OUT- COURT SECURITY	415,594	519,875	196,433	0	0
157-23-500-60100	OPERATING TR OUT-PROB TRUST-JCPF-YOBG	30,899	358,600	0	0	0
157-23-520-60100	OPERATING TRANSFERS OUT	94,380	1,071,407	0	0	0
157-41-845-60100	REALIGNMENT-MH NONDRUG MEDI-CAL S	11,000	1,587,938	0	0	0
157-56-868-60100	OPERATING TR OUT-DSS PROTECTIVE SERVICES	884,681	953,258	44,068	0	0
	Total Expenditures	2,127,222	5,262,828	257,905	0	0
	Net Fund Cost	1,247,758	-5,262,828	-100,677	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Probation CCP 2011 Realignment					
680-23-520-14010	Interest Income	0	0	745	0	0
680-23-520-15443	St: 2011 Realignment	0	612,000	0	0	0
680-23-520-15453	St: 2011 Realignment-CCP SB1020	19,074	0	570,784	612,000	612,000
680-23-520-18100	Operating Transfers In	0	736,940	0	0	0
	Total Revenues	19,074	1,348,940	571,529	612,000	612,000
680-23-520-60100	Operating Transfers Out	0	984,754	732,201	684,754	684,754
	Total Expenditures	0	984,754	732,201	684,754	684,754
	Net Fund Cost	19,074	364,186	-160,673	-72,754	-72,754

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Probation YOBG 2011 Realignment						
681-23-500-14010	Interest Income	0	0	271	0	0
681-23-500-15443	St: 2011 Realignment	0	113,357	0	0	0
681-23-500-15452	St: 2011 Realignment-YOBG	3,643	0	90,555	117,000	117,000
681-23-500-18100	Operating Transfers In	0	301,924	0	0	0
	Total Revenues	3,643	415,281	90,826	117,000	117,000
681-23-500-21100	Salary And Wages	0	0	0	7,750	7,750
681-23-500-22100	Employee Benefits	0	0	0	7,750	7,750
681-23-500-30110	Clothing/Personal Supplies	0	0	0	4,500	4,500
681-23-500-32260	Medical/Dental Services	0	0	0	19,000	19,000
681-23-500-32500	Professional & Specialized Ser	0	0	0	7,500	7,500
681-23-500-33120	Special Department Expense	0	0	0	16,000	16,000
681-23-500-41100	Support & Care Of Persons	0	0	0	54,500	54,500
681-23-500-60100	Operating Transfers Out	0	117,000	0	0	0
	Total Expenditures	0	117,000	0	117,000	117,000
	Net Fund Cost	3,643	298,281	90,826	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Probation SB678 2011 Realignment						
682-23-520-14010	Interest Income	0	0	363	0	0
682-23-520-15443	St: 2011 Realignment	0	227,576	0	0	0
682-23-520-15454	St: SB678 Performance Incentive	0	0	178,235	200,000	200,000
682-23-520-18100	Operating Transfers In	0	634,697	0	0	0
	Total Revenues	0	862,273	178,598	200,000	200,000
682-23-520-60100	Operating Transfers Out	0	138,500	0	207,972	207,972
	Total Expenditures	0	138,500	0	207,972	207,972
	Net Fund Cost	0	723,773	178,598	-7,972	-7,972

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Probation JJCPA 2011 Realignment					
683-23-500-14010	Interest Income	0	0	233	0	0
683-23-500-15443	St: 2011 Realignment	0	37,600	60,635	37,434	37,434
683-23-500-18100	Operating Transfers In	0	56,676	0	0	0
	Total Revenues	0	94,276	60,868	37,434	37,434
683-23-500-21100	Salary And Wages	0	0	0	16,326	16,326
683-23-500-22100	Employee Benefits	0	0	0	16,326	16,326
683-23-500-33134	Special Department Expense	0	0	0	4,782	4,782
683-23-500-60100	Operating Transfers Out	0	40,652	0	0	0
	Total Expenditures	0	40,652	0	37,434	37,434
	Net Fund Cost	0	53,624	60,868	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Probation PRCS 2011 Realignment						
684-23-520-14010	Interest Income	0	0	79	0	0
684-23-520-15443	St: 2011 Realignment	0	30,750	0	0	0
684-23-520-15451	PRCS 2011 Realignment	0	0	10,250	10,250	10,250
684-23-520-18100	Operating Transfers In	0	81,551	0	0	0
	Total Revenues	0	112,301	10,329	10,250	10,250
684-23-520-33120	Special Department Expense	0	30,750	0	0	0
	Total Expenditures	0	30,750	0	0	0
	Net Fund Cost	0	81,551	10,329	10,250	10,250

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Probation BSCC 2011 Realignment					
685-23-520-14010	Interest Income	0	0	321	0	0
685-23-520-15443	St: 2011 Realignment	0	100,000	0	0	0
685-23-520-15455	St: 2011 Realignment BSCC AB109 \$100,000	0	0	100,000	100,000	100,000
685-23-520-18100	Operating Transfers In	0	355,159	0	0	0
	Total Revenues	0	455,159	100,321	100,000	100,000
685-23-520-60100	Operating Transfers Out	0	100,000	0	100,000	100,000
	Total Expenditures	0	100,000	0	100,000	100,000
	Net Fund Cost	0	355,159	100,321	0	0

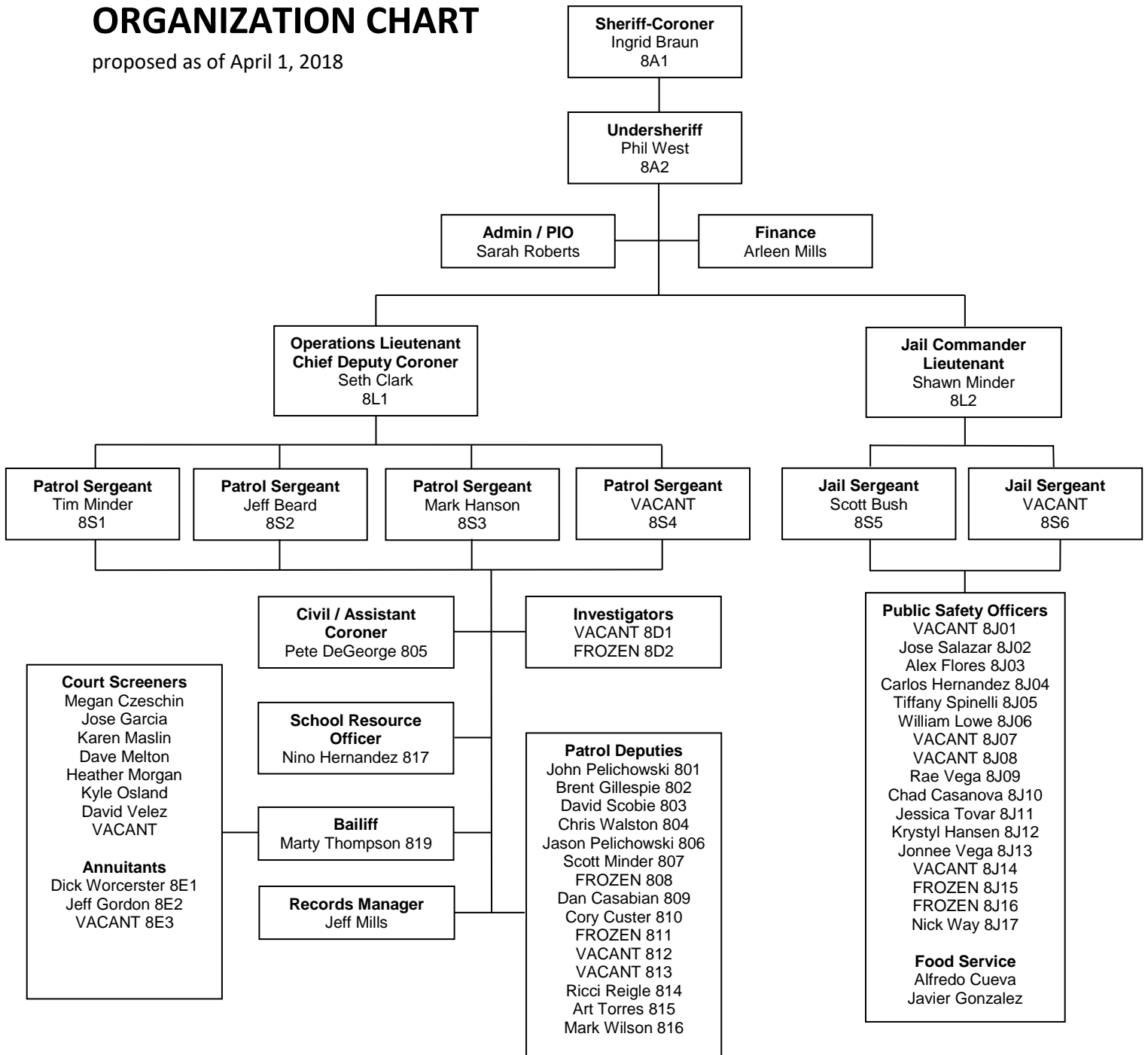
**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Juvenile Activities					
686-23-500-14010	Interest Income	0	0	112	0	0
686-23-500-15299	St: Juvenile Activities	0	0	0	10,780	10,780
686-23-500-18100	Operating Transfers In-Juvenile Activities	10,925	0	0	0	0
	Total Revenues	0	0	0	440,000	440,000
686-23-500-33120	Special Department Expense	0	0	0	10,780	10,780
	Total Expenditures	0	0	0	0	0
	Net Fund Cost	0	0	0	0	0

Sheriff

ORGANIZATION CHART

proposed as of April 1, 2018



SHERIFF'S OFFICE DEPARTMENT 440

DEPARTMENTAL OVERVIEW

The Sheriff's Office provides law enforcement services for the County, including: Patrol; Jail; 911 Call Center; Dispatch; Civil Services; Coroner; Emergency Management; Investigative; and Administrative.

PROGRAMS AND SERVICES

The Sheriff's Office provides law enforcement services for everyone who lives, works and travels in Mono County. We strive to maintain a high quality of life and a true sense of safety for the people who live, work and visit Mono County. We patrol over 3,300 square miles of terrain by car, snowmobile, ATV, boat, and foot. We answer all 911 and non-emergency calls 24-hours a day, dispatching all law enforcement, medical and fire first responders. We investigate crimes; comfort victims; arrest violators of the law; enforce traffic laws; patrol schools; attend community events; and assist lost and weary travelers. The Mono County Jail houses those arrested for a variety of crimes, from the most minor offense to the most serious. The inmates may be there just for a few hours or for as long as several years.

The Sheriff's Office is also the County Coroner, investigating every death that occurs in Mono County. We also provide Civil Process services, including evictions, restraining order services and enforcement of civil judgements. In addition to the above services, the Sheriff's Office provides the following services, each of which has a separate budget:

Jail and Dispatch – Budget 460

The Mono County Jail and Dispatch Center is responsible for the booking and release of inmates, and the maintenance of records, warrants and criminal history information. The Dispatch Center receives all 911 and non-emergency calls for service. We provide dispatch services for the Sheriff's Office, Mammoth Lakes Police Department, Mono County Paramedics and all fire departments within Mono County.

Boating Enforcement – Budget 445

Boating Enforcement is fully funded by the State of California's Division of Boating and Waterways Boating Safety and Enforcement Financial Aid program. The Boating Enforcement program performs boating safety and enforcement activities on Mono County's 23 lakes, as well as provide aid to the Mono County Paramedics and Search and Rescue when needed. Our Boating operation also assists stranded vessels and investigates boating-related collisions.

Search and Rescue – Budget 450

Volunteers work under the Mono County Sheriff's Office and the Search and Rescue Coordinator to respond to a wide variety of missions in all types of terrain and weather. They perform rescues and evacuations, as well as assist in searches for missing persons. Search and Rescue volunteers must pass a background check and complete an intensive training regimen.

Court Security – Budget 455

The Court Security detail provides bailiff and courthouse security at the Mammoth Lakes and Bridgeport courthouses. One Deputy Sheriff supervises the Court Screeners, and together they are responsible for ensuring the safety of the judges, court staff and those utilizing the court facilities.

Office of Emergency Services – Budget 465

The Office of Emergency Services coordinates all activities of all county departments relating to the preparation and implementation of the County's Emergency Operations Plan (EOP), as well as the response efforts of local, state, and federal agencies. Emergency Services works with our partner agencies during any local state of emergency, including wildfires, avalanches, flooding, and other natural and man-made disasters.

Off-Highway Vehicle Unit – Budget 145

The Off-Highway Vehicle (OHV) program is fully funded through a combination of California State Parks OHV Grant and OHV License fees. The OHV Unit performs education and enforcement activities, as well as provide aid to the Mono County Paramedics and Search and Rescue when needed. The OHV Unit is deployed year-round to ensure the safety of Mono County's off-roading public.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The Sheriff's Office will be requesting one-time funding to promote two (2) Public Safety Officers to the rank of Deputy Sheriff. These promotions will require sending the two employees to a six-month Basic Peace Officer Training in Riverside County, including lodging.

The Boating Enforcement Unit will be seeking a grant from the State of California's Division of Boating and Waterways for "Side Scan Sonar" equipment, which will be utilized for search and rescue operations.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Sheriff's Office	1A / 5D	Hire qualified law enforcement professionals to fill vacant Deputy Sheriff positions	Successful hiring and completion of probation for all vacant positions	Yes
Sheriff's Office / Information Technology	1A / 1E	Improve, repair and replace aging Radio and Communications systems	Reduced radio outages and fewer first responder complaints of radio problems	No
Sheriff's Office	1C	Partner with District Attorney and MLPD to address narcotics concerns	Creation of an Interagency Narcotics Team - contingent upon MLPD participation and filling vacant Sheriff's Office positions	No
Sheriff's Office	3D / 5B	Develop and improve safety and prevention efforts to reduce Workers' Compensation liability	Reduced Workers' Compensation claims	No
Sheriff's Office	2B	Build school partnerships to reduce potential of school violence	Maintain School Resource Officer position and invest in Explorer Program	No
Jail / Public Works	1A / 1E	Partner with Public Works in design and plan of new grant-funded facility	Selection of Architect/Construction Management Team and completion of design documents	No
Sheriff's Office	4E	Update Court Security plans and agreements	Completion of security plan and updated MOU	Yes
Sheriff's Office	1A / 4B	Support County and Town efforts for an All Hazards Incident Management Team (AHIMT)	Provide training and include Sheriff's Office staff in AHIMT activities	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Sheriff						
100-22-440-12030	Off-Hwy Vehicle License Fees	6,945	0	0	0	0
100-22-440-14050	RENTAL INCOME	18,200	0	0	0	0
100-22-440-15300	ST: COPS-SHERIFF	142,632	100,000	42,945	100,000	100,000
100-22-440-15310	ST: PUB SAFETY-PROP 172 SALES	588,913	575,900	483,948	677,000	677,000
100-22-440-15330	St: Restitution 10% Rebate/CARPOS Rebate	168	168	188	168	168
100-22-440-15350	ST: RURAL LAW ENFORCE ASST (AB	503,050	500,000	388,464	500,000	500,000
100-22-440-15410	ST: OFF-HWY VEHICLE GRANT	46,022	0	0	0	0
100-22-440-15470	ST: SHERIFF POST REIMBURSEMENT	1,549	1,000	8,796	1,000	1,000
100-22-440-15819	FED: MISC FED GRANTS	10,537	8,000	2,164	8,000	8,000
100-22-440-16120	CIVIL PROCESS SERVICE	7,212	5,000	3,334	5,000	5,000
100-22-440-16140	CONCEALED WEAPONS PERMIT FEES	2,072	2,000	1,525	2,000	2,000
100-22-440-16230	LAW ENFORCEMENT SERVICES	341,390	0	35,343	0	0
100-22-440-16231	LAW ENFORCE FED LAND SERVICES	15,040	20,000	21,956	20,000	20,000
100-22-440-17010	MISCELLANEOUS REVENUE	2,561	0	1,883	0	0
100-22-440-17032	Misc Rev - Explorer's Program Reimb	1,853	1,900	658	1,900	1,900
100-22-440-17120	MISCELLANEOUS REIMBURSEMENTS	47	0	177	0	0
100-22-440-17300	Restitution	151	0	0	0	0
100-22-440-18010	SALE OF SURPLUS ASSETS	238	0	0	0	0
100-22-440-18100	OPERATING TRANSFERS IN	1,832	0	2,679	0	0
	Total Revenues	1,690,414	1,213,968	994,062	1,315,068	1,315,068
100-22-440-21100	SALARY AND WAGES	1,947,051	2,187,412	1,879,213	2,647,373	2,285,008
100-22-440-21120	OVERTIME	322,878	300,000	404,985	400,000	325,000
100-22-440-21410	HOLIDAY PAY	115,360	102,218	90,093	108,453	108,453
100-22-440-22100	EMPLOYEE BENEFITS	1,424,711	1,679,546	1,513,886	745,131	671,157
100-22-440-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	461,455	215,116
100-22-440-22120	Employee Benefits - PERS (ER Portion)	0	0	0	719,097	601,593
100-22-440-30120	UNIFORM ALLOWANCE	14,922	6,000	2,705	15,000	15,000
100-22-440-30121	SPECIAL UNIFORM SUPPLIES	38,331	45,000	12,997	45,000	30,000
100-22-440-30280	TELEPHONE/COMMUNICATIONS	93,334	94,995	81,925	106,200	95,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-22-440-30500	WORKERS' COMP INS EXPENSE	190,155	349,568	261,821	519,971	519,971
100-22-440-30510	LIABILITY INSURANCE EXPENSE	160,753	161,705	121,124	162,474	162,474
100-22-440-31200	EQUIP MAINTENANCE & REPAIR	70,681	10,000	6,990	13,500	8,700
100-22-440-31400	BUILDING/LAND MAINT & REPAIR	1,387	2,200	1,046	2,200	2,200
100-22-440-31700	MEMBERSHIP FEES	5,296	5,800	4,401	5,800	5,800
100-22-440-32000	OFFICE EXPENSE	16,412	32,450	15,797	32,450	20,000
100-22-440-32010	Technology Expenses	27,350	116,432	107,916	22,953	22,953
100-22-440-32020	Technology Expense-Software Licenses	0	0	0	93,440	93,440
100-22-440-32450	CONTRACT SERVICES	21,610	0	0	0	0
100-22-440-32500	PROFESSIONAL & SPECIALIZED SER	116,380	95,000	83,046	95,000	50,000
100-22-440-32800	PUBLICATIONS & LEGAL NOTICES	7,236	5,000	3,390	5,000	5,000
100-22-440-32950	RENTS & LEASES-REAL PROP	4,747	1,200	900	1,200	1,200
100-22-440-33010	SMALL TOOLS & INSTRUMENTS	26	130	38	130	130
100-22-440-33120	SPECIAL DEPARTMENT EXPENSE	3,844	7,265	2,844	7,265	3,500
100-22-440-33130	SPEC DEPT EXPENSE-ARMORY	32,030	15,000	8,838	24,000	10,000
100-22-440-33132	SPEC DEPT- Explorer's Program	2,307	2,500	2,477	2,500	1,500
100-22-440-33133	SPEC DEPT EXP-IDENTITY UNIT	300	1,650	225	1,650	1,000
100-22-440-33350	TRAVEL & TRAINING EXPENSE	35,935	65,000	50,269	66,645	35,000
100-22-440-33351	VEHICLE FUEL COSTS	110,745	130,000	96,900	130,000	130,000
100-22-440-33360	MOTOR POOL EXPENSE	252,322	430,458	562,774	666,189	666,189
100-22-440-33600	UTILITIES	70,321	73,000	59,198	73,000	73,000
100-22-440-53030	CAPITAL EQUIPMENT, \$5,000+	52,328	0	0	0	0
	Total Expenditures	5,138,753	5,919,529	5,375,800	7,173,076	6,158,384
	Net County Cost	-3,448,339	-4,705,561	-4,381,738	-5,858,008	-4,843,316

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Jail						
100-23-460-15300	ST: COPS-JAIL	5,500	4,447	1,669	4,447	4,447
100-23-460-15471	ST:STC TRAINING REIMBURSEMENT-JAIL	8,257	11,180	10,798	11,180	11,180
100-23-460-15804	FED: SCAAP GRANT - STATE CRIMI	11,778	0	0	0	0
100-23-460-15900	Oth: Other Govt Agencies	1,822	0	0	0	0
100-23-460-16230	Law Enforcement Services	0	292,309	292,309	383,542	383,542
100-23-460-16760	Inmate-Initiated Medical Visit Fee (\$3 PC 4011.1)	0	0	12	0	0
100-23-460-18100	OPERATING TRANSFERS IN	198,294	562,970	150,103	0	18,300
	Total Revenues	225,651	870,906	454,891	399,169	417,469
100-23-460-21100	SALARY AND WAGES	1,008,157	1,004,004	840,670	1,167,541	925,080
100-23-460-21120	OVERTIME	167,863	165,000	230,223	250,000	150,000
100-23-460-21410	HOLIDAY PAY	77,052	102,725	78,398	88,055	64,800
100-23-460-22100	EMPLOYEE BENEFITS	757,534	950,575	695,618	407,294	320,092
100-23-460-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	261,290	164,896
100-23-460-22120	Employee Benefits - PERS (ER Portion)	0	0	0	284,432	179,500
100-23-460-30110	CLOTHING/PERSONAL SUPPLIES	1,710	7,800	6,502	7,800	7,800
100-23-460-30120	UNIFORM ALLOWANCE	19,384	33,276	6,213	33,276	20,000
100-23-460-30122	UNIFORM/SAFETY GEAR	604	1,300	705	1,300	1,000
100-23-460-30280	TELEPHONE/COMMUNICATIONS	391	300	266	300	300
100-23-460-30286	Telephone/Communications-Inmate Welfare	3,171	3,000	454	3,000	3,000
100-23-460-30300	FOOD EXPENSES	144,035	146,480	155,797	194,250	175,000
100-23-460-30350	HOUSEHOLD EXPENSES	5,085	4,125	4,377	6,125	5,000
100-23-460-30500	WORKERS' COMP INS EXPENSE	133,703	164,845	123,634	126,742	126,742
100-23-460-30510	LIABILITY INSURANCE EXPENSE	26,789	23,055	17,291	24,223	24,223
100-23-460-31200	EQUIP MAINTENANCE & REPAIR	15,074	17,900	5,849	17,900	4,200
100-23-460-31206	Equip Maintenance & Repair-Inmate Welfare	5,850	500	0	500	500
100-23-460-31400	BUILDING/LAND MAINT & REPAIR	248	3,800	1,036	3,800	3,800
100-23-460-31406	Building/Land Maint & Repair-Inmate Welfare	511	200	0	200	200
100-23-460-31530	MEDICAL/DENTAL & LAB SUPPLIES	93,570	160,000	88,884	160,000	125,000
100-23-460-32000	OFFICE EXPENSE	18,293	17,870	5,932	17,870	12,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-23-460-32010	Technology Expenses	4,157	10,315	13,464	14,030	14,030
100-23-460-32500	PROFESSIONAL & SPECIALIZED SERVICES	35,841	29,275	23,963	59,600	28,200
100-23-460-32501	INMATE TRANSPORTATION SERVICES	0	5,500	0	5,500	0
100-23-460-32506	Professional & Specialized Ser-Inmate Welfare	2,392	1,200	305	1,200	1,200
100-23-460-33010	SMALL TOOLS & INSTRUMENTS	170	2,800	109	2,800	500
100-23-460-33016	Small Tools & Instruments-Inmate Welfare	212	200	13	200	200
100-23-460-33120	SPECIAL DEPT EXPENSE	1,949	6,000	527	6,000	1,500
100-23-460-33126	Spec Dept Expense-Inmate Welfare	6,439	13,200	2,232	13,200	13,200
100-23-460-33130	SPEC DEPT EXPENSE-ARMORY	0	0	0	5,000	0
100-23-460-33350	TRAVEL & TRAINING EXPENSE	31,994	66,250	61,239	119,456	40,000
100-23-460-33351	VEHICLE FUEL COSTS - JAIL	117	0	0	0	0
100-23-460-33400	INMATE TRAVEL	8	0	0	0	0
100-23-460-60100	OPERATING TRANSFERS OUT	0	301,750	0	0	0
	Total Expenditures	2,562,303	3,243,245	2,363,701	3,282,884	2,411,963
	Net County Cost	-2,336,652	-2,372,339	-1,908,810	-2,883,715	-1,994,494

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Court Security					
100-22-455-18100	OPERATING TRANSFERS IN- COURT SCREENERS	415,594	547,932	262,086	468,748	468,748
	Total Revenues	415,594	547,932	262,086	468,748	468,748
100-22-455-21100	SALARY AND WAGES	283,073	375,488	219,609	309,241	309,241
100-22-455-21120	OVERTIME	7,475	10,000	9,345	10,000	10,000
100-22-455-21410	HOLIDAY PAY	9,499	6,126	5,545	5,832	5,832
100-22-455-22100	EMPLOYEE BENEFITS	97,617	112,044	88,638	35,593	35,593
100-22-455-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	11,923	11,923
100-22-455-22120	Employee Benefits - PERS (ER Portion)	0	0	0	45,122	45,122
100-22-455-30120	UNIFORM ALLOWANCE	890	8,400	7,148	8,400	8,400
100-22-455-30500	WORKERS' COMP INS EXPENSE	6,426	9,641	7,231	12,152	12,152
100-22-455-30510	LIABILITY INSURANCE EXPENSE	3,849	4,132	3,099	4,915	4,915
100-22-455-31200	EQUIP MAINTENANCE & REPAIR	0	1,070	733	1,070	1,070
100-22-455-32000	OFFICE EXPENSE	0	100	0	100	100
100-22-455-32010	Technology Expenses	0	0	0	4,800	4,800
100-22-455-32500	PROFESSIONAL & SPECIALIZED SER	275	4,800	0	4,800	4,800
100-22-455-33350	TRAVEL & TRAINING EXPENSE	1,803	5,000	603	5,000	5,000
100-22-455-33351	VEHICLE FUEL COSTS	2,300	3,200	969	3,200	3,200
100-22-455-33360	MOTOR POOL EXPENSE	2,387	7,931	6,345	6,600	6,600
	Total Expenditures	415,594	547,932	349,264	468,748	468,748
	Net County Cost	0	0	-87,178	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Boating Law Enforcement					
100-22-445-15420	ST: BOAT SAFETY	87,077	135,650	61,752	135,650	135,650
100-22-445-15801	CA DEPT OF BOATING & WATERWAYS-FEDERAL	14,445	0	0	0	0
	Total Revenues	101,522	135,650	61,752	135,650	135,650
100-22-445-21100	SALARY AND WAGES	53,831	34,781	33,302	33,936	33,936
100-22-445-21120	OVERTIME	21,483	30,506	41,421	60,915	60,915
100-22-445-21410	HOLIDAY PAY	3,222	0	650	0	0
100-22-445-22100	EMPLOYEE BENEFITS	33,645	30,256	41,468	3,462	3,462
100-22-445-30120	UNIFORM ALLOWANCE	161	0	0	0	0
100-22-445-30500	WORKERS' COMP INS EXPENSE	3,520	824	618	1,709	1,709
100-22-445-30510	LIABILITY INSURANCE EXPENSE	841	1,303	1,146	1,581	1,581
100-22-445-31200	EQUIP MAINTENANCE & REPAIR	600	10,221	541	5,000	5,000
100-22-445-32000	OFFICE EXPENSE	9	100	24	100	100
100-22-445-32860	RENTS & LEASES - OTHER	7,200	5,650	5,650	5,650	5,650
100-22-445-33350	TRAVEL & TRAINING EXPENSE	113	5,113	9,020	8,000	8,000
100-22-445-33351	VEHICLE FUEL COSTS	1,871	1,500	1,248	1,500	1,500
100-22-445-33352	BOAT FUEL COSTS	1,660	2,800	902	2,800	2,800
100-22-445-33360	MOTOR POOL EXPENSE	2,857	12,096	6,141	10,497	10,497
100-22-445-33600	UTILITIES	357	500	438	500	500
	Total Expenditures	131,369	135,650	142,569	135,650	135,650
	Net County Cost	-29,847	0	-80,817	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Search and Rescue						
	Total Revenues	0	0	0	0	0
100-27-450-30280	TELEPHONE/COMMUNICATIONS - SAR	1,236	5,000	5,720	5,000	5,000
100-27-450-30300	FOOD EXPENSES	266	2,475	574	2,475	2,475
100-27-450-31200	EQUIP MAINTENANCE & REPAIR	12,191	9,000	1,420	9,000	9,000
100-27-450-33120	SPECIAL DEPARTMENT EXPENSE	9,867	8,500	8,001	8,500	8,500
100-27-450-33350	TRAVEL & TRAINING EXPENSE	6,758	6,700	4,806	6,700	6,700
100-27-450-33351	VEHICLE FUEL COSTS	3,226	3,600	2,219	3,600	3,600
100-27-450-33360	MOTOR POOL EXPENSE	4,664	10,000	9,800	13,159	13,159
	Total Expenditures	38,206	45,275	32,538	48,434	48,434
	Net County Cost	-38,206	-45,275	-32,538	-48,434	-48,434

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Emergency Services						
100-27-465-15499	ST: OFFICE OF EMERGENCY SERVIC	161,048	127,787	0	0	0
100-27-465-15900	Oth: Other Govt Agencies	10,000	0	0	0	0
100-27-465-17020	PRIOR YEAR REVENUE	1,009	0	0	0	0
	Total Revenues	172,057	127,787	0	0	0
100-27-465-21100	SALARY AND WAGES	102,359	10,875	19,133	0	0
100-27-465-21120	OVERTIME	28,826	3,500	6,147	0	0
100-27-465-21410	HOLIDAY PAY	8,114	647	1,150	0	0
100-27-465-22100	EMPLOYEE BENEFITS	72,555	7,298	21,277	0	0
100-27-465-30120	UNIFORM ALLOWANCE	835	0	0	0	0
100-27-465-30280	TELEPHONE/COMMUNICATIONS	6,599	7,000	6,063	0	0
100-27-465-30500	WORKERS' COMP INS EXPENSE	924	0	356	0	0
100-27-465-30510	LIABILITY INSURANCE EXPENSE	518	0	155	0	0
100-27-465-31200	EQUIP MAINTENANCE & REPAIR	89,568	3,500	2,753	0	0
100-27-465-32000	OFFICE EXPENSE	140	300	0	0	0
100-27-465-32010	Technology Expenses	10,000	0	0	0	0
100-27-465-32450	CONTRACT SERVICES	7,500	0	0	0	0
100-27-465-32860	RENTS & LEASES - OTHER	5,332	0	0	0	0
100-27-465-33350	TRAVEL & TRAINING EXPENSE	164	2,000	0	0	0
100-27-465-53030	CAPITAL EQUIPMENT, \$5,000+	0	150,000	143,505	0	0
100-27-465-60100	Operating Transfers Out	0	70,454	0	0	0
	Total Expenditures	333,434	255,574	200,538	0	0
	Net County Cost	-161,378	-127,787	-200,538	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
OHV - Off-Highway Vehicle Fund						
145-22-440-12030	Off-Hwy Vehicle License Fees	10,060	13,890	7,120	13,890	13,890
145-22-440-14010	Interest Income	0	0	5	0	0
145-22-440-15410	St: Off-Hwy Vehicle Grant	0	34,353	0	34,353	34,353
145-22-440-18010	Sale Of Surplus Assets	0	13,775	13,775	0	0
	Total Revenues	10,060	62,018	20,900	48,243	48,243
145-22-440-21120	Overtime	0	35,000	30,342	35,000	35,000
145-22-440-22100	Employee Benefits	0	0	333	0	0
145-22-440-31200	Equip Maintenance & Repair	0	17,525	9,794	4,050	4,050
145-22-440-32950	Rents & Leases - Real Property	0	5,650	5,650	5,650	5,650
145-22-440-33351	Vehicle Fuel Costs	0	1,543	539	1,543	1,543
145-22-440-33360	Motor Pool Expense	0	2,000	1,666	2,000	2,000
145-22-440-33600	Utilities	0	300	0	0	0
	Total Expenditures	0	62,018	48,324	48,243	48,243
	Net Fund Cost	10,060	0	-27,425	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Terrorism Grant - OES					
142-22-440-15015	FED-HOMELAND SECURITY-2011	89,404	89,990	88,618	89,990	89,990
	Total Revenues	89,404	89,990	88,618	89,990	89,990
142-22-440-20010	EXPENDITURES	73,426	89,990	88,618	89,990	89,990
	Total Expenditures	73,426	89,990	88,618	89,990	89,990
	Net Fund Cost	15,978	0	0	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Court Security 2011 Realignment						
146-22-455-14010	Interest Income	0	0	578	0	0
146-22-455-15443	St: 2011 Realignment	0	533,686	326,476	533,686	533,686
146-22-455-18100	Operating Transfers In	0	519,875	0	0	0
	Total Revenues	0	1,053,561	327,055	533,686	533,686
146-22-455-60100	Operating Transfers Out	0	623,932	65,654	468,748	468,748
	Total Expenditures	0	623,932	65,654	468,748	468,748
	Net Fund Cost	0	429,629	261,401	64,938	64,938

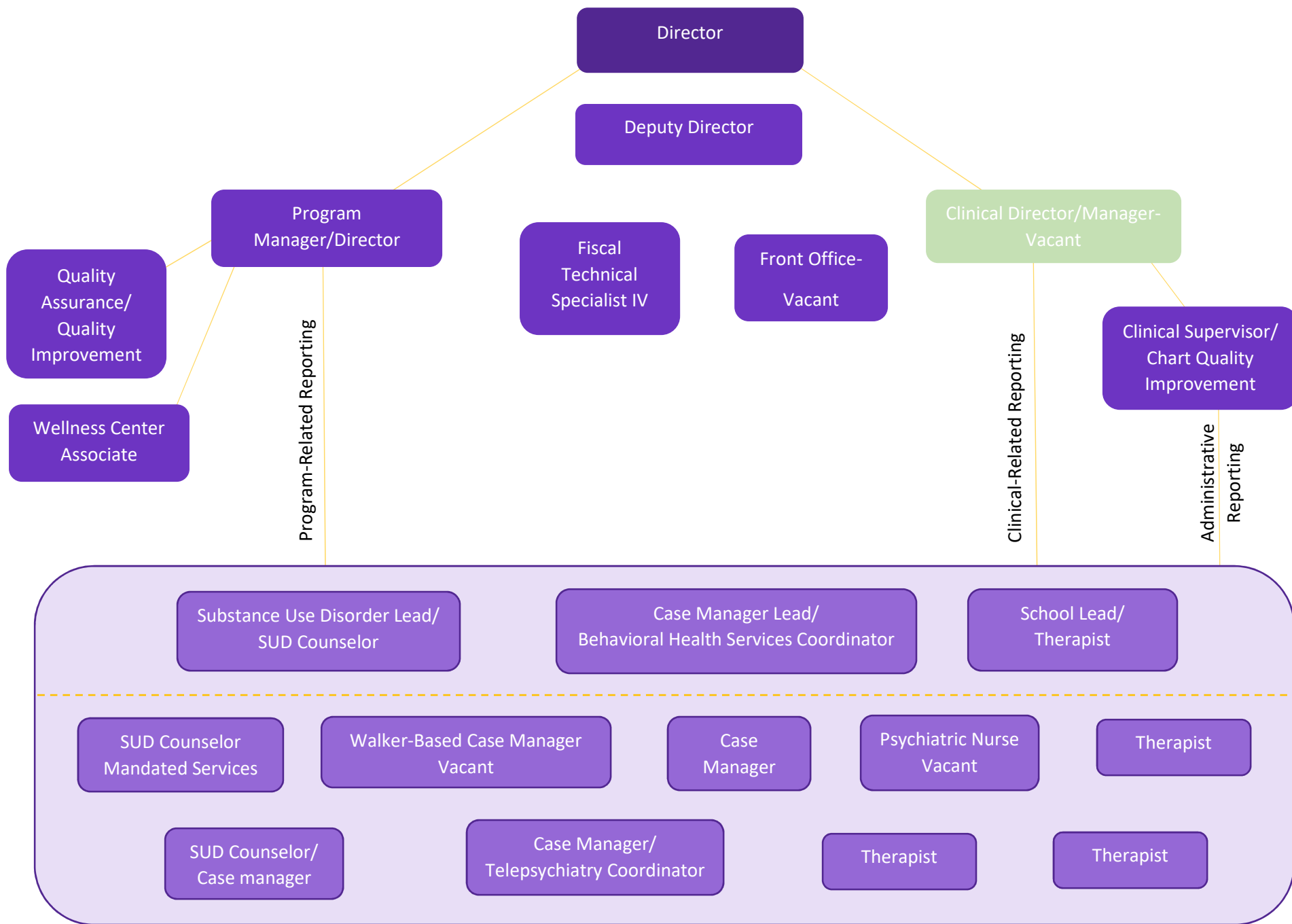
**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Inmate Welfare Trust					
720-00-000-14010	INTEREST INCOME	1,437	0	1,404	0	0
720-23-000-17010	MISCELLANEOUS REVENUE	32,589	0	35,500	18,300	18,300
	Total Revenues	34,025	0	36,904	18,300	18,300
720-23-000-20010	EXPENDITURES	15,212	0	26,223	0	18,300
720-23-000-60100	OPERATING TRANSFERS OUT	16,673	14,300	0	18,300	0
	Total Expenditures	31,884	14,300	26,223	18,300	18,300
	Net Fund Cost	2,141	-14,300	10,680	0	0

Health and Human Services

	Page	Appropriation	Total
Behavioral Health			
Behavioral Health	135	\$ 1,187,129	
Alcohol and Drug Programs	138	863,365	
Mental Health Services Act Fund	140	4,262,407	
2011 Realignment - BHS	142	367,224	<u>\$ 6,680,125</u>
Paramedic Program	147	\$ 3,997,798	<u>3,997,798</u>
Public Health			
Public Health	154	\$ 2,994,643	
Health Education (Tobacco)	157	325,173	
Bioterrorism	158	277,505	<u>3,597,321</u>
Social Services			
Social Services	164	\$ 4,704,230	
Aid Programs	166	688,092	
General Relief	167	18,000	
Children's Trust Fund (CCTF)	168	31,000	
Senior Programs	169	330,124	
Foster Care (WRAP)	170	127,529	
Workforce Investment Act (ETR)	171	129,663	
2011 Realignment	172	1,344,426	<u>7,373,064</u>
Total			<u>\$ 21,648,308</u>

Behavioral Health



BEHAVIORAL HEALTH BUDGET NARRATIVE

DEPARTMENTAL OVERVIEW

Mono County Behavioral Health (MCBH) is the Mental Health Plan for the delivery of Mental Health Specialty Services, including psychiatry for all Medi-Cal beneficiaries in Mono County.

Through State requirements and funding mandates, MCBH uses these funds to enhance all treatment that engages those consumers requesting services within the County.

PROGRAMS AND SERVICES

Mono County Behavioral Health Crisis Team for the County for all psychiatric emergencies
Provide Tele-psychiatry in Mammoth Lakes and Walker
Individual and Family Therapy
Case Management and Rehabilitation Aid Services
WRAP Around Program
Child and Family Team Services with Social Services and Probation

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Behavioral Health	1B	Tactic 1: Provide Substance Use Early Intervention and Prevention education materials and conduct outreach as outlined in our Strategic Plan with the Department of Healthcare Services. Tactic 2: Partner on re-entry services and provide mental health and substance use disorder services in the jail.	Msmt 1: Participate in five events throughout FY 18-19 to provide education and conduct outreach. Msmt 2: Track the number of clients receiving services in the jail, with the goal of providing MH/SUD services to 80% of those who need services. Track number of clients who continue seeking MH/SUD services after re-entry, with the goal of 60% continuing to seek services.	Yes
	1C	Create partnership with Public Health and Toiyabe Indian Health to promote "Stay Healthy, Stay Alive" services for people using opioids throughout Mono County.	By the end of FY 18-19, implement naloxone distribution program, syringe exchange program, and increase access to Medication-Assisted Treatment and Hepatitis C testing and treatment. Track number of individuals served in each program.	No
	1D	Tactic 1: Active participation on the Cannabis Joint Committee. Tactic 2: Provide evidence-based substance use prevention program in all Mono County middle and high schools.	Msmt 1: MCBH will attend 80% of Joint Committee meetings in FY 18-19. Msmt 2: Middle and high school students will report greater risk perception and lower use of substances following prevention program.	No
	2A	Development of Permanent Supportive Housing for Mammoth Lakes and Walker, CA	By the end of FY 18-19, four units of permanent supportive housing will be constructed and occupied in Walker. By the end of FY 19-20, 15 units of permanent supportive housing will be constructed and occupied in Mammoth Lakes.	No
	2B	Complete required state and federal tracking measurements. Consistently improve programming and services.	In FY 18-19, prepare for and pass all state and federal audits. Complete annual community needs assessment and adapt programming and services to reflect feedback.	Yes
	2C	Hire Walker Wellness Center Associate and a Walker-Based Case Manager	In FY 18-19, expand youth services in ESUSD Schools and provide outreach to seniors through Walker Wellness Center.	No
	3D	Regular engagement with State Associations for Director and Fiscal Officer to stay engaged with fiscal changes at the state and federal level	In FY 18-19, Fiscal Services Officer and Director will each attend 9 meetings of the Fiscal Association and the Directors' Association.	No
	4B	Improve client-centered service delivery	In FY 18-19, MCBH staff will participate in three sessions of the Strengths-Based Learning Collaborative, which focuses on client-centered care.	Yes
	4E	Regular engagement with state agencies, state legislative staff and institutes that influence Behavioral Health policy matters	Policy decisions include and/or emphasize Small County needs related to programming and funding	No
	5A	Reorganize department to create 'career paths' to support succession plans and current work force development	During FY 18-19, measure employee satisfaction and perceptions of efficiency, including feedback on supporting changes in roles.	No
	5B	Address positive work culture changes to enhance wellness and promote purpose oriented work	Pilot projects within department to transform workplace from "productivity" based measures, to success centered outcomes.	No
	5C	Provide professional educational and training opportunities to all staff	In FY 18-19, increase staff certifications and staff participation in degree program (AA, BA, MA and Substance Abuse Counselor Certifications).	No
	5D	Promote Leadership internally thorough pilot projects and, externally, through Leadership Programs	Build pilot projects within the department to measure job satisfaction as it relates to providing empathic, strength and recovery oriented services	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Behavioral Health						
120-41-840-14010	INTEREST INCOME	5,443	3,000	4,990	0	0
120-41-840-15200	ST: MEDI-CAL REVENUE	159,479	114,719	308,503	492,656	492,656
120-41-840-15220	ST: MENTAL HEALTH	0	0	0	14,498	14,498
120-41-840-15442	ST: REALIGNMENT-MH	518,863	793,660	401,980	605,572	605,572
120-41-840-16054	CLIENT FEES	6,984	9,312	2,627	5,254	5,254
120-41-840-16301	MENTAL HEALTH SERVICE FEES	21,788	22,000	17,899	22,000	22,000
120-41-840-17010	MISCELLANEOUS REVENUE	0	7,149	0	0	0
120-41-840-18100	OPERATING TRANSFERS IN: MENTAL HEALTH	53,467	97,149	39,344	47,149	47,149
	Total Revenues	766,024	1,046,989	775,343	1,187,129	1,187,129
120-41-840-21100	SALARY AND WAGES	219,860	227,557	201,650	322,883	322,883
120-41-840-21120	OVERTIME	3,195	6,000	3,627	3,000	3,000
120-41-840-22100	EMPLOYEE BENEFITS	147,735	246,281	223,253	90,088	90,088
120-41-840-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	58,184	58,184
120-41-840-22120	Employee Benefits - PERS (ER Portion)	0	0	0	164,355	164,355
120-41-840-30280	TELEPHONE/COMMUNICATIONS	2,167	2,000	2,276	1,311	1,311
120-41-840-30350	HOUSEHOLD EXPENSES	0	200	217	500	500
120-41-840-30500	WORKERS' COMP INS EXPENSE	37,951	21,330	15,998	15,653	15,653
120-41-840-30510	LIABILITY INSURANCE EXPENSE	11,693	11,560	9,288	10,021	10,021
120-41-840-31200	EQUIP MAINTENANCE & REPAIR	37	1,000	214	500	500
120-41-840-31700	MEMBERSHIP FEES	5,317	6,000	4,807	5,000	5,000
120-41-840-32000	OFFICE EXPENSE	4,148	4,400	4,589	4,900	4,900
120-41-840-32010	Technology Expenses	4,275	8,653	12,152	6,667	6,667
120-41-840-32450	CONTRACT SERVICES	166,077	275,270	213,388	215,170	215,170
120-41-840-32950	RENTS & LEASES - REAL PROPERTY	95,728	105,211	95,728	106,319	106,319
120-41-840-33100	EDUCATION & TRAINING	2,125	0	0	0	0
120-41-840-33120	SPECIAL DEPARTMENT EXPENSE	12,925	17,000	21,592	17,000	17,000
120-41-840-33350	TRAVEL & TRAINING EXPENSE	8,388	17,000	12,743	15,000	15,000
120-41-840-33351	VEHICLE FUEL COSTS	1,975	2,000	1,875	2,500	2,500
120-41-840-33360	MOTOR POOL EXPENSE	6,287	7,125	9,072	7,125	7,125

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
120-41-840-60100	OPERATING TRANSFERS OUT	0	0	5,211	0	0
120-41-840-72960	A-87 INDIRECT COSTS	153,152	117,461	88,096	140,953	140,953
	Total Expenditures	883,035	1,076,048	925,776	1,187,129	1,187,129
	Net Fund Cost	-117,010	-29,059	-150,434	0	0

SUBSTANCE ABUSE DISORDER BUDGET NARRATIVE

DEPARTMENTAL OVERVIEW

The Substance Abuse Division of Mono County Behavioral Health (MCBH) provides treatment to individuals and families who are struggling with issues related to substance use.

MCBH is committed to a core philosophy that emphasizes client centered, wellness and recovery-oriented services.

By blending traditional prevention strategies with the Harm Reduction model our staff can meet the needs of residents and clients through engagement that encourages hope, purpose and meaning.

PROGRAMS AND SERVICES

MCBH provides all County mandated services: DUI (Driving Under the Influence), PC 1000 (Drug Diversion), Batterer's Intervention Program, as well as any services mandated by the Court and/or Probation Department. All services are provided in Spanish and English.

The SUD Department provides outpatient individual and group services; this includes perinatal and youth services as needed. Residential treatment is also funded through this program.

Promote community wellness activities and provide outreach and engagement at local events.

Provide Primary Prevention Education for Mono County schools through the Botvin "Life Skills" curriculum.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Alcohol & Drug Program						
120-41-845-13065	SPECIAL ALCOHOL FINES	7,332	5,000	5,605	5,000	5,000
120-41-845-15652	FED: ALC & DRUG PROGRAM	319,758	386,551	215,384	420,641	420,641
120-41-845-16310	DRUG AND ALCOHOL FEES	115,823	81,193	70,135	70,500	70,500
120-41-845-17020	PRIOR YEAR REVENUE	30	0	0	0	0
120-41-845-18100	OPERATING TRANSFERS IN: ALCOHOL & DRUG	19,261	182,716	14,961	367,224	367,224
	Total Revenues	462,204	655,460	306,084	863,365	863,365
120-41-845-21100	SALARY AND WAGES	220,491	216,423	206,633	357,533	357,533
120-41-845-21120	OVERTIME	3,263	6,500	4,818	3,000	3,000
120-41-845-22100	EMPLOYEE BENEFITS	146,718	117,320	123,423	109,929	109,929
120-41-845-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	68,051	68,051
120-41-845-22120	Employee Benefits - PERS (ER Portion)	0	0	0	34,868	34,868
120-41-845-30280	TELEPHONE/COMMUNICATIONS	1,044	1,000	1,022	1,155	1,155
120-41-845-30350	HOUSEHOLD EXPENSES	0	400	248	345	345
120-41-845-30500	WORKERS' COMP INS EXPENSE	924	2,132	1,599	9,111	9,111
120-41-845-30510	LIABILITY INSURANCE EXPENSE	749	1,447	1,085	4,288	4,288
120-41-845-31200	EQUIP MAINTENANCE & REPAIR	0	500	2	500	500
120-41-845-31700	MEMBERSHIP FEES	2,814	3,500	2,805	3,500	3,500
120-41-845-32000	OFFICE EXPENSE	5,527	6,800	3,817	6,600	6,600
120-41-845-32010	Technology Expenses	0	8,654	0	6,666	6,666
120-41-845-32450	CONTRACT SERVICES	16,404	43,361	20,212	88,589	88,589
120-41-845-32950	RENTS & LEASES - REAL PROPERTY	79,082	86,916	79,082	87,831	87,831
120-41-845-33100	EDUCATION & TRAINING	567	4,000	3,467	0	0
120-41-845-33120	SPECIAL DEPARTMENT EXPENSE	2,762	3,000	2,010	3,000	3,000
120-41-845-33350	TRAVEL & TRAINING EXPENSE	2,058	5,000	4,129	12,685	12,685
120-41-845-33351	VEHICLE FUEL COSTS	1,451	1,700	1,238	1,500	1,500
120-41-845-33360	MOTOR POOL EXPENSE	2,172	7,125	6,061	8,666	8,666
120-41-845-72960	A-87 INDIRECT COSTS	15,395	46,290	34,718	55,548	55,548
	Total Expenditures	501,419	562,068	496,368	863,365	863,365
	Net Fund Cost	-39,215	93,392	-190,283	0	0

MENTAL HEALTH SERVICES ACT (MHSA) BUDGET NARRATIVE

DEPARTMENTAL OVERVIEW

Mental Health Services Act is funded through Proposition 63 (California’s “Millionaire Tax”) to address serious mental illness amongst children, adults and seniors involving prevention and early intervention service and supportive medical care.

This funding also is used to expand innovative and successful service delivery programs.

Mono County Behavioral Health utilizes a robust stakeholder process to establish community needs that drive the services that we offer. This stakeholder process also determines our Three-Year Plan for programs which includes housing, school-based services, augmentation of substance use services, and early intervention practices.

PROGRAMS AND SERVICES

Mental Health Services Act (MHSA) funding provides services to all residents in Mono County through our Wellness Centers, school programs, community garden projects, Club House Live Afterschool Program, the Benton, Walker and Bridgeport community social events, funding of First Five for the Peapod Project and Community Gatherings.

Fund services for our Full-Service Partners (FSP) and other indigent residents in the County.

MHSA funds the Healthy IDEAS (Identifying Depression & Empowering Activities for Seniors) project at the Walker Senior Center, Mono NorthStar Counseling Center located on the Mammoth Unified School District Campus and Eastern Sierra Unified School District.

This funding source is scheduled to be utilized for our Housing Projects, both in Mammoth Lakes and Walker.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Purchase of a multi-passenger vehicle

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Mental Health Services Act						
121-41-841-14010	INTEREST INCOME	55,497	35,000	61,664	40,000	40,000
121-41-841-15230	ST: MENTAL HEALTH SERVICES ACT	1,702,654	1,603,255	1,512,694	1,597,329	1,597,329
121-41-841-17010	MISCELLANEOUS REVENUE	5,000	0	2,414	0	0
	Total Revenues	1,763,151	1,638,255	1,576,771	1,637,329	1,637,329
121-41-841-21100	SALARY AND WAGES	441,193	588,062	457,420	704,290	704,290
121-41-841-21120	OVERTIME	4,192	7,000	3,650	3,500	3,500
121-41-841-22100	EMPLOYEE BENEFITS	295,677	345,489	267,724	182,060	182,060
121-41-841-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	147,372	147,372
121-41-841-22120	Employee Benefits - PERS (ER Portion)	0	0	0	74,592	74,592
121-41-841-30280	TELEPHONE/COMMUNICATIONS	4,829	5,000	3,563	4,000	4,000
121-41-841-30350	HOUSEHOLD EXPENSES	25	1,200	248	1,000	1,000
121-41-841-30500	WORKERS' COMP INS EXPENSE	2,845	5,928	4,446	9,111	9,111
121-41-841-30510	LIABILITY INSURANCE EXPENSE	1,596	2,583	1,937	3,743	3,743
121-41-841-31200	EQUIP MAINTENANCE & REPAIR	0	2,000	430	2,000	2,000
121-41-841-31400	BUILDING/LAND MAINT & REPAIR	498	2,000	505	2,000	2,000
121-41-841-31700	MEMBERSHIP FEES	0	0	640	0	0
121-41-841-32000	OFFICE EXPENSE	5,063	8,300	4,284	9,300	9,300
121-41-841-32010	Technology Expenses	0	8,654	932	6,666	6,666
121-41-841-32450	CONTRACT SERVICES	55,630	176,361	46,117	243,381	243,381
121-41-841-32950	RENTS & LEASES - REAL PROPERTY	37,042	40,711	37,042	41,140	41,140
121-41-841-33100	EDUCATION & TRAINING	1,155	6,000	2,889	0	0
121-41-841-33120	SPECIAL DEPARTMENT EXPENSE	10,006	19,983	7,720	30,784	30,784
121-41-841-33121	SPECIAL DEPT-STUDENT LOAN REIM	0	0	0	20,000	20,000
121-41-841-33350	TRAVEL & TRAINING EXPENSE	4,179	7,500	7,697	20,000	20,000
121-41-841-33351	VEHICLE FUEL COSTS	1,625	2,000	2,301	2,500	2,500
121-41-841-33360	MOTOR POOL EXPENSE	3,717	7,125	11,085	8,667	8,667
121-41-841-33600	UTILITIES	4,197	8,000	4,050	7,000	7,000
121-41-841-53022	Fixed Assets: Buildings-Housing	2,949	300,000	7,593	2,540,000	2,540,000
121-41-841-60100	OPERATING TRANSFERS OUT	20,000	0	0	0	0

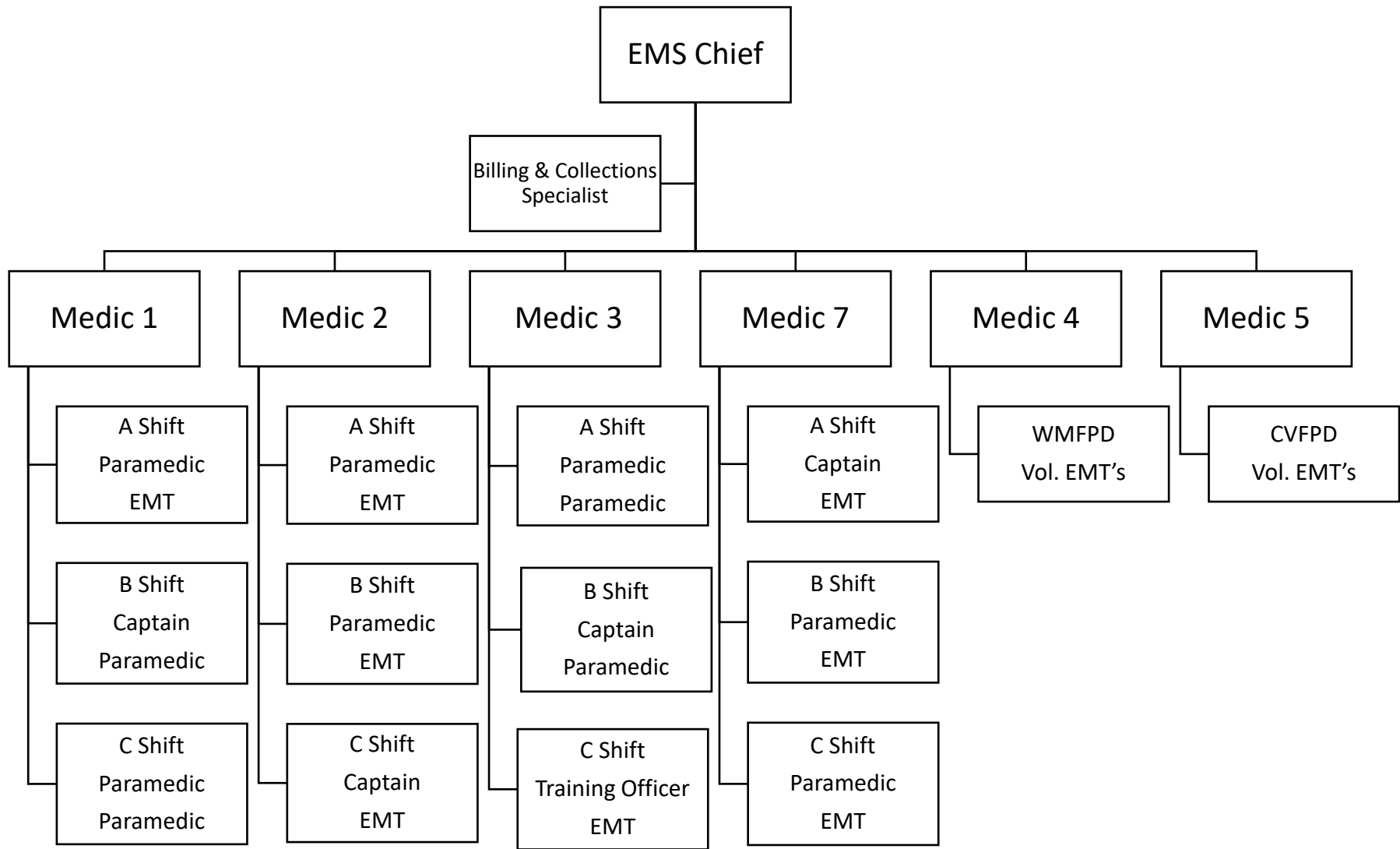
**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
121-41-841-72960	A-87 INDIRECT COSTS	22,427	32,751	24,563	39,301	39,301
121-41-841-91010	CONTINGENCY-MHSA PRUDENT RESERVE	0	120,000	0	160,000	160,000
	Total Expenditures	918,845	1,696,647	896,835	4,262,407	4,262,407
	Net Fund Cost	844,306	-58,392	679,937	-2,625,078	-2,625,078

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	BH 2011 Realignment					
122-41-840-14010	Interest Income	0	0	1,102	0	0
122-41-840-15443	St: 2011 Realignment	13,690	400,000	329,336	400,000	400,000
122-41-840-18100	Operating Transfers In	0	1,587,938	0	0	0
	Total Revenues	13,690	1,987,938	330,438	400,000	400,000
122-41-840-60100	Operating Transfers Out	0	89,324	0	367,224	367,224
	Total Expenditures	0	89,324	0	367,224	367,224
	Net Fund Cost	13,690	1,898,614	330,438	32,776	32,776

Paramedics



EMERGENCY MEDICAL SERVICES DEPARTMENT 855

DEPARTMENTAL (or Division) OVERVIEW

Provider of pre-hospital basic and advanced life support treatment and transport to the residents and visitors of Mono County.

PROGRAMS AND SERVICES

- Emergency response, access and treatment: Achieved through a combination of highly trained personnel, quality equipment and mission specific utilization of technology and software to improve patient outcomes.
- Critical care transportation: Ensure the safe transportation of critically ill or injured patients to definitive care facilities when alternative transportations options are unavailable due to inclement weather.
- Ambulance billing: Collection of ambulance transport fees in accordance with the LEMSA (ICEMA) approved fee schedule and Centers for Medicare and Medicaid Services regulations. Ensure adherence to HIPAA and PHI requirements.
- Internal and external training delivery: Ensure that Mono County EMS personnel receive the continuing education hours needed to maintain their EMS certification requirements. Provide outreach EMS education, CPR and EMT level training to the various first responder agencies within Mono County. Administer the Automated External Defibrillator (AED) program within the County. Provide instruction, placement and maintenance of AED's located in County facilities.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Ambulance Replacement - \$170,000-180,000 - Replacement of Medic 2 (June Lake). Type I 4x4 ambulance has exceeded its recommended useful mileage life and has seen increasing mechanical issues.

AED Program – Phase II - \$25,000 – Complete the placement of AED's in County facilities not covered by Phase I.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Emergency Medical Services	1A	Enhance the safety of employees and visitors in County owned properties by providing equipment and training to save the lives of persons experiencing heart attack, cardiac arrest, and stroke.	Phase II investment of \$25,000 during FY 18-19 with goal of placing Automated Electronic Defibrillators (AED) in 100% of all active County facilities and provide CPR/AED training for employees.	No
Emergency Medical Services	1A	Maintain effective partnerships with County fire districts to optimize service delivery.	Take a more prominent role in training and operational guidance based on the department's role as the lead agency for EMS delivery and coordination in the County. Expand joint training opportunities across departmental and career/volunteer lines.	No
Emergency Medical Services	2B	Increase community health and wellness through ongoing education, training and other outreach efforts.	Ensure visible and active participation by EMS in community events and functions. Build strong relationships and viable partnerships through civic interactions. Expand community outreach initiatives. Evaluate and implement new avenues for community CPR training.	No
Emergency Medical Services	5D	Provide additional professional development training opportunities tailored to individuals and the organization's needs.	Implement a formal leadership training curriculum. Establish training standards for key officers positions and offer adequate numbers of classes to meet demand. Integrate customer service training into basic classes and continuing education. Establish formal mentoring programs at all levels of the organization.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

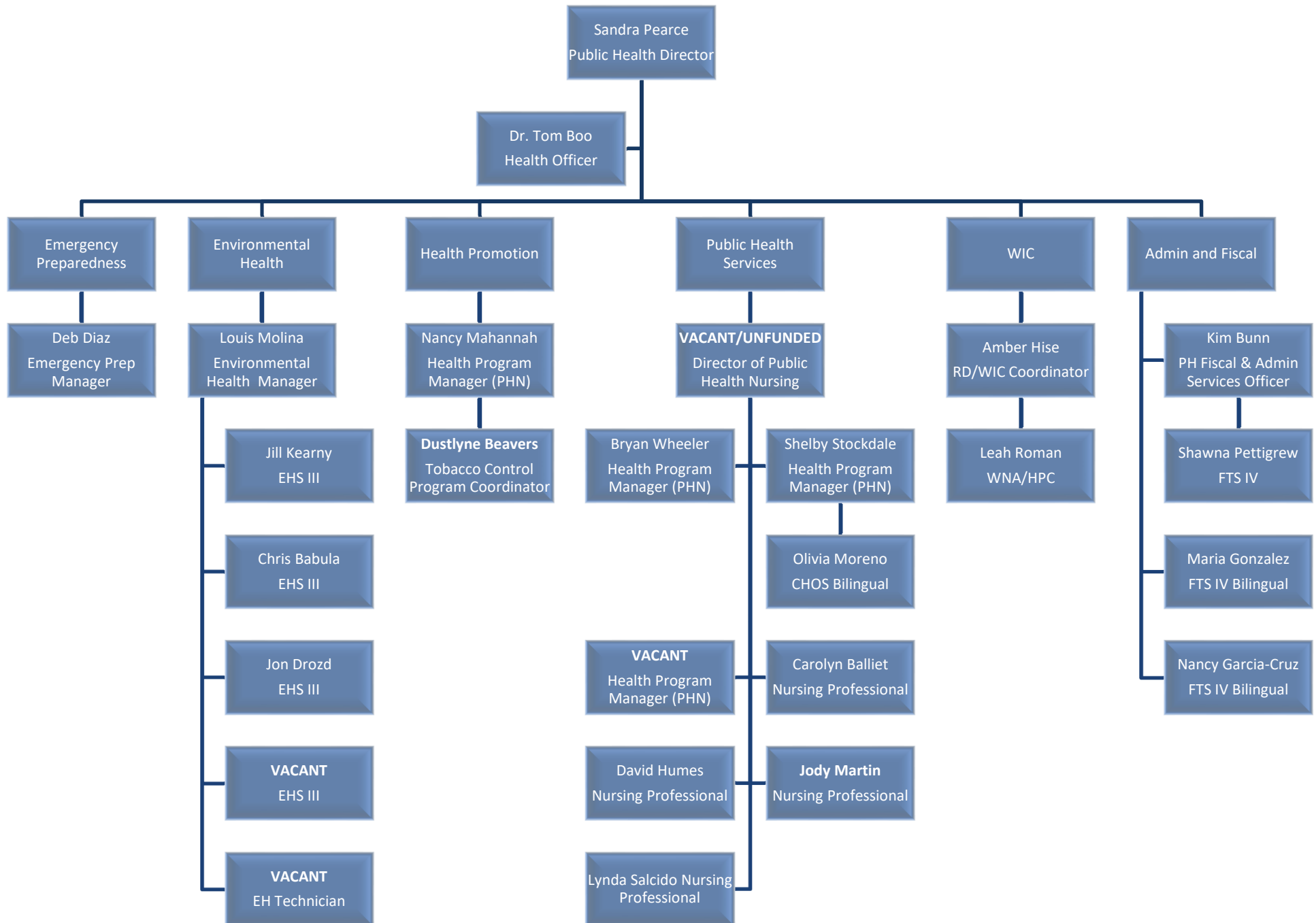
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Paramedic Program						
100-42-855-10100	TRANSIENT OCCUPANCY TAX-PARAMEDICS	558,331	556,000	436,085	583,800	583,800
100-42-855-15310	ST: PUB SAFETY-PROP 172 SALES	363,451	295,000	265,088	301,000	301,000
100-42-855-15340	ST: MADDY FUND REVENUE - PARAMEDICS	30,000	30,000	0	30,000	30,000
100-42-855-16350	AMBULANCE FEES	1,083,358	1,050,000	809,489	1,100,000	1,100,000
100-42-855-16351	STAND-BY FEES - PARAMEDICS	11,275	15,000	72,463	15,000	15,000
100-42-855-17010	MISCELLANEOUS REVENUE	2,060	0	-22	0	0
	Total Revenues	2,048,476	1,946,000	1,583,103	2,029,800	2,029,800
100-42-855-21100	SALARY AND WAGES	1,628,886	1,810,890	1,539,965	1,825,014	1,825,014
100-42-855-21120	OVERTIME	250,346	300,000	338,158	300,000	200,000
100-42-855-21410	HOLIDAY PAY	120,562	124,250	108,961	129,719	129,719
100-42-855-22100	EMPLOYEE BENEFITS	1,169,557	1,408,077	1,219,234	325,665	325,665
100-42-855-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	343,986	343,986
100-42-855-22120	Employee Benefits - PERS (ER Portion)	0	0	0	647,640	647,640
100-42-855-30120	UNIFORM ALLOWANCE	17,906	20,000	15,531	18,000	18,000
100-42-855-30122	UNIFORM/SAFETY GEAR	14,273	10,000	10,275	10,000	10,000
100-42-855-30280	TELEPHONE/COMMUNICATIONS	24,085	25,000	14,227	20,000	20,000
100-42-855-30350	HOUSEHOLD EXPENSES	3,504	5,000	2,948	5,000	5,000
100-42-855-30500	WORKERS' COMP INS EXPENSE	31,713	56,827	42,620	63,996	63,996
100-42-855-30510	LIABILITY INSURANCE EXPENSE	20,885	24,805	19,222	29,774	29,774
100-42-855-31200	EQUIP MAINTENANCE & REPAIR	17,134	30,000	13,588	18,000	18,000
100-42-855-31400	BUILDING/LAND MAINT & REPAIR	1,353	1,500	384	1,500	1,500
100-42-855-31530	MEDICAL/DENTAL & LAB SUPPLIES	41,226	45,000	38,501	45,000	42,000
100-42-855-31700	MEMBERSHIP FEES	1,865	5,600	3,600	8,000	8,000
100-42-855-32000	OFFICE EXPENSE	5,951	12,500	8,731	12,500	8,000
100-42-855-32005	BANKING EXPENSES	3,720	3,000	2,671	4,800	4,800
100-42-855-32010	Technology Expenses	2,475	11,690	11,690	30,717	30,717
100-42-855-32020	Technology Expense-Software Licenses	0	0	0	7,800	7,800
100-42-855-32450	CONTRACT SERVICES	83,204	22,000	22,693	22,000	22,000
100-42-855-32500	PROFESSIONAL & SPECIALIZED SER	1,215	6,600	5,820	1,200	1,200

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-42-855-32860	RENTS & LEASES - OTHER	4,113	4,300	4,236	16,300	16,300
100-42-855-33010	SMALL TOOLS & INSTRUMENTS	0	10,000	1,435	0	0
100-42-855-33100	EDUCATION & TRAINING	17,187	25,000	13,152	20,000	15,000
100-42-855-33120	SPECIAL DEPARTMENT EXPENSE	965	2,500	1,167	2,500	1,000
100-42-855-33350	TRAVEL & TRAINING EXPENSE	-489	4,000	3,619	7,000	5,000
100-42-855-33351	VEHICLE FUEL COSTS	27,477	30,000	24,418	30,000	30,000
100-42-855-33360	MOTOR POOL EXPENSE	164,480	187,640	151,612	149,687	149,687
100-42-855-33600	UTILITIES	27,127	30,000	24,205	18,000	18,000
100-42-855-53030	CAPITAL EQUIPMENT, \$5,000+	73,723	25,000	15,577	0	0
100-42-855-70500	CREDIT CARD CLEARING ACCOUNT	112	0	277	0	0
	Total Expenditures	3,754,555	4,241,179	3,658,518	4,113,798	3,997,798
	Net County Cost	-1,706,080	-2,295,179	-2,075,415	-2,083,998	-1,967,998

Public Health

Mono County Health Department Org Chart – FY 2018/19



Mono County Public Health Department Funds 130, 131, & 133

DEPARTMENTAL OVERVIEW

Public health promotes and protects the health of people and the communities where they live, learn, work and play. Through an upstream approach, Mono County Public Health strives to prevent people from getting sick or injured and promotes wellness by encouraging healthy behaviors. The 10 Essential Public Health Functions serve as a framework of how local, State and Federal mandates are upheld and implemented.

PROGRAMS AND SERVICES

PUBLIC HEALTH (Fund 130)

Environmental Health: promotes public health and facilitates disease prevention through oversight and guidance in the areas of water quality control, food safety, solid and liquid waste management, air quality control, hazardous materials and waste management, substandard housing mitigation, recreational swimming facilities and vector-borne disease surveillance.

Children’s Medical Services (CMS): provides a comprehensive system of health care for children through preventive screening, diagnostic, treatment, rehabilitation, and follow-up services for targeted populations.

Communicable Disease Control: works to promptly identify, prevent and control infectious diseases that pose a threat to public health, including infectious diseases, vaccine-preventable agents, bacterial toxins, and pandemics.

HIV/AIDS/STD Programs: provides access to comprehensive prevention, diagnosis and treatment services for sexually transmitted diseases and HIV.

Immunization Program: protects the population against vaccine-preventable diseases.

Maternal, Child, & Adolescent Health (MCAH): promotes healthy living, reproductive health, family planning, and access to prenatal care for mothers and their families.

Woman, Infant, and Child (WIC) Program: helps income eligible families by providing nutrition education, breastfeeding support, vouchers for healthy foods, and referrals to healthcare and other community services.

HEALTH EDUCATION (Fund 131)

Tobacco Control Program: Partners with agencies, organizations, communities, and individuals to collaboratively improve health for Mono County residents and visitors through health promotion outreach to high risk populations, training and technical assistance, tobacco cessation, youth health promotion and risk prevention, health promotion through media, public health policy development and advocacy, and evaluation of outcomes.

BIO-TERRORISM (Fund 133)

Public Health Emergency Preparedness Program: Ensures a coordinated and effective response for the medical and health planning efforts during an emergency or disaster that impacts the health of our

community. Works with local stakeholders, including healthcare providers and facilities, community-based organizations, law enforcement, fire personnel, emergency medical services, schools, volunteers, town and county governments, and many other entities.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Use this section of the narrative to describe what items were not included in your budget at this time.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Public Health	1A	Develop a fully functional All Hazards Incident Management Team (AHIMT) with understanding of resource request procedures for both medical and non-medical resources.	Percentage of allocated public health staff trained in their assigned roles on the AHIMT	No
Public Health	1C	Partner with community stakeholders to develop a multi-pronged approach to address opioid and other substance abuse.	# of individuals served through program interventions	No
Public Health	1D	Utilize media content developed by California Department of Public Health (CDPH) to create and implement a media plan in Mono County to reduce cannabis use by vulnerable populations.	# of community members contacted through outreach	No
Public Health	5B	Create a workplace wellness team and develop interventions to improve the health of county employees.	# of new programs implemented	No
Public Health	5B	Strategically prioritize safety recommendations from Trindel's inspection of Public Health offices and implement appropriate changes.	Percentage of of appropriate interventions completed	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Public Health						
130-41-860-12020	BUSINESS LICENSE FEES	1,640	1,600	1,737	1,400	1,400
130-41-860-12070	CAMP PERMITS	2,916	2,916	2,479	2,916	2,916
130-41-860-12100	SEPTIC PERMITS	13,654	13,400	17,489	14,000	14,000
130-41-860-12112	WELL PERMITS	9,396	7,300	11,923	12,000	12,000
130-41-860-12115	Misc Permits	41	324	0	0	0
130-41-860-12120	FOOD PERMITS	82,035	76,500	77,293	76,500	76,500
130-41-860-12130	POOL PERMITS	53,382	54,322	53,875	53,875	53,875
130-41-860-12140	CUPA PERMITS	50,827	58,140	61,470	58,140	58,140
130-41-860-12150	SMALL WATER SYSTEM PERMITS	48,970	47,208	47,370	47,208	47,208
130-41-860-12180	LANDFILL PERMITS	11,664	11,664	11,664	11,664	11,664
130-41-860-13020	CAR SEAT SAFETY -VC27360	290	250	364	250	250
130-41-860-13080	Aids Edu -H&S 11377C	729	500	274	500	500
130-41-860-14010	INTEREST INCOME	2,401	2,500	3,375	4,200	4,200
130-41-860-15121	ST: LEA GRANT	17,000	16,730	16,730	16,685	16,685
130-41-860-15151	ST: MATERNAL CHILD HEALTH	79,967	121,880	48,432	121,856	121,856
130-41-860-15171	ST: CHDP GRAN	34,280	44,148	18,238	44,148	44,148
130-41-860-15190	ST: HIV SURVEILLANCE	2,965	3,000	3,004	3,000	3,000
130-41-860-15201	ST: RYAN WHITE HIV GRANT	26,881	44,550	21,482	44,550	44,550
130-41-860-15202	ST: MISC STATE GRANTS	10,341	0	0	0	0
130-41-860-15204	CMSP Grant - County Wellness & Prevention	50,000	50,000	0	37,500	37,500
130-41-860-15205	St: Rural CUPA Support Grant (RCSG)	0	97,204	97,204	97,000	97,000
130-41-860-15206	St: Local Oral Health Prog Grant (LOHP) Prop 56	0	141,055	0	141,055	141,055
130-41-860-15260	ST: FOSTER CARE	11,921	12,048	3,855	12,048	12,048
130-41-860-15270	ST: MTP	6,083	13,122	8,732	13,365	13,365
130-41-860-15352	ST: IMMUNIZATION GRANT	36,239	36,250	34,459	36,250	36,250
130-41-860-15441	ST: REALIGNMENT-PUBHEALTH	1,423,030	1,420,000	1,087,812	1,420,000	1,420,000
130-41-860-15571	FED: WIC-WOMEN INFANT & CHILD	334,080	277,451	213,265	277,451	277,451
130-41-860-16240	LABOR REIMBURSEMENT	0	400	0	0	0
130-41-860-16380	ADMINISTRATIVE-CCS	139,586	184,256	74,397	239,227	239,227
130-41-860-16501	ADULT IMMUNIZATIONS	18,978	18,500	15,660	17,000	17,000

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
130-41-860-16601	MISC CLINICAL SERVICES	790	900	555	600	600
130-41-860-16605	SOLID WASTE SERVICE FEES	51,882	45,650	36,023	75,346	75,346
130-41-860-16650	MEDICAL MJ ID CARD APPLICATION	1,709	1,000	700	550	550
130-41-860-16901	CCS CLIENT FEES	20	40	0	20	20
130-41-860-17010	MISCELLANEOUS REVENUE	2,641	50	25	0	0
130-41-860-17555	Misc Other Grants	0	15,000	7,500	0	0
130-41-860-18100	OPERATING TRANSFERS IN	9,219	10,000	9,258	10,000	10,000
	Total Revenues	2,535,556	2,829,858	1,986,641	2,890,304	2,890,304
130-41-860-21100	SALARY AND WAGES	1,069,789	1,130,680	848,385	1,417,380	1,417,380
130-41-860-21120	OVERTIME	0	500	398	0	0
130-41-860-22100	EMPLOYEE BENEFITS	676,528	768,673	624,177	294,471	294,471
130-41-860-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	320,652	320,652
130-41-860-22120	Employee Benefits - PERS (ER Portion)	0	0	0	317,546	317,546
130-41-860-30280	TELEPHONE/COMMUNICATIONS	17,575	16,041	13,807	20,757	20,757
130-41-860-30500	WORKERS' COMP INS EXPENSE	23,800	38,800	29,100	78,440	78,440
130-41-860-30510	LIABILITY INSURANCE EXPENSE	11,679	14,314	11,098	14,802	14,802
130-41-860-31200	EQUIP MAINTENANCE & REPAIR	31	1,800	0	690	690
130-41-860-31530	MEDICAL/DENTAL & LAB SUPPLIES	17,816	22,000	16,206	20,700	20,700
130-41-860-31700	MEMBERSHIP FEES	9,844	10,000	9,259	10,000	10,000
130-41-860-32000	OFFICE EXPENSE	26,836	29,436	15,285	16,000	16,000
130-41-860-32010	Technology Expenses	1,575	11,608	11,920	24,157	24,157
130-41-860-32020	Technology Expense-Software Licenses	0	0	0	6,000	6,000
130-41-860-32450	CONTRACT SERVICES	106,401	214,526	90,252	93,326	93,326
130-41-860-32500	PROFESSIONAL & SPECIALIZED SER	1,645	3,450	2,258	3,508	3,508
130-41-860-32510	CSS TREATMENT SER	8,310	10,000	2,741	5,000	5,000
130-41-860-32950	RENTS & LEASES - REAL PROPERTY	104,378	114,500	112,570	113,908	113,908
130-41-860-33120	SPECIAL DEPARTMENT EXPENSE	1,124	3,200	1,336	3,450	3,450
130-41-860-33350	TRAVEL & TRAINING EXPENSE	24,214	34,107	25,270	34,670	34,670
130-41-860-33351	VEHICLE FUEL COSTS	7,802	10,300	5,350	6,630	6,630
130-41-860-33360	MOTOR POOL EXPENSE	9,470	35,000	25,274	27,720	27,720

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
130-41-860-60100	OPERATING TRANSFERS OUT	31,251	11,646	0	7,251	7,251
130-41-860-72960	A-87 INDIRECT COSTS	373,439	131,321	98,491	157,585	157,585
	Total Expenditures	2,523,507	2,611,902	1,943,177	2,994,643	2,994,643
	Net Fund Cost	12,049	217,956	43,464	-104,339	-104,339

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

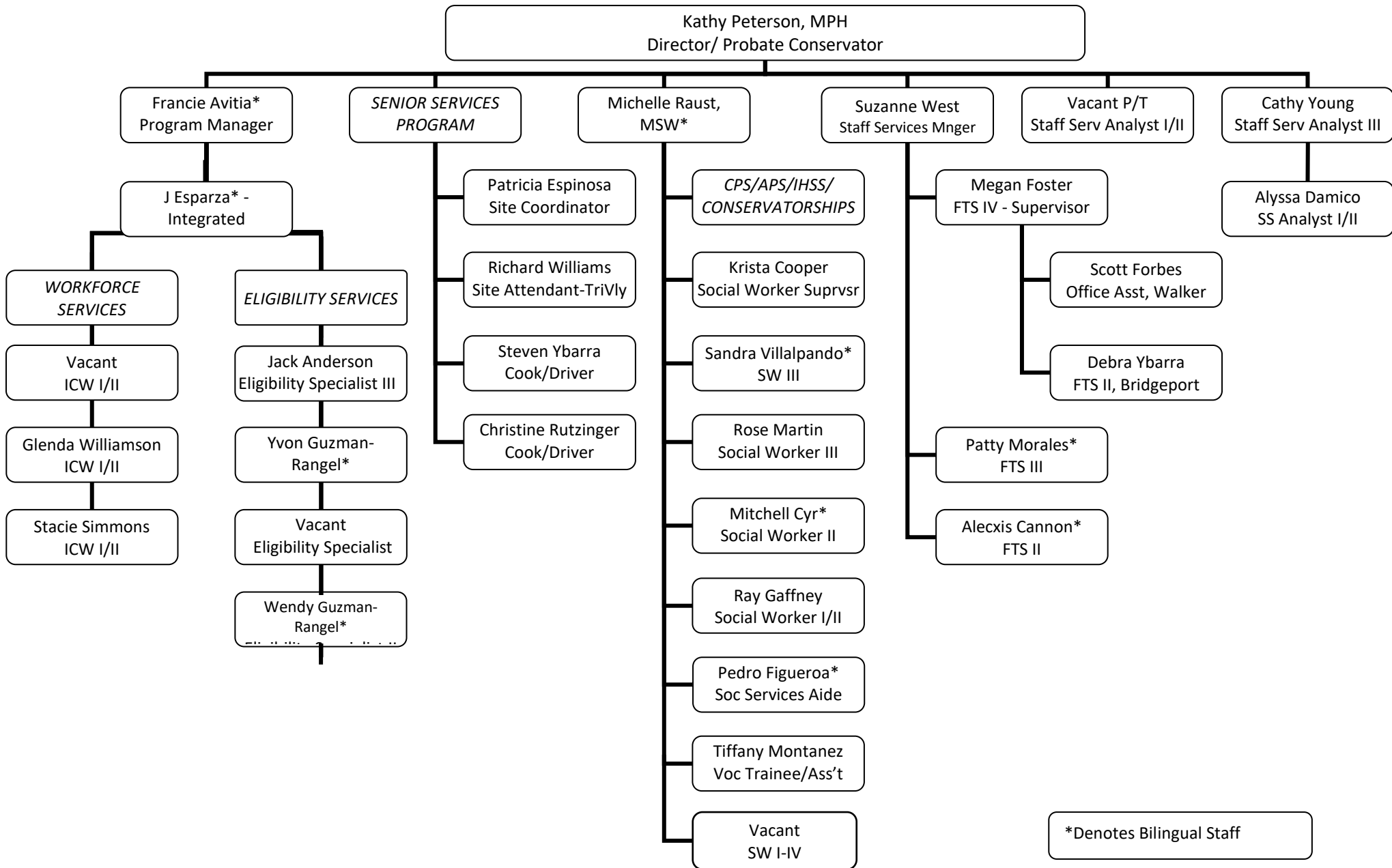
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Public Health Education						
131-41-847-14010	INTEREST INCOME	149	0	-90	0	0
131-41-847-15250	ST: HEALTH ED-TOBACCO	150,000	369,105	362,042	318,270	318,270
131-41-847-18100	OPERATING TRANSFERS IN	0	0	0	7,251	7,251
	Total Revenues	150,149	369,105	361,952	325,521	325,521
131-41-847-21100	SALARY AND WAGES	80,121	122,054	114,001	88,135	88,135
131-41-847-22100	EMPLOYEE BENEFITS	38,651	69,259	65,189	19,191	19,191
131-41-847-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	4,827	4,827
131-41-847-22120	Employee Benefits - PERS (ER Portion)	0	0	0	39,794	39,794
131-41-847-30280	TELEPHONE/COMMUNICATIONS	1,043	1,928	1,749	1,543	1,543
131-41-847-30500	WORKERS' COMP INS EXPENSE	924	1,422	1,067	1,709	1,709
131-41-847-30510	LIABILITY INSURANCE EXPENSE	676	760	624	745	745
131-41-847-31700	Membership Fees	500	500	500	500	500
131-41-847-32000	OFFICE EXPENSE	2,152	6,253	3,314	2,370	2,370
131-41-847-32010	Technology Expenses	0	348	444	1,375	1,375
131-41-847-32020	Technology Expense-Software Licenses	0	0	0	460	460
131-41-847-32450	CONTRACT SERVICES	6,267	17,000	12,229	27,140	27,140
131-41-847-32950	RENTS & LEASES - REAL PROPERTY	11,679	12,098	11,097	12,098	12,098
131-41-847-33101	EDUCATIONAL MATERIALS	0	23,650	988	511	511
131-41-847-33102	PROMOTIONS	0	0	0	1,000	1,000
131-41-847-33120	SPECIAL DEPARTMENT EXPENSE	11,366	52,698	28,548	56,980	56,980
131-41-847-33350	TRAVEL & TRAINING EXPENSE	1,916	2,850	2,309	4,133	4,133
131-41-847-33351	VEHICLE FUEL COSTS	13	500	0	480	480
131-41-847-33360	Motor Pool Expense	1	500	477	2,720	2,720
131-41-847-72960	A-87 INDIRECT COSTS	-6,838	49,552	37,164	59,462	59,462
	Total Expenditures	148,473	361,372	279,698	325,173	325,173
	Net Fund Cost	1,676	7,733	82,254	348	348

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Bio-Terrorism						
133-41-860-14010	INTEREST INCOME	-1,007	0	-1,108	0	0
133-41-860-15551	FED: PANDEMIC FLU	32,235	88,133	61,845	60,451	60,451
133-41-860-15552	Fed: Ebola Grant	21,081	28,574	28,574	0	0
133-41-860-15600	FED: BIO TERRORISM	154,792	0	0	0	0
133-41-860-15660	Fed: BT - HPP Hospital Preparedness Program	0	157,952	105,445	113,315	113,315
133-41-860-15661	Fed: BT - PHEP PH Emergency Preparedness	31,308	130,588	81,341	107,100	107,100
133-41-860-18100	OPERATING TRANSFERS IN	31,251	11,646	0	0	0
	Total Revenues	269,660	416,893	276,098	280,866	280,866
133-41-860-21100	SALARY AND WAGES	172,725	147,239	123,515	129,740	129,740
133-41-860-22100	EMPLOYEE BENEFITS	107,278	84,087	72,150	27,357	27,357
133-41-860-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	29,804	29,804
133-41-860-22120	Employee Benefits - PERS (ER Portion)	0	0	0	23,194	23,194
133-41-860-30280	TELEPHONE/COMMUNICATIONS	13,701	11,614	9,022	12,315	12,315
133-41-860-30500	WORKERS' COMP INS EXPENSE	4,042	6,126	4,595	6,663	6,663
133-41-860-30510	LIABILITY INSURANCE EXPENSE	791	824	744	702	702
133-41-860-31200	EQUIP MAINTENANCE & REPAIR	37,343	0	0	0	0
133-41-860-32000	OFFICE EXPENSE	3,358	2,445	1,215	600	600
133-41-860-32010	Technology Expenses	1,125	807	444	7,305	7,305
133-41-860-32020	Technology Expense-Software Licenses	0	0	0	870	870
133-41-860-32450	CONTRACT SERVICES	334	560	433	0	0
133-41-860-32950	RENTS & LEASES - REAL PROPERTY	20,899	21,650	19,858	21,650	21,650
133-41-860-33350	TRAVEL & TRAINING EXPENSE	9,875	4,611	3,233	7,800	7,800
133-41-860-33360	MOTOR POOL EXPENSE	148	236	56	500	500
133-41-860-53030	CAPITAL EQUIPMENT, \$5,000+	0	0	22,302	0	0
133-41-860-72960	A-87 INDIRECT COSTS	7,562	7,504	5,628	9,005	9,005
	Total Expenditures	379,182	287,703	263,196	277,505	277,505
	Net Fund Cost	-109,522	129,190	12,902	3,361	3,361

Social Services

Mono County Social Services



*Denotes Bilingual Staff

SOCIAL SERVICES DEPARTMENT

(Public Assistance/Child & Adult Services, General Relief, Employment and Training, Senior Services, WRAP Program, County Children's Trust Fund)

DEPARTMENTS 868, 870, 874, 869, 875, 868, 112, 114

DEPARTMENTAL (or Division) OVERVIEW

Governed primarily by Federal and State mandates, the Department of Social Services provides services and programs critical to delivering a countywide system of health, security, and safety for vulnerable County residents. Operation of Social Services programs is funded by a combination of federal and state revenues, Social Services realignment, miscellaneous revenues, and a statutorily required County General Fund contribution.

The Department provides services under three main service areas: Health (Health Coverage and Food Assistance); Security (Financial Assistance and Workforce Services); and Safety (Child Welfare Services, Adult Protective Services, In-Home Supportive Services). In addition, the department manages the Mono County Senior Services Program, serves as the Probate Conservator, and operates county-wide emergency shelters.

For purposes of this document, our activities are separated into six budget funds:

1. Public Assistance & Health Insurance/Child Welfare & Adult Protective Services/Administration & Support
2. General Relief
3. Workforce Services (Employment & Training)
4. Senior Services
5. WRAP Program
6. County Children's Trust Fund

The Department serves the community with offices in Mammoth Lakes, Bridgeport, and Walker, and staffs an office inside Mammoth Hospital. The Department also operates the Antelope Valley Senior Center.

PROGRAMS AND SERVICES

Public Assistance & Health Insurance / Child Welfare & Adult Protective Services / Administration & Support

- Public Assistance activities includes our programs for food aid (CalFresh) and cash aid (CalWORKs). Medi-Cal Eligibility includes our activities to provide affordable health coverage (Medi-Cal, Covered California, and County Medical Services Program).
- Protective Services for Children, Adults, and the Disabled includes our programs to investigate and respond to allegations of abuse or neglect of children (Child Welfare Services) and seniors or dependent adults (Adult Protective Services), our In-Home Supportive Services (IHSS) program for seniors or disabled adults who need help to stay safely in their home.
- Administration & Support provides the infrastructure needed to operate the direct service areas of the Department. This includes policy direction, financial planning and accounting, staff development, disaster response, and special projects.

General Relief

The General Relief/Assistance fund provides short-term, monetary support for indigent adults. The fund is also used to purchase shelter supplies for the operation of county-wide emergency shelters.

Workforce Services (Employment and Training)

The Social Services Employment and Training Programs (aka Workforce Services) include: Welfare to Work, Workforce Innovation and Opportunity Act, and Employment Centers in Mammoth and Walker. The department helps individuals achieve self-sufficiency through workforce related efforts including career counseling, setting educational goals, interviewing techniques, resume and master application development, job retention advice, and job search and job placement assistance.

Senior Services

The Mono County Senior Services Program provides a variety of services:

Elder Nutrition Program - Home Delivered Meals are available to home-bound or isolated individuals, including weekly delivery of meals. The Program also provides nutrition education and counseling to seniors. Transportation services include the provision of bus passes to seniors to provide access to community resources. In addition, individuals who have been assessed as needing assistance with transportation because of physical or cognitive difficulties are able to receive assisted transportation services. Assisted transportation is primarily used to access out of area medical care; however, assistance with accessing local medical and other support services is also available. The Antelope Valley Senior Center is open five days a week and provides congregate meals, senior activities and access to a wide range of information and services. A combination of hot and frozen meals are delivered to eligible residents of the Tri-Valley area (Benton, Hammil Valley, and Chalfant).

WRAP Program

Wraparound, or WRAP for short, was established in 1997 with Senate Bill 163. The WRAP Program is intended to shift the service delivery focus to a needs-driven, strengths-based approach. It is a definable way of partnering with families to provide intensive services to children and families with complex needs using a team approach. It is intended as an alternative to residential (group home) care and will continue to be an important strategy under Continuum of Care Reform.

The child and family work directly with a team comprised of professionals, including Behavioral Health, and members of the family's community - people chosen by the family. The team develops an individualized service plan that describes all the needs identified by the child and family and how those needs will be met.

County Children's Trust Fund

The Mono County BOS designated the Mono County Child Abuse Prevention Council to oversee the County Children's Trust Fund for the prevention of child abuse. Child Abuse Prevention Councils are community councils whose primary purpose is to coordinate the community's efforts to prevent and respond to child abuse and neglect.

Counties receiving less than twenty thousand dollars \$20,000 for the year in their County Children's Trust Fund (CCTF) from birth certificate fees are granted the difference from Community Based Child Abuse Prevention (CBCAP) funds necessary to bring the trust fund up to \$20,000. Mono County receives less than \$1,000 per year in CCTF dollars and therefore receives CBCAP funds to bring the CCTF up to \$20,000. Both CCTF and CBCAP dollars are held in this fund and used to fund the activities and coordination of the Child Abuse Prevention Council.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Social Services	1A	Increase County's ability to respond to the care and sheltering needs of individuals displaced from their homes by disasters and other emergencies.	Recruit and train two new community volunteers, per community, to serve as volunteer Shelter Managers for the Lee Vining, June Lake, Chalfant and Benton emergency shelters, for a total of eight new volunteers.	Yes
Social Services	2B	Meet the diverse placement needs of children and youth in foster care within the community; limit reliance on congregate care to short-term.	Recruit additional Resource Family Approved homes to ensure the availability of geographically and demographically diverse community-based care for at-risk youth.	Yes
Social Services	2B	Reduce trauma and improve access to services for children who are victims of sexual and physical abuse through family and child-centered practices.	Two Social Work staff will obtain certification in Child Forensic Interviewing, eliminating or reducing the need for child victims of sexual and physical abuse to be transported long distances, out-of-county to be interviewed.	No
Social Services	2B	Reduce the rate of unnecessary and costly breaks in Medi-Cal, CalWORKs, and CalFresh enrollment among county residents.	Increase the number of applicants who newly enroll in the C4Yourself e-notification and text messaging system. (FY 17-18 Baseline: approximately 120 enrollees in FY 2017-18)	No
Social Services	2C	Promote increased socialization, address functional limitations, and maintain health and independence for older adults.	Provide monthly, prevention-focused physical activities and increased opportunities for socialization at the Antelope Valley Senior Center and in the Tri-Valley area. (FY 17-18 Baseline: monthly activities at AVSC and currently no activities in Tri-Valley)	No
Social Services	5C	Enable staff through effective training and coaching to advance their practice and knowledge-base within their discipline, implement legislative and programmatic changes, and advance their professional development goals.	Collectively, staff will advance their practice and knowledge-base through participation in over 1,100 workshop hours, including 15 local workshops with Inyo and Alpine Counties (UC Davis contracts), and 80 offsite workshops.	Partially

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Social Services Department						
110-51-868-14010	INTEREST INCOME	15,131	15,000	14,041	16,000	16,000
110-51-868-14050	RENTAL INCOME	1,360	1,360	1,520	1,360	1,360
110-51-868-15072	St: HDAP Housing & Disability Advocacy Program	0	25,000	0	25,000	25,000
110-51-868-15110	ST: PUBLIC ASSIST-ADMIN	801,578	851,673	714,475	860,000	860,000
110-51-868-15120	ST: PUBLIC ASSIST-PROGRAMS	120,365	139,500	62,237	120,000	120,000
110-51-868-15440	ST: REALIGNMENT-WELFARE TRUST	801,018	816,008	0	816,008	816,008
110-51-868-15602	FED: PUBLIC ASSIST-ADMIN	1,465,422	1,601,930	1,453,345	1,713,515	1,713,515
110-51-868-15610	FED: PUBLIC ASSIST-PROGRAMS	89,734	114,700	124,969	143,012	143,012
110-51-868-15611	FED: AID RECOUPMENT	10,873	10,128	4,619	3,000	3,000
110-51-868-17010	MISCELLANEOUS REVENUE	1,971	0	403	0	0
110-51-868-18100	OPERATING TRANSFERS IN: DSS	1,214,843	1,594,426	746,376	1,694,426	1,694,426
	Total Revenues	4,522,293	5,169,725	3,121,984	5,392,321	5,392,321
110-51-868-21100	SALARY AND WAGES	1,354,550	1,614,608	1,276,575	1,776,476	1,776,476
110-51-868-21120	OVERTIME	24,457	45,000	15,417	40,000	40,000
110-51-868-22100	EMPLOYEE BENEFITS	825,655	1,138,396	847,708	405,615	405,615
110-51-868-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	331,103	331,103
110-51-868-22120	Employee Benefits - PERS (ER Portion)	0	0	0	410,539	410,539
110-51-868-30280	TELEPHONE/COMMUNICATIONS	16,909	18,000	17,754	19,592	19,592
110-51-868-30281	TELEPHONE/COMMUNICATIONS-ADV BRD	780	1,300	715	1,300	1,300
110-51-868-30500	WORKERS' COMP INS EXPENSE	26,409	41,321	30,991	47,233	47,233
110-51-868-30510	LIABILITY INSURANCE EXPENSE	20,160	23,764	17,823	21,233	21,233
110-51-868-31200	EQUIP MAINTENANCE & REPAIR	0	500	0	500	500
110-51-868-31700	MEMBERSHIP FEES	18,585	21,000	19,030	21,000	21,000
110-51-868-32000	OFFICE EXPENSE	45,356	49,075	37,962	60,000	60,000
110-51-868-32010	Technology Expenses	5,625	15,568	15,568	28,811	28,811
110-51-868-32450	CONTRACT SERVICES	104,094	140,300	45,880	187,210	187,210
110-51-868-32460	CONTRACT SERVICES - PSSF-LIFE SKILLS	10,000	0	0	0	0
110-51-868-32461	CONTRACT SERVICES - IHSS-CSS	116,724	120,201	97,270	120,201	120,201
110-51-868-32462	CONTRACT SERVICES - IHSS ADVISORY BOARD	5,916	5,916	4,437	5,916	5,916

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
110-51-868-32500	PROFESSIONAL & SPECIALIZED SER	94,945	100,000	67,500	70,000	70,000
110-51-868-32600	INFORMATION TECHNOLOGY SERVICE	12,484	56,000	54,730	5,000	5,000
110-51-868-32950	RENTS & LEASES - REAL PROPERTY	262,864	287,528	262,864	290,410	290,410
110-51-868-33100	EDUCATION & TRAINING	6,879	7,500	1,280	10,000	10,000
110-51-868-33120	SPECIAL DEPARTMENT EXPENSE	2,237	28,000	359	33,775	33,775
110-51-868-33349	EDUCATION & TRAINING - UC DAVIS TRAINING	54,510	73,313	36,975	66,938	66,938
110-51-868-33350	TRAVEL & TRAINING EXPENSE	38,568	60,000	51,369	65,000	65,000
110-51-868-33351	VEHICLE FUEL COSTS	6,177	15,000	8,182	15,000	15,000
110-51-868-33360	MOTOR POOL EXPENSE	16,289	43,542	37,476	36,711	36,711
110-51-868-33600	UTILITIES	859	1,200	1,117	1,200	1,200
110-51-868-41103	CWS PROGRAM - TRAVEL	3,211	5,000	1,111	0	0
110-51-868-41104	CWS PROGRAM - ILP INCENTIVE	183	5,000	479	5,000	5,000
110-51-868-41105	CWS PROGRAM - ILP-TLP	985	1,900	0	1,900	1,900
110-51-868-41106	CWS PROGRAM - ILP WORK PROGRAM	76	1,300	0	1,300	1,300
110-51-868-41107	CWS PROGRAM - DIRECT MEDICAL PAYMENTS	10,666	10,000	1,281	15,000	15,000
110-51-868-41108	SPECIAL DEPT EXP - WTW CHILD CARE	15,204	20,000	9,550	20,000	20,000
110-51-868-41109	SPECIAL DEPT EXP -WTW CLIENT MILEAGE	0	5,000	0	10,000	10,000
110-51-868-41110	FPPRS (Foster Parent Recruit, Reten & Supp Prgm	35,216	40,722	13,745	14,361	14,361
110-51-868-41112	PSSF Services	0	10,000	1,340	10,000	10,000
110-51-868-41130	ADULT PROTECTIVE SERVICES	2,484	4,000	2,202	4,000	4,000
110-51-868-60100	OPERATING TRANSFERS OUT	26,735	100,000	4,047	100,000	100,000
110-51-868-72960	A-87 INDIRECT COSTS	462,466	376,588	282,441	451,906	451,906
	Total Expenditures	3,628,258	4,486,542	3,265,175	4,704,229	4,704,230
	Net Fund Cost	894,035	683,183	-143,191	688,092	688,091

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Aid Program					
110-52-870-16014	AID REPAYMENTS	4,609	0	3,364	0	0
	Total Revenues	4,609	0	3,364	0	0
110-52-870-41100	SUPPORT & CARE OF PERSONS	317,156	585,000	431,344	585,000	585,000
110-52-870-41102	IN HOME SUPPORT SERVS-IHSS	88,020	98,183	71,749	103,092	103,092
	Total Expenditures	405,176	683,183	503,093	688,092	688,092
	Net Fund Cost	-400,567	-683,183	-499,729	-688,092	-688,092

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	General Relief					
110-53-874-16015	GENERAL ASSISTANCE REPAYMENTS	760	0	2,689	0	0
110-53-874-18100	OPERATING TRANSFERS IN: AID TO INDIGENTS	14,575	18,000	9,259	18,000	18,000
	Total Revenues	15,335	18,000	11,948	18,000	18,000
110-53-874-33120	Special Department Expense	0	0	4,830	0	0
110-53-874-41100	SUPPORT & CARE OF PERSONS	13,985	13,000	7,556	13,000	13,000
110-53-874-41120	SHELTER SUPPLIES	1,350	5,000	276	5,000	5,000
	Total Expenditures	15,335	18,000	12,662	18,000	18,000
	Net Fund Cost	0	0	-714	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	CCTF - County Children's Trust Fund					
114-56-868-14010	INTEREST INCOME	73	50	-40	50	50
114-56-868-15462	ST: CBCAP COMM BASED CHILD ABU	29,592	29,958	29,799	29,958	29,958
114-56-868-16160	BIRTH CERTIFICATE FEES (CCTF)	616	700	713	700	700
114-56-868-16162	CA KID'S PLATE FEES	292	292	0	292	292
	Total Revenues	30,572	31,000	30,472	31,000	31,000
114-56-868-32450	CONTRACT SERVICES	31,771	31,000	20,451	31,000	31,000
	Total Expenditures	31,771	31,000	20,451	31,000	31,000
	Net Fund Cost	-1,199	0	10,021	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Senior Program						
110-56-875-15261	ST: MEDICAL TRANSPORTS (LTC)-SENIOR PRG	30,000	30,000	15,000	30,000	30,000
110-56-875-16301	SENIOR SERVICE FEES	0	20,000	0	10,000	10,000
110-56-875-16502	ESAAA CONTRACT REVENUE	101,457	88,696	51,735	95,186	95,186
110-56-875-16600	CUSTOMER SERVICE FEES	14,113	14,000	13,805	14,000	14,000
110-56-875-18100	OPERATING TRANSFERS IN: SENIOR SERVICES	154,363	167,847	95,531	180,937	180,937
	Total Revenues	299,933	320,543	176,071	330,123	330,123
110-56-875-21100	SALARY AND WAGES	87,679	105,133	83,565	119,410	119,410
110-56-875-21120	OVERTIME	287	1,700	1,140	1,000	1,000
110-56-875-22100	EMPLOYEE BENEFITS	61,454	78,487	62,183	22,247	22,247
110-56-875-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	32,111	32,111
110-56-875-22120	Employee Benefits - PERS (ER Portion)	0	0	0	27,550	27,550
110-56-875-30280	TELEPHONE/COMMUNICATIONS	2,232	2,400	1,400	1,200	1,200
110-56-875-30300	FOOD EXPENSES	80,506	78,973	68,667	71,700	71,700
110-56-875-30350	HOUSEHOLD EXPENSES	215	1,000	105	1,000	1,000
110-56-875-30500	WORKERS' COMP INS EXPENSE	3,695	5,449	4,087	6,838	6,838
110-56-875-30510	LIABILITY INSURANCE EXPENSE	2,073	2,375	1,781	2,809	2,809
110-56-875-32000	OFFICE EXPENSE	1,832	2,000	1,578	2,000	2,000
110-56-875-32450	CONTRACT SERVICES	4,152	4,000	3,193	4,000	4,000
110-56-875-33120	SPECIAL DEPARTMENT EXPENSE	17,994	5,044	5,324	5,000	5,000
110-56-875-33350	TRAVEL & TRAINING EXPENSE	487	2,031	1,693	1,000	1,000
110-56-875-33351	VEHICLE FUEL COSTS	4,328	5,000	3,662	5,000	5,000
110-56-875-33360	MOTOR POOL EXPENSE	8,837	15,542	14,306	13,568	13,568
110-56-875-72960	A-87 INDIRECT COSTS	24,163	11,409	8,557	13,691	13,691
	Total Expenditures	299,933	320,543	261,240	330,123	330,124
	Net Fund Cost	0	0	-85,169	0	-1

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	WRAP - Foster Care					
112-54-868-18100	OPERATING TRANSFERS IN	35,318	127,529	32,195	127,529	127,529
	Total Revenues	35,318	127,529	32,195	127,529	127,529
112-54-868-60100	OPERATING TRANSFERS OUT	35,318	90,000	32,195	90,000	90,000
112-54-868-91010	CONTINGENCY	0	37,529	0	37,529	37,529
	Total Expenditures	35,318	127,529	32,195	127,529	127,529
	Net Fund Cost	0	0	0	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Workforce Investment Act - ETR						
111-56-869-15900	OTH: OTHER GOVT AGENCIES	43,877	129,662	25,887	129,662	129,662
	Total Revenues	43,877	129,662	25,887	129,662	129,662
111-56-869-21100	SALARY AND WAGES	3,896	12,000	2,862	12,000	12,000
111-56-869-22100	EMPLOYEE BENEFITS	2,261	9,000	1,693	9,000	9,000
111-56-869-30280	TELEPHONE/COMMUNICATIONS	2,109	2,500	1,780	2,500	2,500
111-56-869-31200	EQUIP MAINTENANCE & REPAIR	0	500	0	500	500
111-56-869-32000	OFFICE EXPENSE	1,561	3,000	1,188	3,000	3,000
111-56-869-32500	Professional & Specialized Ser	2,016	5,000	373	1,000	1,000
111-56-869-32950	RENTS & LEASES - REAL PROPERTY	4,690	5,000	4,690	5,000	5,000
111-56-869-33100	EDUCATION & TRAINING	0	2,000	0	2,000	2,000
111-56-869-33120	SPECIAL DEPARTMENT EXPENSE	15,105	77,729	6,720	82,148	82,148
111-56-869-33350	TRAVEL & TRAINING EXPENSE	1,792	2,000	86	2,000	2,000
111-56-869-33351	VEHICLE FUEL COSTS	764	2,000	294	2,000	2,000
111-56-869-33360	MOTOR POOL EXPENSE	1,401	2,465	1,215	1,013	1,013
111-56-869-33600	UTILITIES	859	1,300	1,117	1,300	1,300
111-56-869-72960	A-87 INDIRECT COSTS	2,678	5,168	3,876	6,202	6,202
	Total Expenditures	39,132	129,662	25,893	129,662	129,663
	Net Fund Cost	4,745	0	-6	0	-1

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

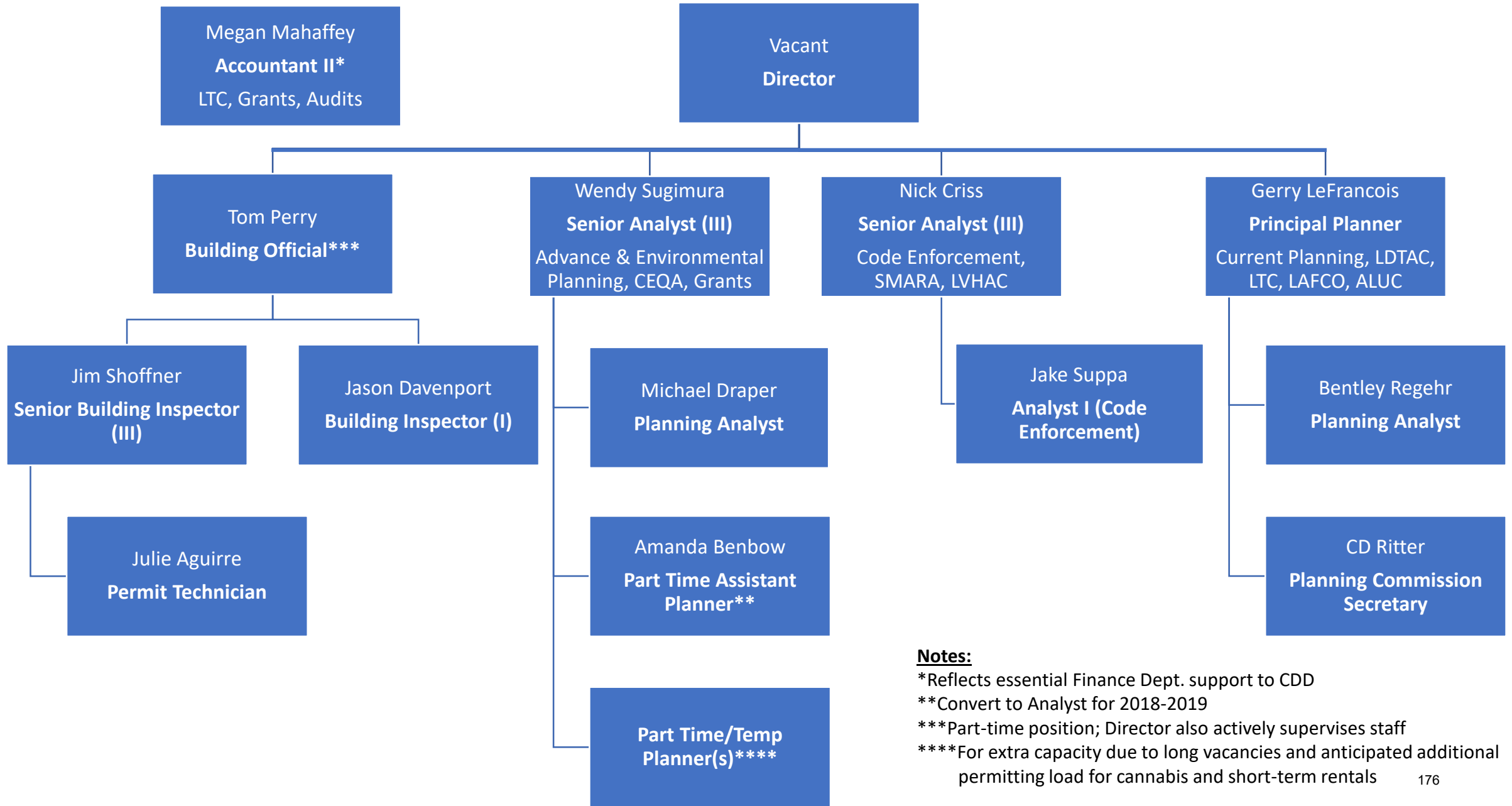
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	DSS 2011 Realignment					
118-51-868-14010	Interest Income	0	0	1,457	500	500
118-51-868-15443	St: 2011 Realignment	35,906	1,000,000	855,687	1,343,926	1,343,926
118-51-868-18100	Operating Transfers In	0	953,258	0	0	0
	Total Revenues	35,906	1,953,258	857,144	1,344,426	1,344,426
118-51-868-60100	Operating Transfers Out	0	1,281,955	317,189	1,344,426	1,344,426
	Total Expenditures	0	1,281,955	317,189	1,344,426	1,344,426
	Net Fund Cost	35,906	671,303	539,955	0	0

Roads, Infrastructure, and Community Development

	Page	Appropriation	Total
Community Development			
Planning & Transportation	180	1,110,840	
Planning Commission	182	19,003	
Building Inspector	184	\$ 539,900	
Code Enforcement	186	257,889	
Geothermal Monitoring	187	414,580	
Geothermal Royalties	188	-	
Housing Development	190	34,146	
CDBG Grants	191	500,000	
Community Development Grant Funds	192	440,000	\$ 3,316,358
Public Works			
Airports	197	\$ 43,016	
Cemeteries	200	22,155	
Cemetery Endowment	201	-	
Solid Waste	204	3,343,873	
Solid Waste Special Revenue	206	680,000	
Solid Waste Accelerated Landfill Closure	207	-	
Zones of Benefits	210	64,400	
CSA #1 (Crowley)	211	79,525	
CSA #2 (Benton)	212	44,300	
CSA #5 (Bridgeport)	213	376,000	
Campgrounds	216	44,644	
Capital Improvement	219	413,535	
Facilities	222	2,735,311	
Criminal Justice Facility	224	26,903,705	
Public Works/Engineering	229	1,294,127	
State & Federal Construction	230	2,706,397	
Disaster Assistance Fund	231	-	
Motor Pool	234	558,893	
Roads	238	4,512,832	43,822,713
Total			\$ 47,139,071

Community Development

Community Development Department 2017-2018



Notes:

*Reflects essential Finance Dept. support to CDD

**Convert to Analyst for 2018-2019

***Part-time position; Director also actively supervises staff

****For extra capacity due to long vacancies and anticipated additional permitting load for cannabis and short-term rentals

COMMUNITY DEVELOPMENT DEPARTMENT

Planning & Transportation

Department 250

DEPARTMENTAL (or Division) OVERVIEW

The Planning Division provides the services specified in Government Code §65103, as follows:

- Prepare, periodically review, and revise as necessary the General Plan.
- Implement the general plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances.
- Endeavor to promote a public interest in, comment on, and understanding of the general plan and regulations relating to it.
- Consult with and advise public officials and agencies; public utility companies; civic, educational, professional and other organizations; as well as citizens generally, concerning implementation of the General Plan.
- Promote the coordination of local plans and programs of other agencies.
- Perform other functions as the legislative body provides, including conducting studies and preparing plans other than those requires or authorized by this title.

In addition, the Planning Division staffs other legislative bodies with separate authority that often function independently in other jurisdictions, including the Local Transportation Commission (LTC), Airport Land Use Commission (ALUC), Local Agency Formation Commission (LAFCO), Housing Authority and Owens Valley Groundwater Authority (OVGA).

PROGRAMS AND SERVICES

The Planning Division's programs and services are built upon the principles of effective public service in the public interest, problem solving beyond regulation, long-range consequences of present actions, community-based planning and development, respect for our unique environment, and teamwork, partnerships, coordination and collaboration. Services are generally classified as follows:

Current Planning

- **Process applications for development projects and permits**, such as Director Reviews, Use Permits, Specific Plans, consistency reviews with existing permits to expedite new proposals, plan checks for building permits, etc. Projects are coordinated between departments (e.g., via the Land Development and Technical Advisory Committee [LDTAC]), may require public noticing, and are typically approved by the Planning Commission.
- **Environmental review**, such as compliance with the California Environmental Quality Act (exemptions, addendums, tiered analyses, (mitigated) negative declarations, various Environmental Impact Reports, filings with the State Clearinghouse), and the National Environmental Protection Act, for both County and private projects.
- **Assistance with project development**, including inter-departmental coordination, public input, developing the project description, and generally defining sufficient project-level information to apply for funding and proceed to construction documents.
- **Inquiries, public assistance, and inter-departmental collaboration/coordination**: Significant staff time is devoted to assisting the general public with development proposal inquiries, land use questions, and problem solving. These services are also provided to other County departments.

Long-Range Planning

- **General Plan updates, maintenance, and environmental review:** The General Plan is the comprehensive, long-term plan for the physical development of the county, and needs to be updated regularly to ensure consistency with the County’s vision and reflect changes in legislation, requirements, evolving current issues, and best planning practices.
- **Development of policy and regulations:** Policy sets, such as transportation matters as handled by the Local Transportation Commission, and specific policy issues, such as workforce housing, short-term rentals, cannabis regulations, etc., require dedicated staff time to review, update/maintain, develop, or revise. Some policy work is simple, and others require sophisticated public processes involving facilitation and technical expertise.
- **Special studies and projects:** Projects without a clear home in the County’s structure often end up in the Planning Division, such as water management issues and Bi-State sage-grouse conservation.

Public Engagement & Collaboration

In support of the functions above, the Planning Division staffs several forums for public engagement and collaboration with other departments and agencies, as listed below. In particular, the Planning Division supports *community-based planning*, meaning public input is invited in order to influence the crafting of policy and regulations, and outcomes.

- The **Planning Commission** serves as both an advisory and decision-making body, and hears all discretionary land use matters, environmental reviews, and appeals from staff decisions involving ordinance interpretation.
- **Regional Planning Advisory Committees (RPACs)** advise the Mono County Board of Supervisors, Planning Commission, LTC and Planning Division on the development, review, implementation and update of the General Plan, Regional Transportation Plan and associated Area / Community Plans. Active RPACs meet in Antelope Valley, Bridgeport Valley, Mono Basin, June Lake (Citizens Advisory Committee), Long Valley, and community meetings with the District 2 Supervisor are held as needed for Benton, Chalfant, Paradise and Swall Meadows.
- The **Collaborative Planning Team (CPT)** is a multi-agency team comprised of directors of federal, state, local and tribal entities, and collaborates on a variety of planning issues across jurisdictions. The CPT philosophy recognizes that the synergistic effect of teamwork far exceeds that which entities might accomplish on their own.
- Other forums include the Land Development Technical Advisory Committee (LDTAC), Airport Land Use Commission (ALUC), Project Review Committee, Local Agency Formation Commission (LAFCO), Long Valley Hydrologic Advisory Committee (LVHAC), Housing Authority, Owens Valley Groundwater Authority, and a variety of coordinating committees, information gathering task/work groups, public meetings, and meetings/working groups hosted by other agencies.

Local Transportation Commission (LTC)

Throughout the county, the transportation system is a key support system that sustains the social, economic and recreational activities in the county. The LTC, which is governed by a joint board of both Mono County and the Town of Mammoth Lakes, provides for transportation system planning including roadways, trails, paths, sidewalks, etc. for multi-modal use, transit service and air travel, as well as private cars and commercial trucking. The LTC acts autonomously in filling the mandates of the Transportation Development Act, including efforts related to the Regional Transportation Plan (RTP), the State and Regional Transportation Improvement Programs (STIP & RTIP), administration of Transportation Development Act (TDA) funds, and the Overall Work Program, and collaborates with Caltrans, local communities, the Town, and other agencies in order to provide for a complete transportation system.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Community Development	1A	Local Hazard Mitigation Plan (LHMP) and General Plan Safety Elements	Adopt LHMP by Dec. 31, 2018	Yes
Community Development	1D	Cannabis regulations: process applications, monitor effectiveness, and amend and enforce (legal & illegal operations) as needed	Measurements: # of applications & # approved	Yes
Community Development	1D & 2D	Code enforcement	Measurements: # of violations/citations, # of resolved cases	
Community Development	1E & 3A	Local Transportation Commission staffing & projects	Output: completed OWP projects or Work Elements	Yes
Community Development	2A	Housing Programs: Housing Mitigation Ordinance & toolbox, sell/manage rental units as directed, staff Housing Authority	Output: new HMO; Measurement: # of County rental units sold	Yes
Community Development	2D & 4B	Current Planning: land use permits, Specific Plans, Planning Commission, building permits, implement the General Plan, capital improvement program	Measurement: # of permit applications approved	Yes
Community Development	2D & 3A	Advanced Planning & Special Projects: General Plan updates, North County Water Transaction CEQA Project, Sustainable Groundwater Management Plan, sage-grouse conservation, Lee Vining Main St rehab, Type II short-term rentals, etc.	Outcome: Progress on or completion of projects	Yes
Community Development	2D & 3A & 4B	Staff RPACs and Commissions/Committees (CPT, LDTAC, LAFCO, ALUC, LVHAC, OVGA, etc.)	Measurement: # of meetings	Yes
Community Development	4B & 4D	One-stop shop for South County services & increased service/permitting/software efficiencies	Measurements: \$ value of tax payments collected; # of business licenses, marriage licenses, dba's	No
Community Development	4C	Resource Efficiency Plan: monitor and implement	Outputs: Establish ghg inventory tracking, establish CEQA streamlining checklist	Yes
Community Development	5A-D	Provide fair & supportive personnel management, encourage training and professional development	Outcome: productive, committed and happy staff	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Planning & Transportation						
100-27-250-15477	ST: DEPT OF CONSERVATION-SUSTAINABILITY	4,773	65,000	68,966	0	0
100-27-250-15819	FED: MISC FED GRANTS	28,371	25,000	17,687	0	0
100-27-250-15900	OTH: Other Govt Agencies	1,465	627,719	59,896	8,168	8,168
100-27-250-16060	PLANNING PERMITS	10,129	35,000	27,947	35,000	35,000
100-27-250-16220	TRANSPORTATION PLANNING SERVIC	114,963	150,000	30,618	150,000	150,000
100-27-250-17010	MISCELLANEOUS REVENUE	2,500	0	3,324	0	0
100-27-250-18100	Operating Transfers In	0	0	9,004	0	0
	Total Revenues	162,202	902,719	217,441	193,168	193,168
100-27-250-21100	SALARY AND WAGES	468,646	623,559	525,833	605,551	605,551
100-27-250-21120	OVERTIME	73	0	20,850	0	0
100-27-250-22100	EMPLOYEE BENEFITS	288,788	311,597	290,899	168,032	168,032
100-27-250-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	52,301	52,301
100-27-250-22120	Employee Benefits - PERS (ER Portion)	0	0	0	123,690	123,690
100-27-250-30500	WORKERS' COMP INS EXPENSE	7,417	9,951	7,463	13,675	13,675
100-27-250-30510	LIABILITY INSURANCE EXPENSE	21,640	4,692	3,519	5,993	5,993
100-27-250-31200	EQUIP MAINTENANCE & REPAIR	13,165	20,167	4,580	24,000	10,000
100-27-250-31700	MEMBERSHIP FEES	450	700	335	700	700
100-27-250-32000	OFFICE EXPENSE	14,645	13,658	12,676	13,000	13,000
100-27-250-32010	Technology Expenses	2,025	4,842	4,842	9,144	9,144
100-27-250-32450	CONTRACT SERVICES	113,220	620,000	200,943	20,000	20,000
100-27-250-32500	PROF & SPECIAL SER- SCENIC BYWAY GRANT	0	0	0	1,500	1,500
100-27-250-32800	PUBLICATIONS & LEGAL NOTICES	1,090	2,000	577	1,500	1,500
100-27-250-32950	RENTS & LEASES - REAL PROPERTY	61,414	69,666	70,178	69,142	69,142
100-27-250-33350	TRAVEL & TRAINING EXPENSE	3,818	10,000	6,208	15,000	10,000
100-27-250-33351	VEHICLE FUEL COSTS	1,683	3,000	1,101	2,000	2,000
100-27-250-33360	MOTOR POOL EXPENSE	3,946	6,618	7,608	4,612	4,612
100-27-250-70500	CREDIT CARD CLEARING ACCOUNT	0	0	1,284	0	0
	Total Expenditures	1,002,019	1,700,450	1,158,895	1,129,840	1,110,840
	Net County Cost	-839,817	-797,731	-941,453	-936,672	-917,672

COMMUNITY DEVELOPMENT DEPARTMENT
Planning Commission
Department 253

DEPARTMENTAL (or Division) OVERVIEW

The Planning Commission serves as a decision-making body on certain discretionary land use applications and appeals, and as the principal advisory body to the Board of Supervisors and Planning Division on planning matters. The Planning Commission generally meets the third Thursday of each month at 10 a.m. in the Supervisors Chambers at the County Courthouse, Bridgeport, with meetings video-conferenced to Town/County Conference Room in Mammoth Lakes, with additional or special meetings called on an as-needed basis to ensure timely processing. The Commission can also travel to and conduct hearings/meetings in communities to encourage public involvement in locally relevant planning decisions. Commission membership reflects Mono County’s geographic diversity, with commissioners residing in Walker, Lee Vining, June Lake, Sunny Slopes and Chalfant.

PROGRAMS AND SERVICES

- Consider policy and regulatory amendments, including amendments to the General Plan and Land Development Standards (e.g., the “zoning code” in most other jurisdictions), and provide a recommendation to the Board of Supervisors.
- Provide interpretations on the application of the Mono County General Plan and supporting policies, guidelines and regulations.
- Conduct public hearings and workshops on a variety of policies, plans and enforcement matters.
- Consider discretionary land use applications such as use permits, parcel/tract maps, variances, and specific plans; environmental assessments and impact reports; and appeals from staff decisions involving plan or ordinance interpretation.
- Hold appeal hearings to provide an administrative remedy process when staff determinations or notices of violations are challenged.
- Consider the policy implications of changes at the local, state and federal levels, such as cannabis legalization, sustainable groundwater management plans, and planning efforts by the US Forest Service and Bureau of Land Management.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Planning Commision						
	Total Revenues	0	0	0	0	0
100-27-253-21100	SALARY AND WAGES	2,850	6,060	4,180	6,363	6,363
100-27-253-22100	EMPLOYEE BENEFITS	509	552	516	920	920
100-27-253-30500	WORKERS' COMP INS EXPENSE	2,235	4,265	3,199	5,128	5,128
100-27-253-30510	LIABILITY INSURANCE EXPENSE	1,254	1,858	1,394	2,107	2,107
100-27-253-31700	MEMBERSHIP FEES	0	60	0	60	60
100-27-253-32000	OFFICE EXPENSE	21	100	62	100	100
100-27-253-32010	Technology Expenses	0	0	0	325	325
100-27-253-32800	PUBLICATIONS & LEGAL NOTICES	1,027	900	1,874	1,500	1,500
100-27-253-33350	TRAVEL & TRAINING EXPENSE	2,040	2,500	1,483	2,500	2,500
	Total Expenditures	9,936	16,295	12,706	19,003	19,003
	Net County Cost	-9,936	-16,295	-12,706	-19,003	-19,003

COMMUNITY DEVELOPMENT DEPARTMENT
Building Division
Department 255

DEPARTMENTAL (or Division) OVERVIEW

The Building Division is responsible for the enforcement of the current California Building Codes Standards and relevant state law governing building standards. Department functions include building inspection, building plan review, coordination of review by other departments and agencies of building permit applications, building permit issuance, public assistance with building code matters, and assisting in code compliance operations. These functions include an ongoing commitment to continually improve and increase our ability to serve the citizens of Mono County.

PROGRAMS AND SERVICES

- Coordinate building permit plan check services between departments to provide a “one-stop shop” for the public. Reviews included coordination with Public Works, Environmental Health, Planning, Building, and agencies/special districts, such as CalFire, Forest Service, public utility districts, fire districts, community services districts, etc.
- Assist in code enforcement duties, and continue to address various cannabis-related issues that affect the County from a community development standpoint.
- Provide consultation, plan reviews, and inspections for County projects, and in some cases funding, grant management, and assistance with project components. Opportunities and efficient project delivery are maximized through coordination forums such as the Land Development and Technical Advisory Committee, Project Review Committee, ADA task force, energy task force, and direct staff coordination.
- Provide next-day inspection services countywide, and work with contractors and homeowners to trouble-shoot problems and find solutions to construction and building code issues.
- Dedicate significant staff time and resources to infrastructure and systems necessary for accurate permit processing and tracking to provide excellent customer service, including fiscal duties.
- Re-establish expired ‘prescriptive designs’ such that these designs can be used by builders in the County, and potentially builders in the Town of Mammoth Lakes. Such designs are pre-engineered, and could save time and money for projects such as, but not limited to, exterior decks, utility buildings (garages), and ground mounted solar PV arrays.
- Re-establish the Construction Board of Appeals as a five member board, and pursue the opportunity to have that board act as a Building Advisory Committee to advise the Building Official on construction-related issues that affect the local building community.
- Conduct more ‘in-house’ plan reviews for minor projects in both the Bridgeport and Mammoth Lakes offices.
- Provide high-quality counter and phone service, with coordination among the various staff that may work at the front counter to ensure smooth service.
- Have staff attend continuing education as mandated by the California Health and Safety Code, and obtain professional certifications through the International Code Council.
- Provide timely responses to the public on building code and other building-related matters: within one day for permit inquiries, and within 1-3 days on code issues depending on field schedules and complexity. Mono County staff can respond to technical issues, but does not engage in designing projects.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Building Inspector					
100-27-255-12050	BUILDING PERMITS	75,127	105,000	71,200	75,000	75,000
100-27-255-16150	BUILDING DEPARTMENT FEES	68,428	30,000	61,048	65,000	65,000
100-27-255-16151	BUSINESS LICENSE CASp FEE	282	300	580	0	0
	Total Revenues	143,837	135,300	132,827	140,000	140,000
100-27-255-21100	SALARY AND WAGES	81,929	225,564	136,817	284,087	284,087
100-27-255-21120	OVERTIME	14,183	15,000	2,845	0	0
100-27-255-22100	EMPLOYEE BENEFITS	45,505	134,559	59,931	60,236	60,236
100-27-255-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	38,009	38,009
100-27-255-22120	Employee Benefits - PERS (ER Portion)	0	0	0	36,229	36,229
100-27-255-30280	TELEPHONE/COMMUNICATIONS	1,020	2,024	1,687	2,040	2,040
100-27-255-30500	WORKERS' COMP INS EXPENSE	1,847	2,601	1,951	1,709	1,709
100-27-255-30510	LIABILITY INSURANCE EXPENSE	2,064	2,006	1,505	1,621	1,621
100-27-255-31200	EQUIP MAINTENANCE & REPAIR	8,449	20,666	16,716	20,666	20,666
100-27-255-31700	MEMBERSHIP FEES	0	800	135	800	800
100-27-255-32000	OFFICE EXPENSE	2,717	3,000	2,260	3,000	3,000
100-27-255-32010	Technology Expenses	900	2,135	2,135	2,788	2,788
100-27-255-32450	CONTRACT SERVICES	70,647	54,000	20,410	54,000	54,000
100-27-255-33010	SMALL TOOLS & INSTRUMENTS	0	0	51	0	0
100-27-255-33350	TRAVEL & TRAINING EXPENSE	2,178	4,000	4,797	6,000	3,000
100-27-255-33351	VEHICLE FUEL COSTS	2,516	8,000	4,423	8,000	8,000
100-27-255-33360	MOTOR POOL EXPENSE	10,484	18,532	22,929	23,715	23,715
	Total Expenditures	244,439	492,887	278,591	542,900	539,900
	Net County Cost	-100,602	-357,587	-145,764	-402,900	-399,900

Community Development Department
(Compliance Division)
Department 252

DEPARTMENTAL (or Division) OVERVIEW

The Compliance Division monitors and enforces compliance with County ordinances, policies, regulations and permit conditions, including environmental mitigation measures.

PROGRAMS AND SERVICES

- Investigate and process code enforcement complaints.
- Collect and document evidence concerning code enforcement cases.
- Issue Notices of Violation and Administrative Citations to gain compliance on various code violations.
- Serve as lead staff in the implementation of Surface Mining and Reclamation Act (SMARA) including financial review, inspections, reporting and enforcement.
- Attend Land Development Technical Advisory Committee (LDTAC) meetings to review project conditions for compliance with Mono County Code and General Plan standards.
- Review all business license applications to ensure compliance with land use regulations.
- Participate in drafting County ordinances and General Plan amendments/updates, including specific plans.
- Review, process and enforce Vacation Home Rental Permits in coordination with Finance.
- Monitor efforts related to adopted policies supporting greenhouse gas emissions reduction, agricultural sector support, and Bi-State sage-grouse conservation.
- Perform well monitoring and reporting for the California Statewide Groundwater Elevation Monitoring (CASGEM) program to maintain Mono County's well data in the DWR's statewide database per the County's approved Water Level Monitoring Plan and for the purposes of SGMA.
- Conduct oversight of well monitoring for Cooperative Management Program with U.S. Geological Survey (USGS), including coordinating Joint Funding Agreement contracts; monitors permit conditions for approved geothermal projects; and serve as lead staff to the Long Valley Hydrologic Advisory Committee (LVHAC).
- Review development permit language to ensure compliance with County land use regulations.
- Enforce activities and uses under County permits when code violations are reported. Investigate non-permitted, illegal activities when reported or on a public safety basis, and take enforcement action if/when a sufficient body of evidence, legal procedures, and resources are available. Coordinate enforcement activity with Building, Planning, Environmental Health, Public Works, legal counsel, and other departments as necessary. Criminal activity is deferred to the Sheriff and District Attorney.
- Assist Planning Department in various projects including developing enforceable land use regulations.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not applicable.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Code Enforcement					
100-27-252-12021	BUSINESS LICENSE - CODE ENF	4,667	4,000	4,096	4,000	4,000
100-27-252-15750	Fed: Geothermal Royalties	18,069	18,069	18,069	25,000	25,000
100-27-252-16030	CODE ENFORCEMENT FEES	9,786	5,000	1,188	3,500	3,500
	Total Revenues	32,522	27,069	23,353	32,500	32,500
100-27-252-21100	SALARY AND WAGES	78,182	126,301	69,439	145,065	145,065
100-27-252-22100	EMPLOYEE BENEFITS	44,930	70,554	41,948	30,054	30,054
100-27-252-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	37,796	37,796
100-27-252-22120	Employee Benefits - PERS (ER Portion)	0	0	0	28,791	28,791
100-27-252-30280	TELEPHONE/COMMUNICATIONS	300	300	265	300	300
100-27-252-30500	WORKERS' COMP INS EXPENSE	924	1,422	1,067	1,709	1,709
100-27-252-30510	LIABILITY INSURANCE EXPENSE	518	619	464	702	702
100-27-252-31700	MEMBERSHIP FEES	85	85	95	100	100
100-27-252-32000	OFFICE EXPENSE	742	475	177	500	500
100-27-252-32010	Technology Expenses	225	750	750	2,435	2,435
100-27-252-32450	CONTRACT SERVICES	0	5,000	0	0	0
100-27-252-33350	TRAVEL & TRAINING EXPENSE	888	5,000	961	5,000	2,000
100-27-252-33351	VEHICLE FUEL COSTS	1,155	2,000	751	2,000	2,000
100-27-252-33360	MOTOR POOL EXPENSE	2,113	3,646	2,908	6,437	6,437
	Total Expenditures	130,062	216,152	118,824	260,889	257,889
	Net County Cost	-97,540	-189,083	-95,471	-228,389	-225,389

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Geothermal					
107-27-194-17010	MISC REVENUE-MONITORING	304,579	285,870	274,302	414,580	414,580
	Total Revenues	<u>304,579</u>	<u>285,870</u>	<u>274,302</u>	<u>414,580</u>	<u>414,580</u>
107-27-194-52015	GEOHERMAL PROJECTS-UNSPECIFIE	357,116	285,870	274,292	414,580	414,580
	Total Expenditures	<u>357,116</u>	<u>285,870</u>	<u>274,292</u>	<u>414,580</u>	<u>414,580</u>
	Net Fund Cost	<u><u>-52,537</u></u>	<u><u>0</u></u>	<u><u>10</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Geothermal Royalties					
108-27-194-14010	Interest Income	2,700	1,700	3,104	3,000	3,000
108-27-194-15750	Fed: Geothermal Royalties	87,376	84,000	56,041	70,000	70,000
	Total Revenues	<u>90,076</u>	<u>85,700</u>	<u>59,145</u>	<u>73,000</u>	<u>73,000</u>
108-27-194-33120	Special Department Expense	18,069	18,069	18,069	0	0
108-27-194-60100	Operating Transfers Out	0	201,415	120,000	0	0
	Total Expenditures	<u>18,069</u>	<u>219,484</u>	<u>138,069</u>	<u>0</u>	<u>0</u>
	Net Fund Cost	<u><u>72,007</u></u>	<u><u>-133,784</u></u>	<u><u>-78,924</u></u>	<u><u>73,000</u></u>	<u><u>73,000</u></u>

COMMUNITY DEVELOPMENT DEPARTMENT
Housing Division
Department 251

DEPARTMENTAL (or Division) OVERVIEW

The Housing Authority was established by resolution of the Mono County Board of Supervisors on November 8, 2005, in accordance with the provisions of the Housing Authorities Law set forth in Sections 34240 et seq. of the California Health and Safety Code. The Housing Authority is comprised of the Mono County Board of Supervisors, with staff services provided by the Public Works, Community Development and Finance departments, and legal assistance by the County Counsel office. The Authority, which generally meets annually, has provided oversight of Mono County housing programs, including rental of its three affordable units, implementation of and revision to the Housing Mitigation Ordinance, consideration of housing loan programs, and policy and implementation oversight of the Housing Element.

PROGRAMS AND SERVICES

- Utilize the Housing Needs Assessment completed in FY 17-18 to develop and implement a toolbox to address housing needs, including updating the Housing Mitigation Ordinance and needed studies such as a nexus/fee study.
- Assist with planning projects, including updates to the Housing Element and other General Plan elements and policies.
- Coordinate with the Town of Mammoth Lakes to develop a robust regional approach and strategies for housing.
- Hold an Annual Housing Authority meeting to conduct a review of annual housing statistics, the Housing Mitigation Ordinance, and the housing toolbox.
- As/when funds are available administer the First-time Homebuyer loan program and other grant-funded housing programs, and continue to seek and apply for additional housing grants.
- Monitor the units within the County's rental housing inventory and assist with placing renters in the units.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not Applicable.

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Housing Development						
100-17-251-14100	HOUSING RENT	23,500	15,000	15,070	15,000	15,000
100-27-251-15505	Fed: FTHB Housing Grant	349,353	341,147	245,861	0	0
100-27-251-18100	OPERATING TRANSFERS IN	44,612	54,830	28,862	0	0
186-27-251-14010	Interest Income	0	0	1,550	0	0
186-27-251-18100	Operating Transfers In	0	0	200,987	0	0
	Total Revenues	417,465	410,977	492,329	15,000	15,000
100-27-251-21100	SALARY AND WAGES	6,162	7,264	3,692	7,974	7,974
100-27-251-22100	EMPLOYEE BENEFITS	4,839	10,578	7,216	1,544	1,544
100-27-251-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	103	103
100-27-251-22120	Employee Benefits - PERS (ER Portion)	0	0	0	14,114	14,114
100-27-251-30500	Workers' Comp Ins Expense	0	1,422	1,067	1,709	1,709
100-27-251-30510	Liability Insurance Expense	0	619	464	702	702
100-27-251-31200	EQUIP MAINTENANCE & REPAIR	469	0	0	14,000	0
100-27-251-31400	BUILDING/LAND MAINT & REPAIR	5,976	14,000	12,340	0	5,000
100-27-251-32000	OFFICE EXPENSE	25	0	146	0	0
100-27-251-32450	CONTRACT SERVICES	391,039	391,147	272,075	0	0
100-27-251-32800	PUBLICATIONS & LEGAL NOTICES	134	0	74	0	0
100-27-251-33350	TRAVEL & TRAINING EXPENSE	138	0	0	0	0
100-27-251-33600	UTILITIES	671	3,000	2,389	3,000	3,000
	Total Expenditures	409,454	428,030	299,462	43,146	34,146
	Net County Cost	8,012	-17,053	192,867	-28,146	-19,146

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
CDBG (Community Development Block Grants)						
185-00-000-14010	Interest Income	482	0	-554	0	0
185-00-000-15501	Fed: CDBG Grant	113,779	636,221	316,644	500,000	500,000
	Total Revenues	114,261	636,221	316,090	500,000	500,000
185-00-000-32450	Contract Services	264,877	331,130	167,912	500,000	500,000
185-00-000-52011	Buildings & Improvements	86,190	0	5,577	0	0
185-00-000-60100	Operating Transfers Out	44,612	305,091	172,595	0	0
	Total Expenditures	395,679	636,221	346,084	500,000	500,000
	Net Fund Cost	-281,418	0	-29,994	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

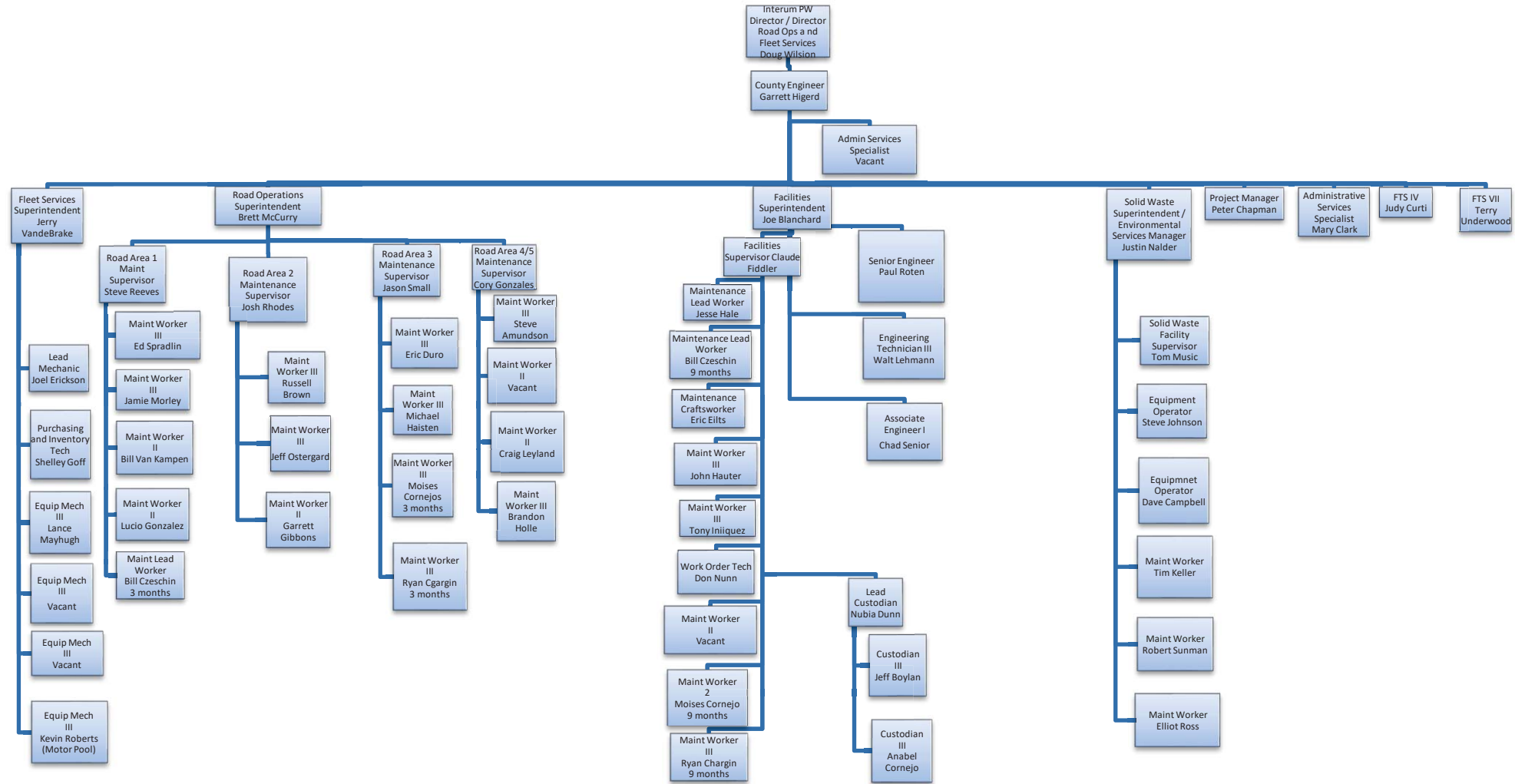
Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Community Development Grant Funds					
187-27-250-15819	Fed: Misc Fed Grants	0	0	0	90,000	90,000
187-27-250-15900	Oth: Other Govt Agencies	0	0	0	350,000	350,000
	Total Revenues	0	0	0	440,000	440,000
187-27-250-21100	Salary And Wages	0	0	0	15,000	15,000
187-27-250-22100	Employee Benefits	0	0	0	15,000	15,000
187-27-250-32450	Contract Services	0	0	14,820	410,000	410,000
	Total Expenditures	0	0	14,820	440,000	440,000
	Net Fund Cost	0	0	-14,820	0	0

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	LAFCO					
100-27-254-15902	OTH: LAFCO - REVENUE FROM OTHE	7,246	7,721	7,721	0	0
	Total Revenues	<u>7,246</u>	<u>7,721</u>	<u>7,721</u>	<u>0</u>	<u>0</u>
100-27-254-21100	SALARY AND WAGES	5,092	5,755	4,588	0	0
100-27-254-22100	EMPLOYEE BENEFITS	2,957	2,977	2,142	0	0
100-27-254-31700	MEMBERSHIP FEES	785	850	899	0	0
100-27-254-32000	OFFICE EXPENSE	0	200	0	0	0
100-27-254-32800	PUBLICATIONS & LEGAL NOTICES	20	300	46	0	0
100-27-254-33350	TRAVEL & TRAINING EXPENSE	367	1,500	198	0	0
	Total Expenditures	<u>9,220</u>	<u>11,582</u>	<u>7,873</u>	<u>0</u>	<u>0</u>
	Net County Cost	<u>-1,974</u>	<u>-3,861</u>	<u>-152</u>	<u>0</u>	<u>0</u>

Public Works

Public Works Organizational Chart Fiscal Year 2018-2019



**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Airport Enterprise Fund						
600-32-760-14010	INTEREST INCOME	265	0	1,420	0	0
600-32-760-14050	RENTAL INCOME	1,200	1,100	1,000	1,200	1,200
600-32-760-15010	ST: STATE AID-AIRPORTS	20,000	20,000	20,000	20,000	20,000
600-32-760-15011	ST: STATE GRANTS-AIRPORTS	22,799	0	0	0	0
600-32-760-15650	FED: FEDERAL AID-AIRPORTS	464,976	120,000	28,411	0	0
600-32-760-16415	AIRPORT FEES	7,325	10,000	5,853	10,000	10,000
	Total Revenues	516,565	151,100	56,684	31,200	31,200
600-00-000-39000	DEPRECIATION EXPENSE	297,947	0	0	0	0
600-00-000-39005	CAPITAL ASSET OFFSET	-505,431	0	0	0	0
600-32-760-30280	TELEPHONE/COMMUNICATIONS	1,311	1,400	1,223	1,400	1,400
600-32-760-30510	LIABILITY INSURANCE EXPENSE	2,987	2,987	2,987	2,987	2,987
600-32-760-31400	BUILDING/LAND MAINT & REPAIR	7,201	17,100	11,701	17,200	17,200
600-32-760-32002	AVIATION FUEL	4,970	10,000	7,088	10,000	10,000
600-32-760-32950	RENTS & LEASES - REAL PROPERTY	2,458	1,900	1,902	2,000	2,000
600-32-760-33120	SPECIAL DEPARTMENT EXPENSE	1,214	1,300	966	1,300	1,300
600-32-760-33600	UTILITIES	3,656	4,200	3,549	4,200	4,200
600-32-760-52011	BUILDINGS & IMPROVEMENTS	505,431	148,916	1,944	0	0
600-32-760-60100	OPERATING TRANSFERS OUT	0	45,780	45,087	0	0
600-32-760-72960	A-87 INDIRECT COSTS	5,075	3,274	2,456	3,929	3,929
	Total Expenditures	326,819	236,857	78,903	43,016	43,016
	Net Fund Cost	189,746	-85,757	-22,219	-11,816	-11,816

PUBLIC WORKS
Cemeteries
DEPARTMENT 610

DEPARTMENTAL (or Division) OVERVIEW

The Public Works Department oversees the maintenance and operations of three public cemeteries within Mono County. Those cemeteries are Bridgeport Cemetery, Mt. Morrison Cemetery, and the Mono Lake Cemetery.

PROGRAMS AND SERVICES

The County created a new fee schedule for cemetery operations and will implement reservations for plots in this fiscal year for Bridgeport, Mono Lake, and Mt. Morrison Cemeteries.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

NA

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Cemeteries 610	4B	Implement a reservation system for Cemeteries.	Reservation system in place this fiscal year.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Cemetery Enterprise Fund						
610-27-700-14010	INTEREST INCOME	230	175	235	175	175
610-27-700-16400	CEMETERY PLOT FEES	2,806	2,600	4,756	3,500	3,500
610-27-700-16403	CEMETERY ENDOWMENT FEES	56	0	0	0	0
610-27-700-18100	OPERATING TRANSFERS IN	13,980	20,000	20,000	13,950	13,950
	Total Revenues	17,072	22,775	24,991	17,625	17,625
610-27-700-30510	Liability Insurance Expense	13,980	13,827	10,370	13,930	13,930
610-27-700-31400	BUILDING/LAND MAINTENANCE & REPAIR	741	4,000	1,415	8,100	8,100
610-27-700-32450	CONTRACT SERVICES	0	1,000	0	0	0
610-27-700-33600	UTILITIES: MONO LAKE	106	125	109	125	125
610-27-700-60100	OPERATING TRANSFERS OUT	4,648	21,182	0	0	0
	Total Expenditures	19,476	40,134	11,894	22,155	22,155
	Net Fund Cost	-2,403	-17,359	13,097	-4,530	-4,530

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Cemetery Endowment Fund					
611-27-700-14010	Interest Income	0	0	48	0	0
611-27-700-18100	Operating Transfers In	4,648	0	0	0	0
	Total Revenues	4,648	0	48	0	0
	Total Expenditures	0	0	0	0	0
	Net Fund Cost	4,648	0	48	0	0

**PUBLIC WORKS
SOLID WASTE
DEPARTMENT 615**

DEPARTMENTAL (or Division) OVERVIEW

The Solid Waste Division strives to provide environmentally responsible avenues for solid waste disposal and recycling throughout Mono County while considering affordability and convenience to residents.

PROGRAMS AND SERVICES

The Division provides waste collection services at Transfer Stations throughout the County, and waste disposal services at three County Landfills. It ensures proper permitting, environmental monitoring and maintenance of the County's three active landfills, as well as three closed landfills are conducted. Additionally, the Division guides and implements recycling programs throughout the county to maintain and enhance diversion, including feedstock production for the County's biomass boiler.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

As the Solid Waste Division utilizes an Enterprise Fund, apart from the General Fund, all operational needs are included in this budget. A grant application is currently under review which would provide the Solid Waste Division with a power sifter to aid in biomass feedstock production. If the grant is not awarded a one-time expense may be requested for a power sifter and 15 yard roll-off bin.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Public Works - Solid Waste	2D, 3A, 4C	Obtain approval for Final Closure Post Closure Maintenance Plan (FCPCMP).	FCPCMP approved within five years of closure by all reviewing agencies.	Yes
	4E, 5C	Expand education and outreach efforts with a focus on recycling and composting (AB1826, SB1383).	Identify and contact businesses that are subject to mandatory recycling. Host at least two workshops/presentations.	Yes
	1E, 3B, 3C, 4C	Solicit proposals for regional solid waste services.	Prepare, advertise and obtain proposals which address regional solid waste services including associated cost.	No
	3D, 4B	Perform parcel fee audit in Unincorporated Mono County	Complete 30% review/updates of parcel fees.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Solid Waste Enterprise Fund						
615-44-755-12110	NON-RESIDENT LANDFILL PERMITS	960	1,200	900	1,000	1,000
615-44-755-12200	FRANCHISE PERMITS	125,664	120,000	103,984	100,000	100,000
615-44-755-14010	INTEREST INCOME	20,454	10,000	22,436	20,000	20,000
615-44-755-14020	UNREALIZED GAIN/LOSS	67	0	0	0	0
615-44-755-15092	ST: USED OIL BLOCK GRANT	10,000	0	0	0	0
615-44-755-15094	ST: BOTTLE BILL GRANT	10,000	10,000	10,000	10,000	10,000
615-44-755-15380	ST: OIL OPPORTUNITY GRANT	0	10,000	10,000	10,000	10,000
615-44-755-16020	SOLID WASTE PARCEL FEES	43,824	36,000	46,775	36,000	36,000
615-44-755-16023	SOLID WASTE TIPPING FEES	1,747,190	1,400,000	1,514,631	1,400,000	1,400,000
615-44-755-16025	SLUDGE MAINTENANCE FEE	242,584	135,000	186,132	165,000	165,000
615-44-755-16199	Charges for Services - Interfund Transfers	269	0	0	0	0
615-44-755-17010	MISCELLANEOUS REVENUE	15,716	20,000	82,761	50,000	50,000
615-44-755-18100	OPERATING TRANSFERS IN	680,000	680,000	0	680,000	680,000
	Total Revenues	2,896,727	2,422,200	1,977,618	2,472,000	2,472,000
615-44-755-21100	SALARY AND WAGES	413,871	484,749	406,937	538,833	538,833
615-44-755-21120	OVERTIME	5,686	6,000	2,607	10,000	10,000
615-44-755-21410	HOLIDAY PAY	7,598	10,000	5,319	8,000	8,000
615-44-755-22100	EMPLOYEE BENEFITS	276,974	319,124	276,370	131,649	131,649
615-44-755-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	155,007	155,007
615-44-755-22120	Employee Benefits - PERS (ER Portion)	0	0	0	112,193	112,193
615-44-755-30122	UNIFORM/SAFETY GEAR	8,239	7,500	6,248	8,500	8,500
615-44-755-30280	TELEPHONE/COMMUNICATIONS	2,224	3,000	2,099	2,500	2,500
615-44-755-30350	HOUSEHOLD EXPENSES	919	1,300	1,055	1,300	1,300
615-44-755-30500	WORKERS' COMP INS EXPENSE	22,340	52,657	39,493	64,822	64,822
615-44-755-30510	LIABILITY INSURANCE EXPENSE	37,011	45,406	38,287	80,852	80,852
615-44-755-31200	EQUIP MAINTENANCE & REPAIR	67,590	64,500	39,250	66,500	66,500
615-44-755-31400	BUILDING/LAND MAINT & REPAIR	8,380	14,000	6,250	14,000	14,000
615-44-755-31700	MEMBERSHIP FEES	6,000	6,000	6,000	6,000	6,000
615-44-755-32000	OFFICE EXPENSE	4,923	6,500	4,957	6,200	6,200

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
615-44-755-32010	Technology Expenses	450	1,842	1,842	2,574	2,574
615-44-755-32020	Technology Expense-Software Licenses	0	0	0	3,500	3,500
615-44-755-32450	CONTRACT SERVICES	312,469	307,300	271,612	311,000	311,000
615-44-755-32500	PROFESSIONAL & SPECIALIZED SER	109,373	171,150	120,671	186,400	186,400
615-44-755-32800	PUBLICATIONS & LEGAL NOTICES	0	500	0	500	500
615-44-755-32860	RENTS & LEASES - OTHER	109	100	0	150	150
615-44-755-32950	RENTS & LEASES - REAL PROPERTY	7,320	7,320	7,448	15,000	15,000
615-44-755-33010	SMALL TOOLS & INSTRUMENTS	473	1,000	622	1,000	1,000
615-44-755-33120	SPEC DEPT EXP	306,595	335,000	273,355	392,650	392,650
615-44-755-33350	TRAVEL & TRAINING EXPENSE	474	6,700	2,930	8,800	8,800
615-44-755-33351	VEHICLE FUEL COSTS	41,290	56,993	41,399	52,000	52,000
615-44-755-33360	MOTOR POOL EXPENSE	14,443	20,000	20,615	21,537	21,537
615-44-755-33600	UTILITIES	1,777	2,185	2,574	2,185	2,185
615-44-755-35210	BOND/LOAN INTEREST-SOLID WASTE	103,217	121,200	93,638	47,000	47,000
615-44-755-35215	COMPENSATED ABSENCES	-26,797	0	0	0	0
615-44-755-39000	DEPRECIATION EXPENSE	32,642	0	0	0	0
615-44-755-52010	LAND & IMPROVEMENTS	7,500	155,000	82,000	20,000	20,000
615-44-755-60045	BOND/LOAN PRINCIPAL REPAYMENT	0	453,000	383,050	450,000	450,000
615-44-755-60109	Accelerated Landfill Closure Tr	500,000	500,000	0	500,000	500,000
615-44-755-72960	A-87 INDIRECT COSTS	76,096	102,684	77,013	123,221	123,221
	Total Expenditures	2,349,189	3,262,710	2,213,641	3,343,872	3,343,873
	Net Fund Cost	547,538	-840,510	-236,023	-871,872	-871,873

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Solid Waste Special Revenue Fund						
616-44-755-14010	INTEREST INCOME	36,014	25,000	35,686	25,000	25,000
616-44-755-16020	SOLID WASTE PARCEL FEES	838,060	725,000	811,534	800,000	800,000
	Total Revenues	874,074	750,000	847,220	825,000	825,000
616-44-755-60051	LANDFILL CLOSURE COSTS	-973,849	0	0	0	0
616-44-755-60100	OPERATING TRANSFERS OUT	680,000	680,000	0	680,000	680,000
	Total Expenditures	-293,849	680,000	0	680,000	680,000
	Net Fund Cost	1,167,923	70,000	847,220	145,000	145,000

**County of Mono
 Budget Summary
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 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Solid Waste Accelerated Landfill Closure Fund						
617-44-755-14010	Interest Income	1,718	0	6,195	0	0
617-44-755-18109	Accelerated Landfill Closure Tr	500,000	500,000	0	500,000	500,000
	Total Revenues	501,718	500,000	6,195	500,000	500,000
	Total Expenditures	0	0	0	0	0
	Net Fund Cost	501,718	500,000	6,195	500,000	500,000

ZONES OF BENEFIT DEPARTMENT 164

DEPARTMENTAL (or Division) OVERVIEW

The Zones of Benefit are funded by special assessments on the tax roll and provide snow removal and maintenance for non-county roads.

All funding for this Department is generated by Property Owners as part of Zones of Benefit. All work is done to meet the requirements developed by the approved Engineering Report prepared as part of the Zone of Benefit acceptance process.

Zones of Benefit are set up to have generally consistent small expenses for maintenance annually, along with larger expenses at 10 to 20 year frequency for larger repairs or restorations.

PROGRAMS AND SERVICES

Provide groundwater monitoring for Rimrock Ranch-Zone B

Provide snow removal and road maintenance for the following Zones of Benefit:

- June Lake Highlands #1
- Lakeridge Ranch #1
- Osage Circle
- Rimrock Ranch-Zone C
- Rimrock Ranch-T37-49A
- Sierra Meadows
- Silver Lake Pines
- White Mountain Estates Phase II

Provide Drainage Maintenance for Osage Circle and Premier Properties

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

In particular the Silver Lake Pines budget does not have adequate funding to perform road maintenance. The entire budget is absorbed by Snow Removal.

Many roads within these Zones of benefits will only be getting maintenance over the next few years. Roads within Sierra Meadows and Rimrock Ranch are targeted for more significant improvements, but this will combined with the future Long Valley Roads Project that is targeted for future fiscal years. When there is more development in Lakeridge Ranch, a road rehabilitation project will likely need to be planned.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Zones of Benefit	1E	Maintain Zone of Benefit roads with preservation techniques as guided by the Pavement Management Systems (PMS)	Monitor PASER values the Zone of Benefit roads with the Pavement Management Systems (PMS)	No
Zones of Benefit	3D	Use PMS system as identified above and work toward better coordination of maintenance with PW crews.	Use of the PMS system will reduce overall costs, increasing resiliency to the ZOB funding	No
Zones of Benefit	4B	Use the PMS system for efficient use of ZOB funds	With the efficient use of ZOB funds we will see improved customer service within the ZOB areas.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	County-Wide Service Area					
164-10-228-14010	INTEREST INCOME	8,045	0	8,386	9,305	9,305
164-10-228-16055	SPECIAL ASSESSMENTS	112,262	128,685	125,643	108,770	108,770
	Total Revenues	120,307	128,685	134,029	118,075	118,075
164-10-228-31400	Building/Land Maint & Repair	28,780	116,000	21,484	33,400	33,400
164-10-228-32450	Contract Services	30,300	61,500	22,425	31,000	31,000
164-10-228-60100	Operating Transfers Out	0	0	35,635	0	0
	Total Expenditures	59,080	177,500	79,544	64,400	64,400
	Net Fund Cost	61,227	-48,815	54,485	53,675	53,675

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Service Area #1 - Crowley						
160-10-225-10020	PROP TAX -CURRENT SECURED	158,283	159,200	165,219	159,700	159,700
160-10-225-14010	INTEREST INCOME	5,321	2,000	3,378	3,000	3,000
160-10-225-14080	REPEATER TOWER RENT	1,884	2,150	1,452	2,000	2,000
160-10-225-16215	COMMUNITY GARDEN FEES	60	350	220	200	200
160-10-225-16216	COMMUNITY WELLNESS PROGRAM FEES	593	1,000	205	500	500
160-10-225-17010	MISCELLANEOUS REVENUE	2,214	5,100	8,204	10,100	10,100
160-10-225-17050	Donations & Contributions	1,646	0	0	0	0
	Total Revenues	170,002	169,800	178,678	175,500	175,500
160-10-225-21100	SALARY AND WAGES	4,794	0	7,694	0	0
160-10-225-22100	EMPLOYEE BENEFITS	543	0	892	0	0
160-10-225-31200	EQUIP MAINTENANCE & REPAIR	783	0	114	0	0
160-10-225-31400	BUILDING/LAND MAINT & REPAIR	2,610	17,000	1,985	22,000	22,000
160-10-225-32000	OFFICE EXPENSE	86	500	411	500	500
160-10-225-32450	CONTRACT SERVICES	15,280	15,000	9,843	25,000	25,000
160-10-225-32500	PROFESSIONAL & SPECIALIZED SER	9,362	22,000	9,599	19,200	19,200
160-10-225-32950	RENTS & LEASES - REAL PROPERTY	3,265	2,000	1,501	1,025	1,025
160-10-225-33120	SPECIAL DEPARTMENT EXPENSE	2,122	3,800	10,924	3,800	3,800
160-10-225-33600	UTILITIES	3,640	3,000	3,180	3,000	3,000
160-10-225-53030	Capital Equipment >\$5000	4,900	0	7,902	0	0
160-10-225-60100	Operating Transfers Out	200,000	509,000	504,000	0	0
160-10-225-91010	CONTINGENCY	0	52,500	0	5,000	5,000
	Total Expenditures	247,384	624,800	558,045	79,525	79,525
	Net Fund Cost	-77,382	-455,000	-379,367	95,975	95,975

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Service Area #2 - Benton						
162-10-226-14010	INTEREST INCOME	2,207	1,100	2,265	1,000	1,000
162-10-226-16055	SPECIAL ASSESSMENTS	16,967	16,900	16,331	16,900	16,900
162-10-226-17010	MISCELLANEOUS REVENUE	2,352	0	0	0	0
	Total Revenues	21,527	18,000	18,596	17,900	17,900
162-10-226-30280	TELEPHONE/COMMUNICATIONS	0	0	2,512	2,600	2,600
162-10-226-31200	EQUIP MAINTENANCE & REPAIR	200	2,500	0	10,000	10,000
162-10-226-32000	OFFICE EXPENSE	168	200	45	200	200
162-10-226-32450	CONTRACT SERVICES	3,854	5,000	6,645	27,500	27,500
162-10-226-32500	PROFESSIONAL & SPECIALIZED SER	0	2,000	0	0	0
162-10-226-33120	SPECIAL DEPARTMENT EXPENSE	2,998	7,500	629	2,000	2,000
162-10-226-33600	UTILITIES	1,679	2,000	1,802	2,000	2,000
	Total Expenditures	8,899	19,200	11,632	44,300	44,300
	Net Fund Cost	12,628	-1,200	6,964	-26,400	-26,400

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Service Area #5 - Bridgeport						
163-10-227-10020	PROP TAX -CURRENT SECURED	50,461	46,725	52,316	46,000	46,000
163-10-227-14010	INTEREST INCOME	7,183	4,500	6,666	4,500	4,500
163-10-227-17010	MISCELLANEOUS REVENUE	4,968	0	4,850	0	0
	Total Revenues	62,612	51,225	63,832	50,500	50,500
163-10-227-32000	OFFICE EXPENSE	0	500	0	500	500
163-10-227-32450	CONTRACT SERVICES	8,785	18,000	5,245	18,000	18,000
163-10-227-32500	PROFESSIONAL & SPECIALIZED SER	1,240	28,000	1,420	28,000	28,000
163-10-227-33120	SPECIAL DEPARTMENT EXPENSE	1,785	39,500	0	40,000	40,000
163-10-227-33600	UTILITIES	693	1,500	683	1,500	1,500
163-10-227-53030	CAPITAL EQUIPMENT, \$5,000+	65,306	243,000	62,638	275,000	275,000
163-10-227-60100	Operating Transfers Out	6,058	13,000	0	13,000	13,000
	Total Expenditures	83,867	343,500	69,985	376,000	376,000
	Net Fund Cost	-21,255	-292,275	-6,153	-325,500	-325,500

CAMPGROUND FUND

DEPARTMENT 605

DEPARTMENTAL OVERVIEW

Provides a unique campground experience to constituents and visitors to Mono County. Facilities staff maintains the campground including roads around the campground, individual camp sites, as well as restroom facilities.

PROGRAMS AND SERVICES

The campground fund provides clean and comfortable camping in a rural setting with well-maintained camp spots as well as toilet facilities, trash service, bear boxes and fire rings at many of the individual sites. The campground has a creek meandering through it as well as access to Lundy Lake and a wonderful natural playground all within close proximity.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Not applicable.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Campgrounds	1E	Continue to add Bear Boxes (5) & (10) Fire Rings to Campsites.	Sucessfully install the bear boxes and fire rings in 2018 under budget of 10K.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Campground Enterprise Fund						
605-71-740-14010	INTEREST INCOME	721	600	795	700	700
605-71-740-16401	CAMPGROUND FEES	39,197	30,000	33,093	34,000	34,000
605-71-740-18100	Operating Transfers In	0	21,182	0	0	0
	Total Revenues	39,919	51,782	33,888	34,700	34,700
605-71-740-31400	BUILDING/LAND MAINT & REPAIR	9,347	16,500	11,545	16,500	16,500
605-71-740-32000	OFFICE EXPENSE	516	700	539	700	700
605-71-740-32450	CONTRACT SERVICES	15,355	19,000	11,482	19,000	19,000
605-71-740-32950	RENTS & LEASES - REAL PROPERTY	700	700	700	700	700
605-71-740-33119	TOT EXPENSES	4,075	5,000	4,113	6,500	6,500
605-71-740-72960	A-87 INDIRECT COSTS	2,247	1,037	778	1,244	1,244
	Total Expenditures	32,240	42,937	29,157	44,644	44,644
	Net Fund Cost	7,679	8,845	4,730	-9,944	-9,944

CAPITAL IMPROVEMENT PROGRAM DEPARTMENT 195

DEPARTMENTAL OVERVIEW

The Capital Improvement Program (CIP) represents Board-approved projects, or funds set aside for future projects, that each exceeds \$25,000. Once a project is approved and funded, the funds remain in the CIP fund until the project is complete. At completion, any remaining funds are returned to the original funding source, or staff requests close-out funding, if necessary.

PROGRAMS AND SERVICES

The Capital Improvement Program provides a budget and a tracking system for projects that exceed the capitalization threshold.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

New Roof for Bridgeport Museum \$45,000

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Capital Improvement Program	1E	Implement 5 year CIP Program	Program is in place this fiscal year.	No
Capital Improvement Program	1E	Complete Fire Water Tanks Benton & Chalfant.	Complete under budget of \$25,000.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Capital Improvement Projects						
190-18-725-15900	OTH: OTHER GOVT AGENCIES	309,397	0	0	0	0
190-18-725-17050	DONATIONS & CONTRIBUTIONS	400	0	300	300	300
190-18-725-18100	OPERATING TRANSFERS IN	213,558	1,022,261	708,730	0	0
	Total Revenues	523,355	1,022,261	709,030	300	300
190-18-725-31400	BUILDING/LAND MAINT & REPAIR	6,173	21,910	44	26,411	26,411
190-18-725-32500	PROFESSIONAL & SPECIALIZED SER	184	0	0	0	0
190-18-725-52011	BUILDINGS & IMPROVEMENTS	161,651	1,134,198	664,182	387,124	387,124
	Total Expenditures	168,008	1,156,108	664,226	413,535	413,535
	Net Fund Cost	355,347	-133,847	44,803	-413,235	-413,235

Public Works
Facilities
DEPARTMENT 100-729

DEPARTMENTAL OVERVIEW

The facilities division is responsible for maintenance on all County Facilities including parks, buildings, cemeteries, campgrounds and airports. The facilities division is also responsible for numerous capital improvement projects, energy efficiency projects, as well as ADA accessibility projects.

PROGRAMS AND SERVICES

The facilities division has a plethora of programs and services which include State testing, reporting, and inspection requirements of all regional water systems, Fire suppression systems, as well as State mandated inspections of all elevators. We are also responsible for maintaining all HVAC, electrical, plumbing and irrigation systems. In addition, we do (seasonal) weekly inspections of playgrounds, quarterly inspections of Community Centers and existing facilities, and bi-annual maintenance and inspection of heating and cooling systems county wide. The aforementioned inspections also contribute to increased energy efficiency and cost savings as well as meeting the strategic priority of 4C implementing effective energy savings.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The purchase of two commercial lawn mowers for \$35,000.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
PW/Facilities	1E	Install solar street lighting on the Walker Campus to improve safety for nighttime events with added bonus of zero environmental, energy impact.	Eliminate constituent complaints regarding inadequate lighting for community events.	No
PW/Facilities	1E	Complete installation of 10,000 gallon fire suppression water tanks for Benton & Chalfant.	Projects successfully completed under budget. Increases public safety with additional water for fighting fires.	No
PW/Facilities	4C	Assist community in Lee Vining with the Hess Park solar project.	Complete project with community under budget.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
County Buildings						
100-17-729-16090	LABOR REIMBURSEMENT/FACILITIES	42,086	10,000	2,214	0	0
100-17-729-17050	DONATIONS & CONTRIBUTIONS-FACILITIES	32	0	0	0	0
100-17-729-17180	Courthouse Construction Fund	0	0	9,045	0	0
100-17-729-17250	JUDGMENTS, DAMAGES & SETTLEMEN	0	0	400	0	0
	Total Revenues	42,118	10,000	11,659	0	0
100-17-729-21100	SALARY AND WAGES	784,713	812,495	676,364	914,129	823,749
100-17-729-21120	OVERTIME	1,405	750	316	750	750
100-17-729-22100	EMPLOYEE BENEFITS	546,202	572,538	483,968	256,329	201,140
100-17-729-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	205,026	205,026
100-17-729-22120	Employee Benefits - PERS (ER Portion)	0	0	0	215,936	215,936
100-17-729-30120	UNIFORM ALLOWANCE	2,376	5,500	2,857	5,500	5,500
100-17-729-30280	TELEPHONE/COMMUNICATIONS	59,902	76,300	53,343	65,600	65,600
100-17-729-30350	HOUSEHOLD EXPENSES	21,407	23,250	18,288	23,250	20,000
100-17-729-30500	WORKERS' COMP INS EXPENSE	102,940	123,137	92,353	74,177	74,177
100-17-729-30510	LIABILITY INSURANCE EXPENSE	54,306	66,103	49,577	92,869	92,869
100-17-729-31200	EQUIP MAINTENANCE & REPAIR	4,177	5,350	4,121	6,350	6,350
100-17-729-31400	BUILDING/LAND MAINT & REPAIR	138,413	187,750	87,724	187,000	187,000
100-17-729-31700	MEMBERSHIP FEES	890	1,700	1,095	1,700	1,700
100-17-729-32000	OFFICE EXPENSE	2,280	3,500	2,038	3,100	3,100
100-17-729-32010	Technology Expenses	1,350	4,511	4,511	10,802	10,802
100-17-729-32020	Technology Expense-Software Licenses	0	0	0	5,000	5,000
100-17-729-32450	CONTRACT SERVICES	260,879	314,250	254,421	316,250	316,250
100-17-729-32500	PROFESSIONAL & SPECIALIZED SER	5,066	7,950	7,682	9,950	9,950
100-17-729-32860	RENTS & LEASES-OTHER	1,426	5,000	1,101	4,000	4,000
100-17-729-32950	RENTS & LEASES - REAL PROPERTY	6,469	7,000	7,818	7,500	7,500
100-17-729-33010	SMALL TOOLS & INSTRUMENTS	6,935	9,100	7,915	8,700	8,700
100-17-729-33120	SPECIAL DEPARTMENT EXPENSE	3,450	3,700	3,450	3,700	3,450
100-17-729-33350	TRAVEL & TRAINING EXPENSE	535	3,450	0	3,250	3,250
100-17-729-33351	VEHICLE FUEL COSTS	29,667	45,000	24,557	35,000	35,000

**County of Mono
 Budget Summary
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 GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
100-17-729-33360	MOTOR POOL EXPENSE	56,460	84,769	73,764	88,512	88,512
100-17-729-33600	UTILITIES	303,334	346,750	277,823	340,000	340,000
	Total Expenditures	2,394,578	2,709,853	2,135,087	2,884,380	2,735,311
	Net County Cost	-2,352,460	-2,699,853	-2,123,428	-2,884,380	-2,735,311

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Criminal Justice Facility					
192-22-460-15415	St: SB844	0	25,000,000	0	25,000,000	25,000,000
192-22-460-15900	Oth: Other Govt Agencies	203,000	0	0	0	0
192-22-460-17040	In-kind Contributions	0	440,000	0	428,000	428,000
192-22-460-18100	Operating Transfers In	0	301,750	300,000	0	0
192-22-460-18150	Long Term Debt Proceeds	0	1,410,000	0	0	0
	Total Revenues	203,000	27,151,750	300,000	25,428,000	25,428,000
192-22-460-35210	Bond/Loan Interest	0	33,585	0	0	0
192-22-460-53022	Fixed Assets: Buildings	118,055	26,934,951	19,246	26,903,705	26,903,705
192-22-460-60045	Bond/Loan Principle Repayment	0	268,165	0	0	0
	Total Expenditures	118,055	27,236,701	19,246	26,903,705	26,903,705
	Net Fund Cost	84,945	-84,951	280,754	-1,475,705	-1,475,705

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	South County Facility Project					
193-18-725-18100	Operating Transfers In	0	150,000	150,000	0	0
	Total Revenues	0	150,000	150,000	0	0
193-18-725-32500	Professional & Specialized Ser	0	150,000	66,500	0	0
	Total Expenditures	0	150,000	66,500	0	0
	Net Fund Cost	0	0	83,500	0	0

PUBLIC WORKS
(Engineering Division)
DEPARTMENT 100-720

DEPARTMENTAL (or Division) OVERVIEW

The Public Works Engineering Division provides the engineering and project management expertise necessary to manage, plan, design, construct, and maintain roads, bridges, facilities, drainage structures, airports, solid waste, and other County infrastructure. The Engineering Division also provides land development services including subdivision map processing, improvement permit administration, and floodplain management. Residents, visitors, and businesses in Mono County rely on the infrastructure we maintain every day and it is essential for our high quality of life.

PROGRAMS AND SERVICES

The Engineering Division provides services funded by the following budgets:

- Public Works – This budget primarily funds engineering staff and overhead. Revenue is primarily from the General Fund with some grant reimbursement for labor and a small amount of fees.
- State and Federal Projects – This budget funds the 5-Year Road CIP which includes everything from asphalt maintenance projects to complete road rehabilitation project, bridge replacements, and safety projects. Revenue is almost exclusively from grants, especially SB 1 and the State Transportation Improvement Program.
- Airports – This budget is an enterprise fund for the operation and maintenance of Bryant Field and Lee Vining Airports. Revenue is from grants and a small amount of fees.
- Zones of Benefit/Countywide Service Area – This budget is for 9 separate funds that provide the following services:
 - Provide groundwater monitoring for Rimrock Ranch-Zone B
 - Provide snow removal and road maintenance for the following Zones of Benefit:
 - June Lake Highlands #1, Lakeridge Ranch #1, Osage Circle, Rimrock Ranch-Zone C, Rimrock Ranch-T37-49A, Sierra Meadows, Silver Lake Pines, White Mountain Estates Phase II
 - Provide Drainage Maintenance for Osage Circle and Premier Properties
- Disaster Fund – This budget was created specifically for repairs done to Crowley Lake Drive and a new bridge on Upper Summers Road that were washed out by snowmelt flooding in 2017-2018. Revenue is mostly from grants.
- Jail Project – This budget was created separately from the CIP budget because of its size (\$27,000,000). Revenue is mostly from grants.

A presentation listing some of the Engineering Division’s recent achievements was given to the Board of Supervisors on March 9, 2018.

This is an exciting and challenging time for the Engineering Division because there are several projects that are of a scope and scale not seen for a very long time, if ever, in Mono County. Right now, we are working on the following priorities that align with Strategic Priorities:

- New Jail in Bridgeport (\$27,000,000) with \$25,000,000 funded by jail revenue bonds.
- New South County Facility (estimated budget \$20,500,000)
- 5-Year Road Capital Improvement Program (CIP) (with projects totaling approximately \$15,000,000 over the next five years). The following projects are included in the State and Federal Projects budget for 2018-2019:
 - Eastside Lane Phase 1 – Construction (\$1,150,000 STIP)
 - Airport Road Rehabilitation – Environmental (\$31,000 STIP)
 - Systemic Safety Analysis Report – Engineering (\$45,000 SSARP)
 - County-Wide Fog Seal and Stripe Phase 2 – Construction (\$180,000 RMRA)
 - Mono City Slurry Seal & Dig-Outs – Construction (\$100,000 RMRA)
 - Benton Crossing Road Slurry Seal Phase 1 – Construction (\$400,000 RMRA)
 - South Landing Road Overlay – Construction (\$440,000 RMRA)
 - Hackney Drive/Shop Drive Rehabilitation – Construction (\$250,000 RMRA)
- Continuing day to day, ongoing services, including:
 - Airport Administration
 - ADA Task Force
 - Strategic Planning, Budgets
 - 5-Year CIP/Project Review Committee
 - LTC staff reports and budgets/OWP work elements
 - Filing and long-term records projects, Public Records Requests, Website updates
 - Land development oversight, LDTAC prep and research
 - Survey map processing, County Surveyor contract management, Archived map index
 - Building permit reviews - grading, encroachment, floodplain, and easements
 - Floodplain administration
 - Grading Permit Administration, Inspections
 - ZOB Administration

Additional staff capacity is required to deliver these projects. The proposed Public Works budget reflects an unusually large increase this year to hire the staff and consultants needed.

Please see the separate list of Strategic Tactics for Fiscal Year 2018-2019 goals.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Various expenses needed to support requested new staff.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Public Works - Engineering	5A, 5B, 5C, 5D	Increase capacity of existing teams by adding new staff and consultants to achieve the tactics below	Fill vacancies and onboard employees. Retain existing employees.	No
Public Works - Engineering	1B, 1E	Continue work on the New Jail project	This is a 5-year project. Need new schedule input from jail architect to know what is reasonable.	No
Public Works - Engineering	4A, 1E	Implement a solution for South County offices	?	No
Public Works - Engineering	1E, 3D	Implement the 5-Year Road CIP	Complete projects programmed for year 2018-2019.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Public Works						
100-17-720-16100	ENGINEERING SERVICES-PW	0	5,000	0	5,000	5,000
100-17-720-16240	LABOR REIMBURSEMENT	26,825	20,000	26,651	180,000	180,000
100-17-720-17150	MODERNIZATION/MICRO-GRAPHIC	0	5,000	0	5,000	5,000
	Total Revenues	26,825	30,000	26,651	190,000	190,000
100-17-720-21100	SALARY AND WAGES	441,758	588,168	413,643	797,905	650,185
100-17-720-21120	OVERTIME	282	0	-7	0	0
100-17-720-22100	EMPLOYEE BENEFITS	249,829	342,862	260,452	230,800	233,075
100-17-720-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	109,025	109,025
100-17-720-22120	Employee Benefits - PERS (ER Portion)	0	0	0	123,476	123,476
100-17-720-30280	TELEPHONE/COMMUNICATIONS	2,970	3,780	2,922	3,600	3,600
100-17-720-30500	WORKERS' COMP INS EXPENSE	13,322	17,864	13,398	11,878	11,878
100-17-720-30510	LIABILITY INSURANCE EXPENSE	3,461	3,431	2,573	3,527	3,527
100-17-720-31200	EQUIP MAINTENANCE & REPAIR	216	0	0	0	0
100-17-720-31700	MEMBERSHIP FEES	1,674	2,500	1,343	2,500	2,500
100-17-720-32000	OFFICE EXPENSE	6,205	5,020	4,303	4,718	4,718
100-17-720-32010	Technology Expenses	2,025	7,075	3,177	10,119	10,119
100-17-720-32020	Technology Expense-Software Licenses	0	0	0	7,860	7,860
100-17-720-32360	CONSULTING SERVICES	0	1,000	0	1,000	1,000
100-17-720-32450	CONTRACT SERVICES	3,107	3,110	8,839	57,000	57,000
100-17-720-32500	PROFESSIONAL & SPECIALIZED SER	1,730	25,000	24,394	20,000	20,000
100-17-720-32800	PUBLICATIONS & LEGAL NOTICES	93	250	0	0	0
100-17-720-32950	RENTS & LEASES - REAL PROPERTY	2,699	10,000	3,085	3,039	3,039
100-17-720-33120	SPECIAL DEPARTMENT EXPENSE	518	1,500	545	0	0
100-17-720-33350	TRAVEL & TRAINING EXPENSE	3,035	6,000	2,884	7,200	5,000
100-17-720-33351	VEHICLE FUEL COSTS	1,936	2,000	1,827	2,500	2,500
100-17-720-33360	MOTOR POOL EXPENSE	4,802	8,216	7,596	8,125	8,125
100-17-720-33601	UTILITIES-STREET LIGHTING	33,971	37,500	28,986	37,500	37,500
	Total Expenditures	773,632	1,065,276	779,959	1,441,772	1,294,127
	Net County Cost	-746,808	-1,035,276	-753,308	-1,251,772	-1,104,127

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
State & Federal Construction Funds						
181-31-725-14010	Interest Income	1,207	0	603	0	0
181-31-725-15043	St: Road Maint & Rehab per SB1 SHC 2032(h)(2)	0	690,000	273,348	1,649,073	1,649,073
181-31-725-15101	RSTP - Highway Safety Revenue	20,177	45,000	0	50,000	50,000
181-31-725-15170	ST: STIP-AID FOR CONSTRUCTION	0	43,053	43,053	1,181,000	1,181,000
181-31-725-15900	Oth: Other Govt Agencies	0	259,973	1,648	105,000	105,000
181-31-725-18100	OPERATING TRANSFERS IN	0	106,415	105,722	0	0
	Total Revenues	<u>21,384</u>	<u>1,144,441</u>	<u>424,374</u>	<u>2,985,073</u>	<u>2,985,073</u>
181-31-725-52010	LAND & IMPROVEMENTS	<u>23,654</u>	<u>1,263,413</u>	<u>275,141</u>	<u>2,706,397</u>	<u>2,706,397</u>
	Total Expenditures	<u>23,654</u>	<u>1,263,413</u>	<u>275,141</u>	<u>2,706,397</u>	<u>2,706,397</u>
	Net Fund Cost	<u>-2,270</u>	<u>-118,972</u>	<u>149,234</u>	<u>278,676</u>	<u>278,676</u>

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Disaster Assistance Fund						
179-10-001-14010	INTEREST INCOME	8,414	0	6,445	0	0
179-10-001-15095	ST: DISASTER RELIEF	0	590,350	246,631	0	0
179-10-001-15096	ST: DISASTER RELIEVE ADVANCE ADMININ	0	47,000	0	0	0
179-10-001-15806	Fed: FEMA Disaster Assistance	0	336,450	0	0	0
179-10-001-15900	Oth: Other Govt Agencies	0	0	55,678	0	0
179-10-001-17100	Insurance Reimbursement	244,751	0	0	0	0
	Total Revenues	253,165	973,800	308,754	0	0
179-10-001-32450	Contract Services	433,582	0	0	0	0
179-10-001-33120	Special Department Expense	0	0	2,352	0	0
179-10-001-52010	Land & Improvements	0	1,208,600	675,622	0	0
	Total Expenditures	433,582	1,208,600	677,974	0	0
	Net Fund Cost	-180,417	-234,800	-369,220	0	0

PUBLIC WORKS / MOTOR POOL
FLEET MAINTENANCE
DEPARTMENT 650

DEPARTMENTAL (or Division) OVERVIEW

To maintain vehicles for all departments as well as the North County pool fleet.

To oversee the purchase, maintenance and sale of all county vehicles and equipment.

PROGRAMS AND SERVICES

Fleet is advancing Mono County's goal to stay in CARB compliance by the monitoring / reporting Road equipment and replacing or repowering them when possible.

Insuring that vehicles go in for their recalls as required to maintain safety standards

The proper disposal of Public Works generated haz-mat material through licensed contractors.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

The purchase of: One 2018 Caterpillar Grader – \$360,000
One 2018 Chevrolet 9 passenger Van – 35,000 reimbursed by Behavioral Health
One 2018 Ford Truck and Seven 2019 Subaru foresters – 210,000
Five 2019 Chevrolet PPV Tahoe's - \$450,000
One 2019 Dodge 3500 Ambulance - \$235,000
One 2018 1-ton flatbed truck with dual drive - \$80,000

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Public Works / Fleet	1E	Research the feasibility of electric cars and charging stations	Purchase a test fleet of 3 electric cars to do comparative study of costs and possible savings.	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Motor Pool						
650-10-723-14010	INTEREST INCOME	7,317	5,000	10,764	8,000	8,000
650-10-723-16950	INTER-FUND REVENUE	385,862	702,415	623,812	713,055	713,055
650-10-723-16959	INTER-FUND REPLACEMENT REVENUE	385,862	702,415	623,812	713,055	713,055
650-10-723-17250	Judgments, Damages & Settlements	36,955	31,330	35,872	0	0
650-10-723-18010	SALE OF SURPLUS ASSETS	37,691	25,000	51,348	14,000	14,000
650-10-723-18100	OPERATING TRANSFERS IN	0	576,000	500,001	0	0
	Total Revenues	853,687	2,042,160	1,845,609	1,448,110	1,448,110
650-10-723-21100	SALARY AND WAGES	128,359	136,004	114,810	140,652	140,652
650-10-723-21120	OVERTIME	12	250	0	1,000	1,000
650-10-723-22100	EMPLOYEE BENEFITS	97,217	98,294	81,565	26,908	26,908
650-10-723-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	49,803	49,803
650-10-723-22120	Employee Benefits - PERS (ER Portion)	0	0	0	23,750	23,750
650-10-723-30120	Uniform Allowance	0	475	164	475	475
650-10-723-30280	TELEPHONE/COMMUNICATIONS	902	1,000	800	930	930
650-10-723-30500	Workers' Comp Ins Expense	924	1,422	1,067	1,709	1,709
650-10-723-30510	LIABILITY INSURANCE EXPENSE	13,396	14,513	10,885	15,343	15,343
650-10-723-31200	EQUIP MAINTENANCE & REPAIR	190,926	207,000	127,539	174,000	174,000
650-10-723-32000	OFFICE EXPENSE	474	700	234	700	700
650-10-723-32450	Contract Services	0	0	10,000	10,000	10,000
650-10-723-33010	SMALL TOOLS & INSTRUMENTS	159	200	0	1,000	1,000
650-10-723-33120	SPECIAL DEPARTMENT EXPENSE	46	500	0	12,500	12,500
650-10-723-33350	Travel & Training Expense	0	0	0	1,400	1,400
650-10-723-33351	VEHICLE FUEL COSTS	3,061	3,500	2,685	4,000	4,000
650-10-723-33600	UTILITIES	6,602	8,400	4,463	6,400	6,400
650-10-723-39000	DEPRECIATION EXPENSE	438,409	0	0	0	0
650-10-723-39005	CAPITAL ASSET OFFSET	-367,541	0	0	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
650-10-723-53010	CAPITAL EQUIPMENT: VEHICLES	185,700	687,455	600,915	0	0
650-10-723-53020	CAPITAL EQUIPMENT: CONSTRUCTION	239,071	350,000	313,214	0	0
650-10-723-53030	CAPITAL EQUIPMENT, \$5,000+	0	57,500	11,688	44,500	44,500
650-10-723-72960	A-87 INDIRECT COSTS	36,896	36,519	27,389	43,823	43,823
	Total Expenditures	974,613	1,603,732	1,307,418	558,893	558,893
	Net Fund Cost	-120,926	438,428	538,191	889,217	889,217

DEPARTMENT NAME
Road
DEPARTMENT 180

DEPARTMENTAL (or Division) OVERVIEW

Provide road maintenance on 684 miles of county roads. This includes snow removal during winter. Assist with special events and other Public Works projects.

PROGRAMS AND SERVICES

Road maintenance and repairs for approximately 200 miles of paved and approximately 500 unpaved miles of roadways across the County
Assist with special events and other Public Works projects.
Respond to emergency flooding, avalanches, mud slides etc. throughout the County
Provide snow removal to the Snow Park on Rock Creek Road
Issue permits, inspect and monitor encroachments on County roads.
Provide maintenance and snow removal for special assessment districts.
Avalanche monitoring for public safety and road closure information.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

Purchase of equipment for crack sealing County roads slated to be improved through State and Federal Construction.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Road	1E	Pavement management system, road striping and crack sealing	Lane miles completed	No
	2D	Installation of sand/oil interceptor at road shop locations throughout the County	Invest approximately \$20K-\$30K each Fiscal Year	No
	3E	Work in concert with other government agencies to improve wildlife habitat in Bridgeport and Long Valley	Projects will be completed as funding is available	No
	4B	County owned and operated Road Striping unit. We used contractors to do all road striping. Mobilization costs minimized lane miles we could complete each year. We now can stripe County Roads on our schedule. In concert with SB1 funding and projects to help defray costs and have a cleaner safer end product.	Lane miles striped or crack sealed prior to treatments	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Road Fund						
180-31-725-12090	ROAD PRIVILEGES & PERMITS	9,976	10,000	13,728	10,000	10,000
180-31-725-13010	VEHICLE CODE FINES	57,218	50,000	52,797	60,000	60,000
180-31-725-14010	INTEREST INCOME	9,780	0	6,804	0	0
180-31-725-15020	ST: HWY USERS TAX 2104	1,524,820	1,707,717	1,425,535	1,688,560	1,688,560
180-31-725-15042	St: Traffic Congestion Relief Loan Repay per SB1	0	0	112,949	112,949	112,949
180-31-725-15100	ST: RSTP - MATCHING FUNDS	329,725	329,725	0	329,725	329,725
180-31-725-15680	FED: FOREST RESERVE	258,471	258,000	285,309	250,000	250,000
180-31-725-15900	OTH: OTHER GOVT AGENCIES	59,462	7,000	0	5,000	5,000
180-31-725-16250	ROAD AND STREET SERVICES	80,974	85,000	61,832	80,000	80,000
180-31-725-16950	INTER-FUND REVENUE	345,453	350,000	281,385	350,000	350,000
180-31-725-17010	MISCELLANEOUS REVENUE	0	0	16	0	0
180-31-725-18010	SALE OF SURPLUS ASSETS	1,924	2,000	0	7,000	7,000
180-31-725-18100	OPERATING TR IN	850,000	650,000	650,000	522,033	522,033
	Total Revenues	3,527,802	3,449,442	2,890,355	3,415,267	3,415,267
180-31-725-21100	SALARY AND WAGES	1,259,312	1,453,491	1,071,195	1,451,702	1,451,702
180-31-725-21120	OVERTIME	53,798	54,050	17,560	54,050	54,050
180-31-725-22100	EMPLOYEE BENEFITS	882,997	1,106,355	879,393	369,922	369,922
180-31-725-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	347,510	347,510
180-31-725-22120	Employee Benefits - PERS (ER Portion)	0	0	0	402,264	402,264
180-31-725-30120	UNIFORM ALLOWANCE	14,733	15,700	10,784	15,200	15,200
180-31-725-30280	TELEPHONE/COMMUNICATIONS	13,677	13,000	9,707	13,000	13,000
180-31-725-30350	HOUSEHOLD EXPENSES	6,320	7,500	5,937	7,000	7,000
180-31-725-30500	WORKERS' COMP INS EXPENSE	45,837	93,648	70,236	138,349	138,349
180-31-725-30510	LIABILITY INSURANCE EXPENSE	134,778	190,467	144,935	197,470	197,470
180-31-725-31200	EQUIP MAINTENANCE & REPAIR	163,823	210,000	152,568	214,600	214,600
180-31-725-31400	BUILDING/LAND MAINT & REPAIR	0	250	0	250	250
180-31-725-31700	MEMBERSHIP FEES	45	135	60	0	0
180-31-725-32000	OFFICE EXPENSE	2,425	3,600	2,284	3,600	3,600
180-31-725-32010	Technology Expenses	2,475	9,267	9,267	20,557	20,557

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
180-31-725-32020	Technology Expense-Software Licenses	0	0	0	5,000	5,000
180-31-725-32450	CONTRACT SERVICES	17,899	46,700	19,414	47,500	47,500
180-31-725-32500	PROFESSIONAL & SPECIALIZED SER	2,125	2,700	2,155	2,700	2,700
180-31-725-32800	PUBLICATIONS & LEGAL NOTICES	0	75	0	0	0
180-31-725-32860	RENTS & LEASES - OTHER	2,331	5,400	2,234	5,400	5,400
180-31-725-32950	Rents & Leases - Real Property	0	2,500	620	2,500	2,500
180-31-725-33010	SMALL TOOLS & INSTRUMENTS	1,621	3,250	2,246	6,000	6,000
180-31-725-33120	SPECIAL DEPARTMENT EXPENSE	158,712	69,850	26,465	82,860	82,860
180-31-725-33350	TRAVEL & TRAINING EXPENSE	2,044	12,600	243	31,000	31,000
180-31-725-33351	VEHICLE FUEL COSTS	521,932	550,000	448,011	550,000	550,000
180-31-725-33360	MOTOR POOL EXPENSE	106,029	131,215	140,946	179,535	179,535
180-31-725-33600	UTILITIES	115,410	118,500	78,748	101,500	101,500
180-31-725-33699	INVENTORY DEPLETED/ADDED	-27,687	0	0	0	0
180-31-725-53030	CAPITAL EQUIPMENT, \$5,000+	0	37,500	0	37,500	37,500
180-31-725-60100	OPERATING TRANSFERS OUT	0	25,000	25,000	0	0
180-31-725-72960	A-87 INDIRECT COSTS	179,424	188,219	141,164	225,863	225,863
	Total Expenditures	3,660,059	4,350,972	3,261,172	4,512,832	4,512,832
	Net Fund Cost	-132,258	-901,530	-370,818	-1,097,565	-1,097,565

Local Economy

	Page	Appropriation	Total
Economic Development			
Economic Development	247	\$ 546,510	
Tourism	251	333,000	
Community Support Grants	252	20,000	
Fish Enhancement	254	50,000	
Fish and Game Fine Fund	256	<u>26,600</u>	<u>976,110</u>
Total			<u>\$ 976,110</u>

Economic Development

Economic Development Organizational Chart



Economic Development Economic Development 100-190

DEPARTMENTAL OVERVIEW

The Economic Development Department strives to enhance the year-round economic base of Mono County through job creation, by promoting tourism and implementing key initiatives that focus primarily on business retention and expansion, programs to assist small business, as well as new business attraction. The department serves as support staff to the Mono County Economic Development, Tourism and Film Commission, the Mono County Fish and Wildlife Commission, and oversees and administers the Fish Enhancement and Fish & Game Fine Fund programs.

PROGRAMS AND SERVICES

Marketing/Outreach – Promote Mono County as a viable place for business relocation and leverage gigabit broadband capacity as an asset/direct benefit for relocation strategy. Encourage and assist developers, investors and new business owners in navigating the county/town permit processes.

Workforce Services – Promote Mono County Workforce Services that administer state and federally funded programs which combine wage-paid work, jobs skills training, and supportive services to help individuals succeed in the workforce, and to help employers find effective solutions to their staffing needs.

Customer Service Training – Manage the Peak Performance Customer Service Training an online training course that teaches and encourages a countywide standard of excellent customer service.

Business Assistance – In partnership with the CSU Bakersfield SBDC, provide free business assistance to any business or start-up business in Mono County.

Business Training – Provide free social media and website raining to Mono County business.

Business Seminars – Provide training seminars for small business owners/managers/staff, local Chambers of Commerce members, non-profits, etc.

Economic Data Collection – Coordinate data reports for Mono County economic measurement that includes the Businesses Retention and Expansion Survey, Visitor Profile Study, Visa Credit Card Spending Study and County Economic Profile Report.

Tax Incentives – Coordinate and promote “California Competes Tax Credit” and other state programs by the Governor’s Office of Business and Economic Development.

Historical Societies Grand Fund – Implement and award the Historical Societies Grand Fund open to Mono County Historical Societies.

Community Arts Grant – Implement and award the Community Arts Grant open to Mono County nonprofit organizations.

Community Event Marketing Fund (CEMF) – Implement and award the Community Event Marketing Fund open to Mono County nonprofit organizations.

Co-working Space – In coordination with the Relocation Task Force and Mammoth Mountain Ski area assisted in promoting the new FORT co-working/networking space in the Sierra Center Mall and at Mammoth Mountain Main Lodge.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Economic Development & Tourism	3B, 3C	Strengthen Tourism sector by driving overnight visitation to Mono County, increasing Transient Occupancy Tax (TOT), supporting small business, job creation and communities.	Invest 1/12th of total TOT in strategic marketing initiatives with the goal of increasing TOT at the same pace -- or better -- as state travel trends	County Commitment
	3B, 3C	Build shoulder season business to support year-round workforce and sustainability for communities	Over the past 5 years, Fall Season (Q2) TOT has increased 52% and Spring Season (Q2) is up 22% -- the goal for FY18-19 is to keep pace with state travel trends	No
	3B, 3C	Grow international visitation in order to diversify our tourism base through co-operative sales programs with Mammoth Lakes Tourism, Tourism, Visit California, and Brand USA. Focus will be on emerging international markets, such as India, touted as the "next China"	Visa View credit card spending research, along with Visitor Profile Study will assist in tracking international markets; meet Visit California's projected growth, eg. 7% for India. Represent Mono County at IPW, largest international B2B travel/tourism marketplace	No
	3B, 3C	Improve and develop collaborative regional partnerships with US Forest Service, regional visitor centers, chambers of commerce, Friends of the Inyo, Bishop Chamber of Commerce, Mammoth Lakes Tourism, Yosemite Gateway Partners, CALED, Governor's Office of Business & Economic Development, Film Liaisons in California, CalTravel, Visit California, etc.	Staff will represent Mono County in various key organizations/agencies, attend 2-3 conferences, and work collaboratively on at least 2 regional projects or programs in FY18-19	No
	3B, 3C	Focus on the priority of developing and implementing Business Retention and Expansion programs that support local small business	1. Evaluate results from Business Retention & Expansion Survey which will inform strategies, programs, and measurements of success 2. Apply for USDA grant to provide free training and technical assistance for small businesses (working with Mammoth Lakes Chamber of Commerce) 3. Provide two educational opportunities, workshops or events for stakeholders in FY 2018-19	No
	3B, 3C	Develop and implement business attraction strategies targeted at existing visitor base, and the Outdoor Recreation, Tech, and Wellness space, and which leverage Digital 395 broadband capacity	1. Create "working remote" video series and visitor-targeted marketing campaign 2. Explore collaborative Accelerator/Incubator program with TOML, private sector, Inyo Mono Broadband Cons. 3. Track # of county business licenses issued annually 4. Hire professional consultant to determine optimum avenues for attraction outreach	No
Filming	3B, 3C	Promote Mono County as a film-friendly destination; expand contact base and outreach to film industry and location professionals	One commercial production generates an average local spend of \$25K; goal is to increase film permit #'s by 10%	No
Fish Enhancement	3A, 3C	Bolster fishing economy in Mono County through fish stocking and sustainable fishing practices	Monitor state fishing license sales; track total amount of fish planted in Mono County by all sources	No
Community Support Programs	2D, 3A, 3C	Assist community non-profits/organizations to provide specific programs, events, projects and services which contribute both to the visitor experience and to the quality of life for local residents	Each grantee or recipient of funding will provide a report on the success of their respective programs, project, purchase or initiative Monitor growth and success of seed events	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Economic Development						
100-19-190-16240	LABOR REIMBURSEMENT	2,016	5,000	0	1,000	1,000
	Total Revenues	2,016	5,000	0	1,000	1,000
100-19-190-21100	SALARY AND WAGES	217,772	223,428	185,426	239,299	239,299
100-19-190-21120	OVERTIME	0	2,500	455	0	0
100-19-190-22100	EMPLOYEE BENEFITS	163,008	185,450	160,341	54,267	54,267
100-19-190-22110	Employee Benefits - Health (Medical-Dental-Vision)	0	0	0	81,385	81,385
100-19-190-22120	Employee Benefits - PERS (ER Portion)	0	0	0	66,856	66,856
100-19-190-30280	TELEPHONE/COMMUNICATIONS	3,003	3,060	2,714	3,060	3,060
100-19-190-30500	WORKERS' COMP INS EXPENSE	2,614	4,265	3,199	5,128	5,128
100-19-190-30510	LIABILITY INSURANCE EXPENSE	3,139	3,567	2,675	3,832	3,832
100-19-190-32000	OFFICE EXPENSE	1,579	1,800	2,421	1,800	1,800
100-19-190-32010	TECHNOLOGY EXPENSE	1,480	3,782	2,952	3,891	3,891
100-19-190-32020	Technology Expense-Software Licenses	0	0	0	1,000	1,000
100-19-190-32450	CONTRACT SERVICES-ECOND	20,958	75,000	20,236	54,000	51,000
100-19-190-32500	PROFESSIONAL & SPECIALIZED SVCS	20,449	20,000	1,774	20,000	8,500
100-19-190-32950	RENTS & LEASES - REAL PROPERTY	14,793	16,258	14,792	16,429	16,429
100-19-190-33350	TRAVEL & TRAINING EXPENSE	9,586	10,000	5,458	10,000	5,000
100-19-190-33351	VEHICLE FUEL COSTS	1,259	1,700	948	1,500	1,500
100-19-190-33360	MOTOR POOL EXPENSE	3,247	4,813	2,790	3,563	3,563
100-19-190-70500	CREDIT CARD CLEARING ACCOUNT	0	0	347	0	0
	Total Expenditures	462,888	555,623	406,526	566,010	546,510
	Net County Cost	-460,872	-550,623	-406,526	-565,010	-545,510

ECONOMIC DEVELOPMENT

Tourism (105)

Community Support Programs (109)

DEPARTMENTAL OVERVIEW

The primary goal of the Economic Development Department is to strengthen the existing tourism sector which is the county's primary economic driver and generates \$581.6 million in direct local spending and provides a significant portion of local employment. The department staffs the **Economic Development, Tourism & Film Commission**, and also supports filming and works to bring productions to the region.

PROGRAMS AND SERVICES

The Tourism vision that Mono County becomes the premiere, year-round mountain vacation destination in the United States will be achieved by promoting the county's diverse outdoor recreational opportunities, scenic beauty, and natural wonders. The primary focus of the tourism strategy is to promote the "shoulder" seasons (fall, winter, spring), to grow international visitation in order to diversify the tourism base, as well as to incorporate a message of land stewardship and sustainable recreation as part of the brand. Collaboration with local, regional, state, national and international partners is also a key component to success.

The Tourism department's programs drive overnight visitation to Mono County as a whole, which generates revenue from Transient Occupancy Tax (TOT) and supports local small businesses, job creation, and our communities. Tourism marketing programs are funded by 1% of the total TOT revenues generated annually. For FY 2018-19, the marketing budget based on TOT projections is \$291,000.

Tourism marketing programs and strategic campaigns communicate the Mono County brand in numerous ways and include:

- The design and production of several Mono County/Eastern Sierra visitor guides
- MonoCounty.org website, Social Media platforms, television, print advertising, and consumer fishing and travel shows
- The promotion of Mono County to the film industry as a film-friendly destination
- The development of collaborative partnerships with local and regional agencies, eg. Mammoth Lakes Tourism, Bishop Chamber of Commerce, Visit California, High Sierra Visitors Council, Yosemite Gateway Partners, Eastern Sierra Interagency Visitor Center, US Forest Service, Friends of the Inyo, Film Liaisons in California Statewide, etc.
- Outreach to both established and emerging International markets
- Targeting niche markets
- Communication of sustainable tourism and stewardship education
- Conducting tourism and visitor profile research

COMMUNITY SUPPORT PROGRAMS

Community Grants are also administered by Economic Development. These grants and contributions have been in place for many years and now have a separate fund account called Community Support Programs. The initiatives include:

- **Community Event Marketing Fund** (\$30,000) – Assisting communities in marketing their local events outside the Eastern Sierra generates incremental TOT which positively impacts local business levels both now and in the future. Building successful events takes time so this request for continued funding is a longer-term investment. CEMF program is a foundational initiative that requires a multi-year commitment in order to see success.
- **Historical Societies Grant Fund** (\$6,000) – More than ever cultural tourism is an important piece of the industry, as the aging baby boomers increasingly head into retirement and more leisure travel. In the Economic Impact & Visitor Profile Study (2008), 21.5% of guests surveyed said that they would visit a museum while visiting Mono County. This translates to approximately 225,000 people annually. The grant allows new websites to be built, software to be purchased, and fundraising projects and events to take place. The assistance gives our county the opportunity to share our roots and our culture with visitors from around the world.
- **Performing & Visual Arts Grant Fund** (\$10,000) – This fund assists established non-profit Arts & Culture organizations in Mono County to implement eligible projects and programs related to Fine Arts. Mono County’s Arts organizations play an important role in providing quality programs for the community – that contributes both to the visitor experience and to the quality of life for local residents.
- **Trail Maintenance Grant** (\$27,500) – One of Mono County’s Strategic Priorities is to “invest in sustaining and maintaining public lands and outdoor recreation.” To support the usage on the local trail systems and growing visitation to the region, the maintenance of trails is of paramount importance. The collaborative arrangement between Mono County and Friends of the Inyo has allowed the provision of significant improvements to many key hiking trails in the region over the years.
- **Air Service Subsidy** (\$100,000) – Mammoth Lakes Tourism (MLT) requests annual county support for the Spring/Summer/Fall Air Service "Minimum Revenue Guarantee" (MRG). Air service is an important economic driver that provides access to and from Mono County for visitors, business owners, second homeowners and local residents. It attracts visitors from both domestic and international destination markets, which helps to diversify the tourism base. Air service is often a cornerstone factor in terms of decisions made by to work remotely, relocate or open a small business.
- **Youth Sports** (\$8,000) – Providing assistance to youth sports programs is an important community effort, and is a contribution the county has been proud to make for decades.

Department Name	Strategic Priority	Tactic	Measurement / Outcome / Output	Mandated?
Economic Development & Tourism	3B, 3C	Strengthen Tourism sector by driving overnight visitation to Mono County, increasing Transient Occupancy Tax (TOT), supporting small business, job creation and communities.	Invest 1/12th of total TOT in strategic marketing initiatives with the goal of increasing TOT at the same pace -- or better -- as state travel trends	County Commitment
	3B, 3C	Build shoulder season business to support year-round workforce and sustainability for communities	Over the past 5 years, Fall Season (Q2) TOT has increased 52% and Spring Season (Q2) is up 22% -- the goal for FY18-19 is to keep pace with state travel trends	No
	3B, 3C	Grow international visitation in order to diversify our tourism base through co-operative sales programs with Mammoth Lakes Tourism, Tourism, Visit California, and Brand USA. Focus will be on emerging international markets, such as India, touted as the "next China"	Visa View credit card spending research, along with Visitor Profile Study will assist in tracking international markets; meet Visit California's projected growth, eg. 7% for India. Represent Mono County at IPW, largest international B2B travel/tourism marketplace	No
	3B, 3C	Improve and develop collaborative regional partnerships with US Forest Service, regional visitor centers, chambers of commerce, Friends of the Inyo, Bishop Chamber of Commerce, Mammoth Lakes Tourism, Yosemite Gateway Partners, CALED, Governor's Office of Business & Economic Development, Film Liaisons in California, CalTravel, Visit California, etc.	Staff will represent Mono County in various key organizations/agencies, attend 2-3 conferences, and work collaboratively on at least 2 regional projects or programs in FY18-19	No
	3B, 3C	Focus on the priority of developing and implementing Business Retention and Expansion programs that support local small business	1. Evaluate results from Business Retention & Expansion Survey which will inform strategies, programs, and measurements of success 2. Apply for USDA grant to provide free training and technical assistance for small businesses (working with Mammoth Lakes Chamber of Commerce) 3. Provide two educational opportunities, workshops or events for stakeholders in FY 2018-19	No
	3B, 3C	Develop and implement business attraction strategies targeted at existing visitor base, and the Outdoor Recreation, Tech, and Wellness space, and which leverage Digital 395 broadband capacity	1. Create "working remote" video series and visitor-targeted marketing campaign 2. Explore collaborative Accelerator/Incubator program with TOML, private sector, Inyo Mono Broadband Cons. 3. Track # of county business licenses issued annually 4. Hire professional consultant to determine optimum avenues for attraction outreach	No
Filming	3B, 3C	Promote Mono County as a film-friendly destination; expand contact base and outreach to film industry and location professionals	One commercial production generates an average local spend of \$25K; goal is to increase film permit #'s by 10%	No
Fish Enhancement	3A, 3C	Bolster fishing economy in Mono County through fish stocking and sustainable fishing practices	Monitor state fishing license sales; track total amount of fish planted in Mono County by all sources	No
Community Support Programs	2D, 3A, 3C	Assist community non-profits/organizations to provide specific programs, events, projects and services which contribute both to the visitor experience and to the quality of life for local residents	Each grantee or recipient of funding will provide a report on the success of their respective programs, project, purchase or initiative Monitor growth and success of seed events	No

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
Tourism						
105-19-191-10100	TRANSIENT OCCUPANCY TAX - TOURISM	278,934	278,000	217,975	291,000	291,000
105-19-191-14010	INTEREST INCOME	1,588	500	1,331	500	500
105-19-191-15476	ST: DEPT OF PARKS & REC- TRAILS GRANT	16,988	3,750	0	0	0
105-19-191-16499	BOOKING FEE REVENUE	2,981	2,000	1,316	1,500	1,500
105-19-191-16500	FEES FOR ADVERTISING SPACE	33,805	35,000	32,595	40,000	40,000
105-19-191-17010	MISCELLANEOUS REVENUE	0	0	-11	0	0
105-19-191-17050	DONATIONS & CONTRIBUTIONS	0	0	2,664	0	0
105-19-191-18100	OPERATING TRANSFERS IN	104,162	110,410	47,860	15,000	0
	Total Revenues	438,458	429,660	303,730	348,000	333,000
105-19-191-30280	TELEPHONE/COMMUNICATIONS	39	200	0	500	500
105-19-191-31700	MEMBERSHIP FEES	3,225	3,225	2,300	3,225	3,225
105-19-191-32000	OFFICE EXPENSE	-593	5,818	3,893	5,276	5,276
105-19-191-32010	Technology Expenses	13,435	1,500	0	0	0
105-19-191-32020	Technology Expense-Software Licenses	0	0	0	27,000	27,000
105-19-191-32450	CONTRACT SERVICES	91,662	86,132	42,697	51,550	51,550
105-19-191-32500	PROFESSIONAL & SPECIALIZED SER	235,900	178,249	134,241	170,949	170,949
105-19-191-33120	SPECIAL DEPARTMENT EXPENSE	31,983	45,076	33,266	45,000	40,000
105-19-191-33350	TRAVEL & TRAINING EXPENSE	20,116	22,000	16,873	34,500	34,500
105-19-191-47010	CONTRIBUTIONS TO OTHER GOVERNMENT	10,000	10,000	0	10,000	0
105-19-191-47020	CONTRIBUTIONS TO NON-PROFIT OR	50,410	77,190	14,162	0	0
105-19-191-70500	CREDIT CARD CLEARING ACCOUNT	0	0	1,598	0	0
	Total Expenditures	456,178	429,390	249,029	348,000	333,000
	Net Fund Cost	-17,720	270	54,701	0	0

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Community Support Programs					
109-19-190-18100	Operating Transfers In	0	0	0	181,500	0
	Total Revenues	0	0	0	181,500	0
109-19-190-47020	Contributions To Non-Profit Or	0	0	0	181,500	20,000
	Total Expenditures	0	0	0	181,500	20,000
	Net Fund Cost	0	0	0	0	-20,000

Economic Development
Fish Enhancement
Fish Enhancement - 102

DEPARTMENTAL OVERVIEW

The Fish Enhancement Fund is used to bolster the fishing industry in Mono County – the second most popular visitor activity according to the Economic Impact & Visitor Profile Study completed in 2008. The department also serves as the primary support staff to the Mono County Fisheries Commission – a commission, comprised of seven appointed community members, which recommends fishing enhancement methods for promoting and enhancing the fishing industry in the Mono County.

PROGRAMS AND SERVICES

1. **Advisement to the Board of Supervisors** – Assist and advise the Mono County Board of Supervisors on issues relating to the proper and orderly propagation and conservation of fish and game, specifically with respect to enhancement and stocking programs, outreach and education, networking and development of partnerships with outside agencies.
2. **Enhance Fish Population** – Implement the most cost-effective way to enhance the fish population in Mono County in order to provide a quality fishing experience for anglers.
3. **Mono County Fish & Wildlife Commission** – Provide staff support to the Mono County Fish & Wildlife Commission and its mission of fish and wildlife enhancement, education, promotion & networking.
4. **Fish Stocking** – The Mono County Trophy Trout Stocking program optimizes the annual Board-approved budget to stock the maximum amount of fish in bodies of water throughout the county.
5. **Monitor Fish & Wildlife Issues** – Work closely with relevant government agencies such as the California Department of Fish & Wildlife on fish and wildlife issues, policies and regulations that support recreational fresh water fishing in California.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

**County of Mono
Budget Summary
for the 2018-19 Fiscal Year
NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Fish Enhancement					
102-19-192-14010	INTEREST INCOME	-133	0	-460	0	0
102-19-192-18100	OPERATING TRANSFERS IN	115,338	158,837	104,260	179,687	50,000
	Total Revenues	115,205	158,837	103,800	179,687	50,000
102-19-192-32000	OFFICE EXPENSE	61	100	63	100	0
102-19-192-32450	CONTRACT SERVICES	99,600	150,000	100,600	150,850	50,000
102-19-192-33120	SPECIAL DEPARTMENT EXPENSE	28,495	5,000	3,500	25,000	0
102-19-192-33350	Travel & Training Expense	0	3,737	0	3,737	0
	Total Expenditures	128,156	158,837	104,163	179,687	50,000
	Net Fund Cost	-12,951	0	-363	0	0

Economic Development
Fish and Game Fine Fund
Fish & Game Fine Fund - 104

Fish and Game Fine Fund

The Fish and Game Fine Fund is a statutory fund that is restricted to expenditures from the fish and game propagation fund and is subject to the provisions of Division 3 (commencing with Section 29000) of Title 3 of the Government Code. The Fish and Game Fine Fund is administered by the Economic Development department which is staff to the Mono County Fish & Wildlife Commission; all expenditures are approved by the Board of Supervisors.

PROGRAMS AND SERVICES

Ensure that expenditures from the Fish Fine Fund are focused on high priority projects for non-profit and/or governmental entities that are in alignment of the fish and game propagation fund and the provisions of Division 3 (commencing with Section 29000) of Title 3 of the Government Code.

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

**County of Mono
 Budget Summary
 for the 2018-19 Fiscal Year
 NON-GENERAL FUND BUDGET UNITS**

Account Number	Account Description	Actuals 2016-17	Budget 2017-18	Actuals 2017-18 (thru 5/29/18)	Requested 2018-19	Recommended 2018-19
	Fish & Game Propagation					
104-27-193-13030	FISH & GAME FINES	10,216	7,500	15,339	7,500	7,500
104-27-193-13051	FISH & GAME RESTITUTION	0	0	200	0	0
104-27-193-14010	INTEREST INCOME	149	100	178	100	100
	Total Revenues	<u>10,365</u>	<u>7,600</u>	<u>15,717</u>	<u>7,600</u>	<u>7,600</u>
104-27-193-33120	SPECIAL DEPARTMENT EXPENSE	8,901	7,600	0	26,600	26,600
	Total Expenditures	<u>8,901</u>	<u>7,600</u>	<u>0</u>	<u>26,600</u>	<u>26,600</u>
	Net Fund Cost	<u>1,464</u>	<u>0</u>	<u>15,717</u>	<u>-19,000</u>	<u>-19,000</u>

Position Allocation List

County of Mono, Position Allocation List, FY 2018-19

Department	Position Title	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/ Vacant
ANIMAL CONTROL	ANIMAL CONTROL PROGRAM COORDINATOR	\$48,812.00	\$59,332.00	1	1	F
ANIMAL CONTROL	ANIMAL CONTROL OFFICER I/II	\$33,703.00	\$43,041.00	3	3	F
ANIMAL CONTROL	ANIMAL SHELTER ATTENDANT	\$31,297.00	\$38,042.00	2	2	F
ASSESSOR	ASSESSOR		\$110,160.00	1	1	F
ASSESSOR	ASSISTANT ASSESSOR		\$101,494.00	1	1	F
ASSESSOR	APPRAISER III	\$65,647.00	\$79,795.00	1	1	F
ASSESSOR	APPRAISER II	\$59,473.00	\$72,290.00	1	1	F
ASSESSOR	CADASTRAL MAPPER/TRANSFER ANALYST	\$51,284.00	\$62,336.00	1	1	F
ASSESSOR	APPRAISER AIDE	\$50,033.00	\$60,815.00	1	1	F
ASSESSOR	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	1	1	F
ASSESSOR	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	1	1	F
ASSESSOR	TEMPORARY PART-TIME (ON-CALL)	\$17.12/hr		1	1	F
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH DIRECTOR		\$114,334.00	1	1	F
BEHAVIORAL HEALTH	FISCAL & ADMINISTRATIVE SERVICES OFFICER	\$68,971.00	\$83,834.00	1	1	F
BEHAVIORAL HEALTH	FISCAL TECHNICAL SPECIALIST III	\$44,222.00	\$53,752.00	1	1	F
BEHAVIORAL HEALTH	CLINICAL SUPERVISOR	\$72,462.00	\$88,079.00	1	1	F
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST III	\$65,647.00	\$79,795.00	1	0.8	F
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST I	\$53,880.00	\$65,491.00	3	3	F
BEHAVIORAL HEALTH	CASE MANAGER III-BILINGUAL	\$45,327.00	\$55,096.00	1	1	F
BEHAVIORAL HEALTH	CASE MANAGER I	\$39,086.00	\$47,509.00	2	2	F
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICE COORDINATOR	\$47,622.00	\$57,885.00	1	1	F
BEHAVIORAL HEALTH	MENTAL HEALTH SERVICES ACT COORDINATOR	\$60,960.00	\$74,097.00	1	1	F
BEHAVIORAL HEALTH	QUALITY ASSURANCE COORDINATOR	\$56,608.00	\$68,807.00	1	1	F
BEHAVIORAL HEALTH	ALCOHOL & DRUG COUNSELOR III	\$47,622.00	\$57,885.00	1	1	F
BEHAVIORAL HEALTH	ALCOHOL & DRUG COUNSELOR II	\$43,143.00	\$52,441.00	1	1	F
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	\$15.00/hr		2	0.2	F
BOARD OF SUPERVISORS	BOARD CHAIRPERSON		\$53,544.00	1	1	F
BOARD OF SUPERVISORS	BOARD MEMBER		\$49,308.00	3	3	F
CLERK/RECORDER	COUNTY CLERK/RECORDER/REGISTRAR		\$101,127.00	1	1	F
CLERK/RECORDER	ASSISTANT COUNTY CLERK/RECORDER		\$84,897.00	1	1	F
CLERK/RECORDER	SENIOR DEPUTY BOARD CLERK/ELECTIONS	\$56,608.00	\$68,807.00	1	1	F
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	1	1	F
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST III	\$44,222.00	\$53,752.00	1	1	F
CLERK/RECORDER	ELECTIONS ASSISTANT	\$20.44/hr		1	0.25	F
CLERK/RECORDER	ELECTIONS ADMINISTRATION ADVISOR/ANNUITANT	\$35.00/hr		1	0.25	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING OFFICIAL	\$78.26/hr		1	1	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR III	\$60,960.00	\$74,097.00	1	1	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR/PLAN CHECKER	\$56,608.00	\$68,807.00	1	1	F
COMMUNITY DEVELOPMENT-BUILDING	PERMIT TECHNICIAN	\$47,622.00	\$57,885.00	1	1	F
COMMUNITY DEVELOPMENT	ACCOUNTANT II	\$72,462.00	\$88,079.00	1	1	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST III	\$60,960.00	\$74,097.00	2	2	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST III/CODE ENFORCE	\$60,960.00	\$74,097.00	1	1	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST II/CODE ENFORCE	\$55,227.00	\$67,129.00	1	1	F
COMMUNITY DEVELOPMENT	PRINCIPAL PLANNER	\$67,289.00	\$81,790.00	1	1	F
COMMUNITY DEVELOPMENT	ASSISTANT PLANNER	\$50,033.00	\$60,815.00	1	0.48	F
COMMUNITY DEVELOPMENT	ADMINISTRATIVE SECRETARY PLAN COMMISSION	\$48,812.00	\$59,332.00	1	1	F
COUNTY ADMINISTRATION	COUNTY ADMINISTRATIVE OFFICER		\$173,400.00	1	1	F
COUNTY ADMINISTRATION	ASSISTANT COUNTY ADMINISTRATIVE OFFICER		\$122,400.00	1	1	F
COUNTY ADMINISTRATION	HUMAN RESOURCES DIRECTOR		\$114,444.00	1	1	F
COUNTY ADMINISTRATION	RISK MANAGER		\$85,680.00	1	1	F
COUNTY ADMINISTRATION	HUMAN RESOURCES GENERALIST	\$56,608.00	\$68,807.00	1	1	F
COUNTY ADMINISTRATION	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	1	1	F
COUNTY ADMINISTRATION	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	1	1	F
COUNTY COUNSEL	COUNTY COUNSEL		\$162,302.00	1	1	F
COUNTY COUNSEL	ASSISTANT COUNTY COUNSEL		\$127,920.00	1	1	F
COUNTY COUNSEL	DEPUTY COUNTY COUNSEL III		\$117,480.00	1	1	F
COUNTY COUNSEL	DEPUTY COUNTY COUNSEL II		\$107,063.00	1	1	F
COUNTY COUNSEL	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	1	1	F
DISTRICT ATTORNEY	DISTRICT ATTORNEY		\$152,352.00	1	1	F
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY		\$127,920.00	1	1	F
DISTRICT ATTORNEY	DEPUTY DISTRICT ATTORNEY III		\$117,480.00	2	2	F
DISTRICT ATTORNEY	CHIEF INVESTIGATOR		\$115,200.00	1	1	F
DISTRICT ATTORNEY	DISTRICT ATTORNEY INVESTIGATOR II		\$104,173.00	1	1	F
DISTRICT ATTORNEY	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	2	2	F
DISTRICT ATTORNEY	VICTIM/WITNESS ADVOCATE	\$20.00/hr		1	0.625	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT DIRECTOR		\$104,468.00	1	1	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT MANAGER		\$70,527.00	1	1	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT/TOURISM ASSISTANT	\$48,812.00	\$59,332.00	1	1	F
FINANCE	DIRECTOR OF FINANCE		\$145,656.00	1	1	F
FINANCE	ASSISTANT DIRECTOR OF FINANCE		\$106,121.00	1	1	F

County of Mono, Position Allocation List, FY 2018-19

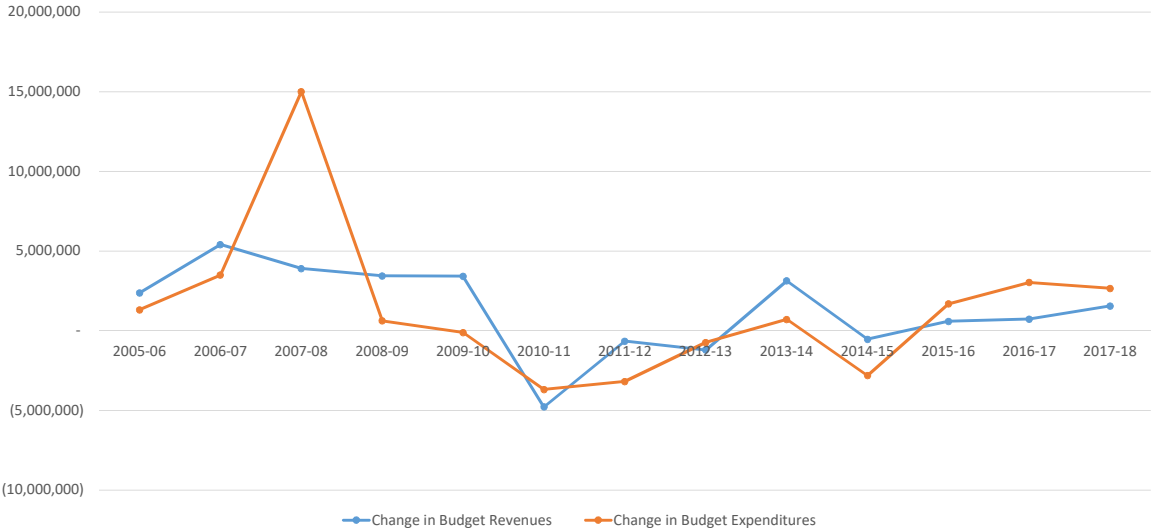
Department	Position Title	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/ Vacant
FINANCE	ASSISTANT DIRECTOR OF FINANCE		\$93,636.00	1	1	F
FINANCE	ACCOUNTANT I	\$62,484.00	\$75,950.00	2	2	F
FINANCE	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	4	4	F
FINANCE	FISCAL TECHNICAL SPECIALIST III	\$44,222.00	\$53,752.00	2	2	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY DIRECTOR		\$114,175.00	1	1	F
INFORMATION TECHNOLOGY	COMMUNICATIONS MANAGER	\$81,985.00	\$99,653.00	1	1	F
INFORMATION TECHNOLOGY	SYSTEM ADMINISTRATOR	\$76,131.00	\$92,538.00	2	2	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST III	\$72,462.00	\$88,079.00	1	1	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPEC III/ANNUITANT	\$38.40/hr		1	0.5	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST II	\$68,971.00	\$83,834.00	1	1	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST I	\$62,484.00	\$75,950.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYS SPECIALIST III	\$72,462.00	\$88,079.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYS TECHNICIAN III	\$51,284.00	\$62,336.00	1	1	F
PARAMEDICS	EMERGENCY MEDICAL SERVICES CHIEF		\$110,160.00	1	1	F
PARAMEDICS	ADMINISTRATIVE SERVICES SPECIALIST	\$55,500.00	\$67,464.00	1	1	F
PARAMEDICS	PARAMEDIC STATION CAPTAIN	\$56,724.00	\$68,928.00	4	4	F
PARAMEDICS	PARAMEDIC TRAINING OFFICER	\$54,252.00	\$65,952.00	1	1	F
PARAMEDICS	PARAMEDIC II	\$49,332.00	\$59,964.00	11	11	F
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN	\$34,920.00	\$42,432.00	7	7	F
PARAMEDICS	EMERGENCY MEDICAL TECH - RESERVE/ANNUITANT	\$19.61/hr		1	0.1	F
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN - RESERVE	\$11.99/hr		15	1.5	F
PROBATION	CHIEF PROBATION OFFICER		\$114,934.00	1	1	F
PROBATION	DEPUTY PROBATION OFFICER IV	\$56,292.00	\$66,804.00	2	2	F
PROBATION	DEPUTY PROBATION OFFICER I/II/III	\$42,696.00	\$63,240.00	4	4	F
PROBATION	JUVENILE PROBATION ASSISTANT & PROGRAM MGR	\$56,608.00	\$68,807.00	1	1	F
PROBATION	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	1	1	F
PROBATION	PROBATION AIDE II	\$41,856.00	\$49,668.00	1	1	F
PUBLIC HEALTH	PUBLIC HEALTH DIRECTOR		\$114,334.00	1	1	F
PUBLIC HEALTH	PUBLIC HEALTH OFFICER	\$105.00/hr		1	0.5	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH MANAGER		\$102,424.00	1	1	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH SPECIALIST III	\$64,046.00	\$77,849.00	3	3	F
PUBLIC HEALTH	CONTRACT ENVIRONMENTAL HEALTH SPECIALIST	\$44.00/hr		1	0.5	F
PUBLIC HEALTH	FISCAL & ADMINISTRATIVE SERVICES OFFICER	\$68,971.00	\$83,834.00	1	1	F
PUBLIC HEALTH	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	3	3	F
PUBLIC HEALTH	HEALTH PROGRAM MANAGER/PUBLIC HLTH NURSE	\$78,034.00	\$94,851.00	3	3	F
PUBLIC HEALTH	PUBLIC HEALTH NURSING PROFESSNL/ANNUITANT	\$44.00/hr		3	0.3	F
PUBLIC HEALTH	EMERGENCY PREPAREDNESS MANAGER	\$58,023.00	\$70,527.00	1	1	F
PUBLIC HEALTH	WIC PROGRAM DIRECTOR/REGISTERED DIETICIAN	\$58,023.00	\$70,527.00	1	1	F
PUBLIC HEALTH	WIC NUTRITION ASSISTANT-HP COORDINATOR	\$45,237.00	\$55,096.00	1	1	F
PUBLIC HEALTH	TOBACCO CONTROL PROGRAM COORDINATOR	\$58,023.00	\$70,527.00	1	1	F
PUBLIC HEALTH	COMMUNITY HEALTH OUTREACH SPECIALIST	\$48,812.00	\$59,332.00	1	0.8	F
PUBLIC WORKS-ENGINEERING/PROJECTS	COUNTY ENGINEER		\$126,023.00	1	1	F
PUBLIC WORKS-ENGINEERING/PROJECTS	SENIOR ENGINEER		\$104,040.00	1	1	F
PUBLIC WORKS-ENGINEERING/PROJECTS	ASSOCIATE ENGINEER I	\$81,985.00	\$99,653.00	1	1	F
PUBLIC WORKS-ENGINEERING/PROJECTS	ENGINEER TECHNICIAN III	\$64,046.00	\$77,849.00	1	1	F
PUBLIC WORKS-FACILITIES	PARKS & FACILITIES SUPERINTENDENT		\$98,397.00	1	1	F
PUBLIC WORKS-FACILITIES	PARKS & FACILITIES SUPERVISOR	\$62,484.00	\$75,950.00	1	1	F
PUBLIC WORKS-FACILITIES	MAINTENANCE LEADWORKER	\$46,460.00	\$56,473.00	2	2	F
PUBLIC WORKS-FACILITIES	MAINTENANCE CRAFTSWORKER	\$46,460.00	\$56,473.00	1	1	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORK ORDER TECHNICIAN	\$44,222.00	\$53,752.00	1	1	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORKER III	\$42,091.00	\$51,162.00	4	4	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORKER II	\$38,132.00	\$46,350.00	1	1	F
PUBLIC WORKS-FACILITIES	LEAD CUSTODIAN	\$36,295.00	\$44,117.00	1	1	F
PUBLIC WORKS-FACILITIES	CUSTODIAN III	\$32,881.00	\$39,967.00	2	2	F
PUBLIC WORKS-ROAD DEPT	ROAD OPERATIONS SUPERINTENDENT	\$84,034.00	\$102,144.00	1	1	F
PUBLIC WORKS-ROAD DEPT	FLEET SERVICES SUPERINTENDENT	\$68,971.00	\$83,834.00	1	1	F
PUBLIC WORKS-ROAD DEPT	ADMINISTRATIVE SERVICES SPECIALIST	\$56,608.00	\$68,807.00	1	1	F
PUBLIC WORKS-ROAD DEPT	FISCAL TECHNICAL SPECIALIST IV	\$48,812.00	\$59,332.00	2	2	F
PUBLIC WORKS-ROAD DEPT	INVENTORY AND PURCHASING TECHNICIAN	\$46,460.00	\$56,473.00	1	1	F
PUBLIC WORKS-ROAD DEPT	LEAD EQUIPMENT MECHANIC	\$52,566.00	\$63,894.00	1	1	F
PUBLIC WORKS-ROAD DEPT	EQUIPMENT MECHANIC III	\$47,622.00	\$57,885.00	2	2	F
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE SUPERVISOR	\$48,812.00	\$59,332.00	4	4	F
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE WORKER III	\$42,091.00	\$51,162.00	12	12	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERINTENDENT		\$89,364.00	1	1	F
PUBLIC WORKS-SOLID WASTE	FISCAL TECHNICAL SPECIALIST II	\$19.27/hr		1	0.46	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERVISOR	\$62,484.00	\$75,950.00	1	1	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE EQUIPMENT OPERATOR	\$46,460.00	\$56,473.00	2	2	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE MAINTENANCE WORKER	\$44,222.00	\$53,752.00	3	3	F
SHERIFF	SHERIFF-CORONER		\$146,484.00	1	1	F
SHERIFF	LIEUTENANT II		\$131,856.00	1	1	F
SHERIFF	SERGEANT	\$80,640.00	\$98,004.00	4	4	F

Appendices

BUILDING A FINANCIALLY RESILIENT MONO COUNTY

2018 Strategic Priority

BUDGET VARIATIONS



MINDSET

“We are what we repeatedly do.
Excellence, then is not an act, but a habit.”
Attributed to *Aristotle*

Financial resilience is a set of organizational **BEHAVIORS** that can, upon repetition and practice, establish a habitual pathway towards excellence in local government.

Joseph P. Case, County Administrator of Chesterfield County, VA

April 10, 2018

Building a Financial Resilient Mono County

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TOPICS

1. Sustainability vs Resiliency
2. Eight Characteristics of a Resilient Financial System
3. Building Blocks of Long-term Planning

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LETS REVIEW OUR DESTINATION *(from a finance point of view...)*



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WHAT DOES SUSTAINABILITY MEAN?

- Ability to maintain at certain level
- Conserve limited resources
- Avoid depletion
- Uphold and defend
- Survival strategies

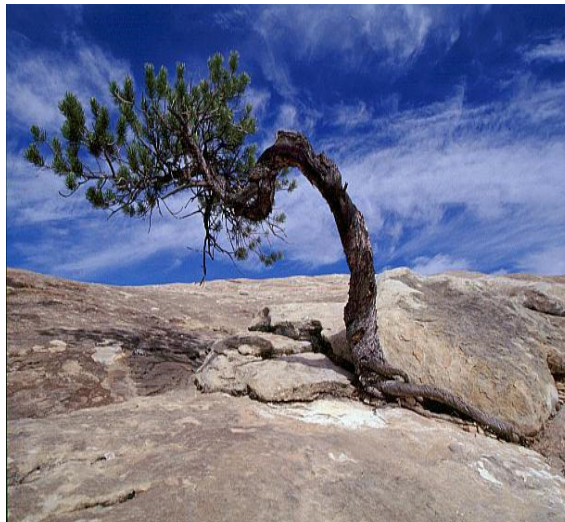
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WHAT DOES RESILIENCE MEAN?

- Spring back
- Toughness
- Elasticity
- Adapt and grow



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The ability to withstand acute shocks and chronic stress **WHILE** maintaining **AND** improving essential services **AND** recover quickly and effectively

GOVERNMENT FINANCE OFFICERS' ASSOCIATION
Definition of Financial Resilience

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Comparing Sustainability to Resilience

SUSTAINABILITY

- Plan a few years ahead
- Prepare for common threats
- Conserve
- Focus on priorities during recessions
- Getting back to where we were
- Building reserves

VS

RESILIENCE

- Plan ahead 5+ years
- Mitigate risk before threats
- High continuous quality of life
- Flexible to meet changing times
- Improve and add services during recessions
- Being better than we were before recession

ESSENTIAL CHARACTERISTICS OF A RESILIENT SYSTEM

1	DIVERSITY
2	REDUNDANCY
3	DECENTRALIZATION
4	TRANSPARENCY
5	COLLABORATION
6	FAIL GRACEFULLY
7	FLEXIBILITY
8	FORESIGHT

A SUSTAINABLE system is balanced but potentially brittle. A RESILIENT system not only survives shocks, it thrives even under conditions of adversity.

OUTCOME: BUILDING TRUST

TRANSPARENCY +
 ENGAGEMENT +
 PERFORMANCE +
 ACCOUNTABILITY +

TRUST

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1. DIVERSITY	Avoid a single point of failure or reliance on a single solution.	
Reduce reliance on General Fund	Operating subsidies (\$1.2+million in FY 2018) Charge GF staff time to projects Reaffirm policy to subsidize out-of-scope activities Adding new services only if they are self-sustaining	
Look beyond current revenues and expenditures	Long-term tax revenue impact from land use decisions Demographic trends affecting revenues and expenditures Escalating long-term liabilities (ie..pension)	
Diversity of funds	OPEB trust Pension stabilization fund Asset replacement reserve	Capital Project reserve Economic stabilization General reserve
Self-supporting internal service funds for internal processing departments	Motor pool Copier and postage (folding machine too!) Information Technology – hardware and services Communications (?) Radios (?)	
Mitigate and absorb risk	Safety policies to prevent accidents and injury Project management practices – scope creep, delays Vendor selection and pricing – competitive bidding	

2. REDUNDANCY	Avoid having only one path of escape or rescue
Focus on reserve levels across multiple funds	Have a reserve policy that designates the PURPOSE of each reserve DON'T use fund balance for operations Prohibit unsustainable uses of fund balance
Create reserves for specific purposes	Plan ahead for financing long-term projects (capital projects, equipment replacement, infrastructure rebuild) Stabilize against economic downturns Widely understood and agreed upon – TRUST ISSUE Transparency enhances credibility of reserve balances
Be specific about reserve rules	How much is enough? When is it OK to use it? How do we replenish?
Have multiple strategies	Short-term strategies (immediate, near term) long-term strategies (years) Revenue enhancements (taxes, fees, collections) Expenditure reductions (efficiencies, benefit sharing, vendor incentives)

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“Reserves must be taken seriously by all managers and officials, so prohibiting unsustainable uses of fund balance emphasizes the preservation of fund balance as the means of rescue from crisis situations.”

Quote from Shayne Kavanah, GFOA senior manager of research. “Building a Financially Resilient Government through Long-Term Financial Planning”

<h3>3. DECENTRALIZATION</h3>	<p>Centralized systems look strong, but failure is catastrophic.</p>
<p>Engage Departments to actively manage their budget structure – everyone takes responsibility for County finances</p>	<p>Each Department is responsible and accountable for their budgets – reverse hoard syndrome Expand Department responsibility to include long-term liabilities and capital projects, including maintenance costs for new facilities</p>
<p>Link budget allocations to program revenues and cost-effectiveness. Spend resources to create highest public value possible.</p>	<p>OpenGov platform for implementing priority-based budgeting concepts Establish base budgets, manage net cost and allocation of discretionary revenues Use performance measures to make budget decisions</p>
<p>Decentralized approach to financial planning. Everyone takes charge of our fiscal destiny.</p>	<p>Use cross-functional teams to identify, analyze and solve financial issues (ISSUES TEAMS) Involve department staff in financial modeling and forecasting Promote an innovative, creative-solving culture</p>
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<h3>4. TRANSPARENCY</h3>	<p>Make it easier to figure out where a problem may lie. Share plans and listen when people point out flaws.</p>
<p>Promote transparency in key areas</p>	<p>Goals and objectives Forecast assumptions Reserve standards Full-costing of services</p>
<p>Make sure we all know ...</p>	<p>What our goals and objectives are Why? What activities get us there</p>
<p>Report information about assumptions so others can evaluate them</p>	<p>Revenues trends Expenditures trends Non-financial (ie...property values, population, tourist visits, room rates)</p>
<p>Full-cost accounting for services and activities. Know and report on the cost of doing business.</p>	<p>Direct and indirect (overhead) costs How much does it really cost? Better informed decisions</p>
<p>April 10, 2018</p>	<p>Building a Financial Resilient Mono County 16</p>

5. COLLABORATION	Working together to become stronger.
Build elected officials' service priorities into the financial plan	Identify imbalances in the allocation of revenues to programs. Does the allocation match our priorities? Make the financial plan connect to service goals
Involve elected officials in the planning process	Incorporate strategic planning – confirm service goals Identify and confirm critical issues Recognize financial problems and enact solutions Flowchart the process
Give elected officials key indicators to know our financial conditions	Conduct an annual financial policy compliance review Quarterly GF dashboard update communicating changes in fiscal condition Identify – anticipate - trends

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6. FAIL GRACEFULLY	Failure happens. Make sure failure won't make things worse.
Recognize changing conditions in advance	Use forecasts and modeling (TOOLS) Perform environmental scanning Workforce planning and development (knowledge is a resource) Model alternative scenarios and develop strategies Reset financial parameters
Promote credibility and open dialogue	Open communications between Departments and Board – especially about financial conditions. Safe to talk. Foster innovation to develop correction action plans Think differently. Ie..current imbalance is an opportunity
Learn from and correct failure	Set measurable financial goals that are fact-based and data driven Diversify revenues and streamline operations Become leaner

<h2>7. FLEXIBILITY</h2>	<p>Be ready to change when plans aren't working. Don't expect stability.</p>
<p>Regularly diagnose the strategic environment</p>	<p>Constant monitoring – what works, when to change Performance measurement system - MEASURE Strategic diagnosis – consider strategic change cycle Reach out to stakeholders – reassess needs</p>
<p>Use financial models to show impact of changes</p>	<p>Scenario analysis – what impact does changing assumptions and financial strategies Cost / benefit analysis applied to alternatives</p>
<p>Evolve and adapt the financial planning process</p>	<p>Conduct a fiscal tune-up – prebudget activity Address new issues in advance Accommodate new stakeholders Identify new best practices of value to us</p>
<p>April 10, 2018</p>	<p>Building a Financial Resilient Mono County 19</p>

What happens to the life-cycle of our capital assets if annual maintenance is deferred. Does this shorten the life cycle and/or does it cost more to replace or maintain in the future?

Example of scenario modeling allowing for an informed decisions about deferring maintenance

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8. FORESIGHT	Think and prepare.
Develop effective forecasting techniques	Identify parameters – don't try to "predict" Involve others in forecasting – improves quality, better data Flexible scenario modeling – "what if..."
Build capacity with staff and elected officials for strategic diagnoses	Teach others about finance Promote realistic financial decision making Value human capital – knowledge, skills, experiences
Complement financial planning with other long-term plans	Connect long-term financial plans to department plans involving services and programs

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<h2 style="color: red;">BUILDING BLOCKS OF LONG-TERM FINANCIAL PLANNING</h2> <ul style="list-style-type: none"> • PLANNING: <i>adopt financial policies linking finance to operational decisions</i> • REFORM THE BUDGET PROCESS: <i>priority-based, focusing on cost effective programs and understanding citizen needs</i> • ADDRESS LONG-TERM LIABILITIES: <i>Identify all including personnel related debts. Be transparent in discussing.</i> • ACCOUNTABILITY: <i>performance management system for reducing waste and improving services</i> • INNOVATION: <i>process improvement and recognize need to reform</i>

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What happens when we become fiscally resilient?



**THE LOOK OF
FINANCIAL
SECURITY!**

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BUDGET POLICY

(Adopted May 2011)

INTRODUCTION

A budget policy is an adopted guideline that establishes goals for allocation of public resources in the manner best suited to the efficient provision of services to citizens and visitors present within the County. While not all of the goals may be achievable in the current year, the existence of such goals will serve to guide the Board of Supervisors in its decision-making.

The County of Mono has forged its budget policy out of the experiences of the last two decades, when expenditures grew considerably beyond the County's revenue capability. This resulted in layoffs, downsizing and service reductions throughout County government. It is recognized that maintaining a conservative budget approach and funding unfunded liabilities, whether maintenance of infrastructure/buildings or employee commitments, are vital to sound fiscal management.

I. GENERAL RESERVES

- A. Establish a general reserve in the amount of 5% to 15% of the average annual general fund expenditures.
- B. When the fiscal year budget permits, the Board shall consider placing remaining contingencies and a portion of the prior year fund balances in the general reserve until the maximum reserve of 15% of general fund expenditures is met.
- C. The general reserve will be carried forward in the budget from year to year. Except in cases of legally declared emergencies, the general reserve may only be established, cancelled, increased or decreased at the time the budget is adopted.

II. CONTINGENCIES

Establish an appropriation for contingencies at a minimum level of 1% of the budgeted general fund expenditures (but not to exceed 10% of total appropriations) in each fiscal year for opportunities and unanticipated expenditures. All expenditures from the contingency line item are at the discretion of the Board of Supervisors.

III. FUND BALANCES

Government Accounting Standards Board (GASB) Statement Number 54 requires the County to segregate fund balances into five basic categories. These categories are: Non-spendable Fund Balance (such as inventories or prepaid expenditures); Restricted Fund Balance (such as creditors, grant providers or contributors); Committed Fund Balance (to cover commitments the Board of Supervisors has made); Assigned Fund Balance (such as covering deficit fund balances); and Unassigned Fund Balance (everything not

BUDGET POLICY *(Adopted May 2011)*

included in the other types of fund balance). Unassigned Fund Balance is available for carry-over and use in preparing the next year's budget.

The Finance Director/Auditor-Controller shall be responsible for segregating each fund balance by category and amount and informing the CAO and the Board of Supervisors of the amount of Unassigned Fund Balance available for use in preparing the budget for the upcoming year.

IV. FISCAL MANAGEMENT

1. Maintain a conservative budgeting approach.
2. Annually consider reduction of long-term debt and elimination of negative fund balances.
3. Establish the level of cost recovery, including overhead, from various fees and services.
4. Review fees annually, establish actual costs and adjust and establish new fees as needed.

V. INFRASTRUCTURE

Consider contributions from the general fund, grants and state/federal allocations, annually or whenever available, for the improvement of county infrastructure. Work with building partners, including but not limited to the Mono County Free Library, the Administrative Officer of the Court, etc., to reduce County costs to maintain and improve the County infrastructure.

VI. NEW SERVICES

Add new services only when a need has been identified and when adequate resources for staffing and funding are demonstrably available in multi-year financial plans.

VII. FACILITIES

Plan for new facilities only if operating and maintenance costs for those facilities are fully recognized and taken into account in multi-year financial plans. Provide adequate routine maintenance each year to avoid the higher cost of deferred maintenance.

VIII. OPERATIONAL EFFICIENCIES

1. Provide County services in the most cost-efficient manner.
2. When program funding is cut or eliminated, reduce or eliminate the program accordingly unless mandated otherwise.

BUDGET POLICY

(Adopted May 2011)

3. Provide staffing levels that take into account multi-year needs, reasonable workload per employee and minimize the possibility of layoffs resulting from inadequate revenues.
4. For special projects or certain expertise in the short-term, utilize temporary employees (not to exceed 1,000 hours) and consultants.
5. Utilize community expertise on a voluntary basis as appropriate.
6. Ensure that fee-supported services are staffed appropriately to render the services for which customers have paid.
7. Work through partnerships, JPA's, and regional relationships to share costs for local programs whenever possible.

IX. EMPLOYEE DEVELOPMENT

Attract and retain competent employees for the County work force by compensating employees fairly (consistent with smaller rural counties), provide adequate training opportunities, ensure safe working conditions, and maintain a professional work environment.

X. ECONOMIC DEVELOPMENT

Achieve organized, sustainable community development for the communities and citizens of Mono County through the budget process by providing an expanded and diversified economic base while preserving our scenic beauty, open space, small town charm and historical assets.

XI. BUDGET FORMATION

- A. The County will utilize a "base-year" operating budget. A base year budget is defined as follows:
 - a. The same staffing levels and the same allocated classifications as prior year's adopted budget. Note: This includes budgeting for promotions within an allocated classification series.
 - b. The same level of supplies, materials and services as purchased in prior years, increased to account for known price increases.
 - c. Replacement, in-kind, of capital equipment not to exceed \$10,000

BUDGET POLICY
(Adopted May 2011)

- B. The County will utilize a process to approve additions over and above the “base-year” budget by considering a list of policy items. Policy items are defined as follows:
- a. Additional allocation of staff.
 - b. Reclassification of existing staff to higher classifications or salary range (other than promotions within approved series classifications).
 - c. Supplies, materials or services, \$1,000 above base year budget, excluding known price increases.
 - d. Any new capital equipment in excess of \$5,000 that are not replacement items.
 - e. Any capital improvement projects identified in the capital improvement project budget.
- C. The Board, CAO and Department Heads will consider both resources and priorities in determining which policy items will be funded.
- D. The County will strive to develop, consider and approve the County fiscal year budget consistent with the California Government Code schedule.
- E. The role of department heads will be to develop a department budget in a timely fashion and to submit the operating budget and policy items to the CAO and Finance Director.
- F. The role of the Finance Director will be to work with the department and consider departmental budgets for submission into the County proposed budget. The Finance Director will involve the CAO on both the expenditure and the revenue estimates for submission to the Board for approval.
- G. The Board will consider the budget and provide direction to staff.

Budget Glossary

Adopted Budget: The budget document formally approved by the Board of Supervisors after the required public hearings and deliberations on the Recommended Budget.

Appropriation: An authorization by the Board of Supervisors from a specific fund to a specific agency or program to make expenditures or incur obligations for a specified purpose and period of time. The budget contains many items of appropriation. These appropriations are limited to one year unless otherwise specified.

Budget Unit: Similar to sub-accounts within budgets; created for tracking expenditures or revenues which must be accounted for separately.

Capital Expenditures: Expenditures incurred for the improvement to or acquisition of land, facilities and infrastructure.

Capital Improvement Plan (CIP): A mid-range plan, usually four to ten years, which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan.

Contingencies: A budgetary provision representing that portion of the set aside to meet unforeseen expenditure requirements or to offset revenue shortfalls during the fiscal year. Contingencies may be budgeted for specific funds or groups of funds.

Debt Service: Annual principal and interest payments that local government owes on borrowed money.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises (e.g. water, gas and electric utilities; airports; parking garages; or transit systems). The governing body intends that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditures: Actual spending of funds authorized by an appropriation.

Fee for Services: Fees charged for certain services provided to citizens and other public agencies. Examples of these fees include: planning and public works services such as sale of plans and specifications and blueprints, and plan or map check fees; park facilities usage including camping, parking and picnic area usage; document recording services, certified copies of vital statistics; animal services such as vaccination and impound fees.

Final Budget: The Adopted Budget adjusted by all revisions throughout the fiscal year as of June 30.

Fiscal Year (FY): A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The County of Mono's fiscal year is July 1 through June 30.

Full Time Equivalent (FTE): In concept, one person working full-time for one year. A normal fiscal year equals 2,080 staff hours. Two workers, each working half that number of hours, together equal one staff year. County salaries and benefits costs are based on the total number of FTEs approved in each budget unit.

Fund: A fiscal and accounting entity in which cash and other financial resources, all related liabilities and equities or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations. Funds may contain one or more budget units.

Fund Balance: The amount of dollar resources remaining in a fund at year's end. Usually this is the difference between total expenditures and total resources of a fund.

Budget Glossary

Fund Balance Types:

- **Nonspendable Fund Balance:** Amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact.
- **Restricted Fund Balance:** When constraints placed on the use of the resources are either (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation.
- **Committed Fund Balance:** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Board of Supervisors. These committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit these amounts.
- **Assigned Fund Balance:** Amounts that are constrained by the Board's intent to use the funds for specific purposes, but are neither restricted nor committed.
- **Unassigned Fund Balance:** The residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

General Fund: The County's primary operating fund, which is used to account for all financial resources, except those required to be accounted for in another fund.

Generally Accepted Accounting Principles (GAAP): The uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statement of an entity.

General Purpose Revenue: Revenue derived from sources not specific to any program or service delivery that may be used for any purpose that is a legal expenditure of County funds. Examples of General Purpose Revenue include property taxes, sales taxes, transient occupancy taxes, court fines, real property transfer tax and miscellaneous other sources. There are no restrictions as to the use of these monies - often referred to as discretionary revenue.

General Reserve: A reserve established to address unforeseen catastrophic situations. The general reserve can only be established or adjusted during the annual budget adoption process and is not available except during a legally declared emergency. Generally accepted accounting principles (GAAP) and Mono County policy provide that a local government should maintain a general reserve between 5% and 15% of expenditures.

Goal: A long-term organizational target or direction of development. It states what the organization wants to accomplish or become over the next several years. (Bryson)

Government Finance Officers Association (GFOA): An organization comprised of government accounting and finance professionals throughout the United States and Canada, whose goals include but are not limited to improving financial management practices and encouraging excellence in financial reporting and budgeting by state and local governments.

Internal Service Fund (ISF): A proprietary type fund used to account for the financing of goods or services provided by one department to other departments of the County, or to other governmental units, on a full cost-reimbursement basis, including replacement of capital.

Maintenance of Effort (MOE): Occasionally required by state law or by an initiative, it requires the county to maintain a designated base level of spending, usually in order to receive additional revenues.

Mandate: A requirement from the State or federal government that the County perform a task, perform a task in a particular way, or perform a task to meet a particular standard.

Mission: What the County is striving to do over a continuous period of time; its organizational purpose.

Net County Cost: Budgeted appropriations less estimate of revenue anticipated. The amount of General Fund dollars needed to balance the proposed budget.

Objective: A measurable target that must be met on the way to attaining a goal. A statement of anticipated accomplishment, usually measurable and time bound.

Budget Glossary

Operating Transfers: Operating transfers result when one fund provides a service on behalf of another fund or when one fund transfers revenues to fund expenditures in another fund. The providing fund budgets the amount required by the other fund in the "Operating Transfer Out" expenditure account. The receiving fund budgets the amount in one of the "Operating Transfer In" revenue accounts.

Realignment Funds: These funds come from vehicle license fee and sales tax revenue collected by the state and allocated to counties. The funds are a "backfill" of the loss of state General Fund support or a shift of program responsibility from the state to the county for health, social services and youth corrections.

Recommended Budget: The budget document developed by the CAO and county departments and formally approved by the Board of Supervisors to serve as the basis for public hearings and deliberations prior to the de-termination of the adopted budget.

Requested Budget: The budget as submitted and requested by the division, department or district.

Reserves: A portion of fund equity that is set aside and not appropriated or spent, or that is legally or contractually restricted for a specific future.

Revenues: Amounts received from taxes, fees, permits, licenses, interest earnings and intergovernmental sources.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Usually eligible expenses are very specific and known to a reasonable degree of accuracy.

Strategic Goal: A long-term organizational target or direction of development. The established long range priorities that the organization strives to achieve.

Unreserved/Undesignated Fund Balance: The portion of fund balance that is available for financing the budget requirements for a current or future fiscal period. Also known as spendable fund balance.

Budget Glossary

ABBREVIATIONS

- CAO:** Chief Administrative Officer
- CDBG:** Community Development Block Grant
- CSA:** County Service Area
- CSAC:** California State Association of Counties
- CSS:** Department of Child Support Services
- CWS:** Child Welfare Services
- FEMA:** Federal Emergency Management Agency
- FY:** Fiscal Year
- GAAP:** Generally Accepted Accounting Principles
- GASB:** Governmental Accounting Standards Board
- GFOA:** Government Finance Officers Association
- GIS:** Geographic Information System
- IHSS:** In-Home Supportive Services
- ISF:** Internal Service Fund
- IT:** Information Technology
- NACO:** National Association of Counties
- OES:** Office of Emergency Services
- OPEB:** Other Post Employment Benefit
- TOT:** Transient Occupancy Tax
- VLF:** Vehicle License Fees