



COUNTY OF MONO

P.O. BOX 696, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5410 • FAX (760) 932-5411

Jim Leddy
County Administrative Officer

June 11, 2014

TO: The Mono County Board of Supervisors

FROM: Jim Leddy, County Administrative Officer
Leslie Chapman, County Finance Director

RE: Fiscal Year 2014-2015 Budget Workshops

Dear Board Members:

Since 2008-2009, faced with the continuing fiscal challenges caused by the recession, Mono County appears to be emerging from straining times and is attempting to move in a new direction. Financial factors have impacted our workforce by requiring them to do more with less, reduced our investment in innovation, and mandated triage actions rather than long term planning. This situation still exists. As this financial data shows us, we still lack the capacity for meaningful change in our organization and we have work to do. Clearly, we have the unwavering dedication of high quality employees who deliver the best services that resources allow. However, we are at a crossroads where we must decide what we will do and not do.

Mono County has chosen the process of change at every level of the organization. From each employee, to the Board and including the public, we are investing the time and energy to make this the best Mono County imaginable and we will be. However, at this time, we still lack the needed capacity to accomplish this.

The budget information before the Board demonstrates that we could get by another year by cutting and asking more of our remaining workforce yet we lack the resources to invest in strategic needs. The Budget picture before the Board is balanced in a way that gives us no capacity to change. So now, we choose how we build that capacity.

In 2013-2014, our County government began to change how we do business. Transparency and accountability have increased and employee innovation has been unleashed. The Strategic Planning process is well underway. It is in that context that the FY 2014-2015 Proposed CAO Budget will be presented.

This Budget information shows our challenge clearly – we have to cut to balance; we need more resources to invest in the highest return. This is a document that balances the tension of our current fiscal situation with our required work to improve. Our departments have sought ways to provide status quo services with less resources, and because of that, our employees continue to sacrifice. We are at a crossroad where we cannot keep simply reducing without surrendering our service levels.

As it stands today, the Budget totals \$65.995 million with a General Fund component of \$35.153 million. It funds 281.22 filled Full Time Equivalents. It barely invests in our roads, focuses less on smart public safety services, does not provide for strengthening economic development, and environmental stewardship efforts. It would maintain responsiveness from its government yet not foresight.

With this spending plan, we would meet all state and federal mandates and we have attempted to address public feedback from town halls across the County. Unlike any previous budget discussion, this one has dozens of new employee generated ideas that are being reviewed, and where feasible, implemented.

This Budget information lacks at its core the resources for three things:

- **The ability to Invest in Strategic Planning** – The strategic planning effort started by the Board is now being advanced by our employees to guide and improve County services, focus investments and strengthen Mono County through an informed dialogue with the community, yet this budget does not currently have resources to truly support it;
- **The Capacity to Increase Accountability through transparency and understanding of County services** – We are continuing the public budget process with quarterly reviews and looking to invest in a system for enhanced transparency of Board meetings to communicate what, why, and how we serve the community;
- **Strengthen our workforce** – The County is a service organization whose public services are due to our committed employees. We have fewer resources to support professional development, training, and recognition, of all employees.

Where possible, the departments requested budgets and the CAO Recommended Budget align. Yet both are built in the context that we can still do everything with less as opposed to focusing on the most important things. The CAO Recommended works to close the gap and free up resources for investment yet there is still more need.

The preliminary Recommended Budget is balanced using reductions in expenses, unexpected property tax revenue, and workforce reductions due to the voluntary separation incentive program for employees to choose to leave. It will not give us the resources to continue needed transformation of Mono County government. The choice now before us is to commit fully to a different model: not one that scrapes by, but one that makes hard choices and puts resources in those areas that are the highest value to the community. Once that choice is made, we will need resources for infrastructure, economic development and innovation along with continued discipline on spending and thoughtfulness on every decision. We will have to cut some things in order to put money into others because we cannot have all things.

As part of the needed cultural change underway in Mono County, employees have been actively participating in various forums to bring forward innovative ideas. The Mono Innovation Groups have created a vast series of proposals (Appendix E). These ideas are being reviewed at all levels and where feasible, implemented with the goals of improving services, reducing costs and freeing up staff capacity.

In addition, the new monthly employees' roundtable (formerly Coffee with the CAO) discussions are part of our new communications among employees. Information exchange is critical and opening up to new ideas and providing as many forums as we can which is the hallmark of a stronger organization. These efforts will continue to yield results.

Last year we recommended moving up the Budget year to better align with the legal Fiscal Year. This year we made a tremendous step forward as the Budget Town Halls and Budget workshops were held in May and June. Budget adoption will occur toward the end of the accrual period when we have more finalized financial data.

This increased focus on Budget by staff and the Board has increased our accountability to the public. More information and details are available and the County continues community engagement efforts. In FY 2014-2015, the Board will host Board meetings beyond Bridgeport and Mammoth Lakes. This supports our organizations goals of being transparent and accountable and reflects a crucial investment in our community.

The Recommended Budget is a choice: one that attempts to Band- Aid funds crucial to services and address long-term liabilities.

We want to thank the departments, their fiscal staffs, and the hard working employees of the entire County family that have helped shape this Recommended Budget for your consideration. Thank you to our employees who bring the Budget to life and for their unwavering public service to the residents and visitors of Mono County. It is their commitment, which ensures the foundation of this thriving community.

What follows this introduction is the best data available at this time. We look forward to the Board and public discussion.



Jim Leddy,
County Administrative Officer



Leslie Chapman,
County Finance Director

Mono County Budget Overview

The Mono County Recommended Budget is comprised of several Funds:

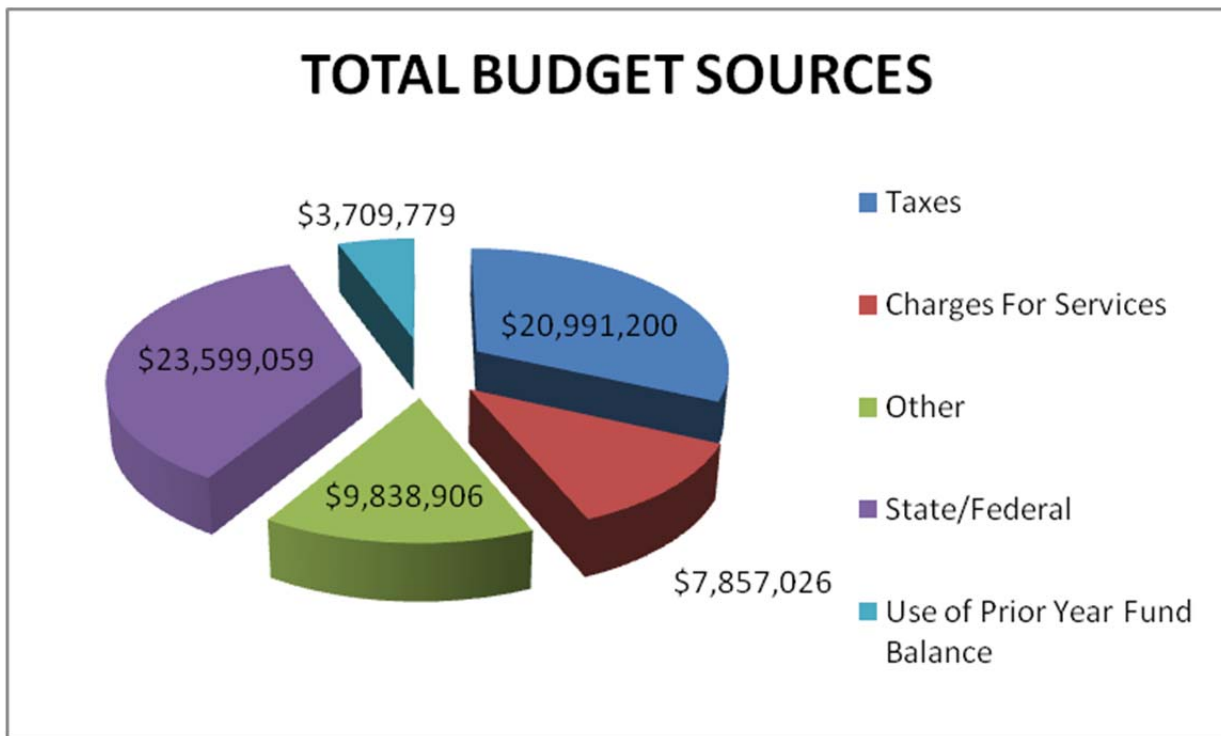
- 1) The **General Fund**, which is primarily, comprised of:
 - a) Property, sales and tourism taxes;
 - b) Charges for services (fees),
 - c) Some state and federal revenues, and;
 - d) Use of prior year fund balance.

The GF is approximately 53% of the Total Budget.

- 2) All other funds come from special restricted revenues and are primarily from state and federal funds for specific programs and services. All other funds represent 47% of the Total Budget.

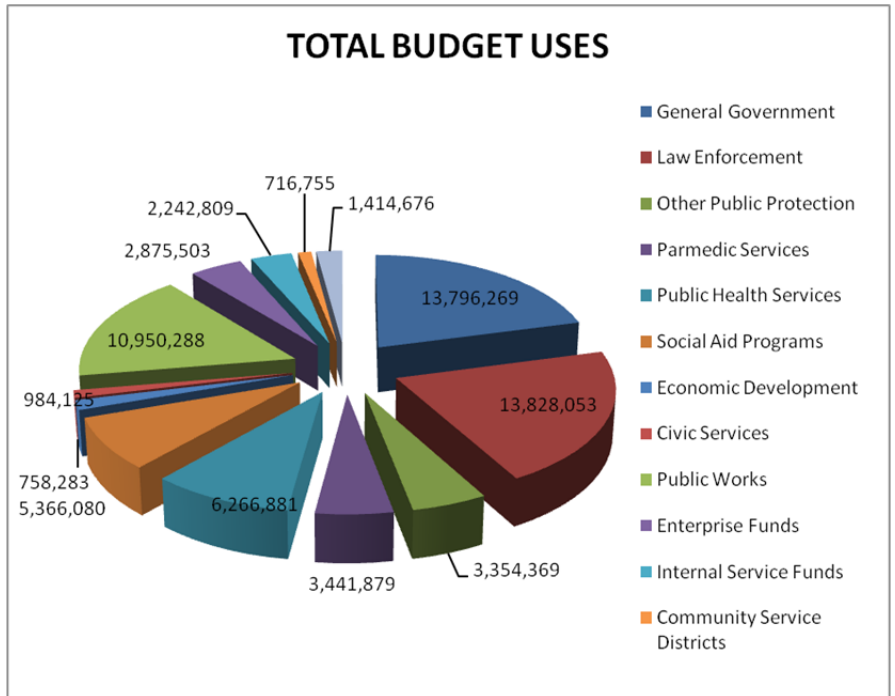
The Recommended FY 2014-2015 Total Budget is funded from several sources including:

- 32% from Property, Sales and Tourist taxes;
- 12% from Charges for Services;
- 15% from Other sources;
- 36% from State/Federal revenues;
- 5% from use of Prior year Fund Balances.



FY 2014-2015 FY Total Recommended Budget Overview – The Total Budget includes all sources and is how all county services are provided. The Total Budget has all state and federal funds for state and federal programs that counties must administer.

- **20.95% for Law Enforcement** – Sheriff’s Department, Jail, District Attorney, Probation;
- **16.59% for Public Works** which includes roads, county buildings and facilities, and motor pool;
- **20.90% for General Government** –Board of Supervisors, County Administration, Finance, Assessor, County Counsel, Information Technology, Fund for Contingencies;

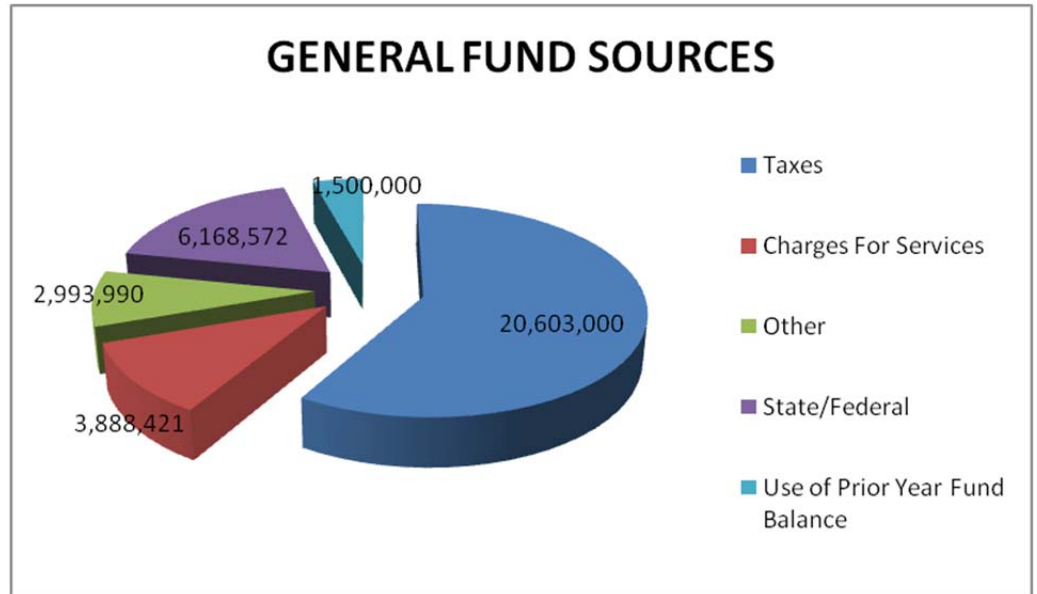


- **9.50% for Public Health Services** – Behavioral (Mental) Health and medical services for unserved;
- **8.13% for Social Aid Programs** – Social Services; Child Welfare; Economic Assistance; Job Training/Workforce Investment; Medi-Cal eligibility; Cal Fresh;
- **5.22% for Paramedic Services;**
- **4.36% for Enterprise Funds** (administered within departments but created to be self-sustaining funds) which include Solid Waste, Cemeteries and Airports;
- **1.09% for Community Service Areas (CSAs)** – Special Districts to provide particular services to specific communities;
- **1.49 %for Economic Development** – Economic Development staff; Tourism marketing; Fisheries Commission; support of local non-profits;
- **1.15% for Civic Services** – Elections, Clerk/Recorder;
- **2.14% for Capital Improvements** – Parks, County buildings, accessibility projects and other public infrastructure;
- **3.4% for Internal Service Funds** – Office equipment (computers and copiers) and insurance

The General Fund

The FY 2014-2015 Proposed CAO Recommended Budget General Fund -- The General Fund is a subset of the Total Budget and is primarily funded by:

- Local tax sources = 58.61%;
- Charge for services = 11.06%;
- Other Misc. revenue = 8.52%
- State and federal revenues = 17.54%
- Prior year (Carry Over) funds = 4.27%



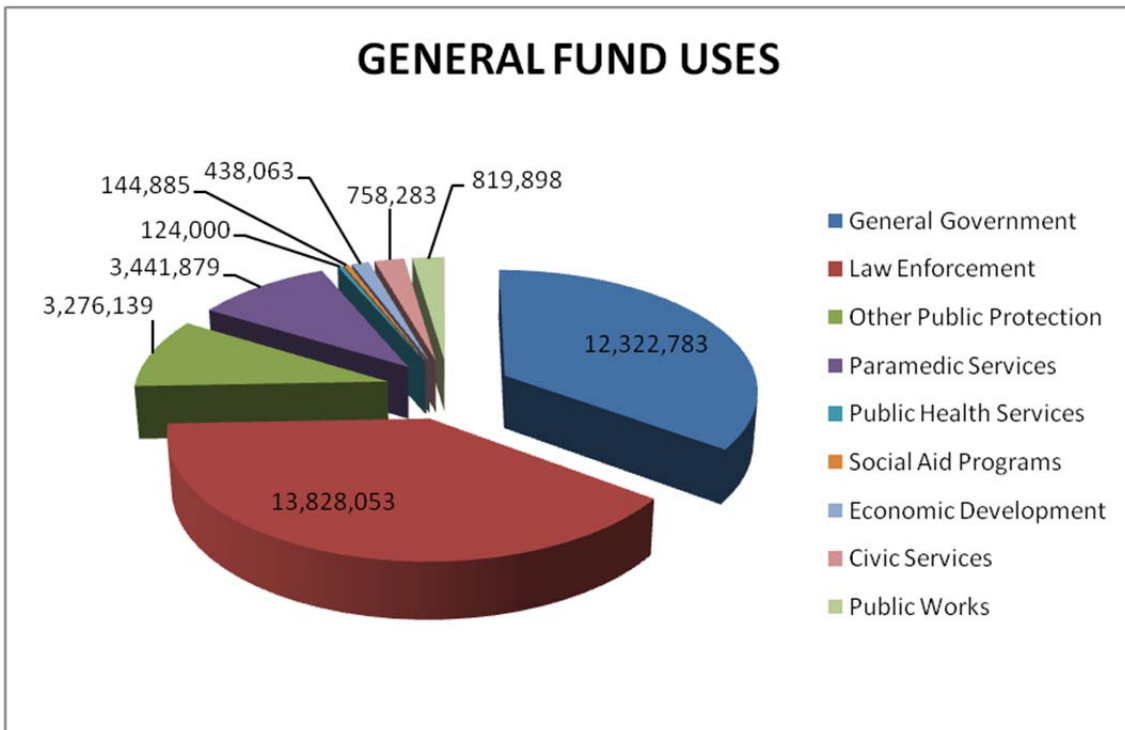
The General Fund has the greatest discretion by the Board of Supervisors to support services.

For the FY 2014-2015 Proposed CAO Recommended Budget, the General Fund uses include to the following services:

- **39.34% for Law Enforcement :**
 - Sheriff's Department;
 - Jail;
 - District Attorney;
 - Probation;
 - Public Defender services

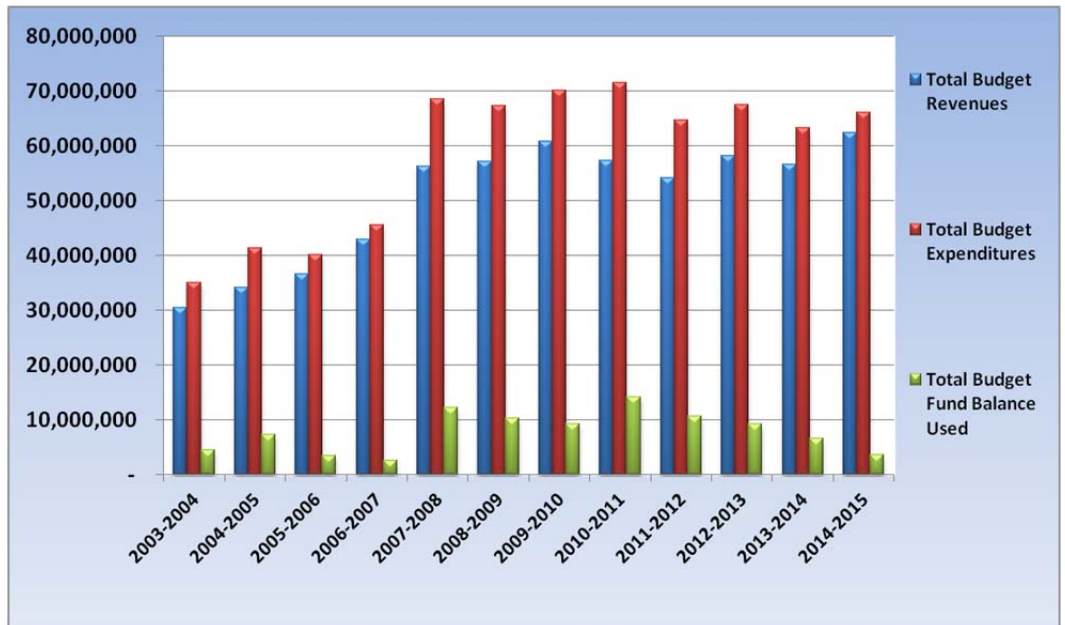
- **35.05% for General Government;**
 - Board of Supervisors,;
 - County Administration;
 - Finance,
 - Assessor,
 - County Counsel,
 - Information Technology,
 - Fund for Contingencies;

- **9.79% for Paramedic Services;**
- **9.32% other Public Protection**
 - Agricultural Commissioner
 - Planning
 - Building
 - Code Enforcement
 - Animal Control
- **2.33% for Public Works;**
 - Engineering;
 - Facilities;
- **0.35% for Public Health Services** – Bridgeport Clinic
- **2.16% for Civic Services** – Elections, Clerk/Recorder;
- **1.25% for Economic Development** – Economic Development staff; Tourism marketing; Fishery Commission; support of local non-profits;
- **0.41% for Social Aid Programs** – Veterans Service



Mono County Budget Trends

Since 2004, the overall Budget trend had been upward for our County budgets. Through the bubble caused by a booming real estate market and subsequent burst, in years following 2010, County Total Budgets have been cut back.



The real estate

market fueled property tax bubble is over and we are still correcting from its collapse. Southern California's real estate market recoveries have previously been leading indicators for Mono County.

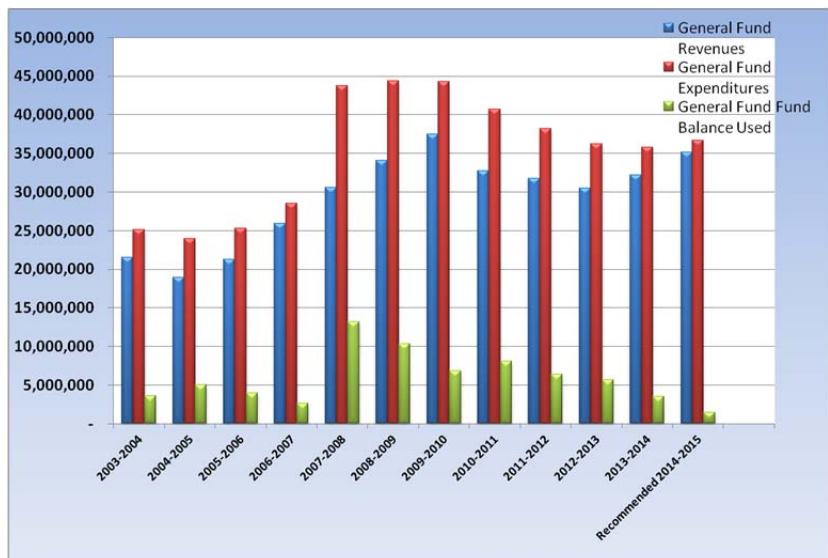
Traditionally, there has been an 18-24 month lag between the two private markets. There will be a delay between improved real estate values and county revenues.

Counties across California have an additional 18-24 month period before the increased property values convert to revenues for the jurisdiction. The FY 2013-2014 Mono County Property Tax Roll Valuation reflects an increase for the first time since 2008 and was up by 1.23% as of June 2nd. Property taxes may have found the floor, matching the value of 2007 and showing the first increase in six years. This increase helped balance the Budget.

Balancing the General Fund

The General Fund, those funds most local and most discretionary, is still finding the new lowered base compared last six to seven years. Our Carry Over Funds (monies unexpended and considered one time) are diminishing.

Derived from primarily from Salary Savings, these funds should be used where possible to fund one-time purposes.

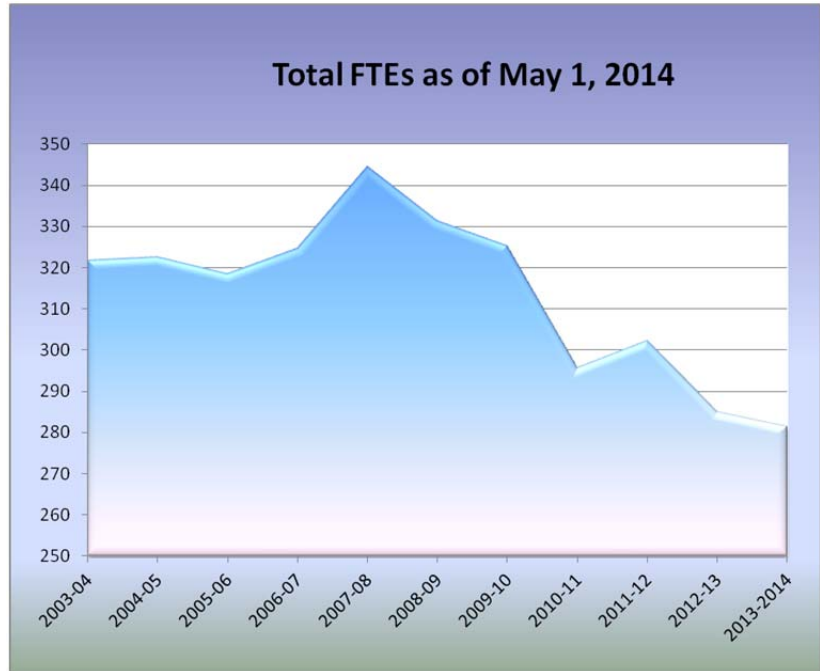


The FY 2014-2015 CAO Recommended Budget uses \$3.709 million total (\$1.5 million in the General Fund) of Carry Over Funds, but has directed them to one-time expenses where feasible.

Employees

Doing more with less people –

The Recommended Budget funds 281.22 Full Time Equivalents positions (FTEs), the least amount in over a dozen years. These positions are filled with an incredible group of people. Mono County's employees are committed, hardworking and serve the community excellently every day. They too have weathered through difficult economic times and continued to serve the community as their ranks have dwindled and their responsibilities grown. This Budget does not reverse the current trend.



Labor costs represent approximately 52% of our costs and those costs drivers impact our budget. Due to increased compensation costs (Mostly increases in healthcare and retirement costs) combined with revenues not meeting pace with those costs from 2009 to present, employee costs remain an ongoing challenge.

The County currently has less Full Time Equivalent employees than it did in any year in over 12 years. Our costs are still increasing while we are not seeing take home wages increase for employees. Through negotiations, we still need to rebase costs until revenue growth can keep pace.

The FY 2014-2015 Recommended Budget has neither layoffs nor any ability to expand the workforce or compensation increases. Our workforce has reduced because the County created a voluntary means for employees to depart. Those vacancies were then frozen and the savings were used to save services and positions elsewhere.

Our staff capacity is at its bare bones limit. Further reductions will impact services and asking for more with less is not sustainable. We are moving to a more strategically focused organization where we will identify and only invest resources in the highest valued and needed services. Across the Board cuts will not work and we must invest back in our organization.

Last year we asked: ***Will we be an organization of more people with lower compensation costs or one with less people who cost more?***

It is clear we have become an organization with less employees making the same or less. Compensation increased by mandated increases in benefits has outstripped our capacity for wage increases.

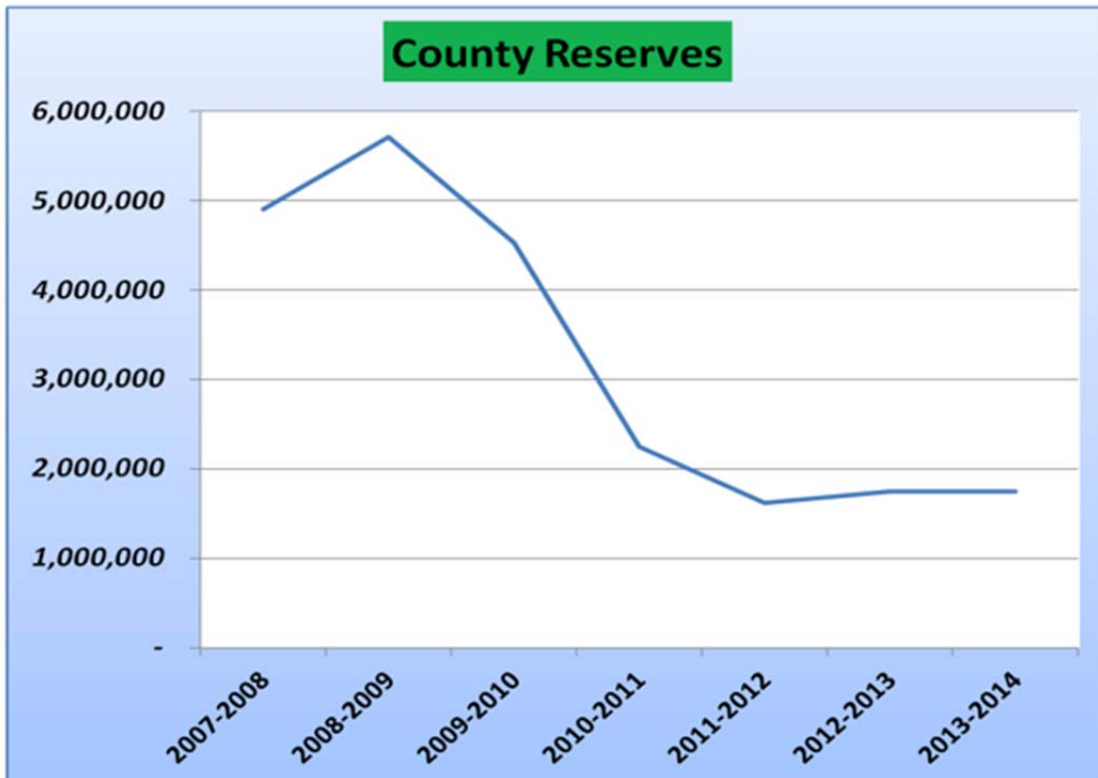
The lack of revenue growth remains a barrier. Until we see stronger revenue growth, we still face cost challenges but we must find a way to restructure costs to compensate fairly our employees for their hard work. This issue must be addressed in this and future budget cycles.

County Reserves remain challenged.

From FY 2008-2009 to 2012-2013 County Reserves were used to save jobs and prevent cuts in services. This combined with elimination of Cost of Living adjustments for employees, reductions in longevity pay and the delay of step increase, were used to help the County cross the recession. The recession outlasted the rainy day funds and we must rebuild eventually.

The \$1.8 million in Reserves today is 5% of General Fund, the County's reserve policy minimum, down from nearly \$6 million in 2008. **One unexpected event could surpass our ability to respond.**

The use of Reserves is a strategy that has been employed and only due to unprecedented midyear cuts, the Reserves saw \$737,331 added and this was used in balancing the current 2014-15 Proposed CAO Budget.



Cost Containment Redesign Strategies

In February, 2013, the County facing a projected structural Deficit of \$4.7 million took action. Everyone in our organization took unprecedented steps to reduce costs. The Departments all worked to reduce immediately their General Fund impact and successfully saved \$737,331. These funds were placed in Reserves and now can be used to balance the FY 2014-2015 Budget.

UPDATED COST CONTAINMENT - SERVICE PRESERVATION - REDESIGN EFFORTS				
Initiative	Method	Potential Service impact	Target Net Annual GF savings	Achieved to date
1) Re-Base Labor costs	Negotiations	Same workforce size; Recruitment and retention issues.	Up to \$2.9 million	\$0.0
2) Furloughs (Temporary savings)	Negotiate 80 hours unpaid leave for 2 years	Limited public services due to either reduced public hours or less access to staff during furlough	Up to \$600,000 - \$1.2 million	\$0.0
3) Reduce net workforce costs through workforce attrition	Negotiations; Offer financial incentive for employees to leave county voluntarily; Use hiring freeze process and only replace crucial positions	Potential loss of staff institutional memory; Less staffing; Higher workload if no backfilling of staff; Defund allocated vacant positions.	Up to \$2.0 million	\$800,000
4) Strategic Planning Re-Design of County Service Models	Employee/management collaboration to process improvement and cross functional-interdepartmental service models	Maintain or improve services through new process models and culture change	??	\$0.0
5) Use of Reserves	Administrative	Maintain Current workforce (service level) by use of one time monies for operations Reserves have been used over prior years to span recession	??	\$737,000
6) Layoffs	Administrative	Higher workload for remaining staff; Lower service level for public	??	\$0.0
7) Unanticipated Revenues	Recovering real Estate Market	Growth in recovering real estate	??	\$250,000
8) Fund Balance	Administrative	Dependent on prior year savings	??	\$1.5 Million
Total potential savings estimate			\$2.6 to \$6.1 million	\$3.49 million
Total needed to close gap			-\$4.7 million	\$4.7 million
Remaining Structural Deficit			\$2.1 million to \$1.4 million surplus	\$1.21 million

In addition, a series of initiatives were launched at midyear to reduce costs. These efforts have shown moderate success in helping us close the gap.

1. **Rebasing Labor costs:** Employees are the core to effective services and compensation accounts for over half of the County Budget – approximately \$35 of \$66 million or 52%. We are in negotiations with three of five labor units currently and are asking employees to help us find ways to reduce costs while keeping the workforce whole and services levels stable. These negotiations *may* yield expense reductions without appreciably reducing service levels.
2. **Furloughs (temporary):** Furloughs, mandatory unpaid time off, is a temporary tool that can also help close the gap and are part of negotiations. A temporary reduction in paid hours is a tool that can help bridge us from a weak economy to a stronger one. Furloughs are not a permanent cost reduction solution, and are crafted to temporarily, and minimally reduce costs until revenues recover. An annual 40 to 80 hour furlough would provide approximately 1.9% to 3.8% in compensation reductions. The reduction would be only temporary, allowing employees to use it in place of paid time off, and would be taken out of the paychecks across the entire fiscal year.
3. **Workforce Reduction through Attrition:** The County implemented the Mono County Voluntary Separation Incentive. One time funding was moved from funding Clean Air Vehicle compliance and several employees participated. These positions will now be held vacant and will save the County General Fund in a full fiscal year over \$800,000. These savings were needed to balance the budget.
4. **Strategic Planning and Re-Design of County Services:** This process is well underway thanks to our employees. In addition, we have opened the doors to new ideas through the Mono Innovation Groups. The pages of ideas shown in Appendix E are being examined and it will take time to implement the highest value ideas. These ideas will take the longest to implement and are part of the broader Strategic Planning effort.
5. **Use of Reserves:** The use of Reserves is a strategy that has been employed and only due to unprecedented midyear cuts, \$737,331 was placed into Reserves and was used this year in balancing the Budget.
6. **Layoffs: We have avoided layoffs.** Failure to find ongoing savings leaves the most unpalatable alternative, involuntary reduction in workforce through layoffs as a specter over our organization. We will continue to work with our employees to avoid this alternative at all costs.
7. **Unanticipated revenues:** For the first time in six years, Property tax valuation showed a positive increase. This allowed us to use nearly \$250,000 in unanticipated revenue to close the gap. These funds are unpredictable and anemic in growth.
8. **Fund Balance:** the unused funds from a prior year, these monies are typically used to close the gap. As we reduce our overall budget, or tighten uses of services, these funds become less reliable.

Policy Items

Each year, County departments review services and staffing levels and present Policy Items for Board consideration. For FY 2014-2015, departments submitted \$6.39 Million in requests. The Proposed CAO Recommended Budget is proposing \$ 2.22 million or 35 % of the requests. In reviewing the Department or standing policy driven requests, the lens of long-term issues and diminished resources were both used.

The Board has the option to delay Policy Item requests until Midyear Budget review in case unexpected revenue or expenses occur. The following list reflects the department, the Policy Item Request and the CAO's Recommended Budget funding of that item.

Total Available Revenue	\$2,345,822		Balance to Allocate	\$692,838
	<u>Amt Requested</u>	<u>Amt Recommend</u>	<u>Comments</u>	<u>Approved</u>
Agriculture Commissioner				
Debt Service payment on Ag Building in Inyo County	20,000	-	<i>Potentially can be covered by Excess Gas Tax</i>	
Board of Supervisors				
General Fund Contingency (1% Current Expenditures)	\$325,000	\$ 325,000	<i>Administrative Policy</i>	325,000
General Fund Reserve (Bring to 15% of Current Expenditures)	3,034,639	65,842	<i>Midyear savings of \$737,331 is included in budget</i>	
CIP Fund - CARB Compliance Set-aside	300,000	300,000		300,000
CIP Fund - Park Improvement Set-aside/Benton	2,500	2,500	<i>Based on prior year set-aside</i>	
CIP Fund - Park Improvement Set-aside/Chalfant	2,500	2,500		
Property Tax Admin Fee Refund (6 smallest fire districts)	25,000	25,000	<i>Based on prior year refunds</i>	
Contributions to non-profit organizations	40,000	40,000	<i>Same as last year</i>	
First Responder Aid	150,000	150,000	<i>Same as last year- Prop 172 offset</i>	
Behavioral Health				
Behavioral Health	7,149	7,149	<i>Mandated County Match</i>	7,149
Assessor				
Promote Appraiser's Aid to Administrative Services Specialist	6,145	-		
Community Development/Planning				

Temporary Intern	16,683	16,683	<i>In lieu of replacing associate planner</i>	
Increase Permit Tech Hours	5,445			
District Attorney				
Half-Time FTS Position	69,194	-		
Economic Development				
Economic Development Assistant - 9 months	60,989	60,989		
Fish Enhancement Program - Fund 102	138,541	138,541		
Economic Development - Tourism:				
Film Commission Marketing Support	5,000	5,000	<i>Same as last year</i>	
California State Fair Exhibit	10,000	10,000	<i>Same as last year</i>	
Film Commission Marketing Support & Local Program Funding	40,000	20,000	<i>Same as last year</i>	
Trial Maintenance Program	8,840	8,840	<i>Based on last year's Friends of the Inyo Proposal</i>	
Air Service Subsidy	100,000	35,000	<i>See proposal</i>	
Emergency Medical Services (Paramedics)				
Replace two Cardiac Monitors	76,000	76,000	<i>To meet local and state requirements</i>	
Information Technology				
Government Transparency Suite Software	17,588	17,588	<i>To allow streaming, recording and indexing BOS meetings</i>	
Financial System Upgrade plus additional modules	375,131			
Public Works				
Cemetery - Fund 610	2,000	2,000		
Road Fund - Fund 700 - General	500,000	500,000		500,000
Conway Ranch Subsidy	16,355	16,355		
Social Services				
Department of Social Services - Fund 103	355,000	355,000	<i>Estimated County Match</i>	355,000
Department of Social Services -	146,579	146,579	<i>Program funding shortage</i>	146,579

Fund 103 - Senior Program				
Department of Social Services - Fund 103 - General Relief	19,256	19,256	<i>County Obligation</i>	19,256
Sheriff				
Backfill Deputy after filling Court Bailiff with existing deputy	90,782	-		
TOTAL GENERAL FUND PROPOSED POLICY ITEMS				
	\$ 5,946,316	\$ 2,345,822	TOTAL	1,652,984

Non General Fund Policy Items

Total Available Revenue			Balance to Allocate	\$ -
	<u>Amt Requested</u>	<u>Amt Recommend</u>	<u>Comments</u>	<u>Approved</u>
Behavioral Health				
Reclassify Administrative Services Specialist to Behavioral Health Fiscal and Administrative Services Officer	22,159	22,159		
District Attorney				
Drug Task Force - Additional Office Space	27,258	27,258		
Public Health				
Reclass WIC Nutrition Asst. to WNA/Health Program Coordinator	5,380	5,380		
Reclass WIC Nutrition Specialist to a WNA/FTS II	5,411	5,411		
Public Works - Motor Pool - Road				
Bay for Crowley Road Shop	15,000	15,000		
Replacement Vehicles	432,000	432,000		
Oil Separator - 50% Road, 50% Motor Pool	20,000	20,000		
Solid Waste				
Recycling Infrastructure & Programs	100,000	100,000		
Solar panels & battery banks for landfill scales & printers	10,000	10,000		
Social Services				
Promote Staff Services Analyst II to III	4,122	4,122		
Promote 2 Social Worker I/II's to III's	11,360	11,360		
TOTAL GENERAL FUND PROPOSED POLICY ITEMS	\$ 630,531	\$ 630,531	TOTAL	-

Mono County Long Term Liabilities and Unmet Needs

As the FY 2014-2015 Recommended Budget remains focused on the Board’s direction to ensure unmet long-term liabilities were quantified. As departments assessed the issues, the costs of these liabilities and unmet needs are estimated. The following table reflects currently identified issues. The costs are estimates and will be refined. Further, the list may grow but as we do the needed strategic planning and focused budget work.

MONO COUNTY Long Term Liabilities and Unmet Needs			
Issues	Remaining costs	Cause	Timeline
California Air Resources Board (CARB) Clean Air Compliant vehicles	\$21 million ¹	State mandate for clean air vehicles	2019-2028
Solid Waste Issues – Landfill closures and monitoring	\$6.68 Million ²	State Law	2023-2029
New Jail	\$10-25 Million ³	Population growth/use	2020-2025
Prudent Reserves	\$3.7 Million ⁴	County Fiscal Policy	2018--??
Infrastructure (Roads, Parks, community center upgrades)	TBD	Road improvements	As warranted
New elections system	\$225,000 ⁵	State mandate/ Aging technology	2016-2017
Improved County Information Technology	\$375,131 ⁶	Finance System replacement	Ongoing
Increased Economic Development Investment	TBD	Attract Businesses Strengthen Tourism Reduce regulatory burden	ASAP
Social and Health Safety Net Services	TBD	Serving resident unmet needs	??
Labor costs	1% COLA ⁷ = \$255,000	Invest in Employees	??
TOTAL	\$31.5 to \$50.18 million		

¹ = Prior purchases of Clean Air vehicles have reduced liability and 2014-2015 Recommended Budget proposes \$300,000 for CARB vehicle replacement. First deadline is 2019 and approximately \$5 million.

² = The Solid Waste Enterprise Fund remains solvent and is not a burden to the General Fund. Ongoing discussions with the Town of Mammoth Lakes are underway for a long term regional solution to waste which ensure proper closures funds along with increased mandated diversions.

³ = AB 109 (State Realigned of Prisoners) will impact the Jail’s capacity.

⁴ = FY 2012-2013 Reserves are \$1.7 million. By County Policy, Reserves should be at least between 5-15% of General Fund Expenses. Current GF expenditures are \$36 million and 15% would be \$4.3 million. The FY 2013-2014 Recommended Budget would add \$65,842 to Reserves.

⁵ = Changes in State election law require county to review and investigate replacing current voting machines. Cost for replacement is estimated at \$225,000 but alternative systems may be option that may cost less.

⁶ =The County’s finance system is outdated and overdue for replacement. In regards to desktops and employee computer needs, new implemented Tech Refresh Program will start process of replacement through direct billing of departments.

⁷ =a one (1) percent Cost of Living Adjustment would cost approximately \$225,000 annually if granted to all employees.

State and Federal Issues

The 2014-2015 State Budget poses minor impacts to Mono County. The largest potential positive impact would have been the funding of the Governor's proposal to repay counties for past due SB 90 Mandate costs. Those funds were removed from the current Legislative version of the State Budget.

Realignment remains an ongoing challenge and requires us to plan for the future of our jail facilities. Although the ongoing work between the various departments via the Community Corrections Partnership (CCP) will create new innovative methods for dealing with lesser offenders (home confinement and transitional community based services), the growth of long-term inmates will impact both the staff and the facilities. We must re-double our efforts to find planning grants and find long term funding to address these impacts.

The Federal Budget has stabilized and the government shut down which impacted public lands in Mono County in the fall of 2013 is not an issue for 2014-2015. The other federal action which could impact the Mono County Budget is in the Property In Lieu of Taxes (PILT) payment. As of this date, while PILT payments have been approved, there is no definitive word yet on the final allocation for Mono County.

An area that could be of significant policy impact would be the request for a Federal appropriation that Mono County initiated with Congressman Paul Cook in order to implement an effort to prevent the listing of the Sage Grouse. Although there would be no direct financial impact to the County's Budget, the region's economy could see a significant impact if there is a listing. This effort is an ongoing priority will remain a top priority during FY 2014-2015.



Budget Town Hall Meetings

Starting with the FY 2013-2014 Budget process, the Board directed staff to host public town hall meetings on the Budget throughout Mono County. These meetings were a first for the County. There were six of them and were held in each Supervisorial District and geographically throughout Mono County. This year these meetings were held again to garner feedback on community issues for the Budget as well as strengthen the understanding of the County's budget process. **100 people** attended the meetings this year, which included two employee sessions.



The meetings were held in the following locations:

- ✓ Mammoth Lakes on May 5th with 8 attendees;
- ✓ Lee Vining on May 7th with no attendees;
- ✓ Crowley Lake on May 19th with 12 attendees;
- ✓ Walker on May 12th with 26 attendees;
- ✓ Bridgeport on May 13th with 12 attendees;
- ✓ Benton on May 27th with 5 attendees;
- ✓ North County Employees Budget Briefing, May 27th with 28 attendees
- ✓ South County Employees Budget Briefing on May 28th with 9 attendees.

All comments and questions with department responses are in Appendix C. In reviewing the comments from these meetings, some ideas are already under review and some new ones require follow up. In addition to this effort, as part of the Midyear Budget discussion, the Finance Director and CAO met with groups of employees as requested to discuss different ideas. These meetings were an opportunity to collect comments and questions about the Budget and bring the conversation to the public and employees. This public engagement process is continuing Appendix E confirms comments received from the public after the community meetings ended.

In building the Proposed CAO Recommended Budget, the issues raised in the initial Board led Strategic Planning sessions and in the Budget Town Hall meetings were considered. However, in order to truly begin a long-term Strategic Plan development, more work is needed.

Furthering the Strategic Plan Process

Early in 2013, the Board of Supervisors launched development of the Mono County Strategic Plan. Given the County's reduced resources and the increasing, unaddressed liabilities, a Strategic Plan is required to shift the County organization from being reactive to short term crises to proactive in addressing long-term issues.

In the first half of 2013, the Board held five public sessions and began collecting and identifying critical issues facing the County. These Board meetings were on January 15th, March 12th, April 19th, May 14th and 21st. The draft document capturing these issues is in Appendix B. In 2014,

the employees of Mono County engaged in the process and are continuing the development of a draft Strategic Plan. The process is robustly under way and will be the bulk of effort in FY 2014-2015 to complete the Plan's development including public outreach and feedback.

Appendices

Appendix A – Project list from 2013-2014 Budget

Appendix B – 2013 Project Matrix from Board Sessions on Strategic Planning

Appendix C – Budget Town Hall Public Comments with staff responses.

Appendix D -- Template of Budget Town Hall Meeting Power Points

Appendix E – Mono Innovation Groups Ideas Matrix

Appendix F – County Allocation List

Appendix A

Project list from 2013-2014 Budget

Department	Request	Notes	Expected completion date	Completion Date
Sheriff	Can we develop a Reserve Deputy corps to reduce costs	There is a Reserve Academy underway	Completed	October 15, 2013
	Can we reduce or eliminate overtime through permanent hires?	Bring back at Midyear.		
District Attorney	Number of Investigations completed annually?	Bring back at Midyear.	February 11, 2014	
Probation	Will there be an analysis of the types of offenders under Probation in order to understand impacts of AB 109	Yes - CCP will be providing	Completed	March 18, 2014
Community Development	Overtime reduction possible	Department is fully staffed and will review.	Completed	September 3, 2013
	How many permits in 2012?	112 Permits exceeding \$50,000 valuation =17 6 Single Family Homes plans by August of last year.	Completed	August 14, 2013
	How many permits in 2013 to date	170 (as of August 14 th , 2013) Permits exceeding \$50,000 valuation =18. Single family residential permits = 8		
	Waiver of Solar fees to enable greater solar deployment?	Analysis as part of Master Fee/Permit Workshop	Completed	Fees waived February 4 th , 2014 by Board Action
	Should Mammoth Lakes Housing manage county owned housing units	Department will analyze and bring back recommendation.	Completed	Discussed by Board January 2014 No direction at this time.
	There was \$250,000 impact fees - where is it?	There is \$237,000 in fund 291 – EIR/Planning	n/a	
	LAFCO Membership needs north county representative	One may be pending	Completed	Appointment due in May 2014
	Do we have contract building inspection services	Yes	Completed	August 13, 2013
Airports	Should Airport Land Use committee be reactivated?	Policy Discussion for Board	December 2014.	

Department	Request	Notes	Expected completion date	Completion Date
Economic Development	Do we have Economic Development Specialist for D395 post completion?	Discussion point for Mid-year Recruitment for half item position underway (9/11/2013)	Completed	Current staffing model endorsed by Board in May 2014
Public Works	Do we have contract engineer services?	Yes	Completed	August 14, 2013
Campgrounds	Should we raise County Campground fees to improve and maintain county campgrounds?	Master Fee/permit workshop	Completed	June 10, 2014
	How do County fees compare with state and federal campgrounds?	Master Fee/permit workshop		
Capital Improvement	What was previous vehicle replacement program?	Schedule Board workshop	Completed	November 12 th , 2013 Board workshop held – financing options still under research. Treasury Investment Committee Re-launched in 2014
	Request analysis and staff presentation on financing alternatives to meet CARB Compliance - Options such as borrowing from County Treasury;	Finance will begin analysis on financing options.		
	What is status of Treasury Advisory Committee and can they review CARB financing proposal?	Finance will begin analysis on financing options.		
	What is County responsibility for cemetery maintenance and can we explore alternative model (i.e. Antelope Valley)?	Public Works to analyze and report back to Board Memo will be prepared.	Completed	November 2013
	County Service Area Annual report requested	Public Works will craft Board item	Completed	December 10 th , 2013
Facilities	Do we have Backup Documentation of cross training in facilities?	Public Works/Human Resources will craft report for Board.	Ongoing	Cross training matrix to Board in March 2014.
Motor Pool	Is our vehicle replacement schedule too strict and costing county unnecessarily?	Schedule Board workshop	Completed	November 12, 2013
	What is the repair history of Mono County fleet?			
	What is size of the fleet?			
Roads	Should we consider augmentation for roads - supports tourism?	Asset Management System needs to be online	Completed	January 14 th , 2014

Department	Request	Notes	Expected completion date	Completion Date
	Does the Town of Mammoth Lakes have a road striping machine county can use to save money?	CAO consult Town Manager Public Works will pursue MOU with Town for review	Completed	November 12 th , 2013
Information Technology	Review the painting of poles in General Plan review of communication towers/power poles.	IT working through the Communications Element of General Plan currently.	Completed	January 2014
	Costs of requiring undergrounding?			
Public Health	Can we explore cost of portable generators for emergency use for communities?	Public Health/Public Works to analyze cost and provide Board with update Memo?	Completed	Quote ascertained by Facilities Pending further discussion in FY 2014-2015 Budget
Social Services	Need ESAAA Update at Midyear	Social Services will provide report	Completed	ESAAA Update will come to Board in May or June Volunteer support for Senior Program Launched in March 2014 January 14 th , 2014
	Can we develop volunteer program to augment services (such as senior meals)?			
	Need to augment Foster Parent program - Public Service Announcements?			
Paramedics	Countywide Fire District worth exploring?	Public Health, CAO, Finance, and Human Resources to analyze. Bring forward discussion to Board.	Ongoing	Dr. Johnson held two ICEMA/Program sessions with the Board on April 15 th , & May 20 th , 2014 session with Board
	Seek legislation to allow Fair Labor Standards Act Exemption for Paramedics?			
	Can we secede from ICEMA and be treated based upon unique circumstance?			
	Request Doctor Johnson to provide Board update on the benefits of being in ICEMA.			
	Move First Responder Fund out of paramedic budget			
CAO/Finance	Bring forward plan for a better use of the Old	CAO/Finance/Public Works to develop options and	Ongoing	Ongoing discussion between Social

Department	Request	Notes	Expected completion date	Completion Date
	Hospital space.	bring to Board.		Services, Public health, Behavioral Health and MCOE Looking at moving departments to allow for Clinic to move out of Old Hospital Discussions ongoing.
Board of Supervisors	Shift Prop. 172 funds into paramedics (25%) and supplant with GF from departments that they are shifted from.	FY 2013-2014 Budget	Completed	October 8, 2013
	Replace First responder funds with Prop 172 - supplant loss to other departments.			
	Need resolution to re-allocate Prop. 172			
	Strategic Plan development and Adoption	CAO to bring forward Strategic Plan Process schedule by November	Ongoing	Planning Process Launched by Board Action December 10, 2013 All employee Session May 1 st , 2014
Other Issues Item	Request	Notes	Expected completion date	Completion Date
Property Tax Assessment	A-87 changes warrant broader discussion	Finance will schedule A-87 workshop	Completed	September 10, 2013
Fee and permit workshop	Discussion of fees, permits, costs, and uses.	Finance /CAO will work with departments for Board workshops	Completed	June 11, 2014
Midyear Budget Session	Review expenditures/revenues of FY 2013-2014 and request adjustments if needed. Establish FY 2014-2015 Budget development guidelines	CAO/Finance will schedule.	Completed	February 11 th , 2014
FY 2013-2014 3rd Quarter Budget session	Review expenditures /revenues of FY 2013-2014 and request adjustments if needed.	CAO/Finance will schedule.	Completed	April 15 th , 2014

Department	Request	Notes	Expected completion date	Completion Date
Board Rules	Create Board reviewed and adopted rules for Board meeting, assignments	CAO/County Counsel will develop	Completed	January 7, 2014
Legislative Platform	Create Mono County Legislative Platform	CAO/Departments will create draft and bring to Board	Completed	January 7 th , 2014

Appendix B

2013 Draft Strategic Plan Project Matrix

THIS IS A DRAFT DOCUMENT. Items are separated into groups, but are not prioritized within the groups.

Board Planning Workshops
January 15, 2013; Updated March 12, 2013; April 9, 2013; May 14, 2013; May 21, 2013

Supervisor Alpers	Supervisor Fesko	Supervisor Hunt	Supervisor Johnston	Supervisor Stump	Public Input	Staff Input	Planning Commission
	Facilities: old clinic, Bridgeport campus plan, Memorial Hall, Antelope Valley Community Ctr		Facilities: Bridgeport campus plan, landscape Lee Vining Community Center	Facilities: ADA, jail, maintenance, energy efficiency, planning, prioritize funding		Public Works ADA issues Facilities Asset Protection	Facilities: Old Clinic (convert to solar)
	Solid Waste Plan	Solid Waste Plan: long-term plan	Solid Waste Plan: Benton Landfill	Solid Waste Plan: long-term and contingency plans			Landfill
Economic Development	Economic Development	Economic Development	Economic Development		Econ Dev Countywide: assist growth of new/existing business; solarization; access to health svcs; creative financing for long-term replacement needs		
Organizational Structure/Staffing: public service accountability		Organizational Structure/Staffing: HR Director	Organizational Structure/Staffing: facilities, engineering, HR	Organizational Structure/Staffing: HR Director	Staffing: as it relates to budgeting (top to bottom review), professionalism		
	Conway Ranch	Conway Ranch: success	Conway Ranch		Conway Ranch: enhancement/manager		Conway Ranch: better management
Employee Recognition: public achievement	Employee Recognition Paramedic Program	Employee Recognition Paramedic Program: reorganization/review	Employee Recognition Paramedic Program	Paramedic Program: cost containment			
	Substation	Substation	Substation (off demolition list)				Substation: revisit dog sled use permit
June Lake: ski area/rodeo grounds		June Lake: ski area/rodeo grounds	June Lake: ski area/rodeo grounds				June Lake Ball Field: multi-use concept (i.e. soccer, concerts, etc.)
		Oversight Committees: Finance, Public Safety	Oversight Committees	Oversight Committees			
	Parking Ordinance		Parking Ordinance				Parking Ordinance
		Live Streaming of BOS Meetings	Live Streaming of BOS Meetings		Value of live interaction vs. video		
		Develop Legislative Agenda	Develop Legislative Agenda				

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Board Planning Workshops
January 15, 2013; Updated March 12, 2013; April 9, 2013; May 14, 2013; May 21, 2013

Supervisor Alpers	Supervisor Fesko	Supervisor Hunt	Supervisor Johnston	Supervisor Stump	Public Input	Staff Input	Planning Commission
	Facilities: old clinic, Bridgeport campus plan, Memorial Hall, Antelope Valley Community Ctr		Facilities: Bridgeport campus plan, landscape Lee Vining Community Center	Facilities: ADA, jail, maintenance, energy efficiency, planning; prioritize funding		Public Works ADA issues Facilities Asset Protection	Facilities: Old Clinic (convert to solar)
	Solid Waste Plan	Solid Waste Plan: long-term plan	Solid Waste Plan: Benton Landfill	Solid Waste Plan: long-term and contingency plans			Landfill
Economic Development	Economic Development	Economic Development	Economic Development		Econ Dev Countywide: assist growth of new/existing business; solarization; access to health svcs; creative financing for long-term replacement needs		
Organizational Structure/Staffing: public service accountability		Organizational Structure/Staffing: HR Director	Organizational Structure/Staffing: facilities, engineering, HR	Organizational Structure/Staffing: HR Director	Staffing: as it relates to budgeting (top to bottom review); professionalism		
	Conway Ranch	Conway Ranch: success	Conway Ranch		Conway Ranch: enhancement/manager		Conway Ranch: better management
Employee Recognition: public achievement	Employee Recognition	Employee Recognition	Employee Recognition				
	Paramedic Program	Paramedic Program: reorganization/review	Paramedic Program	Paramedic Program: cost containment			
	Substation	Substation	Substation (off demolition list)				Substation: revisit dog sled use permit
June Lake: ski area/rodeo grounds		June Lake: ski area/rodeo grounds	June Lake: ski area/rodeo grounds				June Lake Ball Field: multi-use concept (i.e. soccer, concerts, etc.)
		Oversight Committees: Finance, Public Safety	Oversight Committees	Oversight Committees			
	Parking Ordinance		Parking Ordinance				Parking Ordinance
		Live Streaming of BOS Meetings	Live Streaming of BOS Meetings		Value of five interaction vs. video		
		Develop Legislative Agenda	Develop Legislative Agenda				

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Board Planning Workshops
January 15, 2013; Updated March 12, 2013; April 9, 2013; May 14, 2013; May 21, 2013

Supervisor Alpers	Supervisor Fesko	Supervisor Hunt	Supervisor Johnston	Supervisor Stump	Public Input	Staff Input	Planning Commission
MISCELLANEOUS		MISCELLANEOUS	MISCELLANEOUS	MISCELLANEOUS	MISCELLANEOUS	MISCELLANEOUS	MISCELLANEOUS
Reorganize Weekly Board Mtgs: promote public attendance and Supervisor education		Progress on Regional Trail System	Public Recognition	Vehicle Replacement	Public Lands Access: develop infrastructure to connect lands; maintain amenities; ambassadors; education	Potential space needs due to Health Care Reform (pre-enrollment begins 10/1/13)	
			Extend Water/Sewer Lines from MCWD to Sierra Business Park	Review A87 Charges	Bridgeport Fire Safe Council	Clerk Elections Equipment Space Needs	
			Bridgeport Valley Nordic Ski Ctr	Tri Valley Flood Control Ditch	Bridgeport Valley: economic dev; implement RPAC priorities (Main SL revitalization, expand recreation opps, multiagency visitor's center, gateway monuments)	Animal Control Assist public at satellite locations	
			Geothermal: facilitate replacement of machinery at existing plan	Tri Valley EMS Service	Implement Mono Basin Community Plan	Health Care Services Implementation of Affordable Care Act	Mono Basin planning efforts through RPAC
			Biomass Feasibility Study	Lower Rock Creek Development	Help Finance Last-Mile Paving to Bodie		
			Affordable Housing for Workforce	Crowley CSA 1 Projects (County improve communication with CSA)	Develop local regional food system		
			Deer Fence/Grade Separation at Sonora Junction		Promote Bridgeport as Gateway to Bodie		
			Improve Mammoth Airport Road		Improve water quality at Crowley Lake		
			Deer/Snow/Airport Safety Fence: SR 203 and Hwy 395; deer under-crossings		Develop one water system in Crowley Lake		
			North Conway Passing Lane Project		Regional air service for the Eastern Sierra (out of Bishop)		

THIS IS A DRAFT DOCUMENT. Items are separated into groups, but are not prioritized within the groups.

Board Planning Workshops
January 15, 2013; Updated March 12, 2013; April 9, 2013; May 14, 2013; May 21, 2013

Supervisor Alpers	Supervisor Fesko	Supervisor Hunt	Supervisor Johnston	Supervisor Stump	Public Input	Staff Input	Planning Commission
			Tioga Pass Heritage Highway Project		Digital 395: broadband service to homes and free wireless to community main streets		Digital 395
			Fix Auchoberry Pit Eroding Slopes		Update and upgrade the County General Plan avalanche section		
			Landscape Screen on South/West side of Bridgeport Yard and Replace Non-Compatible Dark Sky Light Fixtures				
			Permanently Waive Building Fees for Private Solar Projects				
			Initiative to Ban Single-Use Plastic Bags				
			Goals to Reduce County Fuel Usage				
			Training/Team Building at All Organizational Levels				
			Repaint Mono County Entry Signs				
			Solarization of County Facilities				
			Sheep fencing around Conway and Mattley ranches				

Appendix C

**2014 Budget Town Hall Public Comments
with staff responses; Comments received
from public after meetings**

Mammoth Lakes – May 5, 2014
2 members of the public
8 employees
Chairman Larry K. Johnston and Supervisor Byng Hunt

Comments/Questions:

1) Need for a Cost/Benefit Analysis of the Paramedic Program

Emergency Medical Services (EMS) response: The cost/benefit analysis is extremely difficult to quantify, as that requires one to place a dollar amount on human life. Yes, another private entity could provide this service for less expense. However, with less expense comes a degradation of available resources. Private providers will not allow their personnel to provide any type of rescue response. Their personnel will, literally, sit in their ambulance while volunteers remove victims from dangerous situations.

Further, in the last eight months, EMS has made significant changes to begin curtailing costs within the system. Bringing lower cost Emergency Medical Technicians (EMTs) to the forefront to work with Paramedic partners will achieve cost savings. Bringing CPR training to county departments will achieve General Fund savings and cut training costs.

The Paramedics billing process is now a county program, further increasing revenue. Long distance transfers are now being completed by on duty crews, which will also increase revenue. There will always be some cost associated with having a professional EMS agency in the county.

2) What revenue sources are available?

- a. Special Assessment Districts?/Business Investment District
- b. New taxes
- c. User fees - Educate Public, get buy in, Raise Fees

County Administrator response: The County has avenues to explore new revenues. Local Sales, taxes, property tax parcel fees and increasing the Transit Occupancy and/or sales taxes all require the voters to approve increases.

It is being recommended to the Board that staff be directed to prepare an informational item for consideration by the Board looking at the various revenue sources as well as the procedures for their review and approval by voters. The item should include what revenues could be used for as well as voter passage thresholds and other counties revenue examples.

3) Don't cut services – Incentivize people to live & work in Mono County

Sheriff's Office response: This idea is worth investigating, as it would positively impact law enforcement response time for deputies that live and work in their community

County Administrator's response: There are legal issues regarding the requirement to have staff live in Mono County, however, it is worth reviewing if the crafting of a voluntary incentive could be created which is both fiscally sustainable and allowed under current labor contracts and California State law.

4) Identify what public wants, then quantify, then propose revenue

County Administrator Response: The Mono County Strategic Planning process is underway and is designed to address focusing public service needs with revenues.

5) Quantify amount to put tax initiative on ballot

County Administrator Response: County Administrator response: The County has avenues to explore new revenues. Local Sales, taxes, property tax parcel fees and increasing the Transit Occupancy and/or sales taxes all require the voters to approve increases.

It is being recommended to the Board that staff be directed to prepare an informational item for consideration by the Board looking at the various revenue sources as well as the procedures for their review and approval by voters. The item should include what revenues could be used for as well as voter passage thresholds and other counties revenue examples

6) Quantify reduction in services

County Administrator's response: As part of the development of the Fiscal year 2014-2015, Departments were requested to assess service impacts of any proposed reductions. Some service impacts are harder to quantify than others. All of the County departments are moving toward measurable impacts.

This effort will be strengthened as the County's Strategic Plan is developed. Results must have measurements.

7) Town should share TOT

County Administrator/Finance Response: Transit occupancy taxes (TOT) are established by each jurisdiction. For example, the TOT rates in the Town of Mammoth Lakes are set by the Town, passed by the Town's voters and then those revenues used for Town's purposes.

The County has its own TOT rates and uses. There is nothing prohibiting revenue sharing however if particular TOT are slated for a specific purpose then any change to their use would require voter approval.

8) Smooth Revenue flow by sharing Property tax and TOT

County Administrator's/Finance response: Both of these sources go into the County's General Fund and that combined funding is utilized to fund county programs. Variations in one source can be offset by the other. However, TOT is a small proportion of the GF, approximately 5.5% so variations as opposed to Property Taxes which are over 57% of the General Fund. Consistent funding for services is always sought through the budgeting process.

Finance response: Sharing both TOT and Property tax for revenue sharing is an interesting idea that will require much revenue stream analysis based upon both historical actual revenues and projected revenues.

9) Mono should bill for services in Madera County and Inyo County

County Administrator's Response: Mono County is constantly working with other government agencies to share services, maximize resources and design better ways to serve the public. Neighboring Counties including Inyo County and others are part of this collaborative approach.

Specific conversations with Madera about sharing costs of rescues from hikers who are on other side of county line should be explored again.

10) Stress education for best return on value

County Administrator's Response: investing in employee training is always a priority for Mono County. In lean budget times these funds diminish the cost of direct provision of services remains top priority.

Every County department attempts to provide funding for both legally required trainings as well as other educational opportunities that invest in our workforce. This will continue as resources allow.

Walker Budget Town Hall Meeting
May 12, 2014
24 public attendees
4 staff
Supervisor Fesko

- 1) Inequity in salary cuts (concern about all employees equally sacrificing)

County Administrator's response: Some labor units started their negotiations at different points in the economic downturn. The parameters set for those negotiations, once established, could not be re-visited as that is considered regressive bargaining under state labor law.

As the County's fiscal situation became clearer each bargaining unit and the at-will (non-union) employees have been asked for concessions. These concessions will be different based upon the conclusion of the negotiations. The ability to achieve equity although sought after is not always achieved.

- 2) Why is law enforcement such a large % of the budget (26% of Total Budget/44% of General Fund);

County Administrator's response: Public safety is one of the largest portions of any local governments' services to the community. Between the Sheriff's department, the District attorney, the Jail (managed by the Sheriff's Office), the probation department and the Public defenders services, these costs are across California usually the highest costing services for counties.

Counties are mandated to provide these services by state law and to certain levels. There are state and federal funds which help fund these services and the County constantly seeks additional state and federal revenues.

- 3) Senior center – How much training is too much?

Social Services response: The Mono County Senior Program staff is part of the Department of Social Services. All County Social Services staff are required to complete certain trainings on an annual, or semi-annual, basis. Those trainings are: Cultural Awareness, Sexual Harassment Prevention, and Civil Rights. We must close the Senior Center to allow all staff to attend these multi-hour trainings.

Additional trainings that required closure of the Senior Center this fiscal year included: Trindel Driving Safety; *Healthy Ideas* Program training (two days); and, the all-county Employee Strategic Planning Session.

- a. Always Seems like too many people

Social Services response: Periodically, partner agencies may send a team of people to visit the Antelope Valley Senior Center to conduct educational sessions, and required trainings and inspections. While it may seem like too many people are visiting on a particular day, staff within these teams play different roles in performing the various functions, and in ensuring quality standards are met.

4) Raise Mileage threshold for vehicle replacement;

Public Works response: The County is currently pushing to reduce gas mileage costs for the County Fleet by 5%. The Board annually reviews with Public Works Department data regarding the mileage threshold for vehicles. The key issue is to balance the costs of maintenance and replacement of county vehicles. A concern that always exists is raising the mileage threshold to high and having maintenance costs rise.

The County, as part of the proposed FY 2014-2015 Budget, will be examining the size and type of vehicles in the fleet as well as replacing aging, inefficient larger vehicles with more efficient ones.

5) Use inmates for more facilities projects;

Public Works/Facilities Division response: The County uses inmates for many projects throughout the county. It all depends upon availability of inmates that is set by the Jail staff. The Facilities Division of Public Works is currently using inmates for maintenance work at multiple Community Centers as well as many facets of the expansion project at the Walker Community Center. Inmate crews are utilized whenever possible however there are times when they are not available.

County Administrator's response: Departments are routinely encouraged to utilize inmate labor to help reduce the cost to the taxpayers of projects at County owned facilities. The Sheriff's Office is exploring the broader use of inmates to support community based projects as well. This effort will continue.

6) Why aren't we billing for paramedic supplies;

Emergency Medical Services response: The EMS budget spends less than 1% on disposables, and finds it more resourceful to have higher transport rates to cover costs of a transport. Historically, ambulance companies have charged for disposable supplies. Mono County, along with the industry nationwide, has raised ambulance rates to cover these expenses, thus making it unnecessary to charge for these items.

The Medi-Care (federal health insurance for seniors) and Medi-Cal (the State of California health care insurance for low income individuals) programs were reluctant to reimburse for these supplies.

7) Find a grant writer;

County Administrator's response: The need for grant writing skills across the organization is warranted. Discussions are underway to create in FY 2014-2015 a grant writer training (in house) course for County employees so that the County can broaden its ability to apply for grant funds. Currently, Probation Chief Karin Humiston is Grant writer and is certified to write federal, state and foundation grants and there are other employees with grant writing skills. These resources will be brought together to strengthen grant-writing capacity.

In addition, the County will review using an outside contractor for services such as Community Service Solutions (CSS) for grant writing purposes. CSS has partnered with the Departments of Social Services and Public Health on successful grant applications. CSS has an office in Walker.

8) Raise Sales Tax .25% or 0.5%

County Administrator's response: The County has avenues to explore new revenues. Local Sales, taxes, property tax parcel fees and increasing the Transit Occupancy and/or sales taxes all require the voters to approve increases.

It is being recommended to the Board that staff be directed to prepare an informational item for consideration by the Board looking at the various revenue sources as well as the procedures for their review and approval by voters. The item should include what revenues could be used for as well as voter passage thresholds and other counties revenue examples

9) Why are we paying so much rent in Mammoth?

County Administrator response: The leases with private landowners were set based upon the market rates prior to the real estate market recession. Those leases set the costs and County attempts to reduce them would require the property owner to concur. Attempts to find alternatives, less costly locations are always a consideration, however, the County is in leases that extend until 2019. At that time the possibility for re-negotiation exists.

10) Where are we on CARB compliance and have there been any delays granted by Sacramento?

Public Works response: Mono County's first compliance dates are in 2018. This is due to the fact that Mono County is considered a "low-population county" and that Mono County elected, in 2008, to select the "accelerated turnover option" which "bought" the county additional time to comply with CARB regulations. CARB is proposing some regulatory delays that may benefit Mono County but this proposal has not been approved at this time.

11) Bring County recyclables to the Antelope Valley Center;

Solid Waste Division response: Solid waste is working on changes to the County's our recycling program that, if they go into effect, would increase volume at the Walker Redemption Center. These changes may not be adequate to address the Antelope Valley's recycling centers financial concerns. Solid waste will continue to investigate options for consideration.

12) Give a portion of Cal Recycle funding grant to Antelope Valley Recycling center;

Solid Waste Division response: The "Bottle Bill Grant" that has funded county recycling efforts for the last several years has been eliminated from the State budget, so the grant funds are no longer available. Only competitive grants will be awarded from this point forward. Those grants are especially difficult to win in a rural setting, as they place a high value on cost/benefit.

13) Write recycling in Baxter's contract?

Solid Waste Division response: This has been done, with the additional requirement that the County determines where the recyclables go. It is the County's intent to run that volume through Walker Center, but it does not represent a significant volume, and still may not be enough to close their budget gaps.

14) How are legal settlements paid for?

County Administrator's response: Mono County is part of a self-insurance Joint Power Agency called Trindel into which it pays premiums for claims that may result from lawsuits. Mono County has additional ("excess") insurance through the California State Association of Counties. Depending on the determination of any legal capability, these funds are used to address legal settlements as required.

15) Kudos for ADA upgrades;

County Administrator's response: Tremendous kudos to the ADA taskforce, a multi department working group devoted to ensuring the County's accessibility issues are addressed as well as the County's Facilities staff which has implemented the need changes to the County buildings to ensure accessibility.

16) Need fence around Bridgeport Public Works yard

County Administrator's response: The Bridgeport Public Works Yard fence is being reviewed by the Public Works Department. In addition, the Sheriff's Office has also requested a security fence around the Conway Repeater site which will require Bureau of Land management approval prior to installation.

17) More preventative measures to avoid risk of lawsuits

County Administrator's response: Safety trainings are constant part of the work of County Risk Management. Working with Trindel, a multi-agency self insurance fund, Risk Management works with all departments on improving safety trainings. Trindel rewards agencies that achieve high standards for safety training. Mono County has received the highest ratings from Trindel for several years and the County will continue this effort.

With over 270 employees providing services to over 14,000 people across 3,000 square miles, the County will have incidents. Regardless of the risk of duty, the County strives to ensure our employees are safe as they provide the crucial public services. High profile lawsuits are not indicative of the safety of our employees.

18) Too many deputies are driving too fast (without cause);

Sheriff's response: Deputies are always advised to drive safely.

County Administrator's response: Beyond the Sheriff's Department, the County through safety trainings across organization and within each department works to improve driving safety by our employees. These trainings include: In person classes; webinars and routine direct communication with employees via email and at department level staff meetings.

The County also fully investigates any reports of unsafe driving by employees and disciplines employees as appropriate.

19) Why are so many county workers driving in separate cars?

County Administrator's response: The County is currently pushing to reduce gas mileage costs for the County Fleet by 5%. Enhancing car-pooling by County employees is an ongoing goal. It reduces costs, environmental impacts and strengthens efficiencies. Employees are strongly encouraged to carpool.

This remains an ongoing effort to reduce motor pool costs. However, often employees who have field duties, or are meeting with clients, are required to drive alone because of conflicting schedules.

Information Technology response: The County Information technology department is investigating a ride coordination web based platform to strength carpooling and sharing vehicles for county business. This effort will be under way in 2014-2015.

20) Encourage more ride sharing in cars;

County Administrator's response: Ride sharing is encouraged where feasible to save costs while not reducing service needs.

Public Works response: This is an on-going effort to reduce fuel use. The Facilities division ride shares whenever possible.

21) More flexibility of duties – Construction workers should fix sprinklers instead of calling out facilities on O.T.

Public Works response: County Facilities staff is the construction workers for the County and overtime is avoided where possible. Public Works/Facilities staff are crossed trained to cover broken sprinklers. Issues like this are reviewed on a case-by-case basis and try and make the best economic and strategic decision possible.

Bridgeport Budget Town Hall Meeting
May 13, 2014
12 members of the public
4 staff
Supervisor Tim Fesko

1) Add PILT (Payment in Lieu of Taxes payments) to discretionary revenue slide

County Administrator response: The Payment In Lieu of Taxes (PILT) payment is payment from the federal and state government to offset the lack of those governments paying property taxes. These funds go into the General Fund and this year total approximately \$1.14 million dollars. They will be highlighted in future.

Finance response: PILT revenue is uncertain. It requires a legislative appropriation from the budgets of each entity. In the past few years the federal appropriation has been rather shaky, but has come through at the last minute. The State stopped appropriating money for PILT about 10 years ago and also suspended Williamson Act appropriations which reimbursed the County for making open space agreement with land owners to keep lands for agricultural uses. A separate slide could be shown for these revenues that have been decreasing in the last decade.

2) What is Strategic Planning process and how do you keep it from sitting on the shelf?

County Administrator's response: The Strategic Planning process underway in Mono County is an unprecedented effort from every corner of the organization redesign County services to increase efficiency and address the most important public service needs.

Launched by the Board of Supervisors in January of 2013, the Strategic Plan will be more than a document as it becomes implemented. The process is still underway with employees and then will be brought to the Board and the public through numerous RPACS, other agency forums and town hall meetings to garner additional input and feedback from the community.

The means to ensure the implementation will be working beyond the plan to change the culture of thinking strategically where decisions are focused on the most important needs is ongoing.

The all employee Planning session (first of its kind on May 1st) will be followed up with additional all employee opportunities. Also, as elements of the plan are put into place, measurements of implementation will be required. The Plan will be completed in 2014 but implementation will be ongoing.

3) When will plan be ready?

- a. Budget hearings?
- b. RPACS?
- c. Public town halls?

County Administrator response: See answer above

4) Zero Based Budgeting

County Administrator's/Finance response: Zero-based budgeting is a strong budgeting practice for some aspects of local government finance. Given the numerous funding sources and the legal mandates associated with them as well as multiyear contracts, the use of ZBB can be problematical. However, where feasible, the County is constantly looking at funding to meet program and service needs and not budgeting on an annual autopilot. The review of actual costs, the use of funds and the services they provide drive all department requests. This will continue to be used as how budgeting recommendations are made.

5) Look closer at contracts and consultants – Can we bring in house?

County Administrator's response: Every contract is reviewed to measure cost effectiveness and county staff's capacity to provide that service at the same or a lesser cost. The decision to bring in-house or contract is based upon various needs and governed by public procurement rules for local governments. Contracts follow a request for proposal process which will allow an open competitive process prior to any decision to award.

In addition, contracts and consultants are used sparingly to bring in specialty skills needed by the County on a rare basis. Wherever possible, the County continues to invest in the skills of employees and keep work in-house where feasible.

Public Works/Facilities response: Public Works scrutinizes contracts and consultants and brings these projects in-house whenever possible.

Assessor's Office response: It would be very difficult, and potentially extremely costly to the County to bring in house the services we currently contract for. We are currently contracting for the appraisals of the Casa Diablo Geothermal Plant and the Mammoth Mountain Ski Area and some of its affiliated properties. These are the largest and most complex privately held properties in Mono County. Casa Diablo generates about \$1.7 million in annual property taxes, and the Mammoth Mountain properties generate about \$2.5 million.

Geothermal properties are among the most complex properties to appraise. The following is a direct quote from Property Tax Rule 473 (b) (3) (italics added):

The unique nature of geothermal property interests requires the application of specialized appraisal techniques designed to satisfy the requirements of Article XIII, Section 1, and Article XIII A, Section 2, of the California Constitution.

It is for this reason that this work is contracted out to a specialist who has been valuing geothermal properties since the 1980s, and has done so for several counties in addition to Mono County.

The contract for the appraisal of Mammoth Mountain Ski Area includes Mammoth and June Mountain Ski Areas, as well as Tamarack Lodge. All three are possessory interests located on USFS property. These properties have a combined assessed value of approximately \$250 million. The largest projects that any of our staff appraisers have worked on are in the \$40-\$50 million range, and we have never appraised a ski resort.

Outside of experience, the biggest problem with using in house appraisers on these projects is credibility. Starwood Capital Group (owner of Mammoth Mountain), and Ormat (owner of Casa

Diablo) are both multi-billion dollar companies, and have access to experts in their respective fields. A general appraiser is simply not going to have the same level of credibility testifying before an assessment appeal or a court of law.

Outside expert lawyers utilized on these properties specialize in property tax matters have worked with our geothermal expert since the 1990s. The County Counsel's Office has assigned an attorney to work with the Assessor's Office but that attorney does not yet have the knowledge or experience dealing with property tax law. She is working with our outside counsel to acquire that knowledge. In time, we might be able to transition that legal work in house, but I do not believe we are at that point yet.

6) Why hasn't County acted on building hangars at airports?

County Administrator's response: This issue will be reviewed by Public Works in 2014-2015 including looking at the issues raised by the Federal Aviation Administration (FAA) when issue was last discussed.

7) Find new venue for community input

County Administrator's response: This issue was a concern raised by a member of the public about the ability of RPACs to draw out fuller community participation. The RPACs are open forums and the entire community is encouraged to participate. The County is always seeking greater public participation and is reviewing bringing Board meetings online for people to watch. Other special town hall meetings, such as the Budget Town Hall meetings started in 2013, are also a venue.

Community based Board meetings will be occurring in FY 2014-2015 through the community.

8) Banner needed across 395 in Bridgeport (Main Street) about events/Gateway to Bodie;

Public Work/Facilities response: This will require a Caltrans encroachment permit. In other communities, the local Chamber of Commerce or other non-governmental organization usually initiates these types of requests. The County stands ready to assist a community-generated request.

County Administrator's/Community Development response: The BOS recently authorized submittal of the Active Transportation Program grant application to fund main street improvements that include features (with preliminary support from Caltrans) for supporting such a banner.

9) Reduce Board of Supervisor meetings to only twice a month;

County Administrator's response: Reduction in the number of meetings would not directly translate into any financial savings. There are not any staff who are only hired for Board meetings.

There could be a savings in staff time who are required to attend Board meetings for item presentation but this would need to be measured with the reduction in public access to the Board by the public.

10) RPACs (Regional Planning Advisory Committees) should be quarterly to save staff time

County Administrator's response: The Board has routinely, and most recently in October 2014, reviewed the form, history and efficacy of the Regional Planning Advisory Committees (RPACs). The Board concluded that each RPAC has the right to govern its structure including membership and meeting time. The RPACs exist to provide the public an advisory body to express issues of concern regarding planning issues and often other broader community matters.

Some RPACs don't meet quarterly but as needed while some meet monthly. The savings would be reduction in staff time to staff these meetings.

Crowley Lake Budget Town Hall Meeting
May 19, 2014
12 public attendees
6 staff
Supervisor Fred Stump

- 1) Combine next year's Budget workshops with RPACS to enhance feedback;

County Administrator's response: This will be considered for FY 2015-2016 Budget development.

- 2) Can we see more budgets with budget reconciliation?

Finance Department response: The printed Budget will have actuals when published.

- 3) Clear data showing state and federal funded programs vs. General Funded programs;

County Administrator's response: The Budget delineates line-by-line revenues and expenses for state and federal programs.

Finance response: Generally, the County budgets by program, not funding source making it difficult to differentiate when a program has general fund revenues along with State and Federal revenues.

- 4) Watch USDA Regulations for grain on cattle;

County Administrator's response: This issue was brought to the attention of the Inyo-Mono County Agricultural Commissioner, Nate Reade, who will monitor. In addition the County Administrator will ensure the issue is considered when the 2015 Mono County Legislative program is brought before the Board for consideration.

- 5) More carpooling;

County Administrator's response: The County is currently pushing to reduce gas mileage costs for the County Fleet by 5%. Enhancing car-pooling by County employees is an ongoing goal. It reduces costs, environmental impacts and strengthens efficiencies. Employees are strongly encouraged to carpool.

Public Works Response: This is an on-going effort.

Sheriff's Office response: the Sheriff's Office is currently doing this 'on-duty' to save fuel costs, due to budget cuts.

Probation Departments response: Probation staff rides together when coming to Bridgeport for Tuesday court. They ride together doing their contacts too.

- 6) More collaboration between government agencies;

County Administrator's response: Mono County works with other local governments, state and federal agencies as well private organizations to maximize and leverage better services. The County will continue to do this ongoing to create shared services.

Sheriff's Office response: The Sheriff's Office currently does this, especially relating to training that is being brought in-house.

Benton Budget Town Hall
May 27, 2014
5 public attendees
3 staff
Supervisor Fred Stump

- 1) Change Bishop Zip codes to Mono County codes capture more sales tax;

County Administrator's response: Through Congressman Paul Cook's office, Supervisor Fred Stump and the County Administrator are working to seek a congressional action to help assign new zip codes for those portions of southern Mono County that are in Inyo County zip codes (primarily Bishop).

This effort is underway and will ultimately require congressional support to reassign. The County is keeping this a top legislative priority including keeping it in the Mono County Legislative Platform.

- 2) Who decides how much money county departments get?

County Administrator's response: Program funding is driven by a series of factors and decided by the Board:

- The Board has expenditure discretion over General Fund discretionary revenue. Revenue restricted by legal mandate must be spent in the manner restricted by mandate;
- State and federal law dictates the expenses of funding primarily non-general fund.
- State and federal funding requirements are created by the State Legislature or Congress. Counties receiving such funding have to comply with state and federal spending rules.

The Board has the ultimate authority to approve departmental budgets yet cannot shift all funds from one department to another depending on the restrictions from the funding source.

- 3) Why so many paramedics benefitting so few people?

Emergency Medical Services response: The Mono County EMS Department has historically served the most populated areas of the county. Analysis of the demand for ambulance service has been lower than other areas of the county.

On average, the Tri-Valley volunteer fire departments respond to fewer than 100 calls annually. The least responses for established Mono County stations, in Walker and Bridgeport, responded

to over 200 calls each, on average, the last five years. The agency monetarily supports the Tri-Valley with “pay per call” stipends to both White Mt. Fire and Chalfant Fire. Each ambulance response is paid \$300, to help cover costs for the departments and among the volunteers. The EMS department responded to almost 2,000 calls in 2014, but costs keep us from expanding at this time.

4) Why not spend those \$ to benefit more citizens?

If there were an exact science to determine where and when an emergency response would be needed, our ability to reach every citizen in their time of need would be simple. Short of that however, we must rely upon historical data to place our four full time units, and make and do our best to reach out to underserved areas, with funding and ongoing training for the volunteers of those areas.

Bridgeport Employee Budget session
25 attendees
May 27, 2014

- 1) Why is the County still funding community events when employees are taking cuts?

County Administrator's response: The Board supports local economic development activities and youth supporting events. The \$60,000 distributed in 2013-2014 represented less than 1/10th of a percent of the County's \$63 million dollar total budget.

Mammoth Lakes Employee Budget Session
May 28, 2014
8 employees in attendance

No comments

Emailed in comments
May 28, 2014

- 1) I was thinking, with many government offices closed on Fridays, and locally the schools offices are closed Fridays, Town of Mammoth is closed Fridays, maybe we could close Fridays. The public is more used to government offices being closed on Fridays in this day and age. Would it help with the finances?

County Administrator's response: The savings from this proposal would be primarily in utility savings. Staff time would not be reduced as schedules to maintain services during the open days would continue. Staff would not be taking a 20% pay cut. The utility savings would be mitigated by the need to keep building heated in winter months.

Other agencies have attempted compressed work weeks utility savings did not meet targets (estimated at 2% of utility costs). Overtime costs were lower than expected. Public satisfaction with access would be consideration.

- 2) Please begin discouraging the "Use it or Lose it" budget assumption

County Administrator's response: The "Use it or Lose it" assumption is one which is constantly being challenged by departments. All staff, department and managers are expected to be the wisest stewards of scarce public resources. Budgets are required to be balanced and focus on only the most critical needs. Given the high of level of public review through open meetings budget development and budget workshops by the Board, very expense is reviewed and assessed for need.

Some state and federally funded programs require certain expense levels to maintain minimum program standards.

Public Works response: The Public Works Department has been working to alter this type of thinking for years.

Appendix D

Template of 2013 Budget Town Hall Meeting Power Points

Mono County 2014-2015 Budget Town Hall Meetings

May 5th - Mammoth Lakes

May 7th - Lee Vining

May 12th - Walker

May 13th - Bridgeport

May 19th - Crowley Lake

May 27th - Benton

May 27th – North County Employee Session

May 28th – South County Employee Session



June 16th, 17th, and 19th - Board of Supervisors Budget Hearings

July 1st – Beginning of 2014-2015 Fiscal Year

Town Hall Agenda

Welcome from Board Member

Economic Outlook

County Budget Overview

Long Term Liabilities and Unmet needs

Immediate and Long Term Actions

Next steps



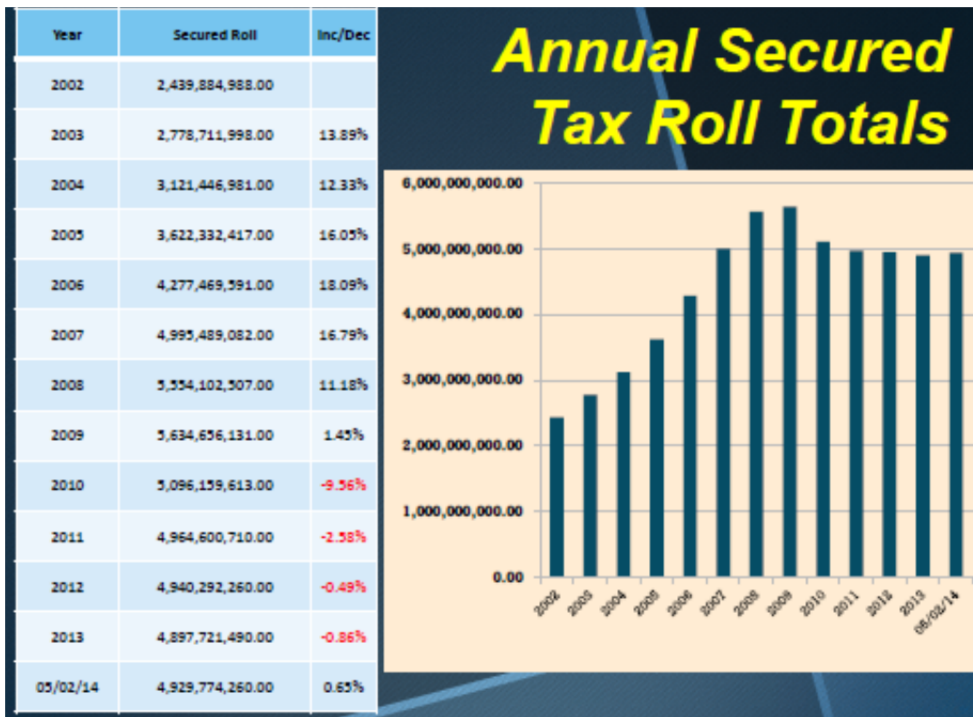
Economic Outlook

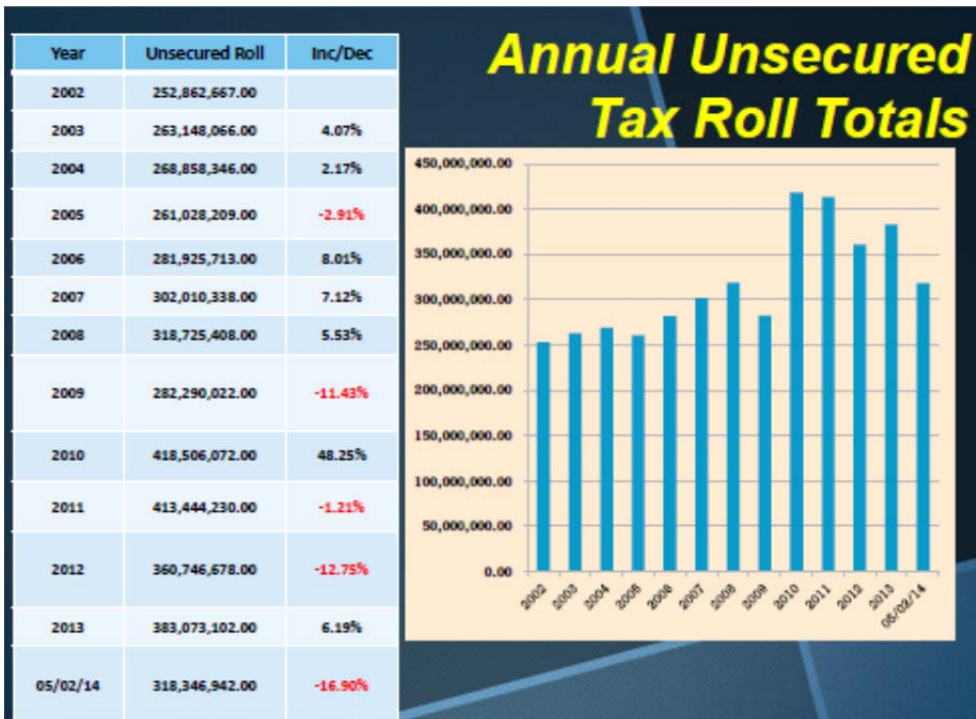
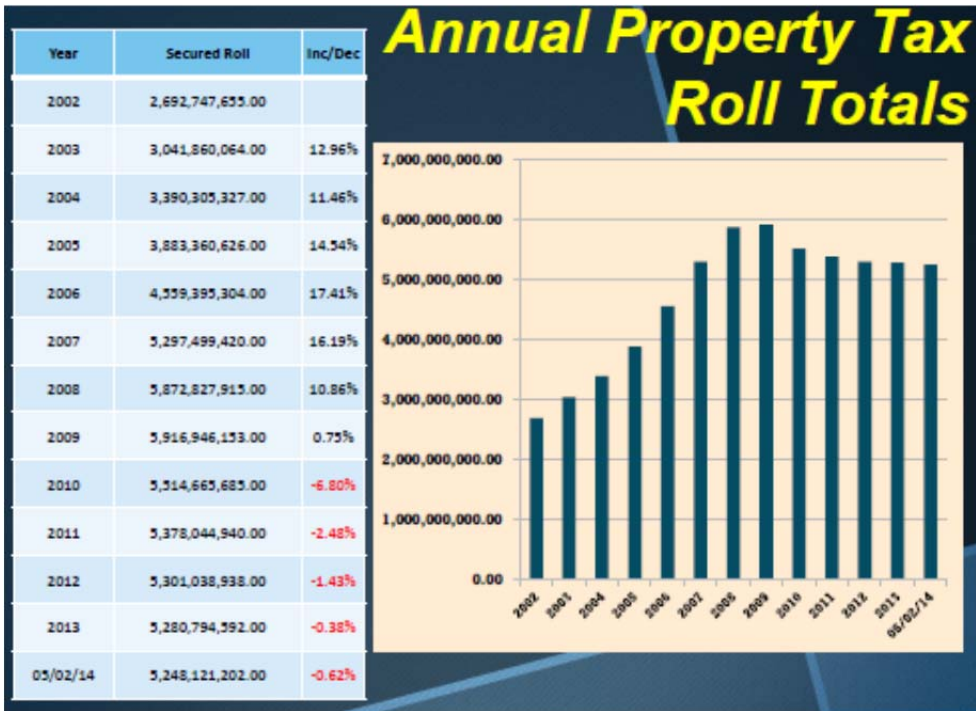
Eastern Sierra Economy is flat

Mono County economic growth *may have found the floor*

Drought will have economic impact

Mid term (3 to 5 years) remains slow





Mono County Property Tax Dollar

With this 30%, the County provides:

Public safety, including the paramedics;

Jail services;

Roads;

Social & health safety net;
Land use and community development.

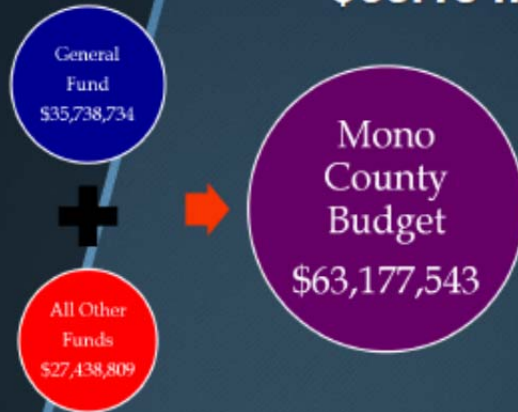


Non-Property Taxes

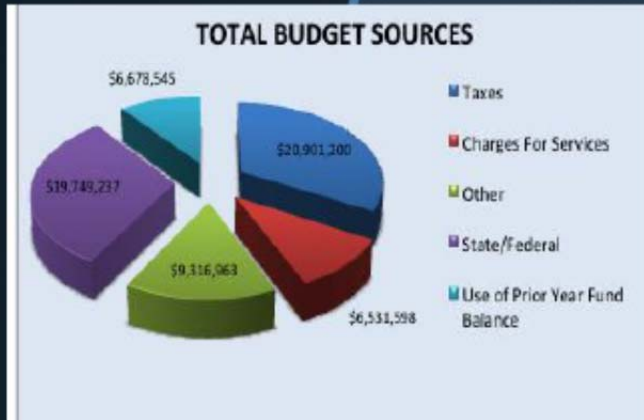


Mono County FY 2013-2014 Total Budget

\$63.18 million



Total Budget Sources



- 33% from Property, Sales and Tourist taxes;
- 10% from Charges for Services;
- 15% from Other sources;
- 31% from State/Federal revenues;
- 11% from use of Prior year Fund Balances.

Total Budget Uses

- 26% for Law Enforcement
- 20% for Public Works
- 15% for General Government
- 10% for Public Health Services
- 8% for Social Aid Programs
- 7% for Paramedic Services;
- 5% for Enterprise Funds
- 4% for Community Service Areas
- 2% for Economic Development
- 2% for Civic Services
- 2% for Capital Improvements
- 1% for Internal Service Funds



General Fund = \$36 Million

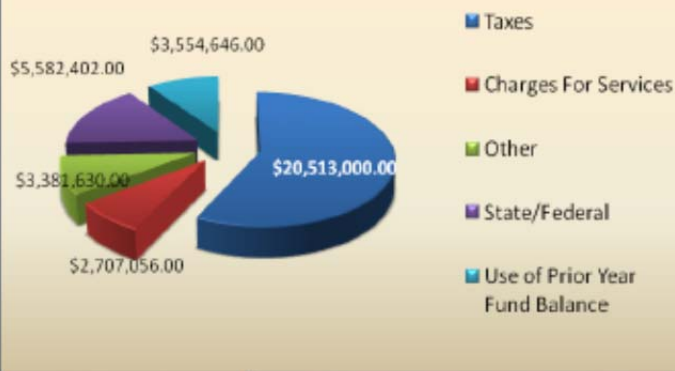
33% (\$12 m) – Restricted funds from State, Federal and Other Governmental funding
For specific programs (i.e. law enforcement grants and housing grants)

67% (\$24 m) Discretionary – funds community services:

- Law Enforcement (Sheriff, Jail, Probation, D.A.)
- Civic Services (Elections, Clerk, Records, Veterans' Services)
- Public Works, Roads and Facilities (community centers, parks)
- Health and Social Services (Mental Health, Public Health and Department of Social Services)

General Fund Sources/Uses

GENERAL FUND SOURCES



- 57% - Taxes
- 16% - State/Federal
- 10% - Use of prior year funds
- 9% - Other
- 8% - Charges for services

General Fund Sources/Uses

44% for Law Enforcement

23% for General Government

15% for Public Works

11% for Paramedic Services;

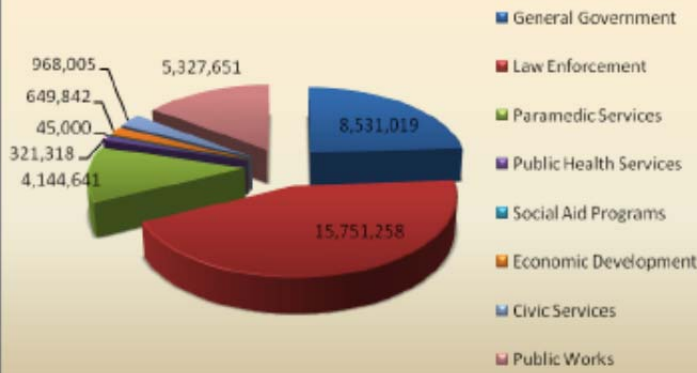
3% for Civic Services – Elections, Clerk/Recorder;

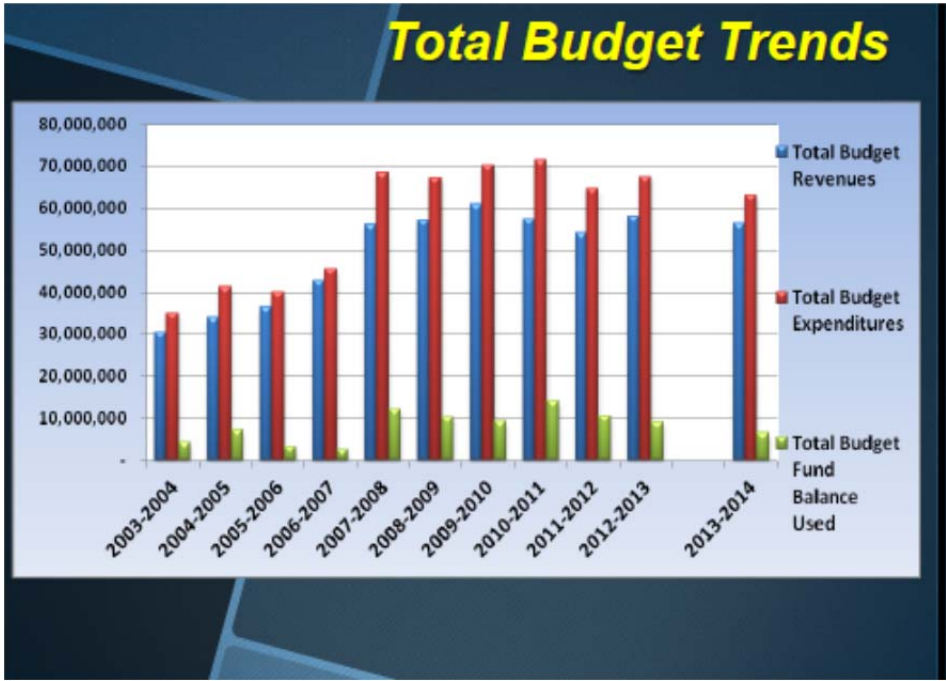
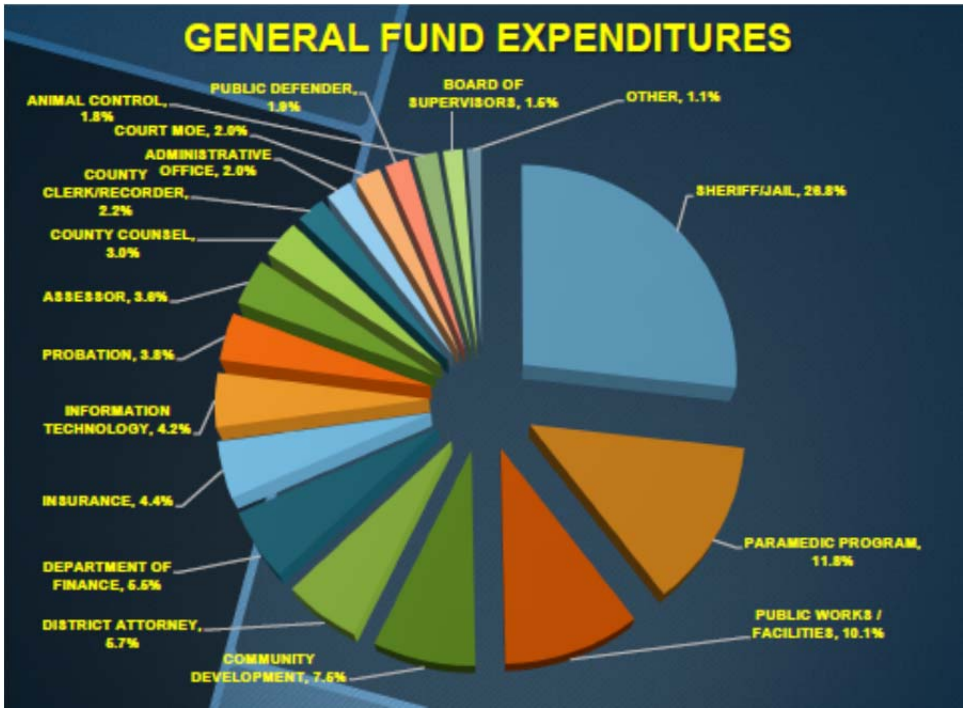
2% for Economic Development

1% for Public Health Services

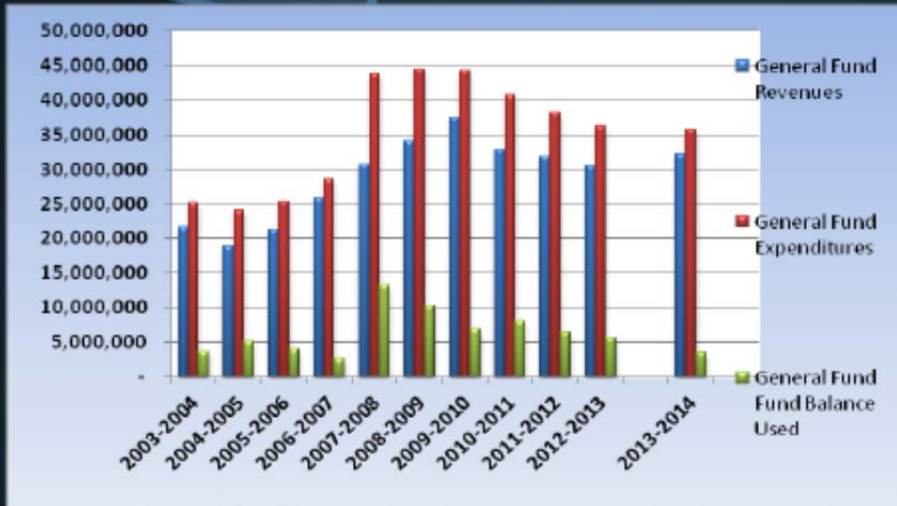
>1% for Social Aid Programs

GENERAL FUND USES

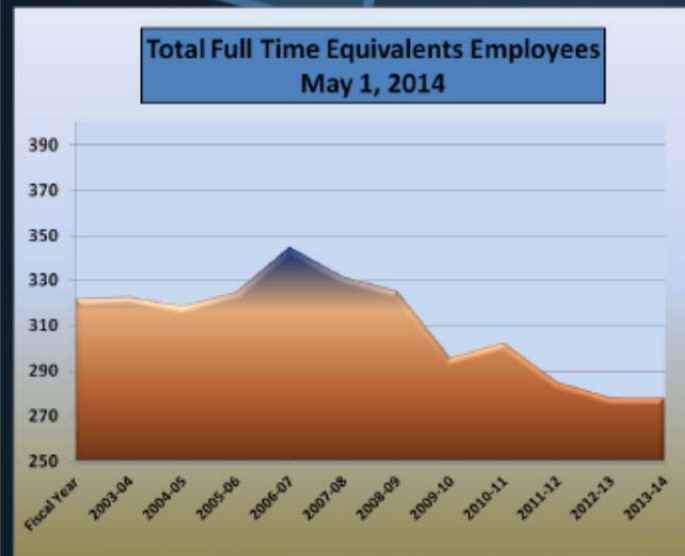




General Fund Trends



Employees

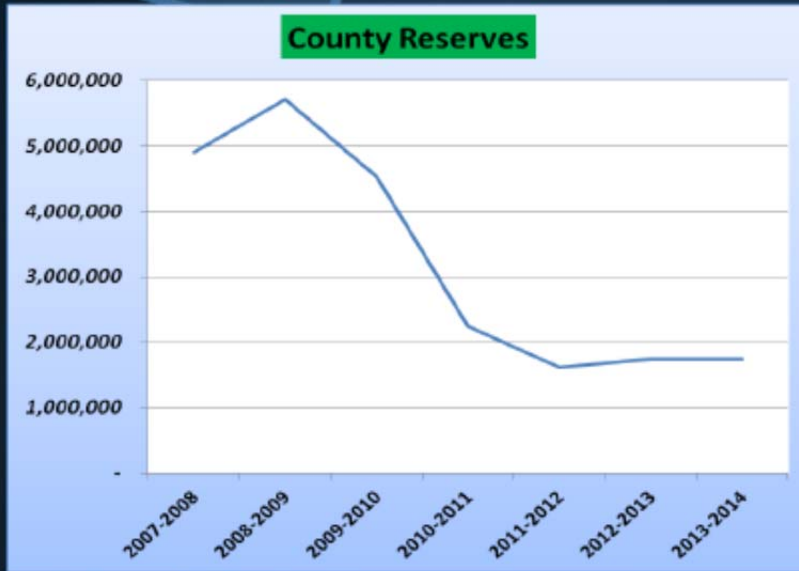


**Currently
Mono County has**

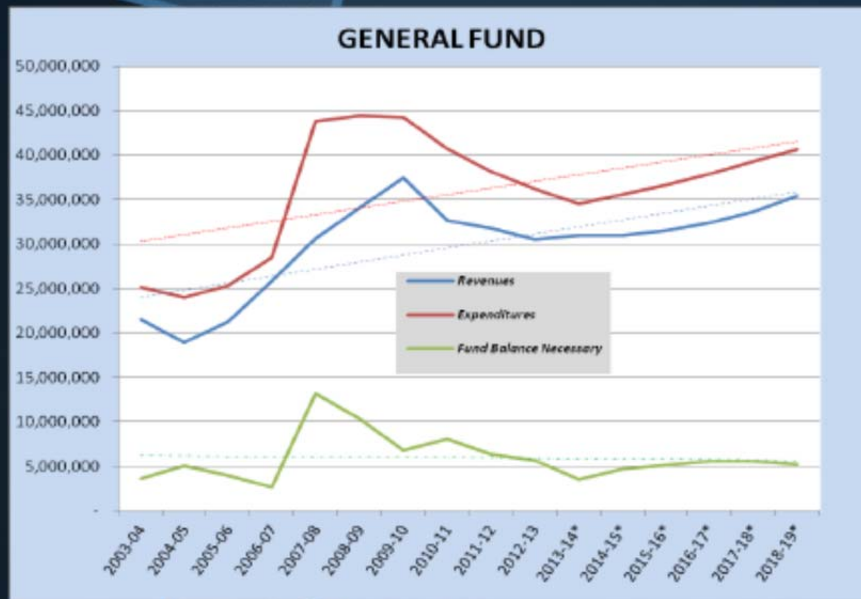
**278 Full Time
Equivalent Filled
Positions**

**In 2007 it was
345**

Reserves



Structural Deficit



Immediate and Long Term actions

1. Mid year reductions
2. Hard Hiring Freeze
3. Cost Reduction Strategies
4. Strategic Planning



Immediate and Long Term actions

1. Mid year reductions

Departments were requested to reduce midyear **5%** from General Fund

2.64% achieved



Immediate and Long Term actions

2. Hard Hiring Freeze

No vacancy being filled without explicit Board approval

Freeze in Place for
FY 2013-14 & 2014-15



Immediate and Long Term actions

3. Cost Reduction Strategies

COST CONTAINMENT - SERVICE PRESERVATION - REDESIGN EFFORTS

Initiative	Method	Potential Service impact	Target Net GF savings
1) Re-Base Labor costs	Negotiations	Same workforce size; Recruitment and retention issues.	Up to \$2.9 million annually
2) Furloughs (Temporary savings)	Negotiate up to 80 hours unpaid leave for employees in FY 2014-2015 and FY 2015-2016	Limited loss (convenience) of public services due to either reduced public hours or less access to staff during current scheduled public hours	\$600,000 - \$1.2 million annually
3) Reduce net workforce costs through workforce attrition	Negotiations; Offer financial incentive for employees to leave county employment voluntarily; Use hiring freeze to replace most crucial positions to yield net savings, with lower replacement labor costs. Defund allocated vacant positions.	Potential loss of staff institutional memory; Less staffing; Higher workload if no backfilling of staff;	\$2.0 million annually
4) Strategic Planning Re-Design of County Service Models	Employee/management collaboration to process improvement and cross functional-interdepartmental service models	Maintain or improve services through new process models and culture change More technology investments Provide only most critical services; eliminate less critical and non-value added services	??
5) Use of Reserves	Administrative	Maintain Current workforce (service level) by use of one time monies for operations Reserves have been used over prior years to span recession	??
6) Layoffs	Administrative	Higher workload for remaining staff; Lower service level for public	??
Total potential savings estimate			\$2.6 million to \$6.1 million
Total needed to close gap			-\$4.7 million
Remaining Structural Deficit			2.1 million to \$1.4 million surplus

Immediate and Long Term actions

4. Strategic Planning

Re-design of services focused on
long term issues with
Less Resources

Employees, Board and Public



Short Term actions and Long Term Planning

***Required to Balance the Budget
without a debt***

***Must take actions this year in
order to address long term***

Must work differently



Budget Development

May 5th – 27th - Public Meetings to gather input

June 11th – Recommended Budget published

June 16th -17th & 19th – Board of Supervisors Budget Workshops

Budget Adoption must be no later than October 1, 2014

Public feedback will be included 2014-2015 budget development



**Questions, comments
& ideas!**

Jim Leddy, CAO
Bridgeport – (760) 932-5414
Mammoth – (760) 924-1703
jleddy@mono.ca.gov

Leslie Chapman, Finance Director
(760) 932-5494
lchapman@mono.ca.gov



Appendix E

Mono Innovation Groups – Idea Matrix

North/South MIG	Idea	Details	Benefits/savings	Potential Review Team	Response, Next Steps and Savings
North	Centralized Contract Management System	Reduce time in renewing and tracking Contracts across all departments by establishing one central contract database	<p>Reduce duplication of efforts and spend less administrative time spent by multiple department staff</p> <p>Consistent forms used by all departments in contracts</p> <p>Better use of existing software</p>	CAO Finance Public Works IT	<p>PW – Idea should be investigated. It would take an individual (as well as another cross-trained staff) to manage the contracts for all departments. The individual would need to know about every department’s contract requirements and contract law as it relates to the various departments.</p> <p>IT - MID PRIORITY - This is a major problem, but should be integrated with an overall Finance system conversation. Short-term solution is to move all the contracts to Laser fiche – our imaging/document management system and off the R:\. Cost = staff time only.</p> <p>Further Analysis warranted.</p>
North	Online County Purchasing Order streamlining	<p>120 Day expiration too cumbersome</p> <p>Contract thresholds too low</p>	<p>Less paperwork</p> <p>Consistent format through organization</p> <p>Longer time period so less ongoing paperwork</p>	Finance County Counsel CAO HR/Risk	Finance is reviewing idea.
North	Online timesheet	<p>Automated timesheet so less hand processing of paper</p> <p>Access to CAMS system to allow assignment to projects at department level</p> <p>Consistent coding</p>	<p>Staff time in processing</p> <p>Also: significant staff time in preparation of timesheet, as well as reporting needs for grants, invoices, etc.</p>	Finance IT HR	<p>Allowing all staff access to CAMS may cause problems due to inexperience.</p> <p>Need to discuss with all CAMS users/administrators.</p> <p>HIGH PRIORITY- Conversations are currently underway and we should have some consensus about approach in the next few weeks.</p>

		"Plain language"			Finance working with IT on implementation.
North	Quarterly payment of fees for development instead of monthly	Flat fee system for developers No need to true up costs and waste administration or accounting time.	Save staff time in generating bills Encourage development by ensuring consistent fees for projects – no "moving the goal posts" Tie in CAMS to assign staff costs to projects	Public Works IT Finance	LOW PRIORITY (IT) - The impact of the fee affects the potential benefit of having the information (for PW & GIS' purposes). Does not really affect revenue or County budget. Need to verify saving in staff time and if that translates into fiscal savings – Further analysis needed.
North	Road Crews need computers at Road yards	Portal to payroll, maps	No faxing or driving of records to BP	IT PW	PW: All Road shops have computers except one (Walker). Only two staff members work in this location. Cost/Benefit Analysis should be conducted. HIGH PRIORITY (IT) - This is in progress. Cost will be evaluated based on PC replacement program. Cost/Benefit Analysis should be conducted.
North	Electronic Death Record System	Mono currently must transport death records to Inyo county This is done via vehicle (sheriff's department)	Registration of death certificates online No manual transport	Public Health IT Sheriff's	MID PRIORITY (IT) - This should be easy to tackle. Actual cost savings TBD. There is state program County could join – analyze Cost/benefit.
North	Small health fee deposits should be waived	Staff time to generate receipts costs more than fee Look at raising fee to cover actual staff time	Staff produces paper receipts for \$2.00 and \$5.00 fees on certain health activities	Public health Risk	
North/South MIG	Idea	Details	Benefits/savings	Review Team	Response, Next Steps and Savings
South	Build a survey around services	Gage community feedback through RPAC lists		CAO IT	County could utilize existing Survey Monkey accounts to gage public support for services.

					Feed results into ongoing Strategic Plan efforts.
South	Review fees to seek full cost recovery	Some fees may not covers health services	Increased revenues	Finance County Counsel CAO HR/Risk	Master Fee Works Shop June 11, 2014 to measure cost of services and fee justification.
South	Pool training funds across jurisdictions to bring trainings to Mono/Inyo	Multijurisdictional being offered classes here could reduce travel budgets	Less travel costs Less staff time away from office	HR Finance All Departments	DSS pools trainings and funding across Mono, Inyo, and Alpine Counties. Other Departments should seek opportunities for joint training.
South	Bring in House surveyor vs. outsourcing	Have in House design engineer	Less money in contracts more with existing staff (if surveyor also engineer)	CAO HR Finance IT/GIS	MID PRIORITY (IT) – Cost Analysis needed for in-house vs. outsource. Accuracy of data is very important. Cost Analysis needed.
South	Regional Consolidation of HR recruitment services among Inyo/Mono/Bishop and Town of Mammoth Lakes	Single source for recruitments	Less staff Larger pool of applicants	HR CAO	DSS uses Merit System Services for all DSS recruitments, as does Alpine and Inyo. These recruitments are shared amongst counties. MONO HR working with Town of Mammoth Lakes and local private employers through Roundtable process to share information and see if pooled services worth pursuing. Further Analysis Warranted.
South	Rent out empty county owned rooms	Any unused county owned or leased spaces should be sub-leased for revenues	Increased revenues	Risk Public Works	DSS rents the Social Services Conference Room to one outside entity on an on-going basis Further research by Facilities staff required to verify what buildings and/or space is currently unused and needed. Comprehensive County Facilities Plan will be brought forward as part of Budget. Strategic Plan should create direction for space needs. Need to ensure no other county uses are planned.
South	Reduce use of facility after space	Shrink footprint of used county	Less costs in rent, energy costs	Risk CAO	DSS is open to moving, given adequate space accommodation

	needs analysis	space i.e. BP social services space Old Hospital		Public Works	<p>elsewhere; would need to factor in time requirements for relocation of state computers, destruction of old, confidential files, and equipment, etc.</p> <p>This is ongoing. The Old Hospital in Bridgeport just had this done. The facilities requirements are always evolving but PW is trying to reduce overall operational costs etc.</p> <p>Facilities needs to coordinate with each department to see where they have additional unused space and incorporate into CCFP (see above). Must ensure security for items currently being stored at old Hospital if new location is determined.</p>
South	Cross Train staff	<p>Ensure that staff has multiple skills and can be allowed to use them</p> <p>Less overtime and less need for more staff with less skills</p>	Savings on contracting out i.e. lock smithing was one mentioned	All departments	<p>All PW staff is being cross-trained. A locksmith is a good idea but it also would take one Facilities person out of the loop while they worked on locks.</p> <p>County Clerk's office staff already cross-trained.</p> <p>All Departments should analyze current outsourced services vs. investment in cross training to see if warranted. HR must review job descriptions as to ensure no MOU issues.</p>
South	Review outsourcing more services at lower costs	Review services that can be outsourced	Less staff	CAO Finance HR	
South	Work with Town and Inyo more on shared services	Ag. Commissioner model of multi-jurisdiction services	Less staff	CAO Finance HR GIS	<p>This is currently in process.</p> <p>Mono IT Director approached by Inyo Co IT Director about expanding shared GIS services.</p> <p>Discussions continue with some special districts about expanding reach of IT service where we already provide some</p>

					assistance. Further Analysis warranted.
South	Paramedics – revenue for services	-subscription service -Mental health/medical transport -Ambulance insurance on ski lift tickets -Raise ambulance fees 5% -County wide fire to allow for access to grant funding (Douglas County Model)	Increased revenues for Paramedic program	Public Health Finance HR CAO	Public Health/EMS Manager, working with CAO/Finance, will continue to analyze these options for Board consideration.
South	Energy efficiency	Replace courthouse window	Energy cost savings	Public works Cao Finance Courts	Replacing/upgrading windows in a building listed in the National Register of Historic Places may be difficult and/or create issues with citizens who want to maintain historic nature of structures. Analysis warranted as part of Energy Taskforce work.
South	Eliminate courier mail service	Go to in house employee transport	Cost of contract	CAO	Completed – savings \$10,000/year.
South	Wider use of prisoner as labor source	Stop subbing out and use inmate crews for in county projects	Less labor and contract costs	CAO Sheriff HR	PW has used inmates for many years when available. They assist with routine maintenance in our parks, facility grounds keeping, and washing county cars. Departments being encouraged to look at utilization.
South	Central Tool warehouse or purchasing	Prevent employees from bringing tools in from home Reduce liability	Less transport time from shop to shop of larger tools	Public works CAO Risk Finance	Creating another tool warehouse would require additional inventory management as well as increasing budgets to cover the additional tool purchases. No employee is required to bring tools from home. <i>PW should work with staff to ensure no tools being brought from home and that shops have</i>

					<i>access to needed tools currently.</i>
South	Airport Gravel Pit	Re-open pit for county use County should haul its own dirt	Less expensive aggregate	Community Development CAO Finance HR	This pit was reopened to Mono County's use two years ago. There are limitations as to how much material can be mined and the period it is open each year. Mono County will be responsible for reclamation once the pit closes. Already implemented.
Email	Change dates of pay period	If the dates of the pay period are changed, any call outs or over time can be recorded correctly the first time.	Staff time will be saved by not having to correct timesheet, or spend time on retro pay.	HR CAO Finance	
Email	CARB Compliance	Research a bond measure or increase sales tax to fund mandated CARB compliant vehicles and equipment	Help fund CARB, less money out of general fund.	CAO Public Works Finance	
Email	Hire a grant writer	A grant writer could support all departments and help bring in more grant funding for the county.	More grant funding to help supplement the general fund.	All Departments	
Email	Vacation Payout	Allow more vacation time to be paid out, and at any time during the year.	Reduces huge payouts at retirement.	CAO HR Finance	
Email	Consolidation of the 457b/401a programs	Larger asset base tends to get a reduced cost.	Reducing county costs for retirement program.	All Departments	
Email	Work to set up a chain of car charging stations through the Eastern Sierra's	Being listed on the DOE website would result in marketing for Mono County.	Attract more visitation to the area; increase TOT	CAO HR Public Works	
Email	Career Day for local youth	Put together a program where high school students could sign up for job	Teaches kids about local government, encourages them to finish	All Departments	

		shadowing for a day.	school/college, and attract them to local jobs.		
Email	Wider range of options for 401a	Allow employees to defer COLA's into their 401a	For every dollar an employee defers, the county saves by not having to pay the Medicare portion	CAO Finance	
Email	Set computer defaults to use less ink	Use fonts and programs that use less ink when printed	Saves the county on toner	All Departments	
Email	Use energy efficient lighting	We could replace lighting in all county facilities to energy efficient lights.	Uses less power and could result in great savings	All Departments	

North/South MIG	Idea	Details	Benefits/savings	Review Team	Response, Next Steps and Savings
Email	Less travel for employees between North and South County	Some South County employees are required by their department head to travel to Bridgeport on a weekly basis.	Fuel Costs, wear and tear on vehicles, and employee travel time.	CAO Department Heads IT	PW always tries to consolidate trips and reduce overall commutes between north and south county. HIGH PRIORITY (IT) - Video conferencing at the desktop and all conference rooms is a priority for us. We are looking at how investments can eliminate travel and improve quality of interaction during meetings, etc. Departments should review mandatory travel requirements; Utilize teleconferencing where possible.
Email	Parcel tax measure per paramedic unit.	If an area wants a paramedic program, they can pay a relative extra on parcel tax to fund its existence.	Revenue will help fund the paramedic program in each location.	CAO Finance Paramedic	To be reviewed as part of ongoing Paramedic Program.
Email	Pool Cars	Analyze use/costs of take cars home, consider	Minimize the amount of vehicle use the County is paying for.	CAO Risk HR	Under review – Will be part of FY 2014-2015 Budget Hearings. Only vehicles with Board approved and Department business reason will be continued.

		change thereof.			
Email	Energy costs at road shops	Consider costs of retrofitting these buildings to save on energy and heating costs	Reduce the amount spent on heating insufficient buildings.	Public Works CAO Finance	PW: Facilities staff should include these in their energy audits. Performing energy improvements should provide some return on initial investment over time. <i>Underway by Facilities. Seeking grant funding and other sources to perform improvements once completed. Mono County Energy Taskforce continues analysis.</i>
Email	Furlough days	Mandatory unpaid days off	Staffing and operational expenses are saved on days County offices are closed.	All departments	Under review if other options do not result in desired savings to budget. <i>Part of ongoing negotiations. Departments will need to individually review format if it is implemented.</i>
Email	State or Grant Funding	Is there any State or Grant Funding we are not currently utilizing that could save General Funds?	Reduce General Fund expenses	All departments	PW is always looking for funding sources. Rock Creek Road improvements is a good example. <i>Efforts will continue.</i>
Email	Double sided copies	Require that the default on all staff printers is set to double sided printing	Reduce the amount of wasted paper	All departments	PW prints on two sides as much as is possible. <i>Minimal savings as printing costs are not driven by paper but per printed side, however effort is underway.</i>
Email	Raise fees for solid waste facilities	If the solid waste facilities are not paying for themselves raise fee to cover more of the costs	Raised fees will help produce revenue to cover the costs of the facilities	Solid Waste Finance CAO Risk	Solid Waste operational costs and revenues have been improved and are not impacting General Fund. It has resulted in reduced operational expenses. <i>HIGH PRIORITY (IT) - IT currently assisting with a parcel level assessment to determine where fees are not being collected.</i>
Email	Layoff probationary employees	Layoff new employees so that employees who have dedicated	Salary savings for those who are laid off. Any extra revenue could result in a raise for other	CAO County Counsel Risk	<i>Other efforts to fairly look at workforce size/costs and needs underway through negotiations.</i>

		years to the County can have job security.	employees.		
Email	Simplify home building	County can simplify building permit process to encourage building.	Gain revenue from property taxes	CAO Building Finance	Unknown if successful given limits on private, developable land in County. Master Permit Fee workshop in June will provide another opportunity for Board to review. Fee reductions will not impact Town development.
Email	Cuts Board of Supervisors Lunches	The Board of Supervisors lunches are being paid for with County funds.	Would save a couple thousand a year	CAO HR County Counsel Finance Board	Already completed Savings - \$1,200 annually
Email	Increase charges for copies	Currently the County is charging \$0.50 per page for copies of documents, other counties charges range up to \$2.00.	Charging \$2.00 for copies could generate thousands of dollars a year	Finance CAO Clerk	Will be brought forward as part of annual fee workshop. Fees must be for actual costs under Prop. 26.
Email	Decrease or eliminate merit leave	Some employees receive up to 2 weeks of merit leave	County would save money if they were not paying for this extra leave	CAO County Counsel	Negotiable item and analysis of actual savings needs completion.
Email	Phone line audit	Seems as if the county has many phone lines that are not being used. Doing an audit might identify these lines and they could be canceled.	Saving money on unused phone lines	IT CAO	HIGH PRIORITY (IT) - This assessment is one of the top priority projects for IT for '14-'15. IT will conduct in FY 2014-2015 Fiscal year (beginning July 2014).
Email	Payroll reports with amounts of total salary.	Would save time with grants or bills if payroll reports had the total of salaries on them.	Time saving to be more efficient	Finance	Finance should review with Departments on verifying time savings.

Email	Expanded use of Sales force software for project management	Help keep projects on tract, and help employees with time management.	Time savings to make employees more efficient.	Finance CAO HR IT	HIGH PRIORITY (IT) - Within next three months IT will be purchasing software for PM that will accommodate additional users from other departments. <i>Underway per note from IT above.</i>
Email	Increase number of step increases	Step increases could be broken down to smaller increases, with more steps available.	Smaller financial impact per step. Boost employee morale.	CAO Finance	Currently in negotiations and dependent on overall budget.
Email	Depend less on tourism, look for other means of economic development	Partner with private businesses to build a convention center.	Market to companies to hold conferences here. Employees will stay in local hotels, eat in local restaurants, and participate in local recreation.	CAO Risk Finance IT Economic Development	Digital 395 & business development/attraction/retention. Economic Development will review as part of the Economic Development Strategy that was launched in July 2013 to broaden local regional economy.
Email	Add to and enforce county codes.	Clean up abandoned buildings, junk accumulation in public sight, vehicles and boats on streets, etc.	Could improve quality of family life; attract young families to turn around the cycle of denouement.	Code Compliance CAO GIS	HIGH PRIORITY (IT) - Add 911 Addressing compliance. In process with Nick Criss and County Counsel
Email	Expand North County medical services.	7- Day availability of the clinic	Attract local pharmacy, thus keeping business local.	Health Dept. CAO Finance	Public Health must review with clinic services.
Email	Structure summer activities for kids.	Partner with Office of Education, Unified School Districts, US Forest Service, Health Department, Town of Mammoth, Mammoth Hospital, local CSA's and county businesses to plan organized activities for	Could improve quality of family life, attract young families to turn around the cycle of denouement.	CAO Health Dept. Mental Health Social Services	Behavioral Health already working on community activities. Warrants further work by departments especially if Mammoth Lakes Recreation is spun off from the Town of Mammoth Lakes.

		school aged kids.			
Email	Structure activities for seniors.	Partner with Office of Education, Unified School Districts, US Forest Service, Health Department, Town of Mammoth, Mammoth Hospital, local CSA's and county businesses to plan organized activities for senior citizens.	Could improve quality of family life, attract young families to turn around the cycle of denouement.	CAO Health Dept. Mental Health Social Services	<i>Behavioral Health already working on community activities.</i>
Email	Centralize office trash.	Unless your job produces excess amounts of trash on a daily basis, have a centralized trashcan for department of office.	Save costs on employee's picking up each individual's trash, reduce wasting almost empty trash bags. Saves time.	All Departments	Solid Waste - Sounds like a good idea for non-paper waste. Facilities should create a plan to allow Custodians to make this happen. YES to Centralize Office Trash—this would also facilitate additional recycling (batteries, printer cartridges, e-waste) once a central location was determined. I have wanted to do it but some people seem to see it is a threat to their job security so I have been taking it slow. <i>Public Works/Solid Waste must quantify time savings for staff with this proposal.</i>
Email	Perform marriages from Mammoth Offices	Several Mammoth employees have signed the oath as deputy clerks in order to sign the marriage licenses. They could perform a marriage as the officiate for a fee	Generate some revenue for charging for marriages rather than sending them to the courthouse.	Clerk CAO	Clerk's Office reviewed the Family Code regarding this issue and found that as commissioner of civil marriages, County Clerk may appoint deputy commissioners of civil marriages who may solemnize marriages under the direction of the commission of civil marriages. Clerk will follow up. <i>County Clerk will review.</i>

Appendix F – County Allocation List

Department	Position Title	Bargaining Unit	Pay Range	Number of Positions	Allocated FTE	Filled / Vacant	Full time/ Part time
ANIMAL CONTROL	ANIMAL CONTROL OFFICER I	MCPEA	48: \$2,700 - 3,282	1	1	F	F
ANIMAL CONTROL	ANIMAL CONTROL OFFICER II	MCPEA	50: \$2,837 - 3,448	2	1	F	F
ANIMAL CONTROL	ANIMAL CONTROL PROGRAM COORD	MCPEA	63: \$3,910 - 4,753	1	1	F	F
ANIMAL CONTROL	ANIMAL SHELTER ATTENDANT	MCPEA	45: \$2,507 - 3,047	2	1	F	F
ASSESSOR	APPRAISER AIDE	MCPEA	64: \$4,008 - 4,871	1	1	F	F
ASSESSOR	APPRAISER II	MCPEA	71: \$4,764 - 5,791	2	1	F	F
ASSESSOR	APPRAISER III	MCPEA	75: \$5,528 - 6,391	2	1	F	F
ASSESSOR	ASSESSOR	MGMT	\$9,000.00	1	1	F	F
ASSESSOR	ASSISTANT ASSESSOR	MGMT	\$8,129.00	1	1	F	F
ASSESSOR	AUDITOR-APPRAISER II	MCPEA	74: \$5,130 - 6,236	1	1	F	F
ASSESSOR	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	1	1	F	F
BOARD OF SUPERVISORS	BOARD CHAIRPERSON	ELECT	\$4,462.00	1	1	F	F
BOARD OF SUPERVISORS	BOARD MEMBER	ELECT	\$4,109.00	4	1	F	F
BUILDING	BUILDING INSPECTOR/PLAN CHECKE	MCPEA	69: \$4,535 - 5,513	1	1	F	F
BUILDING	BUILDING OFFICIAL	MGMT	\$7,000.00	1	1	F	F
CLERK/RECORDER	ASST COUNTY CLERK/RECORDER	MGMT	\$7,293.00	1	1	F	F
CLERK/RECORDER	COUNTY CLRK/RECORDER/REGISTRAR	MGMT	\$9,402.00	1	1	F	F
CLERK/RECORDER	ELECTIONS ASSISSTANT	NON	\$20.44/hr	2	0.25	F	P
CLERK/RECORDER	FISCAL TECHNICAL SPEC III	MCPEA	59: \$3,542 - 4,305	2	1	F	F
CLERK/RECORDER	SENIOR DEPUTY BOARD CLERK/ELEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
COMMUNITY DEVELOPMENT	ADMIN SECRETARY PLAN COMMISS	MCPEA	63: \$3,910 - 4,753	1	1	F	F
COMMUNITY DEVELOPMENT	ASSOCIATE PLANNER	MCPEA	68: \$4,424 - 5,377	1	1	F	F
COMMUNITY DEVELOPMENT	COMM DEVELOP ANALYST II - CODE	MCPEA	68: \$4,424 - 5,377	1	1	F	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOP ANALYST II	MCPEA	68: \$4,424 - 5,377	1	1	F	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOP ANALYST II	MCPEA	\$25.52/hr	1	0.8	F	P
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT DIRECTOR	MGMT*	\$9,816.00	1	1	F	F
COMMUNITY	PRINICIPAL PLANNER	MCPEA	76: \$5,389 - 6,550	1	1	F	F

DEVELOPMENT							
COMMUNITY DEVELOPMENT	TEMPORARY PART-TIME (ON-CALL)	NON	\$15.17/hr	1	0.5	F	T
COUNTY ADMINISTRATION	COUNTY ADMINISTRATIVE OFFICER	MGMT	\$13,333.00	1	1	F	F
COUNTY ADMINISTRATION	DIR HUMAN RESOURCES/RISK MGMT	MGMT	\$9,000.00	1	1	F	F
COUNTY ADMINISTRATION	FISCAL TECHNICAL SPEC II	MCPEA	55: \$3,210 - 3,903	1	1	F	F
COUNTY ADMINISTRATION	HUMAN RESOURCES GENERALIST	MCPEA	69: \$4,535 - 5,513	1	1	F	F
COUNTY ADMINISTRATION	OFFICE MANAGER	MCPEA	69: \$4,535 - 5,513	1	1	F	F
COUNTY COUNSEL	ASSISTANT COUNTY COUNSEL	MGMT	\$9,221.00	1	0.9	F	P
COUNTY COUNSEL	COUNTY COUNSEL	MGMT	\$14,029.00	1	1	F	F
COUNTY COUNSEL	DEPUTY COUNTY COUNSEL I	MGMT	\$7,740.00	1	1	F	F
COUNTY COUNSEL	DEPUTY COUNTY COUNSEL II	MGMT	\$9,057.00	1	1	F	F
COUNTY COUNSEL	FISCAL TECHNICAL SPEC I	MCPEA	51: \$2,908 - 3,534	1	1	F	F
DEPARTMENT OF FINANCE	ACCOUNTANT II	MCPEA	79: \$5,804 - 7,055	3	1	F	F
DEPARTMENT OF FINANCE	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
DEPARTMENT OF FINANCE	ASSISTANT DIRECTOR OF FINANCE	MGMT	\$9,146.00	2	1	F	F
DEPARTMENT OF FINANCE	DIRECTOR OF FINANCE	MGMT	\$11,614.00	1	1	F	F
DEPARTMENT OF FINANCE	FISCAL TECHNICAL SPEC II	MCPEA	55: \$3,210 - 3,903	1	1	F	F
DEPARTMENT OF FINANCE	FISCAL TECHNICAL SPEC III	MCPEA	59: \$3,542 - 4,305	3	1	F	F
DEPARTMENT OF FINANCE	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	5	1	F	F
DEPARTMENT OF FINANCE	PAYROLL & BENEFITS MANAGER	MGMT	\$7,925.00	1	1	F	F
DISTRICT ATTORNEY	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
DISTRICT ATTORNEY	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY	MGMT	\$9,527.00	1	1	F	F
DISTRICT ATTORNEY	CHIEF INVESTIGATOR - DA	MGMT	\$10,246.00	1	1	F	F
DISTRICT ATTORNEY	DEPUTY DISTRICT ATTORNEY II	MGMT	\$8,336.00	1	1	F	F
DISTRICT ATTORNEY	DEPUTY DISTRICT ATTORNEY III	MGMT	\$8,955.00	1	1	F	F
DISTRICT ATTORNEY	DISTRICT ATTORNEY	MGMT	\$11,968.00	1	1	F	F
DISTRICT ATTORNEY	DISTRICT ATTORNEY INVESTIGATOR	MGMT	\$8,344.00	1	1	F	F

DISTRICT ATTORNEY	FISCAL TECHNICAL SPEC I	MCPEA	\$20.39/hr	1	0.5	F	P
DISTRICT ATTORNEY	TEMPORARY PART-TIME (ON-CALL)	NON	\$45/hr	1	0.46	F	T
ECONOMIC DEVELOPMENT	ECONOMIC DEV/TOURISM ASSISTANT	NON	\$22.56/hr	1	1	F	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT DIRECTOR	MGMT	\$8,368.00	1	1	F	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT ASSISTANT	MCPEA	63: \$3,910 - 4,753	1	1	F	F
ENGINEERING AND PROJECTS	ASSISTANT PW DIRECTOR	MGMT	\$8,907.00	1	1	F	F
ENGINEERING AND PROJECTS	ASSOCIATE ENGINEER III	MGMT	\$7,000.00	1	1	F	F
ENGINEERING AND PROJECTS	ENGINEER TECHNICIAN III	MCPEA	74: \$5,130 - 6,236	2	1	F	F
ENGINEERING AND PROJECTS	PUBLIC WORKS PROJECT MANAGER	MGMT	\$6,400.00	1	1	F	F
FACILITIES	CUSTODIAN III	MCPEA	47: \$2,634 - 3,201	2	1	F	F
FACILITIES	LEAD CUSTODIAN	MCPEA	51: \$2,908 - 3,534	1	1	F	F
FACILITIES	MAINTENANCE CRAFTSWORKER	MCPEA	61: \$3,722 - 4,523	1	1	F	F
FACILITIES	MAINTENANCE LEADWORKER	MCPEA	61: \$3,722 - 4,523	1	1	F	F
FACILITIES	MAINTENANCE WORKER II	MCPEA	53: \$3,056 - 3,714	3	1	F	F
FACILITIES	MAINTENANCE WORKER III	MCPEA	57: \$3,372 - 4,099	4	1	F	F
FACILITIES	PARKS & FACILITIES SUPERINTEND	MGMT	\$7,881.00	1	1	F	F
FACILITIES	PARKS & FACILITIES SUPERVISOR	MCPEA	73: \$5,005 - 6,084	1	1	F	F
FACILITIES	SENIOR MAINTENANCE WORKER	MCPEA	61: \$3,722 - 4,523	1	1	F	F
INFORMATION TECHNOLOGY	CADASTRAL MAPPER/GIS TECH	MCPEA	65: \$4,108 - 4,993	1	1	F	F
INFORMATION TECHNOLOGY	GIS SPECIALIST I	MCPEA	75: \$5,528 - 6,391	1	1	F	F
INFORMATION TECHNOLOGY	GIS TECHNICIAN II	MCPEA	61: \$3,722 - 4,523	1	1	F	F
INFORMATION TECHNOLOGY	IT DIRECTOR	MGMT	\$9,145.00	1	1	F	F
INFORMATION TECHNOLOGY	IT SPECIALIST I	MCPEA	75: \$5,528 - 6,391	1	1	F	F
INFORMATION TECHNOLOGY	IT SPECIALIST II	MCPEA	77: \$5,524 - 6,715	2	1	F	F
INFORMATION TECHNOLOGY	IT SPECIALIST III	MCPEA	79: \$5,804 - 7,055	3	1	F	F
JAIL	COOK (CORRECTIONAL)	MCPEA	45: \$2,507 - 3,047	1	1	F	F
JAIL	FOOD SERVICE MANAGER	MCPEA	51: \$2,908 - 3,534	1	1	F	F
JAIL	PUBLIC SAFETY LIEUTENANT	MCPSOA	63: \$5,557 - 6,755	1	1	F	F
JAIL	PUBLIC SAFETY OFFICER I	MCPSOA	47: \$3,445 - 4,187	3	1	F	F

JAIL	PUBLIC SAFETY OFFICER II	MCPSOA	49: \$3,619 - 4,400	13	1	F	F
JAIL	PUBLIC SAFETY SERGEANT	MCPSOA	58: \$4,831 - 5,873	2	1	F	F
MENTAL HEALTH	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
MENTAL HEALTH	ALCOHOL & DRUG COUNSELOR II	MCPEA	58: \$3,456 - 4,201	1	1	F	F
MENTAL HEALTH	ALCOHOL & DRUG COUNSELOR III	MCPEA	62: \$3,815 - 4,637	1	1	F	F
MENTAL HEALTH	BEHAVIORAL HEALTH DIRECTOR	MGMT	\$9,158.00	1	1	F	F
MENTAL HEALTH	CASE MANAGER II	MCPEA	58: \$3,456 - 4,201	2	1	F	F
MENTAL HEALTH	CASE MANAGER II-BILINGUAL	MCPEA	58: \$3,456 - 4,201	1	1	F	F
MENTAL HEALTH	CLINICAL SUPERVISOR	MCPEA	79: \$5,804 - 7,055	1	1	F	F
MENTAL HEALTH	FISCAL TECHNICAL SPEC I	MCPEA	51: \$2,908 - 3,534	1	1	F	F
MENTAL HEALTH	OFFICE ASSISTANT II	MCPEA	43: \$2,396 - 2,900	1	1	F	F
MENTAL HEALTH	PSYCHIATRIC SPECIALIST II	MCPEA	71: \$4,764 - 5,791	1	0.9	F	F
MENTAL HEALTH	PSYCHIATRIC SPECIALIST II	MCPEA	71: \$4,764 - 5,791	1	1	F	F
MENTAL HEALTH	PSYCHIATRIC SPECIALIST III	MCPEA	75: \$5,528 - 6,391	1	0.8	F	F
MENTAL HEALTH	PSYCHIATRIC SPECIALIST III	MCPEA	75: \$5,528 - 6,391	1	1	F	F
MENTAL HEALTH	PSYCHIATRIST	MGMT	\$118.27	1	0.6	F	P
PARAMEDICS	EMS MANAGER	MGMT	\$6,250.00	1	1	F	F
PARAMEDICS	EMT	MCPRA	40: \$2,910 - 3,536	7	1	F	F
PARAMEDICS	EMT - RESERVE	NON	\$11.75/hr	1	0.1	F	P
PARAMEDICS	EMT - RESERVE	NON	\$19.61/hr	1	0.1	F	P
PARAMEDICS	EMT - RESERVE	NON	\$16.61/hr	1	0.1	F	P
PARAMEDICS	EMT - RESERVE	NON	\$11.99/hr	6	0.1	F	P
PARAMEDICS	PARAMEDIC II	MCPRA	54: \$4,111 - 4,997	12	1	F	F
PARAMEDICS	PARAMEDIC STATION CAPTAIN	MCPRA	58: \$4,727 - 5,744	4	1	F	F
PARAMEDICS	PARAMEDIC TRAINING OFFICER	MCPRA	56: \$4,521 - 5,496	1	1	F	F
PROBATION	CHIEF PROBATION OFFICER	MGMT	\$9,206.00	1	1	F	F
PROBATION	DEPUTY PROBATION OFFICER I	DPOU	51: \$3,488 - 4,240	1	1	F	F
PROBATION	DEPUTY PROBATION OFFICER II	DPOU	55: \$3,850 - 4,680	3	1	F	F
PROBATION	DEPUTY PROBATION OFFICER III	DPOU	59: \$4,250 - 5,166	2	1	F	F
PROBATION	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	1	1	F	F
PROBATION	PROBATION AIDE	DPOU	47: \$3,044 - 3,700	1	1	F	F
PUBLIC HEALTH	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
PUBLIC HEALTH	CNTRT ENVIRONMENTAL HEALTH SPEC	NON	\$44/hr	1	0.35	F	P
PUBLIC HEALTH	COMMUNITY HEALTH OUTREACH SPEC	MCPEA	63: \$3,910 - 4,753	1	1	F	F
PUBLIC HEALTH	DIR PUBLIC HEALTH/EMS CHIEF	MGMT	\$10,717.00	1	1	F	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH MANAGER	MGMT	\$7,784.00	1	1	F	F

PUBLIC HEALTH	ENVIRONMENTAL HEALTH SPEC II	MCPEA	68: \$4,424 - 5,377	2	1	F	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH SPEC III	MCPEA	74: \$5,130 - 6,236	2	1	F	F
PUBLIC HEALTH	FISCAL TECHNICAL SPEC III	MCPEA	59: \$3,542 - 4,305	2	1	F	F
PUBLIC HEALTH	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	1	1	F	F
PUBLIC HEALTH	HEALTH PROGRAM MANAGER	MCPEA	82: \$6,250 - 7,598	1	1	F	F
PUBLIC HEALTH	HEALTH PROGRAM MANAGER	MCPEA	82: \$6,250 - 7,598	1	0.9	F	P
PUBLIC HEALTH	HEALTH PROGRAM MANAGER	MCPEA	82: \$6,250 - 7,598	1	0.8	F	F
PUBLIC HEALTH	HEALTH PROGRAM MANAGER	MCPEA	82: \$6,250 - 7,598	1	0.8	F	P
PUBLIC HEALTH	PH NURSING PROFESSIONAL	NON	\$44/hr	2	0.1	F	P
PUBLIC HEALTH	PUBLIC HEALTH OFFICER	MGMT	\$112/hr	1	0.75	F	P
PUBLIC HEALTH	WIC NUTRITION ASSIST-BILINGUAL	MCPEA	50: \$2,837 - 3,448	2	1	F	F
ROAD DEPARTMENT	ACTING PUBLIC WORKS DIRECTOR	MGMT	\$9,844.00	1	1	F	F
ROAD DEPARTMENT	EQUIPMENT MECHANIC II	MCPEA	58: \$3,456 - 4,201	1	1	F	F
ROAD DEPARTMENT	EQUIPMENT MECHANIC II	NON	\$3,456.00	1	1	F	F
ROAD DEPARTMENT	EQUIPMENT MECHANIC III	MCPEA	62: \$3,815 - 4,637	2	1	F	F
ROAD DEPARTMENT	FLEET SERVICES SUPERVISOR	MCPEA	73: \$5,005 - 6,084	1	1	F	F
ROAD DEPARTMENT	INVENTORY AND PURCHASING TECHN	MCPEA	61: \$3,722 - 4,523	1	1	F	F
ROAD DEPARTMENT	LEAD EQUIPMENT MECHANIC	MCPEA	66: \$4,211 - 5,119	1	1	F	F
ROAD DEPARTMENT	PW MAINTENANCE SUPERVISOR	MCPEA	63: \$3,910 - 4,753	4	1	F	F
ROAD DEPARTMENT	PW MAINTENANCE WORKER II	MCPEA	53: \$3,056 - 3,714	1	1	F	F
ROAD DEPARTMENT	PW MAINTENANCE WORKER III	MCPEA	57: \$3,372 - 4,099	11	1	F	F
ROAD DEPARTMENT	ROAD OPERATIONS SUPERVISOR	MCPEA	73: \$5,005 - 6,084	1	1	F	F
SHERIFF	ADMINISTRATIVE SERVICES SPEC	MCPEA	69: \$4,535 - 5,513	1	1	F	F
SHERIFF	COURT SCREENER I	NON	\$25/hr	6	0.46	F	P
SHERIFF	COURT SCREENER II/ANNUITANT	NON	\$35/hr	2	0.46	F	P
SHERIFF	DEPUTY SHERIFF II	DSA	54: \$5,056 - 6,146	17	1	F	F
SHERIFF	INVESTIGATOR I	DSA	54: \$5,056 - 6,146	1	1	F	F
SHERIFF	INVESTIGATOR II	DSA	56: \$5,312 - 6,458	1	1	F	F
SHERIFF	LIEUTENANT I	SOMGT	\$10,210.00	1	1	F	F
SHERIFF	PUBLIC INFORMATION OFFICER	MCPEA	69: \$4,535 - 5,513	1	1	F	F
SHERIFF	SERGEANT	DSA	60: \$5,864 - 7,127	4	1	F	F
SHERIFF	SHERIFF SAFETY OFFICER	BOAT	53: \$4,012 - 4,877	1	1	F	F

SHERIFF	SHERIFF-CORONER	MGMT	\$11,968.00	1	1	F	F
SHERIFF	UNDERSHERIFF	MGMT	\$10,881.00	1	1	F	F
SOCIAL SERVICES	ELIGIBILITY SUPERVISOR	MCPEA	63: \$3,910 - 4,753	1	1	F	F
SOCIAL SERVICES	ELIGIBILITY WORK III BILINGUAL	MCPEA	59: \$3,542 - 4,305	1	1	F	F
SOCIAL SERVICES	ELIGIBILITY WORKER I	MCPEA	51: \$2,908 - 3,534	4	1	F	F
SOCIAL SERVICES	FISCAL TECHNICAL SPEC II	MCPEA	55: \$3,210 - 3,903	2	1	F	F
SOCIAL SERVICES	FISCAL TECHNICAL SPEC III	MCPEA	59: \$3,542 - 4,305	1	1	F	F
SOCIAL SERVICES	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	1	1	F	F
SOCIAL SERVICES	INTEGRATED CASE WORKER I	MCPEA	56: \$3,290 - 3,999	1	1	F	F
SOCIAL SERVICES	OFFICE ASSISTANT I	MCPEA	39: \$2,162 - 2,628	1	1	F	F
SOCIAL SERVICES	PRINCIPAL STAFF SERV ANALYST	MCPEA	82: \$6,250 - 7,598	1	1	F	F
SOCIAL SERVICES	PROGRAM MANAGER	MCPEA	82: \$6,250 - 7,598	1	1	F	F
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	MCPEA	43: \$2,396 - 2,900	1	0.88	F	P
SOCIAL SERVICES	SENIOR SERVICES HOMEMAKER/DRIV	MCPEA	43: \$2,396 - 2,900	1	1	F	F
SOCIAL SERVICES	SENIOR SERVICES SITE ATTENDANT	NON	\$15.95/hr	1	0.2	F	P
SOCIAL SERVICES	SENIOR SERVICES SITE COORDINAT	MCPEA	49: \$2,768 - 3,364	1	1	F	F
SOCIAL SERVICES	SOCIAL SERVICES DIRECTOR	MGMT	\$9,158.00	1	1	F	F
SOCIAL SERVICES	SOCIAL WORKER I - IVA/APS/CPS	MCPEA	53: \$3,056 - 3,714	2	1	F	F
SOCIAL SERVICES	SOCIAL WORKER II - IVA/APS/CPS	MCPEA	57: \$3,372 - 4,099	1	1	F	F
SOCIAL SERVICES	SOCIAL WORKER III - IVA/APS/CP	MCPEA	61: \$3,722 - 4,523	1	1	F	F
SOCIAL SERVICES	SOCIAL WORKER SUPERVISOR II	MCPEA	80: \$5,949 - 7,230	1	1	F	F
SOCIAL SERVICES	STAFF SERVICES ANALYST I	MCPEA	66: \$4,211 - 5,119	1	1	F	F
SOCIAL SERVICES	STAFF SERVICES ANALYST II	MCPEA	70: \$4,648 - 5,649	1	1	F	F
SOCIAL SERVICES	VOCATIONAL TRAINEE	MCPEA	43: \$2,396 - 2,900	1	1	F	F
SOLID WASTE	SOLID WASTE EQUIPMENT OPERATOR	MCPEA	61: \$3,722 - 4,523	2	1	F	F
SOLID WASTE	SOLID WASTE GATE ATTENDANT	MCPEA	52: \$2,981 - 3,624	1	1	F	F
SOLID WASTE	SOLID WASTE MAINTENANCE WORKER	MCPEA	59: \$3,542 - 4,305	1	1	F	F
SOLID WASTE	SOLID WASTE SUPERINTENDENT	MGMT	\$5,726.00	1	0.8	F	P
SOLID WASTE	SOLID WASTE SUPERVISOR	MCPEA	73: \$5,005 - 6,084	1	1	F	F
			Subtotal Filled FTE's:		281.22		
ANIMAL CONTROL	ANIMAL SHELTER ATTENDANT	NON	\$14.46/hr	1	0.5	V	P

ASSESSOR	TEMPORARY PART-TIME (ON-CALL)	NON	\$16.78/hr	1	0.5	V	T
COMMUNITY DEVELOPMENT	ASSOCIATE PLANNER	MCPEA	68: \$4,424 - 5,377	1	1	V	F
COMMUNITY DEVELOPMENT	TEMPORARY PART-TIME (ON-CALL)	NON	\$14.45/hr	1	0.46	V	T
DEPARTMENT OF FINANCE	FISCAL TECHNICAL SPEC III	MCPEA	59: \$3,542 - 4,305	1	1	V	F
DEPARTMENT OF FINANCE	FISCAL TECHNICAL SPEC IV	MCPEA	63: \$3,910 - 4,753	1	1	V	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT MANAGER	MGMT	\$7,226.00	1	1	V	F
ECONOMIC DEVELOPMENT	INTERN	NON	\$16.78/hr	1	0.5	V	T
ECONOMIC DEVELOPMENT	MCFC SECRETARY	NON	\$19.45/hr	1	0.1	V	P
JAIL	PUBLIC SAFETY OFFICER I	MCPSOA	47: \$3,445 - 4,187	1	1	V	F
MENTAL HEALTH	PSYCHIATRIC NURSE PRACTITIONER	MCPEA	82: \$6,250 - 7,598	1	1	V	F
MENTAL HEALTH	PSYCHIATRIC SPECIALIST I	MCPEA	67: \$4,316 - 5,247	2	1	V	F
MENTAL HEALTH	REHABILITATION SPECIALIST I	NON	\$18/hr	1	1	V	P
MENTAL HEALTH	TEMPORARY PART-TIME (ON-CALL)	NON	\$20/hr	1	0.2	V	T
MENTAL HEALTH	WELLNESS CENTER ASSOCIATE	NON	\$25/hr	2	0.1	V	T
PARAMEDICS	EMT - RESERVE	NON	\$11.99/hr	2	0.1	V	P
PARAMEDICS	PARAMEDIC I	MCPRA	50: \$3,725 - 4,531	1	1	V	F
PARAMEDICS	PARAMEDIC II	MCPRA	54: \$4,111 - 4,997	1	1	V	F
PUBLIC HEALTH	PH NURSING PROFESSIONAL	NON	\$44/hr	1	0.1	V	P
PUBLIC HEALTH	WIC PROGRAM MGR/REG DIETICIAN	MCPEA	70: \$4,648 - 5,649	1	1	V	P
ROAD DEPARTMENT	PW MAINTENANCE WORKER III	MCPEA	57: \$3,372 - 4,099	1	1	V	F
SHERIFF	COURT SCREENER I	NON	\$25/hr	2	0.46	V	P
SHERIFF	COURT SCREENER II/ANNUITANT	NON	\$35/hr	1	0.46	V	P
SHERIFF	DEPUTY SHERIFF I	DSA	50: \$4,581 - 5,569	1	1	V	F
SHERIFF	DEPUTY SHERIFF II	DSA	54: \$5,056 - 6,146	1	1	V	F
SOCIAL SERVICES	ELIGIBILITY WORKER II	MCPEA	55: \$3,210 - 3,903	1	1	V	F
SOLID WASTE	SOLID WASTE EQUIPMENT OPERATOR	MCPEA	61: \$3,722 - 4,523	1	1	V	F

Subtotal Vacant FTE's:

21.14

Grand Total FTE's:

302.36

BUDGET WORKSHOP SCHEDULE
Monday, June 16, 2014 - BRIDGEPORT

		<u>Section</u>	<u>Page</u>
9:00 AM	Public Input		
9:15 AM	CAO - Budget Kickoff		
9:45 AM	Sheriff	15	297
	Boating		305
	Court Security		309
	Emergency Services		313
	Jail		317
	Serach & Rescue		321
10:15 AM	District Attorney	8	99
	Drug Task Force		107
	Victim/Witness		111
10:30 AM	Probation	12	
	Adult Probation		195
	Juvenile Institutions		203
10:45 AM	Assessor	2	7
11:00 AM	Animal Control	1	1
	South County Animal Control		4
11:15 AM	County Counsel	7	93
11:30 AM	Clerk/Recorder	4	31
	Board of Supervisors		37
	Electons		43
11:45 AM	Finance	10	145
	Copier Pool		151
	General Revenues		155
	Other Misc. Budgets		157
12:00 PM	Lunch Break		
1:00 PM	County Administrative Officer	6	85
	Insurance		89
1:15 PM	Public Works	14	237
	Airports		241
	Campgrounds		245
	Capital Improvement		249
	Cemeteries		255
	County-Wide Service Area		259
	Facilities		263
	Motor Pool		269
	Roads		275
	Roads - State & Federal Construction		279
	Solid Waste		283
	Conway Ranch		293

BUDGET WORKSHOP SCHEDULE

Tuesday, June 17, 2014 - MAMMOTH

		<u>Section</u>	<u>Page</u>
9:00 AM	Public Comment		
9:15 AM	Community Development	5	
	Building Inspector		49
	Code Enforcement		55
	Geothermal		59
	Housing Development		63
	LAFCO		67
	Planning Commission		71
	Planning & Transportation		75
9:30 AM	Economic Development	9	115
	Fish Enhancement		123
	Fish & Game		127
	Tourism		131
9:45 AM	Information Services	11	183
	Technology Refresh Program		191
10:00 AM	Public Health	13	211
	Bioterrorism		221
	Health Education		227
	Paramedic Program		231
10:30 AM	Social Services	16	325
	Aid Department		333
	General Relief		337
	Senior Programs		341
	Workforce Investment Act (ETR)		345
	WRAP - Foster Care		349
	CCTF - Children's Trust Fund		353
11:00 AM	Behavioral Health	3	13
	Alcohol & Drug Programs		21
	Mental Health Services Act Funds		25

Thursday, June 19, 2014 - BRIDGEPORT

Public Input

9:00 AM	Property Tax Administration Workshop
9:30 AM	Capital Improvement Project Discussion
10:00 AM	Policy Item Discussion

ANIMAL CONTROL

100-27680

DEPARTMENTAL FUNCTIONS

The Animal Control Department's responsibilities are to serve and protect humans and animals alike; to promote responsible pet ownership; to protect the public's health, safety and wellbeing; to promote public awareness regarding the need to treat all animals with compassion, respect and dignity and to enforce state and local animal regulations.

In accordance with Section 12585 and 121690 of the California Health and Safety Code, the Animal Control Department must also make certain that we enforce the following statutory and regulatory mandates:

- Requires that an Animal Control Agency enforce regulations stating that "the owner of every dog over the age of four months shall have their dog vaccinated for rabies at State prescribed intervals.
- Requires that an Animal Control Agency enforce regulations stating that "every dog over the age of four months shall have and wear a current Mono County Dog License".
- Requires that an Animal Control Agency enforce the regulation stating that "dogs less than four months of age shall be confined at home or kept under close leash supervision by the owner".
- Requires that there be a rabies control program established and operated by a County that includes an animal shelter system (Bridgeport and Whitmore animal Shelters), animal bite reporting and investigations, stray and unwanted animal control, animal rabies case investigation, mandatory quarantine of biting dogs and cats, quarantine of domestic animals potentially exposed to rabies, and other activities for the purpose of carrying out and enforcing the provisions of the California Rabies Control Program.
- Requires that the Animal Control Agency shall provide and arrange for "actual cost" canine rabies vaccination clinics. The "actual cost" vaccination fee shall be set and approved by the State of California.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Because of the public's kind and generous donations we continue to sterilize all age appropriate shelter dogs and cats prior to their placement in a new home.
- We continue to maintain viewable pictures of the adoptable animals in the placement program. All folks inquiring about an animal are invited to stop in for a meet and greet with the animals. We note that there is an increased amount of folks that view this website throughout the State. We have received several calls from States other than California that have viewed our website.
- Successful completion of all seven 2014 vaccination and licensing clinics held throughout the County in the month of June.
- For the health of all animals housed at the shelters we continue to immunize all stray or owner turned in animals within 72 hours of entering the facility.
- This year we involved the public in assisting us with placement of our adoptable animals. Our adoption rates have doubled and our euthanasia rates have been cut in half.

DEPARTMENTAL GOALS FOR FY 2014-2015

- For Public Health & Safety, we will continue to do "preventative patrol" and timely and professional public assistance, whenever possible.
- Continued Animal Control presentations throughout the County. Continued pre-entry animal vaccinations, continued volunteer training program.
- Ongoing distribution of educational brochures.
- Continue our work including the public to assist in finding homes for our adoptable animals.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$60,791 in expenditures, and a decrease of \$5,500 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$55,291.

Personnel Costs decreased by \$97,515 compared to the FY 2013-2014 Board Approved Budget, due to salaries and benefits.

Revenues

Animal License Fees

We remain conservative with our license fee revenues as these numbers change from year to year based on dogs leaving the County, entering the County and passing away and we always estimate on the lower side as we cannot foresee such changes.

Humane Services

We will fall short of our estimated revenue this year due to a decrease in the amount of animals coming through the shelter with regards to impound and adoption fee collection. The FY 2014-15 estimated revenues have been adjusted this year.

Personnel – We no longer have a part time shelter attendant and we are down one officer. We also at the moment have two employees that are out with injuries and have been for quite some time. Even though the numbers are there, Animal Control is operating at a low staff of four people.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – Expenditures for operational costs ebb and flow from one year to another based on the number of animals that we care for during a FY. The fluctuations in expenditures reflect the amount of food, medicines, vet care, vaccinations, cleaning supplies and equipment and office supplies that are needed based on animal numbers and also reflect the needs of our field patrol and ACO's.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
ANIMAL CONTROL BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 680: ANIMAL CONTROL

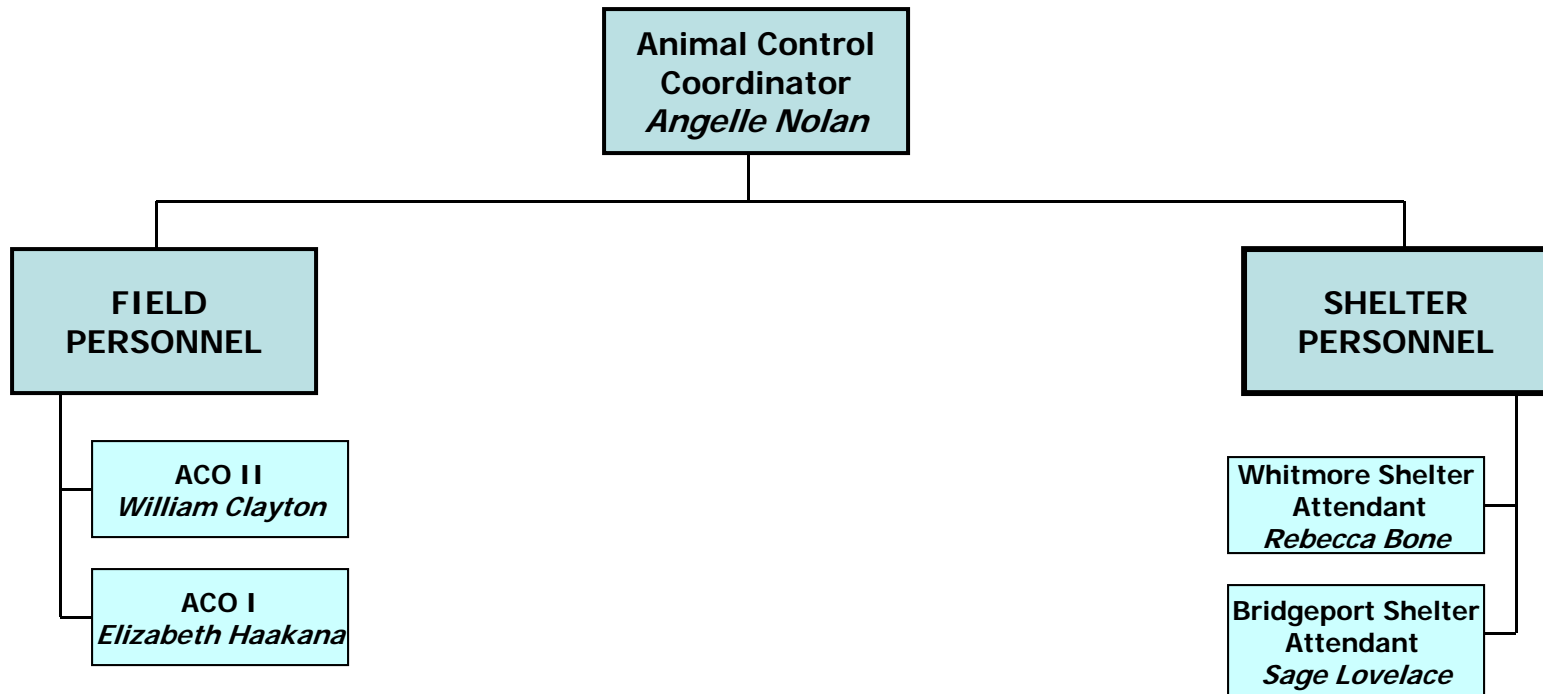
Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-27680-12010-00000000	ANIMAL LICENSES FEES	16,410.00	24,000.00	23,449.00	18,000.00	18,000.00	0
100-27680-16170-00000000	HUMANE SERVICES	5,563.00	5,500.00	7,335.00	6,000.00	6,000.00	0
Total Revenues		21,973.00	29,500.00	30,784.00	24,000.00	24,000.00	0
Expenditures							
100-27680-21100-00000000	SALARY AND WAGES	259,650.00	215,000.00	181,091.00	185,988.00	185,988.00	0
100-27680-21120-00000000	OVERTIME	1,124.00	2,000.00	3,976.00	3,000.00	3,000.00	0
100-27680-22100-00000000	EMPLOYEE BENEFITS	159,319.00	125,000.00	86,948.00	139,269.00	139,269.00	0
100-27680-30120-00000000	UNIFORM ALLOWANCE	800	1,200.00	800	800	800	0
100-27680-30280-00000000	TELEPHONE/COMMUNICATIONS	1,834.00	2,200.00	1,069.00	3,500.00	3,500.00	0
100-27680-30500-00000000	WORKERS' COMP INS EXPENSE	0	5,532.00	5,532.00	55,560.00	55,560.00	0
100-27680-30510-00000000	LIABILITY INSURANCE EXPENSE	0	3,154.00	3,154.00	3,612.00	3,612.00	0
100-27680-31200-00000000	EQUIP MAINTENANCE & REPAIR	0	300	0	0	0	0
100-27680-31700-00000000	MEMBERSHIP FEES	245	450	190	200	200	0
100-27680-32000-00000000	OFFICE EXPENSE	4,620.00	5,500.00	2,411.00	5,500.00	5,500.00	0
100-27680-32500-00000000	PROFESSIONAL & SPECIALIZED SER	0	0	0	10,000.00	10,000.00	0
100-27680-32960-00000000	A-87 INDIRECT COSTS	103,600.00	0	0	0	0	0
100-27680-33120-00000000	SPECIAL DEPARTMENT EXPENSE	11,546.00	10,000.00	8,352.00	10,000.00	10,000.00	0
100-27680-33350-00000000	TRAVEL & TRAINING EXPENSE	0	2,500.00	691	3,000.00	3,000.00	0
100-27680-33351-00000000	VEHICLE FUEL COSTS	19,265.00	20,000.00	11,499.00	15,000.00	15,000.00	0
100-27680-33360-00000000	MOTOR POOL EXPENSE	24,001.00	25,000.00	19,442.00	17,000.00	17,000.00	0
100-27680-33600-00000000	UTILITIES	1,126.00	0	0	8,000.00	8,000.00	0
100-27680-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,225.00	0	0	0
Total Expenditures		587,130.00	417,836.00	326,380.00	460,429.00	460,429.00	0
Total for DEPT 680: ANIMAL CONTROL		-565,157.00	-388,336.00	-295,596.00	-436,429.00	-436,429.00	0

COUNTY OF MONO
ANIMAL CONTROL - SOUTH SHELTER BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 681: SO.COUNTY SHELTER

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-27681-16210-00000000	SOUTH COUNTY SHELTER FEES	-3,449.00	0	0	0	0	0
100-27681-17050-06810000	DONATIONS & CONTRIBUTIONS-AC SO SHELTER	500	0	0	0	0	0
Total Revenues		-2,949.00	0	0	0	0	0
Expenditures							
100-27681-21100-00000000	SALARY AND WAGES	47,433.00	49,283.00	23,783.00	0	0	0
100-27681-21120-00000000	OVERTIME	0	100	0	0	0	0
100-27681-22100-00000000	EMPLOYEE BENEFITS	31,450.00	34,389.00	16,078.00	0	0	0
100-27681-30120-00000000	UNIFORM ALLOWANCE	400	200	0	0	0	0
100-27681-30280-00000000	TELEPHONE/COMMUNICATIONS	1,896.00	2,500.00	1,793.00	0	0	0
100-27681-30500-00000000	WORKERS' COMP INS EXPENSE	0	3,931.00	3,931.00	0	0	0
100-27681-30510-00000000	LIABILITY INSURANCE EXPENSE	0	1,051.00	1,051.00	0	0	0
100-27681-31400-00000000	BUILDING/LAND MAINT & REPAIR	0	100	0	0	0	0
100-27681-32000-00000000	OFFICE EXPENSE	455	0	0	0	0	0
100-27681-32960-00000000	A-87 INDIRECT COSTS	13,942.00	0	0	0	0	0
100-27681-33120-00000000	SPECIAL DEPARTMENT EXPENSE	9,341.00	1,730.00	1,888.00	0	0	0
100-27681-33350-00000000	TRAVEL & TRAINING EXPENSE	62	100	0	0	0	0
100-27681-33600-00000000	UTILITIES	6,646.00	10,000.00	8,846.00	0	0	0
Total Expenditures		111,625.00	103,384.00	57,370.00	0	0	0
Total for DEPT 681: SO.COUNTY SHELTER		-114,574.00	-103,384.00	-57,370.00	0	0	0

Mono County Animal Control



DEPARTMENT OF ASSESSOR 100-12100

DEPARTMENTAL FUNCTIONS

The county assessor must annually assess all taxable property, except for state-assessed property, to the person, business, or legal entity owning, claiming, possessing, or controlling the property on January 1. The duties of the assessor are to discover all assessable property, to inventory and list all taxable property, to value the property, and to enroll the value of the property on the local assessment roll. The assessor's primary responsibility is to annually determine the taxable value for each property so that the owner is assured of paying the correct assessment for the support of schools and local government.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- An assessor and a real property appraiser were hired, bringing the department to its authorized staffing level of nine. This staffing level is down more than 30% from 2009.
- Approximately 4,300 value reductions were individually reviewed and processed.
- Ongoing training for appraisers has been instituted as part of the monthly department meeting.
- With the addition of a temporary FTS, the backlog of processing deeds has been eliminated.
- The backlog of assessment appeals has been almost eliminated.
- Value Notices will be available online for the first time beginning this July.
- Business Property Statements will be available for online completion and submission at filing time later this year.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Eliminate the backlog of assessment appeals.
- Assess the more than 1,600 mining claims that have never been assessed.
- Finish updating property information in the Megabyte Property Tax System in order to fully utilize its capabilities.
- Increase further the amount of data available online.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Assessor's Office FY 2014-2015 Requested Budget represents an overall increase of \$90,379 in expenditures, and a decrease of \$20,590 in revenues, when compared to the FY 2013-2014 revised budget. As a result, the requested net county cost is increased by \$110,969.

The Property Tax Administration Fee is projected to decline approximately \$20,000, based on discussions with the County Auditor relating to the amortization of the Megabyte Property Tax System. This fee is something the Assessor's Office has no control over.

Personnel costs decreased by \$16,481 over FY 2013-2014 revised amounts. \$6,145 is due to a proposed reclassification of one position. This is a situation where an employee has been working out of class for several years, and the proposed reclassification reflects the current duties of the position. The balance is the return of 2013-2014 salary savings that were transferred to a separate budget line item.

Overtime costs increased by \$5,000 to replace contingency funds that were removed from the FY 2013-2014 budget. If furloughs and/or layoffs are instituted, overtime will most likely be necessary for timely completion of the annual assessment roll.

Membership Fees increased by \$1,500 due to the transfer of an item from Publications and Legal Notices. This is offset by a \$1,000 decrease in Publications and Legal Notices. The \$500 difference in these accounts is due to the fees for the E-Forms program entered into by former assessor Jody Henning, and the new Online Business Property Statement Filing Program.

Office Expense increased by \$3,965 due to the new computer replacement fund, and to restore some of the mid-year cuts which resulted in a shortage of funds for office supplies.

Legal Services increased by \$45,000 due to anticipated legal services required relating to assessment appeals filed on Mammoth Mountain Ski Area and Casa Diablo Geothermal Power Plant. Failure to obtain these services will put at risk more than \$2,000,000 in taxes.

Contract Services increased by \$60,000 due to appraisal services required relating to the assessment appeals filed on Mammoth Mountain Ski Area. Failure to obtain this service will put at risk more than \$1,000,000 in taxes.

Travel and Training Expense increased by \$2,695 to replace funds for training and conferences that were cancelled due to mid-year budget cuts. Due to mid-year cuts in FY 2013-2014, conferences were cancelled by the assessor, assistant assessor, and auditor-appraiser. These are working conferences, not "meet and greet". Additionally, all appraisal and management staff are required by law to take 12-24 hours of annual training, depending on class.

Vehicle Fuel Expense increased by \$1,000 due to a projected need for additional field inspections in FY 2014-2015, and in anticipation of higher gas prices. Failure to perform these inspections will impact the quality of our appraisals, and could result in either over-or-under assessing property throughout the county.

Motor Pool Expense increased by \$1,500 due to projections provided by Public Works.

Overall, the main requested increase to the Assessor's Office budget for FY 2014-2015 is for consulting and legal services, and the decrease in revenues is due to the Property Tax Administration Fee. Without these items, the office would be submitting a budget that would be lower than in FY 2013-2014.

COUNTY OF MONO
ASSESSOR BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 100: ASSESSOR

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-12100-16010-00000000	PROP TAX ADMIN FEE- ASSESSOR	562,100.00	570,000.00	562,100.00	550,000.00	550,000.00	0
100-12100-16450-00000000	MAP FEES	3,010.00	3,300.00	3,003.00	3,000.00	3,000.00	0
100-12100-17010-01000000	MISCELLANEOUS REVENUE	7,264.00	490	154	200	200	0
Total Revenues		572,374.00	573,790.00	565,257.00	553,200.00	553,200.00	0
Expenditures							
100-12100-21100-00000000	SALARY AND WAGES	578,492.00	646,475.00	523,754.00	670,104.00	627,210.00	0
100-12100-21120-00000000	OVERTIME	0	0	0	5,000.00	5,000.00	0
100-12100-22100-00000000	EMPLOYEE BENEFITS	346,682.00	444,733.00	310,336.00	399,623.00	399,623.00	0
100-12100-30500-00000000	WORKERS' COMP INS EXPENSE	0	8,006.00	8,006.00	10,232.00	10,232.00	0
100-12100-30510-00000000	LIABILITY INSURANCE EXPENSE	0	5,269.00	5,269.00	6,323.00	6,323.00	0
100-12100-31200-00000000	EQUIP MAINTENANCE & REPAIR	41,437.00	50,000.00	42,080.00	45,000.00	45,000.00	0
100-12100-31700-00000000	MEMBERSHIP FEES	1,301.00	2,000.00	1,669.00	3,500.00	3,500.00	0
100-12100-32000-00000000	OFFICE EXPENSE	18,289.00	11,035.00	10,746.00	15,000.00	15,000.00	0
100-12100-32360-00000000	CONSULTING SERVICES	0	106,080.00	96,578.00	100,000.00	100,000.00	0
100-12100-32390-00000000	LEGAL SERVICES	49,280.00	55,000.00	50,736.00	100,000.00	100,000.00	0
100-12100-32450-00000000	CONTRACT SERVICES	63,491.00	0	0	60,000.00	60,000.00	0
100-12100-32800-00000000	PUBLICATIONS & LEGAL NOTICES	1,037.00	1,500.00	180	500	500	0
100-12100-32950-00000000	RENTS & LEASES - REAL PROPERTY	13,442.00	0	-202	0	0	0
100-12100-32960-00000000	A-87 INDIRECT COSTS	295,452.00	0	0	0	0	0
100-12100-33350-00000000	TRAVEL & TRAINING EXPENSE	9,894.00	7,305.00	6,067.00	10,000.00	10,000.00	0
100-12100-33351-00000000	VEHICLE FUEL COSTS	5,106.00	4,000.00	2,750.00	5,000.00	5,000.00	0
100-12100-33360-00000000	MOTOR POOL EXPENSE	7,096.00	6,500.00	3,695.00	8,000.00	8,000.00	0
100-12100-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	812	0	0	0
Total Expenditures		1,430,999.00	1,347,903.00	1,062,476.00	1,438,282.00	1,395,388.00	0
Total for DEPT 100: ASSESSOR		-858,625.00	-774,113.00	-497,219.00	-885,082.00	-842,188.00	0

POLICY ITEM REQUEST FORM

Department: Assessor

Description of Program/Equipment:

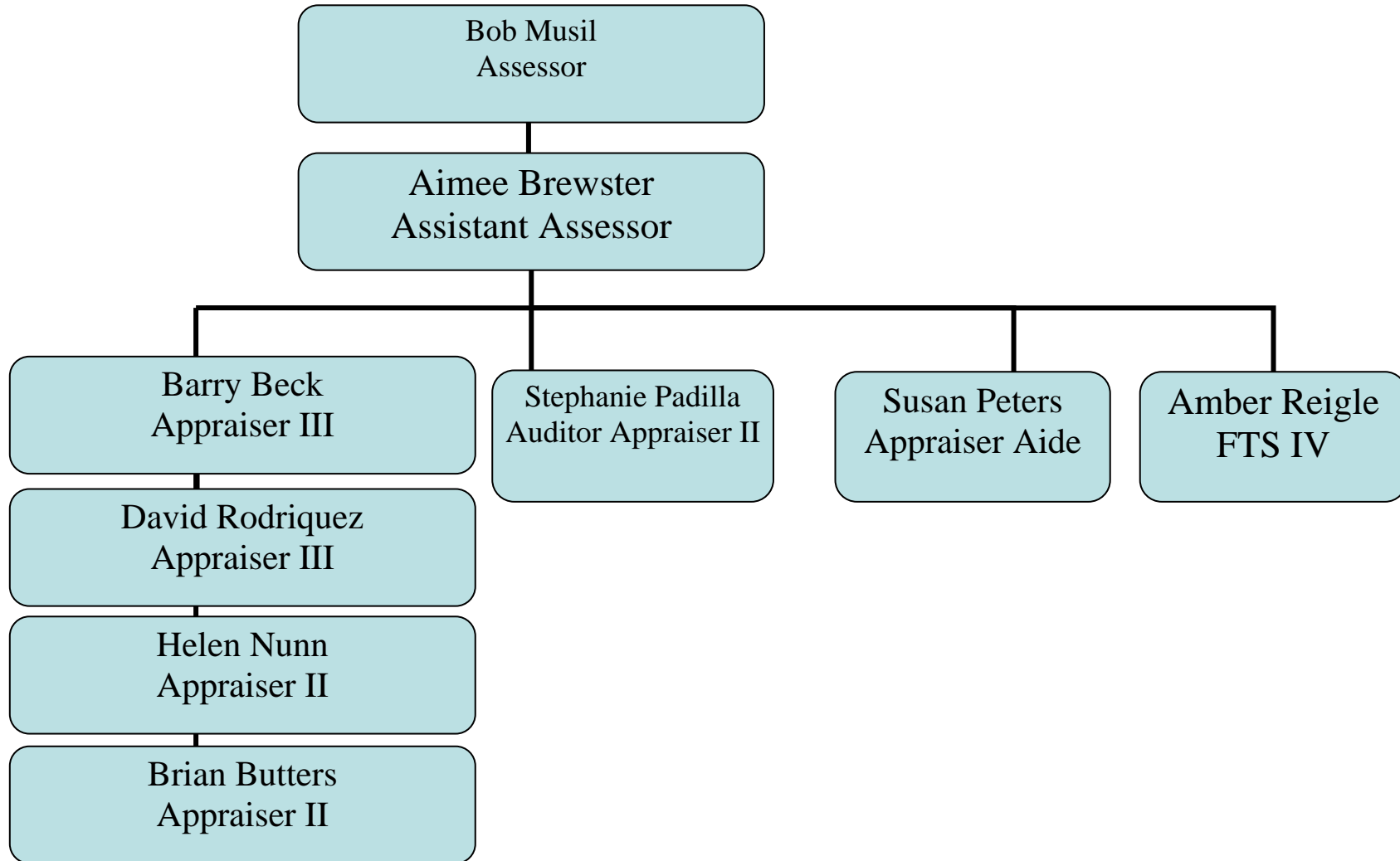
Salary & Wages- Promoting Susan Peters to an Administrative Service Specialist.

Cost Components

Salary:	<u>4,548</u>	(full year cost)
Benefits:	<u>923</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u>675</u>	(er taxes)
Total On-Going Cost:	<u><u></u></u>	
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u><u>-</u></u>	
Total Cost:	<u><u>6,145</u></u>	

Revenue: Describe any revenue to offset the cost of the policy item

Assessor



BEHAVIORAL HEALTH
104-41840

DEPARTMENTAL FUNCTIONS

Mono County Behavioral Health (MCBH) is the sole provider for Mental Health Specialty Services, including psychiatry for all Medi-Cal beneficiaries in the county. Additionally, we serve as a Community Clinic and provide services for self-pay and private insurance. We also provide mandated counseling for clients who are required by the Court and/or Probation Department (in house and in the jail). Our staff includes a Psychiatrist, licensed and intern Marriage and Family Therapists (MFT), and two Psychologists. We provide Case Management and Rehabilitation Services and therapeutic services in Spanish and English. MCBH is the Crisis Team for the County for all psychiatric emergencies and evaluations through our partnership with Mammoth Hospital.

MAJOR ACCOMPLISHMENTS IN FY 2014-2015

- Received a California State Association of Counties Challenge Grant “Pioneers in a Frontier County” for our work on integrating services per the Affordable Care Act/Health Care Reform.
- Continued collaborations and built relationships with county and other entities (Public Health, Social Services, Paramedics, Sheriff’s Department, Wild Iris, Mammoth Hospital and Emergency Department, and Sierra Park Clinic) in an effort to build systems and provide services that lower cost and increase wellness.
- Received a \$20,000 grant to provide education regarding Stigma and Discrimination Reduction for those who struggle with mental health issues; collaborated with Inyo County Behavioral Health to promote this project. Thus far have given talks in Mammoth Lakes, Bridgeport and Bishop. Two more talks are scheduled in Walker and Lone Pine.
- Invited by California Institute of Mental Health to join the learning collaborative, Advancing Recovery Collaborative (ARC) to further integrate our services, provide an index of “hope, engagement, meaning and purpose” to our treatment, and ready ourselves for the changes on the State and Federal horizon regarding treatment and reimbursement.
- Sponsored two trainings with Dr. Kristen Ochoa, MD co-chief resident at the Harbor-UCLA Department of Psychiatry and fellow of the American Psychiatric Association/Substance Abuse and Mental Health Services Administration to staff from county Health and Human Services, Mammoth Hospital, community practitioners as well as to Inyo County Behavioral Health.
- Added three members to our staff: two new front office bi-lingual, bi-cultural Spanish speaking Fiscal and our Quality Assurance coordinator.
- Initiated a HIPAA compliant, tele-psychiatry program with the digital 395 completion. This increased the accessibility of psychiatric services to our outlying regions of the county.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue work on integration and implementation of all services related to Health Care Reform (HCR) and the Affordable Care Act (ACA). This includes advancing our restructuring to reallocated staff and having systems in place for the projected client load increase expected once the ACA implementation has smoothed out.
- Upgrade our electronic clinical software and billing program to a true Electronic Health Record (EHR) to meet the State and Federal requirements for Meaningful Use. This will allow us to share information with Primary Health Care providers and vice versa.
- Create 24/7 toll free line to meet state standards and increase accessibility of services to all clients and potential clients.
- To address the upcoming retirement of our psychiatrist by working with Mammoth Hospital on an MOU to share services of a new psychiatrist. We will consult with County Counsel and our Advisory Board as to the best way to begin implementation. This includes our continued work with our new Tele-psychiatry for Walker/Coleville, Benton and Mammoth Lakes.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall *increase* of \$48,856.00 in expenditures, with an *increase* in revenues of \$48,856.00, when compared to the FY 2013-2014 Board Approved Budget.

Personnel Costs decreased by \$184,724.00 compared to the FY 2013-2014 Board Approved Budget, due to positions being re-allocated and to not back-filling vacant positions.

Revenues –We anticipate an increase in Medi-Cal revenue once Health Care Reform has been fully implemented. We are being conservative by not including this potential revenue in our budget at this time. Our State advisor has indicated that we will be receiving an increase via Realignment for this fiscal year; some of this increase has been used in the 14/15 budget.

Personnel –We are projecting that we will be re-classifying one of our currently employed Administrative Services Specialists to a Behavioral Health Fiscal and Administrative Services Officer Position. This is included in our budget.

Services & Supplies – No major changes.

Support & Care of Persons – No major changes.

Fixed Assets –Not applicable.

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

N/A

There will be no negative impact to service delivery due to our being State and Federally funded.

Our proposed budget does not impact the County General Fund.

FY 2014-2015 STATE FUNDING SUMMARY

At this time all indicators confirm that monies from the State and Federal Departments are either intact or will increase over the next fiscal year as it pertains to Mental Health Services. In order to maintain a conservative stance should this change, we have not over projected our revenues.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

To complete our re-organization and re-structuring we are requesting to move our Administrative Services Specialist position to Behavioral Health Fiscal and Administrative Services Officer. The duties of this position include specialty knowledge of Medi-Cal and other mental health billing and funding streams, alcohol and drug billing and allocations, as well as managing all department contracts, and the added responsibility of spearheading and managing the implementation of the Meaningful Use expansion with our Electronic Health Record prior to it becoming a Federal and State mandate. This position also is integral on our Advancing Recovery Collaborative (ARC) team and is our liaison with County IT. The position requires specialized knowledge and ongoing training regarding Federal, State and local policies that the MCBH needs to operate successfully and maintain fiduciary compliance.

COUNTY OF MONO
BEHAVIORAL HEALTH BUDGET COMPARISON REPORT

FUND 104: MENTAL HEALTH
DEPT 840: COMMUNITY MENTAL HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
104-41840-14010-00000000	INTEREST INCOME	741	0	549	511	511	0
104-41840-15200-00000000	ST: MEDI-CAL REVENUE	174,699.00	227,680.00	350,359.00	235,084.00	235,084.00	0
104-41840-15220-00000000	ST: MENTAL HEALTH	0	11,010.00	0	11,053.00	11,053.00	0
104-41840-15442-00000000	ST: REALIGNMENT-MH	465,126.00	566,274.00	342,454.00	611,041.00	611,041.00	0
104-41840-16054-00000000	CLIENT FEES	9,312.00	9,312.00	4,656.00	9,312.00	9,312.00	0
104-41840-16301-00000000	MENTAL HEALTH SERVICE FEES	30,847.00	26,992.00	42,465.00	36,123.00	36,123.00	0
104-41840-17010-00000000	MISCELLANEOUS REVENUE	0	23,000.00	0	10,000.00	10,000.00	0
104-41840-18100-00000000	OPERATING TRANSFERS IN: MENTAL HEALTH	7,149.00	7,149.00	12,209.00	7,149.00	7,149.00	0
Total Revenues		687,874.00	871,417.00	752,692.00	920,273.00	920,273.00	0
Expenditures							
104-41840-21100-00000000	SALARY AND WAGES	378,423.00	302,360.00	244,637.00	181,957.00	181,957.00	0
104-41840-21120-00000000	OVERTIME	3,184.00	4,200.00	2,879.00	0	0	0
104-41840-22100-00000000	EMPLOYEE BENEFITS	181,885.00	166,056.00	120,213.00	105,935.00	105,935.00	0
104-41840-30280-00000000	TELEPHONE/COMMUNICATIONS	1,787.00	1,800.00	1,405.00	1,800.00	1,800.00	0
104-41840-30350-00000000	HOUSEHOLD EXPENSES	253	200	39	200	200	0
104-41840-30500-00000000	WORKERS' COMP INS EXPENSE	0	17,868.00	17,868.00	37,409.00	37,409.00	0
104-41840-30510-00000000	LIABILITY INSURANCE EXPENSE	1,910.00	8,394.00	7,160.00	11,884.00	11,884.00	0
104-41840-31200-00000000	EQUIP MAINTENANCE & REPAIR	495	1,000.00	112	1,000.00	1,000.00	0
104-41840-31400-00000000	BUILDING/LAND MAINT & REPAIR	286	20	17	0	0	0
104-41840-31700-00000000	MEMBERSHIP FEES	6,411.00	6,411.00	5,289.00	7,500.00	7,500.00	0
104-41840-32000-00000000	OFFICE EXPENSE	7,086.00	7,980.00	7,792.00	11,100.00	11,100.00	0
104-41840-32450-00000000	CONTRACT SERVICES	48,331.00	93,998.00	48,391.00	103,820.00	103,820.00	0
104-41840-32500-00000000	PROFESSIONAL & SPECIALIZED SER	81	0	0	0	0	0
104-41840-32950-00000000	RENTS & LEASES - REAL PROPERTY	94,733.00	86,330.00	67,434.00	119,141.00	119,141.00	0
104-41840-32960-00000000	A-87 INDIRECT COSTS	150,816.00	0	0	0	0	0
104-41840-33100-00000000	EDUCATION & TRAINING	4,141.00	7,500.00	2,519.00	7,500.00	7,500.00	0
104-41840-33120-00000000	SPECIAL DEPARTMENT EXPENSE	22,482.00	10,000.00	3,847.00	10,000.00	10,000.00	0
104-41840-33350-00000000	TRAVEL & TRAINING EXPENSE	7,835.00	9,000.00	5,496.00	9,000.00	9,000.00	0
104-41840-33351-00000000	VEHICLE FUEL COSTS	2,159.00	2,800.00	2,169.00	2,800.00	2,800.00	0

COUNTY OF MONO
BEHAVIORAL HEALTH BUDGET COMPARISON REPORT

FUND 104: MENTAL HEALTH
DEPT 840: COMMUNITY MENTAL HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
104-41840-33360-00000000	MOTOR POOL EXPENSE	257	4,000.00	87	4,000.00	4,000.00	0
104-41840-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	89,324.00	89,324.00	0
104-41840-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	3,753.00	0	0	0
104-41840-72960-00000000	A-87 INDIRECT COSTS	0	141,500.00	141,500.00	215,903.00	215,903.00	0
Total Expenditures		912,555.00	871,417.00	682,607.00	920,273.00	920,273.00	0
Total for DEPT 840: COMMUNITY MENTAL HEALTH		-224,681.00	0	70,085.00	0	0	0

POLICY ITEM REQUEST FORM

Department: Behavioral Health

Description of Program/Equipment:

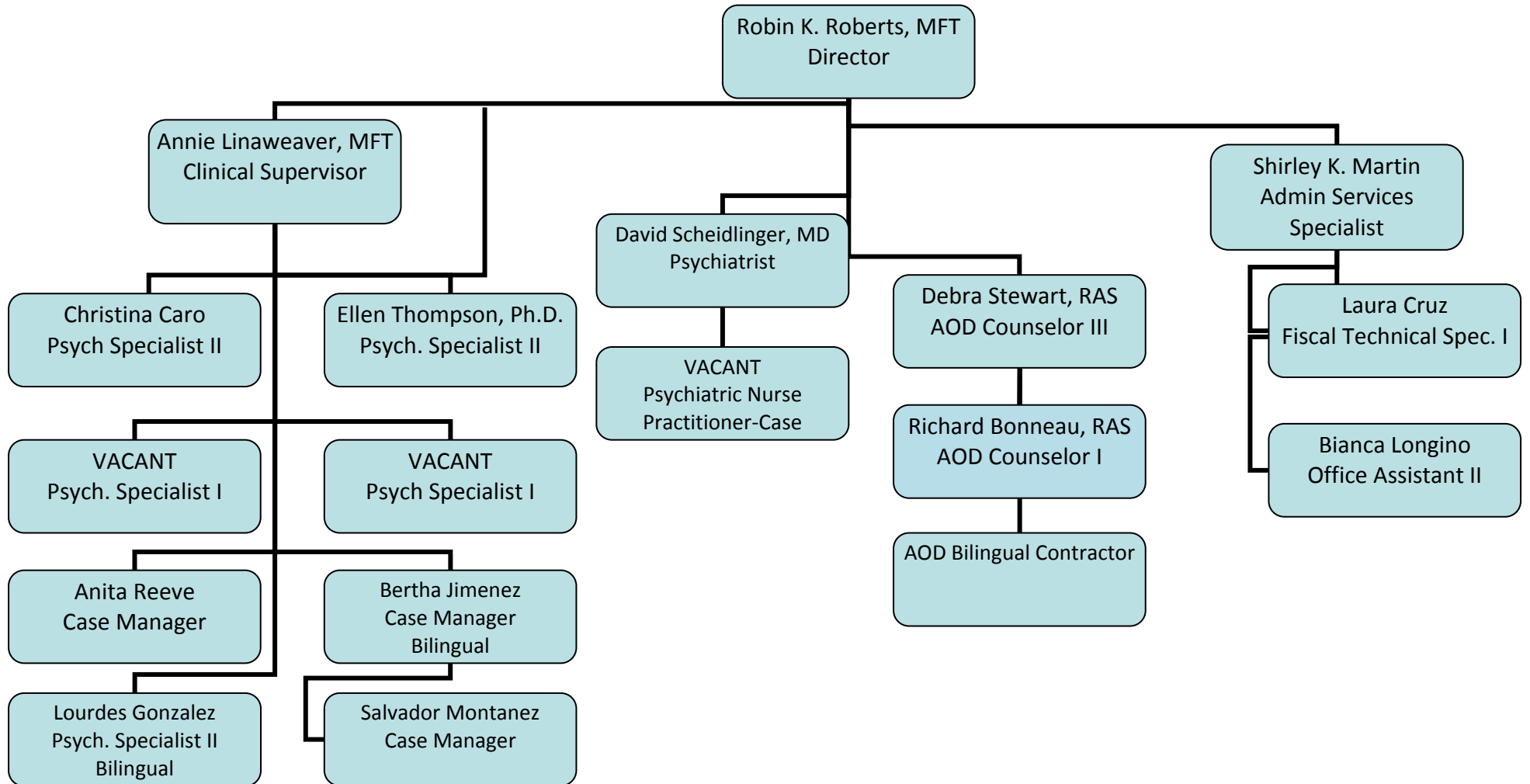
To complete our re-organization and re-structuring we are requesting to move our Administrative Services Specialist position to Behavioral Health Fiscal and Administrative Services Officer. The duties of this position will include specialty knowledge of Medi-Cal and other mental health billing and funding streams, AOD billing and allocation, as well as managing all department contracts, and spearheading and managing the implementation of the Meaningful Use expansion with our Electronic Health Record prior to it becoming a Federal and State mandate. This position also is integral on our ARC team and is our liaison with County IT. This position requires specialized knowledge and ongoing training regarding Federal, State and local policies that the MCBH needs to operate successfully and

Cost Components

Salary:	<u>15,360</u>	(full year cost)
Benefits:	<u>6,799</u>	
Supplies:	<u> </u>	(includes vehicle, fuel)
Materials:	<u> </u>	(cell phones, IT, phones)
Communications:	<u> </u>	
Computer:	<u> </u>	
Other:	<u> </u>	
Total On-Going Cost:	<u>22,159</u>	
Vehicle:	<u> </u>	
Equipment:	<u> </u>	
Work Space:	<u> </u>	
Other:	<u> </u>	
Total One-Time Cost:	<u>-</u>	
Total Cost:	<u> </u>	

Revenue: Describe any revenue to offset the cost of the policy item

Behavioral Health 2014-2015



**BEHAVIORAL HEALTH (AOD)
104-41845**

DEPARTMENTAL FUNCTIONS

Mono County Behavioral Health provides services to all Mono County residents who are seeking assistance with Substance Use Disorders. While we are integrated, we refer to these services as a part of our AOD Department (Alcohol and Other Drugs). The AOD department oversees all County mandated services: DUI (Driving Under the Influence) and PC1000 (Drug Diversion), as well as any service mandated by the Court and/or Probation Department. The AOD Department provides outpatient individual and group services to our consumers who are struggling with their alcohol and/or drug use; this includes perinatal services as needed. Currently our AOD team oversees the monthly safe and sober event in Bridgeport, “Bridgeport Social” where community members are provided a family friendly event that does not include alcohol. This is in keeping with our mission to address Community Wellness as a part of our Strategic Plan. In conjunction with members from the mental health team, this department provides prevention, education and early intervention within our school classrooms.

MAJOR ACCOMPLISHMENTS IN FY 2014-2015

- We provided, via our connection with Probation and with some AB109 monies, services in the jail on a weekly basis. This includes both group and individual services.
- Included a member of the AOD team in our Advancing Recovery Collaborative (ARC) to allow for integration of services and incorporate the AOD expertise into our primary practice.
- Promote professional development and enhance our ability to provide evidence based services in our jail by sending the AOD team to Moral Reconciliation Therapy (MRT) training; this was done in collaboration with the County Probation Department.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Expand services to meet the anticipated increase of clients through Health Care Reform.
- Continue to work with the Courts, District Attorney, Public Defenders and Probation to provide evidence based programs that fulfill the needs and obligations of offenders and those incarcerated.
- Continue to provide the Batterers Intervention 52 week program for males and females who are mandated by our Court system.
- Continue with the Community Corrections Partnership (CCP) plan of implementation for transitional housing where we will provide AOD individual and group treatment for residents
- Continue working with Mono County Public Health and our various school districts to develop strategies regarding youth drinking/drug use.
- Work with Mammoth Hospital Emergency Department to create a system of response to their “frequent flyers” that are accessing emergency care related to alcohol and/or drug use and withdrawal.

- Address the decline in Driving Under the Influence (DUI) revenue as evidenced by a sharp decline in arrests in Mammoth Lakes (70 in 2011, 21 in 2013) due to a reduction of the Mammoth Lakes Police Department personnel.
- Continue work with consultant at state level to develop a strategic plan that is based in community wellness and integrated services within Mono County Behavioral Health and other agencies and entities in Mono County.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department’s FY 2014-2015 Requested Budget represents an overall increase of \$7,230.00 in expenditures, and an increase of \$7,230.00 in revenues, when compared to the FY 2013-2014 Board Approved Budget.

Personnel Costs decreased by \$105,156.00 compared to the FY 2013-2014 Board Approved Budget, due to changing position allocations.

Revenues –Mono County Behavioral Health’s Federal Substance Abuse Prevention & Treatment (SAPT) allocation has been stable and funded at the same level for the past six years. We not anticipate any changes, however, we have budgeted conservatively nonetheless.

Personnel –No changes at this time.

Services & Supplies – No major changes at this time.

Support & Care of Persons – No major changes at this time.

Fixed Assets –Not applicable.

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

N/A - There will be no negative impact to service delivery due to our being State and federally funded.

Our proposed budget does not impact the County General Fund.

FY 2014-2015 STATE FUNDING SUMMARY

To date, all indicators confirm that monies from the State and Federal departments are intact and are not subject to change at this time. We anticipate changes on the State level as Alcohol and Drug Program for the State is absorbed into Department of Health Care Services and the potential for the new Medi-Cal eligibles to have access to full scope AOD benefits. Should this occur, our revenues will likely increase. This is in theory only at this point, and we have not included these potentials and over project our revenue for our 2014-2015 budget.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

We are not asking for any major policy changes.

COUNTY OF MONO

BEHAVIORAL HEALTH - ALCOHOL AND DRUG BUDGET COMPARISON REPORT

FUND 104: MENTAL HEALTH

DEPT 845: ALCOHOL & DRUG ABUSE SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
104-41845-13065-00000000	SPECIAL ALCOHOL FINES	9,372.00	9,500.00	5,246.00	0	0	0
104-41845-15652-00000000	FED: ALC & DRUG PROGRAM	229,536.00	391,897.00	339,624.00	392,257.00	392,257.00	0
104-41845-16310-00000000	DRUG AND ALCOHOL FEES	111,569.00	90,981.00	72,111.00	87,584.00	87,584.00	0
104-41845-16320-00000000	FED: PROBATION IV-E & IV-EA	175	0	50	0	0	0
104-41845-18100-00000000	OPERATING TRANSFERS IN: ALCOHOL & DRUG	74,793.00	69,557.00	0	89,324.00	89,324.00	0
Total Revenues		425,445.00	561,935.00	417,031.00	569,165.00	569,165.00	0
Expenditures							
104-41845-21100-00000000	SALARY AND WAGES	235,300.00	284,021.00	206,221.00	220,936.00	220,936.00	0
104-41845-21120-00000000	OVERTIME	2,388.00	3,600.00	4,033.00	0	0	0
104-41845-22100-00000000	EMPLOYEE BENEFITS	137,332.00	162,163.00	125,350.00	123,692.00	123,692.00	0
104-41845-30280-00000000	TELEPHONE/COMMUNICATIONS	1,113.00	1,286.00	1,380.00	1,500.00	1,500.00	0
104-41845-30350-00000000	HOUSEHOLD EXPENSES	0	500	0	400	400	0
104-41845-30500-00000000	WORKERS' COMP INS EXPENSE	0	1,387.00	1,387.00	1,241.00	1,241.00	0
104-41845-30510-00000000	LIABILITY INSURANCE EXPENSE	0	1,051.00	1,051.00	1,013.00	1,013.00	0
104-41845-31200-00000000	EQUIP MAINTENANCE & REPAIR	109	500	55	500	500	0
104-41845-31700-00000000	MEMBERSHIP FEES	2,863.00	3,000.00	2,799.00	4,500.00	4,500.00	0
104-41845-32000-00000000	OFFICE EXPENSE	6,110.00	5,000.00	4,464.00	7,200.00	7,200.00	0
104-41845-32450-00000000	CONTRACT SERVICES	26,020.00	47,382.00	20,191.00	73,605.00	73,605.00	0
104-41845-32950-00000000	RENTS & LEASES - REAL PROPERTY	78,260.00	43,162.00	33,252.00	98,423.00	98,423.00	0
104-41845-32960-00000000	A-87 INDIRECT COSTS	-9,885.00	0	0	0	0	0
104-41845-33100-00000000	EDUCATION & TRAINING	851	3,500.00	514	5,000.00	5,000.00	0
104-41845-33120-00000000	SPECIAL DEPARTMENT EXPENSE	2,163.00	2,500.00	1,662.00	1,000.00	1,000.00	0
104-41845-33350-00000000	TRAVEL & TRAINING EXPENSE	1,534.00	2,500.00	2,678.00	2,500.00	2,500.00	0
104-41845-33351-00000000	VEHICLE FUEL COSTS	1,448.00	1,700.00	1,330.00	1,700.00	1,700.00	0
104-41845-33360-00000000	MOTOR POOL EXPENSE	0	4,000.00	0	4,000.00	4,000.00	0
104-41845-33600-00000000	UTILITIES	0	1,680.00	0	1,680.00	1,680.00	0
104-41845-60100-00000000	OPERATING TRANSFERS OUT	5,431.00	7,500.00	0	7,500.00	7,500.00	0
104-41845-72960-00000000	A-87 INDIRECT COSTS	0	-14,497.00	-14,497.00	12,775.00	12,775.00	0
Total Expenditures		491,037.00	561,935.00	391,870.00	569,165.00	569,165.00	0
Total for DEPT 845: ALCOHOL & DRUG ABUSE SERVICES		-65,592.00	0	25,161.00	0	0	0

MENTAL HEALTH SERVICES ACT
107-41173

DEPARTMENTAL FUNCTIONS

With our Mental Health Services Act (MHSA) funding, Mono County Behavioral Health (MCBH) provides services to all constituents in Mono County through our Wellness Centers, school programs, community garden projects, funding of First Five for the Peapod Project and Community Gatherings. We also fund services for our Full Service Partners (FSP) and other indigent residents. These monies allow us to provide much needed education regarding Mental Health stigma and discrimination reduction, a suicide prevention program and media campaign, and helps to fund Health Ideas Program (Senior Center project) and First Five (Peapod project).

MAJOR ACCOMPLISHMENTS IN FY 2014-2015

- Continued funding for Peapod Program through First Five
- Funded the Healthy Ideas Program (Senior Services)
- Maintained the Benton “Dinner and a Movie” monthly gathering; increased our client case load in Benton by 85% as a result.
- Added a monthly gathering pilot project in Bridgeport with the same model that has been successful in Benton.
- Provided supplies for the Benton Community Garden
- Completed and maintained Walker Community Garden; this includes a high level of community involvement.
- Funded the pilot project for Mammoth Wellness after school youth program (Club House Live)
- Created a community collaborative effort with Mammoth Hospital and Emergency Department to address the calamity (on the State level) regarding emergency psychiatric crisis services and to begin the conversation of how to implement systems to integrate physical health and behavioral health in response to the Affordable Care Act.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue to fund the Peapod Program through First Five
- Continue to fund Health Ideas Program through Social Services/Senior Center.
- Address stigma and discrimination reduction in collaboration with Inyo County Behavioral Health.
- Continue our efforts in the Benton Community to provide gatherings for the purpose of community connections.
- Create a community event in Mammoth Lakes, similar to the successful Benton, and Bridgeport events, to increase community connection, and decrease the stigma associated with mental health treatment.

- Create a County collaborative to address community health from the perspective of county government, the Town, hospital, schools, small businesses, churches, community members, non-profit agencies, etc.
- Continue with program to encourage professional development for staff members.
- Increase residents ability to adjust to change or stress, and build confidence, social skills and positive family relationships through community events, our WRAP Program, the implementation of Katie A. and our Community Gardens.
- Continue to find ways to develop and fund positions within Mono County Behavioral Health for our consumer population.
- Continue to pursue a program for the purpose of providing much needed housing to vulnerable Mono County residents through AB-109 program, County probation and some severely mentally ill residents. This is in conjunction with the Community Corrections Program and will be funded in part with AB-109 money in addition to Mental Health Services Act (MHSA) dollars.
- Restructure service delivery for North county (Bridgeport to Topaz). Added a Psychiatric Specialist I to provide services and enhance our involvement in this area of the county.
- Pursue possible collaborations to ease General Fund deficits.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$71,681.00 in expenditures, and an increase of \$71,681.00 in revenues, when compared to the FY 2013-2014 Board Approved Budget.

Personnel Costs increased by \$255,388.00 compared to the FY 2013-2014 Board Approved Budget, due to changes in position allocations.

Revenues – There has been an increase in VLF collections and apportionments to Counties in the State of California. We are being fiscally prudent in projecting below the Governor's Budget estimated allocations.

Personnel – We will be funding the re-classification of our Administrative Services Specialist.

Services & Supplies – No Major Changes

Support & Care of Persons – No Major Changes

Fixed Assets – Not-Applicable.

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

Our proposed budget does not impact the County General Fund.

FY 2014-2015 STATE FUNDING SUMMARY

At this time all indicators confirm that monies from the State and Federal Departments are either intact or will increase over the next fiscal year as it pertains to Mental Health Services. In order to maintain a conservative stance, should this change, we have not over projected our revenues.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

We plan to continue our partnership with the Community Corrections Partnership (CCP) and pursue housing for the most fragile of Mono County residents. This will be funded by in part by our Mental Health Services Act (MHSA) monies along with funds from AB-109. Both of these projects are in keeping with our vision of providing support, treatment, and engagement that will benefit the health of all Mono County residents.

COUNTY OF MONO

BEHAVIORAL HEALTH - MENTAL HEALTH SERVICES ACT BUDGET COMPARISON REPORT

FUND 107: MENTAL HEALTH SERVICES ACT

DEPT 173: MENTAL HEALTH SERVICES ACT MHS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
107-41173-14010-00000000	INTEREST INCOME	27,524.00	20,000.00	18,700.00	20,000.00	20,000.00	0
107-41173-15230-00000000	ST: MENTAL HEALTH SERVICES ACT	1,492,865.00	1,330,892.00	1,185,613.00	1,402,573.00	1,402,573.00	0
107-41173-15498-00001317	ST: MISC STATE REV STIGMA GRNT	0	0	15,000.00	0	0	0
107-41173-17555-00001316	PRIVATE ORG GRANTS-SIERRA HLTH FND	24,854.00	0	0	0	0	0
Total Revenues		1,545,243.00	1,350,892.00	1,219,313.00	1,422,573.00	1,422,573.00	0
Expenditures							
107-41173-21100-00000000	SALARY AND WAGES	462,990.00	585,069.00	404,474.00	744,265.00	744,265.00	0
107-41173-21120-00000000	OVERTIME	2,388.00	4,200.00	2,879.00	0	0	0
107-41173-22100-00000000	EMPLOYEE BENEFITS	240,683.00	314,014.00	237,000.00	414,406.00	414,406.00	0
107-41173-30280-00000000	TELEPHONE/COMMUNICATIONS	4,801.00	5,100.00	3,523.00	5,100.00	5,100.00	0
107-41173-30350-00000000	HOUSEHOLD EXPENSES	1,070.00	1,700.00	1,562.00	3,467.00	3,467.00	0
107-41173-30500-00000000	WORKERS' COMP INS EXPENSE	0	2,080.00	2,080.00	1,798.00	1,798.00	0
107-41173-30510-00000000	LIABILITY INSURANCE EXPENSE	0	1,577.00	1,577.00	1,196.00	1,196.00	0
107-41173-31200-00000000	EQUIP MAINTENANCE & REPAIR	699	2,000.00	397	2,000.00	2,000.00	0
107-41173-31400-00000000	BUILDING/LAND MAINT & REPAIR	4	4,500.00	0	2,000.00	2,000.00	0
107-41173-32000-00000000	OFFICE EXPENSE	6,930.00	6,600.00	6,991.00	5,401.00	5,401.00	0
107-41173-32450-00000000	CONTRACT SERVICES	52,291.00	135,463.00	33,953.00	79,604.00	79,604.00	0
107-41173-32500-00000000	PROFESSIONAL & SPECIALIZED SERVICES	100,419.00	1,800.00	0	1,000.00	1,000.00	0
107-41173-32950-00000000	RENTS & LEASES - REAL PROPERTY	18,337.00	116,067.00	87,197.00	41,085.00	41,085.00	0
107-41173-32960-00000000	A-87 INDIRECT COSTS	89,076.00	0	0	0	0	0
107-41173-33100-00000000	EDUCATION & TRAINING	4,110.00	4,000.00	2,495.00	4,000.00	4,000.00	0
107-41173-33120-00000000	SPECIAL DEPARTMENT EXPENSE	1,647.00	1,000.00	608	5,550.00	5,550.00	0
107-41173-33120-00001316	SPEC DEPT- GARDEN/SIERRA HLTH FND	20,334.00	0	0	0	0	0
107-41173-33121-00000000	SPECIAL DEPT-STUDENT LOAN REIM	10,000.00	30,000.00	7,500.00	15,000.00	15,000.00	0
107-41173-33350-00000000	TRAVEL & TRAINING EXPENSE	6,499.00	5,500.00	2,460.00	5,500.00	5,500.00	0
107-41173-33351-00000000	VEHICLE FUEL COSTS	2,153.00	1,500.00	1,476.00	2,000.00	2,000.00	0
107-41173-33360-00000000	MOTOR POOL EXPENSE	0	4,000.00	0	4,000.00	4,000.00	0
107-41173-33600-00000000	UTILITIES	3,821.00	12,000.00	3,491.00	12,000.00	12,000.00	0
107-41173-72960-00000000	A-87 INDIRECT COSTS	0	-7,278.00	-7,278.00	-28,715.00	-28,715.00	0

COUNTY OF MONO

BEHAVIORAL HEALTH - MENTAL HEALTH SERVICES ACT BUDGET COMPARISON REPORT

FUND 107: MENTAL HEALTH SERVICES ACT

DEPT 173: MENTAL HEALTH SERVICES ACT MHS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
107-41173-91010-00000000	CONTINGENCY-MHSA PRUDENT RESERVE	0	120,000.00	0	101,916.00	101,916.00	0
Total Expenditures		1,028,252.00	1,350,892.00	792,385.00	1,422,573.00	1,422,573.00	0
Total for DEPT 173: MENTAL HEALTH SERVICES ACT MHS		516,991.00	0	426,928.00	0	0	0

**CLERK—RECORDER
100-27180**

DEPARTMENTAL FUNCTIONS

Mandated and assigned mandated** functions include the following:

- Recording/maintaining property documents
- Processing/maintaining/providing vital records (birth/death records, and marriage licenses)
- FPPC Form 700 filing office**
- Processing/maintaining Fictitious Business Name applications
- Processing a variety of notices (i.e. CEQA Notices)
- Maintaining roster of County Public Agencies
- Serve as Clerk of the Board of Supervisors pursuant to Government Code §25100 and §26801**

**The assigned mandated functions are not statutorily required to be performed by this particular department.

Non-mandated functions include the following:

- Performing marriages
- Keeping website updated

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Replaced outdated and costly film reader/printer with new digital equipment using Modernization Funds, thus saving \$2,100 per year in maintenance for 3 years, and approximately \$1,000 per year in maintenance thereafter.
- Reviewed options to convert digital-only format of official records to film for permanent retention.
- Improved internal efficiencies by continuing to work on electronic index of vital records.
- Attended workshops, conferences and required training pertinent to job functions.
- Filled a vacant position from within the County.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Using Modernization Funds, contract for conversion of digital-only official documents to film for permanent retention.
- Continue working on internal efficiencies.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-15 Requested Budget represents an overall **decrease of \$48,694 in expenditures**, and a **decrease of \$70,870 in revenues** when compared to the FY 2013-14 Board **Revised** Budget. For FY 2014-15, the difference between the savings in expenditures of \$48,694 and the approximate loss of general fund revenue of \$70,870 results in a shortfall of \$22,176 when compared to FY 2013-14 revised budget—**an increase of approximately 6.03% in the Requested Net County Cost**. Cutting discretionary expenses

as outlined in **Exhibit A** would reduce the shortfall to \$8,172, and reduce the increase in Net County Cost to approximately 2.22%; the impacts of these cuts are listed in Exhibit A.

- **Savings through Internal Efficiencies**

In FY 2013-14, the department saved money by 1) reducing the use of personal printers, thus saving on the cost of ink cartridges; 2) by emailing FPPC notices rather than printing and mailing them, which saved on postage, paper, and envelopes; and 3) replacing outdated equipment that was costing \$2,100 per year to maintain.

- **Revenues**

The anticipated decrease In FY 2014-15 of general fund revenue is discussed below.

FY 2013-14 Revenue Projections vs. FY 2014-15 Revenue Projections

Revenue Source	Department Recommended	CAO Recommended and Board Approved	Difference	FY 14-15 Projected
Prop Tax Admin	\$1,500	\$1,500	\$0	\$1,500
Clerk Fees	\$10,000	\$12,000	\$2,000	\$10,000
Recording Fees	\$75,000	\$95,000	\$20,000	\$56,365
Index Fees	\$22,000	\$25,000	\$3,000	\$17,765
Prior Year	\$0	\$0	\$0	\$0
Modernization	\$23,000	\$23,000	\$0	\$0
TOTAL	\$131,500	\$156,500	\$25,000	\$85,630

*Actual as of May 6, 2014

As stated above, the approximate projected decrease in general fund revenue for FY 2014-15 is \$70,870. However, additional revenue will come in before year-end. Also modernization money is only used for specific purposes and does not represent a source of on-going new revenue. No expenditures will be budgeted in FY 14-15 that require use of modernization funds. So the projected **decrease in new general fund revenue** for FY 2014-15 is actually \$47,870 when the modernization funds of \$23,000 are excluded.

As shown in the table above, there was a difference between department recommended revenues and Board approved revenues for FY 2013-14. This difference has contributed to a higher shortfall in revenues. Other contributing factors include technology and the nature of these fees.

Until recently, the Recorder’s Office provided monthly copies of all recorded images on CDs, charging a per image rate of \$0.09. At the request of companies receiving these CDs, this same information is now transferred electronically, which saves about 3 hours per month of staff time (equating to about \$1,656 per year), but also means a loss of recording revenue totaling about \$5,700 per year.

In addition, clerk-recorder fees are dependent upon public requests, including documents to be recorded, certified copies of birth, death, and marriage certificates, and fictitious business name filings. The number of requests per year is unpredictable, so it is difficult to know how much revenue will be collected.

The methodology used to make a budget recommendation is based on the previous year's fees, and noticeable trends, such as in the real estate market. As the real estate market improves, revenues from recording and indexing fees will increase. There is no way to know how many requests there will be for certified copies of vital records or how many fictitious business name applications will be filed.

- ***Personnel***

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

- ***Services & Supplies***

Not applicable.

- ***Support & Care of Persons***

Not applicable.

- ***Fixed Assets***

None.

FY 2013-2014 STATE FUNDING SUMMARY

Not applicable.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

EXHIBIT A
CLERK-RECORDER
FY 13-14 REVISED/FY 14-15 RECOMMENDED

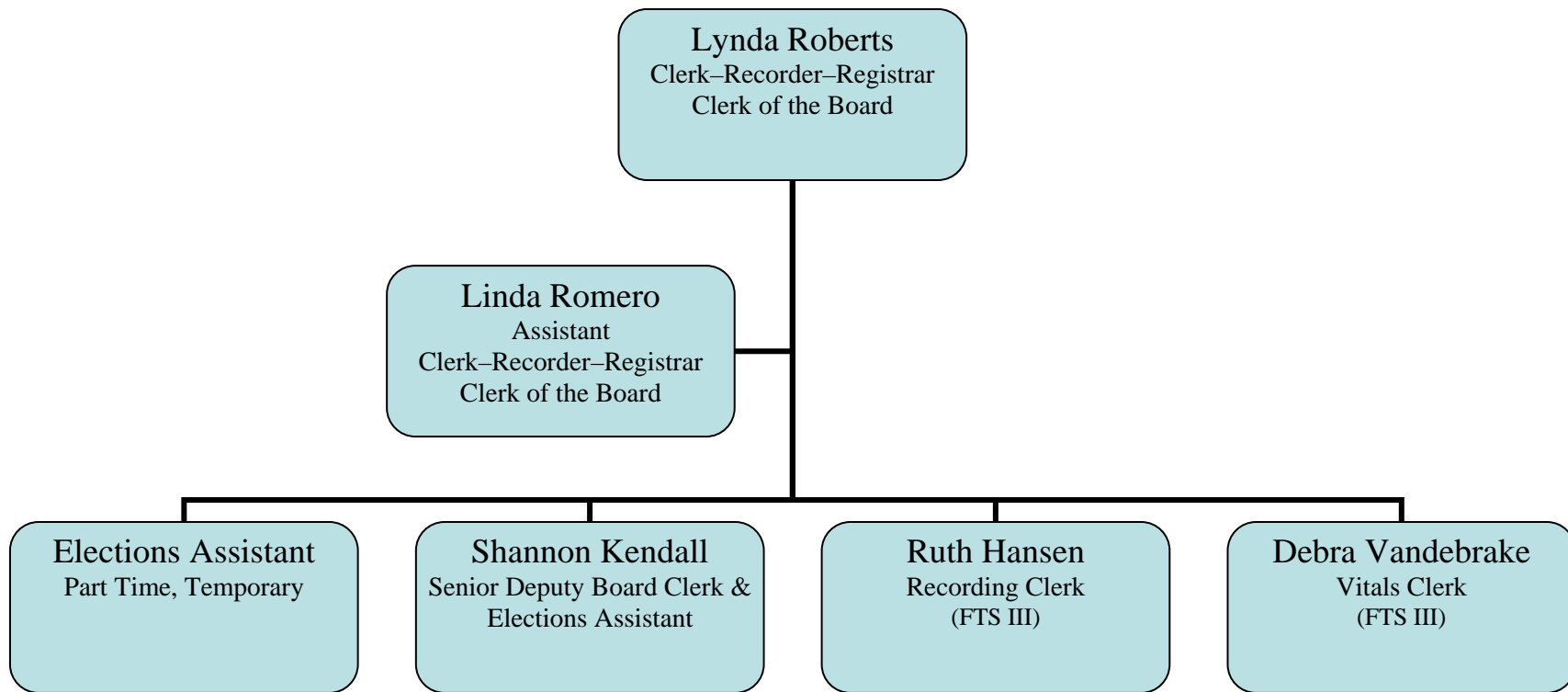
LINE ITEM	DETAIL	FY 13-14 REV	FY 14-15	DISCRETIONARY	NOTES	IMPACT OF CUTS TO DISCRETIONARY EXPENSES
SALARY & WAGES	Staff Compensation	\$301,127.00	\$290,189.00		Mandatory	N/A
EMPLOYEE BENEFITS	Staff Benefits	\$146,787.00	\$139,714.00		Mandatory	N/A
WORKER'S COMP INSURANCE	Insurance	\$4,179.00	\$4,024.00		Mandatory	N/A
LIABILITY INSURANCE	Insurance	\$3,154.00	\$3,838.00		Mandatory	N/A
EQUIPMENT MAINT/REPAIRS	Recording Software (HalFile)	\$7,000.00	\$5,156.00		Mandatory	Decreased due to replacement of old equipment
MEMBERSHIP FEES	CACEO, CCBSA, CRAC	\$1,200.00	\$1,325.00	\$1,325.00	Discretionary	See Note 1; inability to stay abreast of changes/get support
OFFICE EXPENSE (Mid-Year Decrease)	Office supplies	\$13,500.00	\$14,125.00		Mandatory	See Note 2; includes \$1,125 for new computer pool
RENTS & LEASES--OTHER	Records Secured Storage	\$4,092.00	\$3,695.00		Mandatory	N/A
RENTS & LEASES--REAL PROPERTY	Sierra Center Mall Office	\$8,550.00	\$8,679.00	\$8,679.00	Discretionary	See Note 3; unable to effectively work/be present in Mammoth
TRAVEL & TRAINING	Association Meetings/Training	\$11,000.00	\$4,000.00	\$4,000.00	Discretionary	See Note 4; inability to attend association meetings/training
VEHICLE FUEL	Gas for Pool Car	\$0.00	\$50.00		Mandatory	See Note 5; use of personal vehicle requires reimbursement
MOTOR POOL	Pool Car for Travel	\$200.00	\$300.00		Mandatory	See Note 6; use of personal vehicle requires reimbursement
CAPITAL EQUIPMENT	Microfilm Reader/Printer	\$23,000.00	\$0.00		N/A	FY13-14 transfer-in from Modernization Funds--no impact
TOTAL		\$523,789.00	\$475,095.00		\$48,694.00	
TOTAL minus discretionary			\$475,095.00	\$14,004.00	\$461,091.00	See Note 7
Note 1: Dues increased for California Associate of Clerks and Elections Officials; cuts are NOT RECOMMENDED						
Note 2: Decreased \$500 but includes computer pool; includes office supplies (vitals paper, envs, toner, etc.), postage/postage machine supplies, prof manuals (DRIM, Clerk's Ref Manual), HalFile support						
Note 3: In addition to not maintaining an effective Mammoth presence, the cost would shift to another department since the County is responsible for the rent of this space						
Note 4: Travel to conferences and training has been reduced to the four most essential conferences/classes; cuts are NOT RECOMMENDED						
Note 5: Increased due to directive to start using County pool cars						
Note 6: Increased due to directive to start using County pool cars						
Note 7: The net shortfall (difference between decreased revenues of \$70,870, and decreased expenditures of \$48,694) is \$22,176; cutting discretionary will reduce the net shortfall to \$8,172						

COUNTY OF MONO
CLERK - RECORDER BUDGET COMPARISON REPORT

DEPT 180: COUNTY CLERK/RECORDER

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-27180-16010-00000000	PROP TAX ADMIN FEE- CLERK	1,524.00	1,500.00	1,524.00	1,500.00	1,500.00	0
100-27180-16130-00000000	COUNTY CLERK SERVICE FEES	11,680.00	12,000.00	8,657.00	10,000.00	10,000.00	0
100-27180-16131-00000000	SOCIAL SECURITY TRUNCATION FEE	8,325.00	0	0	0	0	0
100-27180-16200-00000000	RECORDING FEES	98,858.00	95,000.00	57,029.00	56,365.00	56,365.00	0
100-27180-16201-00000000	INDEX FEES	26,890.00	25,000.00	16,505.00	17,765.00	17,765.00	0
100-27180-17020-00000000	PRIOR YEAR REVENUE	14,745.00	0	1,967.00	0	0	0
100-27180-17150-00000000	MODERNIZATION/MICRO-GRAPHIC	29,325.00	23,000.00	18,259.00	0	0	0
Total Revenues		191,347.00	156,500.00	103,941.00	85,630.00	85,630.00	0
Expenditures							
100-27180-21100-00000000	SALARY AND WAGES	278,874.00	301,127.00	246,899.00	290,189.00	290,189.00	0
100-27180-21120-00000000	OVERTIME	2	0	0	0	0	0
100-27180-22100-00000000	EMPLOYEE BENEFITS	138,293.00	146,787.00	125,289.00	139,714.00	139,714.00	0
100-27180-30500-00000000	WORKERS' COMP INS EXPENSE	0	4,179.00	4,179.00	4,024.00	4,024.00	0
100-27180-30510-00000000	LIABILITY INSURANCE EXPENSE	0	3,154.00	3,154.00	3,838.00	3,838.00	0
100-27180-31200-00000000	EQUIP MAINTENANCE & REPAIR	8,462.00	7,000.00	5,156.00	5,156.00	5,156.00	0
100-27180-31700-00000000	MEMBERSHIP FEES	1,450.00	1,200.00	1,025.00	1,325.00	1,325.00	0
100-27180-32000-00000000	OFFICE EXPENSE	20,015.00	13,500.00	13,143.00	14,125.00	14,125.00	0
100-27180-32450-00000000	CONTRACT SERVICES	8,223.00	0	0	0	0	0
100-27180-32500-00000000	PROFESSIONAL & SPECIALIZED SER	29,325.00	0	0	0	0	0
100-27180-32860-00000000	RENTS & LEASES - OTHER	4,678.00	4,092.00	2,986.00	3,695.00	3,695.00	0
100-27180-32950-00000000	RENTS & LEASES-REAL PROPERTY - CLERK	1,994.00	8,550.00	6,837.00	8,679.00	8,679.00	0
100-27180-32960-00000000	A-87 INDIRECT COSTS	148,301.00	0	0	0	0	0
100-27180-33350-00000000	TRAVEL & TRAINING EXPENSE	12,113.00	11,000.00	7,436.00	4,000.00	4,000.00	0
100-27180-33351-00000000	VEHICLE FUEL COSTS	0	0	17	50	50	0
100-27180-33360-00000000	MOTOR POOL EXPENSE	94	200	187	300	300	0
100-27180-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	23,000.00	15,749.00	0	0	0
100-27180-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,947.00	0	0	0
Total Expenditures		651,824.00	523,789.00	434,004.00	475,095.00	475,095.00	0
Total for DEPT 180: COUNTY CLERK/RECORDER		-460,477.00	-367,289.00	-330,063.00	-389,465.00	-389,465.00	0

Clerk - Recorder



**CLERK—BOARD OF SUPERVISORS
100-11001**

DEPARTMENTAL FUNCTIONS

In Mono County the County Clerk is the *ex officio* Clerk of the Board of Supervisors pursuant to Government Code §25100 and §26801. In this capacity, the Mono County Clerk of the Board of Supervisors serves as support for the Board of Supervisors, Assessment Appeals Board, and Personnel Appeals Board. Functions include managing and preparing agendas and agenda packets, attending meetings, preparing minutes, processing minute orders, resolutions, and ordinances, weekly updates to Board of Supervisors' website, assisting individual board members as needed, processing and maintaining applications for changed assessments, creating administrative records as required, publishing legal notices and preparing the budget.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Created Handbook for New Supervisors.
- Consistently met deadlines associated with preparing and posting agendas and minutes.
- Timely processing of paperwork such as ordinances and resolutions.
- Served as liaison for citizens' communications to the Supervisors.
- Attended California Clerk of the Board of Supervisors Association conference.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Work with the IT Department to test video live-streaming technology.
- Continue managing agendas, minutes, and paperwork efficiently to meet all the various deadlines among boards.
- Continue working on internal efficiencies, working collaboratively with departments on creation of agenda items, assisting individual Supervisors in a timely manner, and acting as liaison for citizens as needed.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-15 Requested Budget represents no overall change in expenditures or revenues when compared to the FY 2013-2014 Board Approved Revised Budget. Increases in specific line items were offset by decreases in other line items. Expenses increased in the following line items:

- 1) Workers' Comp and Liability Insurance Expense—increased by \$1,469.
- 2) Telephone/Communications—increased \$200, but remains the same as original FY 2013-14 budget. The actual cost is \$100 per month.
- 3) Office Expense—base amount is \$10,500 + \$1,350 for the computer pool. The base is \$1,000 less than FY 2013-14 revised budget.
- 4) Publications & Legal Notices—increased \$200, but remains \$3,500 less than original FY 2013-14 budget.
- 5) Secure Storage—the facility that stores microfilm of old board records; the actual amount increased \$27 over the FY 2013-14 original budget.

- 6) Rents for Real Property—rent for office/work space in Sierra Center Mall and Minaret Mall. Prior to this year, the cost for Minaret Mall office space has not been included in the Board's budget.
- 7) Vehicle Fuel and Motor Pool—use of pool car; FY 2014-15 recommended budget is based on a rate increase (0.209 per mile to 0.27 per mile for SUV-small), and actual YTD expenses for FY 2013-14 plus projected costs for the remainder of FY 2013-14 (April-June). The Vehicle Fuel and Motor Pool line items were reduced at mid-year and currently both have a negative balance.

Some line items were reduced based on YTD 2013-14 actual expenditures:

- 1) Membership Fees
- 2) Office Expense (minus the additional \$1,350 for the computer pool, the base budget is \$1,000 less than FY 2013-14 revised budget)
- 3) Special Department Expense
- 4) Travel & Training

The Professional & Specialized Services line item did not change from FY 2013-14. However, this line item and Publications & Legal Notices are difficult to budget for since it is unknown how many ordinances will be adopted and published.

Savings of \$15,225.00 can be achieved by cutting discretionary line items as outlined in **Exhibit A**. The impacts of these cuts are listed in Exhibit A.

- **Revenues**
The only revenue associated with this budget pertains to the Assessment Appeals Board (shown as Prop Tax Admin Fee—BOS). The amount of \$900 budgeted in FY 2013-14 will not change in FY 2014-15.
- **Personnel**
The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.
- **Services & Supplies**
Not applicable.
- **Support & Care of Persons**
Not applicable.
- **Fixed Assets**
None.

FY 2014-2015 STATE FUNDING SUMMARY

Not applicable.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

EXHIBIT A
BOARD OF SUPERVISORS
FY 13-14 REVISED/FY 14-15 RECOMMENDED

LINE ITEM	DETAIL	FY 13-14 REV	FY 14-15	DISCRETIONARY	NOTES	IMPACT OF CUTS TO DISCRETIONARY EXPENSES
SALARY & WAGES	BOS Compensation	\$243,840.00	\$243,840.00		Mandatory	N/A
EMPLOYEE BENEFITS	BOS Benefits (Mid-Year Decrease)	\$136,057.00	\$136,057.00		Mandatory	N/A
WORKER'S COMP INSURANCE	Insurance	\$3,506.00	\$3,813.00		Mandatory	N/A
LIABILITY INSURANCE	Insurance	\$2,628.00	\$3,790.00		Mandatory	N/A
TELEPHONE/COMMUNICATIONS	Cell Phone Allowance (MYD)	\$1,000.00	\$1,200.00	\$1,200.00	Discretionary	See Note 1; personal cost to conduct County business
MEMBERSHIP FEES	Professional Organizations	\$16,000.00	\$15,000.00	\$930.00	Discretionary	Eliminate NACo and Rotary; reduced ability to maintain County presence in these organizations
	CSAC/CSAC litigation fund \$12,441					
	RCRC \$1,420					
	NACo \$450					
	Rotary \$480					
	Subtotal \$14,791					
OFFICE EXPENSE	Office/Board Room Supplies (MYD)	\$11,500.00	\$11,850.00	\$850.00	Discretionary	See Note 2; eliminate MT, official photo, plaque, drinks
PROFESSIONAL/SPECIALIZED	Municipal Code	\$2,000.00	\$2,000.00		Mandatory	See Note 3
PUBLICATIONS/LEGAL NOTICES	Required Notices/Ordinances (MYD)	\$1,300.00	\$1,500.00		Mandatory	See Note 4
RENTS & LEASES--OTHER	Records Secured Storage	\$1,850.00	\$1,877.00		Mandatory	See Note 5
RENTS & LEASES--REAL PROPERTY	Sierra Center Mall Work Space	\$2,140.00	\$5,025.00	\$5,025.00	Discretionary	See Note 6; Inability to effectively conduct Co. business
SPECIAL DEPT EXPENSE	Assessment Appeals Board (MYD)	\$4,200.00	\$3,000.00		Mandatory	See Note 7
TRAVEL & TRAINING	Assoc/Agency Meetings; training (MYD)	\$43,000.00	\$38,049.00	\$3,000.00	Discretionary	YTD 13-14 \$34,821; may impact travel to mtgs/training
VEHICLE FUEL	Gas for Pool Car (MYD)	\$1,000.00	\$1,455.00	\$1,455.00	Discretionary	See Note 8; personal cost to conduct County business
MOTOR POOL	Pool Car for Travel (MYD current,\$314)	\$1,200.00	\$2,765.00	\$2,765.00	Discretionary	See Note 9; personal cost to conduct County business
TOTAL		\$471,221.00	\$471,221.00	\$15,225.00	\$455,996.00	Cutting discretionary as proposed will save \$15,225
Note 1: Same as original FY 13-14 budgeted amount; as of May 6, this line item is \$0.0						
Note 2: Base is \$1,000 less + \$1,350 for computer pool; includes PO Box, Mammoth Times subscription, business cards, name plates, official photograph, annual chair's plaque, board room drinks						
Note 3: Same as original FY 13-14 budget; actual cost depends on # of ordinances adopted. Cost is flat fee of \$500/yr., plus \$23 per page and \$25 per ordinance upload fee						
Note 4: \$3,500 less than original FY 13-14; actual cost depends on # of ordinances adopted and # of other required notices published.						
Note 5: Based on actual cost of \$156.37/mo.						
Note 6: New this year includes both Sierra Center space and Minaret Mall space						
Note 7: Actual cost depends on number of meetings; savings in driving reimbursement are realized by holding meetings via telephone						
Note 8: Actual YTD \$1,005.04 + projected Apr-June \$450; as of May 6 this line item has a negative balance						
Note 9: Actual YTD miles (7,242) + projected miles Apr-June (3,000) x FY 14-15 increase to .27/mile; as of May 6 this line item has a negative balance						

COUNTY OF MONO
CLERK - BOARD OF SUPERVISORS BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 001: BOARD OF SUPERVISORS

Account Number	Account Name	2013-14 Budget -		2014-15 Dept	2014-15 CAO	2014-15 BOS	
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
100-11001-16010-00000000	PROP TAX ADMIN FEE- BOS	1,089.00	900	1,089.00	900	900	0
Total Revenues		1,089.00	900	1,089.00	900	900	0
Expenditures							
100-11001-21100-00000000	SALARY AND WAGES	243,217.00	243,840.00	203,200.00	243,840.00	243,840.00	0
100-11001-22100-00000000	EMPLOYEE BENEFITS	132,052.00	136,057.00	112,997.00	136,057.00	136,057.00	0
100-11001-30280-00000000	TELEPHONE/COMMUNICATIONS	1,797.00	1,000.00	1,000.00	1,200.00	1,200.00	0
100-11001-30500-00000000	WORKERS' COMP INS EXPENSE	0	3,506.00	3,506.00	3,813.00	3,813.00	0
100-11001-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,628.00	2,628.00	3,790.00	3,790.00	0
100-11001-31700-00000000	MEMBERSHIP FEES	14,582.00	16,000.00	14,791.00	15,000.00	15,000.00	0
100-11001-32000-00000000	OFFICE EXPENSE	13,807.00	11,500.00	8,767.00	11,850.00	11,850.00	0
100-11001-32500-00000000	PROFESSIONAL & SPECIALIZED SER	1,357.00	2,000.00	1,886.00	2,000.00	2,000.00	0
100-11001-32800-00000000	PUBLICATIONS & LEGAL NOTICES	5,868.00	1,300.00	1,106.00	1,500.00	1,500.00	0
100-11001-32860-00000000	RENTS & LEASES - OTHER	901	1,850.00	1,023.00	1,877.00	1,877.00	0
100-11001-32950-00000000	RENTS & LEASES - REAL PROPERTY	1,715.00	2,140.00	1,681.00	5,025.00	5,025.00	0
100-11001-32960-00000000	A-87 INDIRECT COSTS	348,208.00	0	0	0	0	0
100-11001-33120-00000000	SPECIAL DEPARTMENT EXPENSE	4,082.00	4,200.00	2,761.00	3,000.00	3,000.00	0
100-11001-33350-00000000	TRAVEL & TRAINING EXPENSE	53,457.00	43,000.00	39,310.00	38,049.00	38,049.00	0
100-11001-33351-00000000	VEHICLE FUEL COSTS	1,982.00	1,000.00	1,005.00	1,455.00	1,455.00	0
100-11001-33360-00000000	MOTOR POOL EXPENSE	2,416.00	1,200.00	1,682.00	2,765.00	2,765.00	0
100-11001-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	578	0	0	0
Total Expenditures		825,441.00	471,221.00	397,921.00	471,221.00	471,221.00	0
Total for DEPT 001: BOARD OF SUPERVISORS		-824,352.00	-470,321.00	-396,832.00	-470,321.00	-470,321.00	0

CLERK—ELECTIONS

100-15200

DEPARTMENTAL FUNCTIONS

Conduct all elections held within Mono County, including statewide primary, general and special elections, and local elections for Mono County, Town of Mammoth Lakes, Special Districts, and School Districts. This is a mandated function. The election function also requires monthly updating of the website.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Prepared for and executed the June 3, 2014, Statewide Primary Election. Work included:
 - Updating the voter registration database by mailing out address update cards.
 - Preparing required filing forms and candidate's guide.
 - Reviewing pertinent sections of the Elections Code.
 - Preparing ballots and sample ballots.
 - Equipment programming and testing.
 - Securing polling places and poll workers.
 - Conducting pollworker training.
 - Providing required reports to the Secretary of State.
 - Organizing the elections team consisting of staff members from the Elections, IT, Community Development, and Public Works Departments.
 - Processing new voter registration cards.
 - Processing vote-by-mail ballots.
 - Publishing required and courtesy notices.
 - Providing, receiving, and reviewing candidacy papers.
 - Processing the Town's request to consolidate their election.
 - Setting up/tearing down polling places.
 - Conducting the official canvass that includes the 1% manual tally.
 - Bringing the Certified Statement of Vote before the Board for approval.
- Re-organized work responsibilities with the IT Department; the Elections Division assumed more responsibility for equipment preparation and testing.
- Attended workshops, conferences, and mandatory training to stay abreast of changes.
- Using HAVA grant funds, attended required accessibility training, purchased mitigation supplies, and conducted additional site surveys.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Prepare for and execute the November 4, 2014, General Election, which includes, but is not limited to, the following:
 - Updating the voter registration database.
 - Preparing required filing forms and candidate's guide for schools and special districts.
 - Reviewing pertinent sections of the Elections Code.
 - Preparing Ballots and Sample Ballots.
 - Equipment programming and testing.

- Securing polling places and poll workers.
- Conducting pollworker training.
- Providing required reports to the Secretary of State.
- Organizing the elections team consisting of staff members from the Elections, IT, Community Development, and Public Works Departments.
- Processing new voter registration cards.
- Processing vote-by-mail ballots.
- Publishing required notices.
- Providing, receiving, and reviewing candidacy papers for schools and special districts.
- Setting up/tearing down polling places.
- Conducting the official canvass that includes the 1% manual tally.
- Bringing the Certified Statement of Vote before the Board for approval.
- Throughout the process, be mindful of finding ways to become more efficient.
- Continue with mitigation efforts regarding polling place accessibility.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-15 Requested Budget represents an overall **decrease of \$18,789 in expenditures, and an increase of \$10,282 in revenues**, when compared to the FY 2013-14 Board Approved **Revised** Budget. The budget represents an overall **net decrease of \$29,071**, and as a result, the Requested Net County Cost is **decreased approximately 9.61%** when compared to FY 2013-14. Cutting discretionary expenses as outlined in **Exhibit A** would result in a total net savings in expenses of \$30,871, and as a result, the Requested Net County Cost would be **decreased approximately 10.22%** when compared to FY 2013-14. The only discretionary money in the election budget is for travel and training. **Cutting this line item is not recommended.** The field of elections is very dynamic and every year new laws are enacted. It is critical that the Elections Division stay abreast of changes and receive support by maintaining membership in its professional association.

- ***Savings through Internal Efficiencies***
Rather than waste resources, the Elections Division saved a few hundred dollars by using outdated envelopes to mail vote-by-mail ballots after ensuring that the post office would process them.
- ***Revenues***
It is anticipated that the November election will generate very little revenue (\$500 or less). This is because candidates for school district boards and special district boards are not required to pay a filing fee. Any income will be generated from state candidates wishing to have their candidate's statement printed in the sample ballot.

The HAVA grants only reimburse specific expenditures and do not generate new revenue.

- ***Personnel***
The Department's Requested Budget reduces funding for the temporary election assistants by \$9,556.

- **Services & Supplies**
Not applicable.
- **Support & Care of Persons**
Not applicable.
- **Fixed Assets**
Not applicable.

FY 2014-2015 STATE FUNDING SUMMARY

Not applicable.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

COUNTY OF MONO
CLERK - ELECTIONS BUDGET COMPARISON REPORT

DEPT 200: ELECTION DIVISION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-15200-15820-22000000	FED: HAVA REIMBURSEMENTS- PASS	100	1,800.00	0	1,795.00	1,795.00	0
100-15200-15820-22010000	FED: HAVA REIMBURSEMENTS- PASS	6,141.00	28,200.00	0	26,750.00	26,750.00	0
100-15200-15820-22020000	FED: HAVA REIMBURSEMENTS- PASS	0	0	0	19,403.00	19,403.00	0
100-15200-16410-00000000	ELECTION FEES	1,590.00	8,166.00	7,359.00	500	500	0
Total Revenues		7,831.00	38,166.00	7,359.00	48,448.00	48,448.00	0
Expenditures							
100-15200-21100-00000000	SALARY AND WAGES	98,871.00	129,091.00	76,952.00	103,843.00	103,843.00	0
100-15200-21120-00000000	OVERTIME	28	0	0	0	0	0
100-15200-22100-00000000	EMPLOYEE BENEFITS	49,944.00	53,843.00	42,824.00	53,212.00	53,212.00	0
100-15200-31200-00000000	EQUIP MAINTENANCE & REPAIR	12,564.00	18,000.00	17,043.00	19,095.00	19,095.00	0
100-15200-32000-00000000	OFFICE EXPENSE	10,746.00	16,500.00	13,506.00	18,075.00	18,075.00	0
100-15200-32000-22000000	OFFICE EXPENSE - HAVA	0	0	0	1,795.00	1,795.00	0
100-15200-32800-00000000	PUBLICATIONS & LEGAL NOTICES	2,754.00	1,700.00	314	2,900.00	2,900.00	0
100-15200-32960-00000000	A-87 INDIRECT COSTS	10,757.00	0	0	0	0	0
100-15200-33120-00000000	SPECIAL DEPARTMENT EXPENSE	19,490.00	20,000.00	13,739.00	16,515.00	16,515.00	0
100-15200-33120-22000000	SPEC DEPT EXP - HAVA	0	1,800.00	815	0	0	0
100-15200-33120-22010000	SPEC DEPT EXP - HAVA 2	5,000.00	28,200.00	0	26,750.00	26,750.00	0
100-15200-33120-22020000	SPEC DEPT EXP - HAVA 3	0	0	0	19,403.00	19,403.00	0
100-15200-33122-00000000	POLL WORKER EXPENSES	5,050.00	5,500.00	0	4,800.00	4,800.00	0
100-15200-33123-00000000	PRECINCT EXPENSES	206	0	0	0	0	0
100-15200-33124-00000000	BALLOT EXPENSES	14,081.00	20,380.00	2,300.00	15,000.00	15,000.00	0
100-15200-33350-00000000	TRAVEL & TRAINING EXPENSE	2,754.00	6,963.00	7,019.00	1,800.00	1,800.00	0
Total Expenditures		232,245.00	301,977.00	174,512.00	283,188.00	283,188.00	0
Total for DEPT 200: ELECTION DIVISION		-224,414.00	-263,811.00	-167,153.00	-234,740.00	-234,740.00	0

CDD - BUILDING

100-27560

DEPARTMENTAL FUNCTIONS

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, building permit issuance, and assisting in code compliance operations. These functions are tempered with an ongoing commitment to continually improve and increase our ability to serve the citizens of Mono County.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Completion of a solar PV roof top design that is to be available for public use. The design is available at both the Mammoth and Bridgeport offices, and also on the Mono County website. The intent of this design is to provide a cost savings to permit applicants, help expedite the permitting process for roof top solar projects, and to also address structural code requirements for roof top solar installations.
- Completion of an expedited permitting process for both ground mounted and roof top solar PV building permit applications.
- Presented a final draft resolution specific to waiving of building permit fees for solar PV and geothermal water and space conditioning projects, and was adopted by the Board of Supervisors on February 11, 2014.
- Continued to match or exceed building permit processing times as compared to other jurisdictions. For single family residential projects, Mono County will return first review comments to an applicant in 10-14 business days, while other jurisdictions have been quoted as indicating that same turnaround as being four weeks. For residential addition projects, Mono County will return first review comments to an applicant in 5-10 business days, while other jurisdictions have indicated a 3-4 week timeline for first comments. For residential solar PV projects, Mono County turnaround time for a permit is 5-7 business days, while other jurisdictions have quoted a 3-4 week timeline for the same type of solar project.
- Conducted educational presentations for both staff and the public. Presentations included certification by the California Emergency Management Agency (Cal EMA) for safety evaluators and coordinators, and a home energy efficiency workshop focused on green building practices such as solar and geothermal.
- Formed an Energy Task Force with other Mono County staff in an effort to promote energy efficiency and alternative energy generation projects of appropriate scale for both County facilities and public projects alike.
- Continued to serve on the Mono County ADA Task Force in an ongoing effort to bring county facilities into compliance with current accessible requirements. Duties included plan reviews, consultation, and inspections for county accessible projects.
- Continued to attend the Mammoth Lakes Contractor's Association monthly meetings and report current permit and building division activity to local contractors, as well as to field information and concerns from local builders.
- Building Division staff obtained 2 International Code Council (ICC) certifications.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Update and expand informational hand-outs available to the public at both the Bridgeport and Mammoth permit offices, and have such information available on the Building Division website.
- Complete an already initiated process of enhanced web site improvements that will allow for greater on-line capabilities for the public and permit applicants. Project may include implementation of a new, more cost effective permitting software program that will better connect County departments and provide better service to the public.
- Replace vacant positions that expire in 2014-2015 on the construction board of appeals. The replacement process will entail involvement with the Board of Supervisors, as well as the local construction and design community in support of a transparent, open process.
- Research the viability for an amnesty permit program which would make existing, unpermitted work permitted and legal, and also provide for a potential extra source of revenue.
- Research the viability for a local code advisory group that would interact directly with lawmakers in Sacramento in an effort to provide input from local building industry professionals toward the creation and adoption of the upcoming 2016 California Building Codes.
- Continue to work with the Mono County ADA Task Force in support of bringing existing, non-conforming County structures into compliance with applicable ADA and accessible standards.
- Continue to work with the Mono county Energy Task Force in support of reducing the County's energy costs and to promote energy and cost savings programs for the public.
- Continue to pursue educational outreach events with the public.
- Continue to pursue continuing education and ICC certifications for Building Division staff.
- Continue to provide quality and timely inspection services, plan review services, and customer service to the public.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget includes a cost for Liability Insurance for \$139,906 for a Lawsuit in 2007. This is the last year of the settlement and will not appear in the budget next year. Without the cost of Liability Insurance total expenditures decreased by \$14,302 resulting in a 7% decrease to Net County Cost compared to the FY 2013-2014 Board Approved Budget.

Personnel Costs increased by \$773 compared to the FY 2013-2014 Board Approved Budget, due to inter-departmental support staff costs for this budget. Finance staff provides Bridgeport office coverage, in addition to providing financial services for the department. A portion of these costs are included in the 2014/15 budget for this department.

Revenues – No substantial change in building permit revenue is projected, based on current year-to date actual collections. The building Division has collected \$87,954.64 to date and has a large storage building project scheduled to be submitted for in September of 2014. This project will yield an estimated \$19,600 in building division revenue.

Personnel – In 2014/15, support staff were budgeted in this program, resulting in an increase of \$3,617 for Salary and Wages. The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget, when compared to the 2013/14 actuals.

Services & Supplies – \$4,500 has been reduced in Special Department Expense. In addition, \$7,580 was reduced from Contract Services, \$1,600 was reduced in Travel and Training, \$810 was reduced for Telephone/Communications, \$1,372 was reduced in Overtime Expense, \$1,472 was reduced in Employee Benefits, \$150 was reduced in Membership Fees, \$300 was reduced in Motor Pool Expense, \$75 was reduced in Vehicle Fuel Costs, and \$594 was reduced in Worker’s Compensation Insurance. These reductions were attributed to a close examination of operating costs and ability to continue to provide services to the public. An increase of \$700 to Office Expense was budgeted to cover the cost of a replacement computer. Total reductions of \$18,453 less total increases of \$4,317 yields an overall budget decrease in expenditures of \$14,136. With a slight increase in revenue (CASp) of \$166 added in, the net decrease to budget expenditures is \$14,302, representing a net decrease to the General Fund of 7%.

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
CDD - BUILDING BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 560: BUILDING INSPECTOR

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-27560-12050-00000000	BUILDING PERMITS	87,403.00	100,000.00	78,508.00	100,000.00	100,000.00	0
100-27560-16150-00000000	BUILDING DEPARTMENT FEES	21,050.00	27,000.00	28,426.00	27,000.00	27,000.00	0
100-27560-16151-00000000	BUSINESS LICENSE CASp FEE	362	50	366	216	216	0
Total Revenues		108,815.00	127,050.00	107,300.00	127,216.00	127,216.00	0
Expenditures							
100-27560-21100-00000000	SALARY AND WAGES	164,953.00	157,800.00	131,878.00	161,417.00	161,417.00	0
100-27560-21120-00000000	OVERTIME	5,935.00	1,372.00	1,372.00	0	0	0
100-27560-22100-00000000	EMPLOYEE BENEFITS	94,110.00	94,313.00	74,495.00	92,841.00	92,841.00	0
100-27560-30280-00000000	TELEPHONE/COMMUNICATIONS	2,974.00	2,850.00	2,830.00	2,040.00	2,040.00	0
100-27560-30500-00000000	WORKERS' COMP INS EXPENSE	0	2,080.00	2,080.00	1,486.00	1,486.00	0
100-27560-30510-00000000	LIABILITY INSURANCE EXPENSE	0	13,411.00	13,411.00	139,906.00	139,906.00	0
100-27560-31700-00000000	MEMBERSHIP FEES	810	950	780	800	800	0
100-27560-32000-00000000	OFFICE EXPENSE	5,420.00	2,000.00	792	2,700.00	2,700.00	0
100-27560-32450-00000000	CONTRACT SERVICES	113,699.00	43,700.00	41,252.00	36,120.00	36,120.00	0
100-27560-32960-00000000	A-87 INDIRECT COSTS	403,407.00	0	0	0	0	0
100-27560-33010-00000000	SMALL TOOLS & INSTRUMENTS	323	0	22	0	0	0
100-27560-33120-00000000	SPECIAL DEPARTMENT EXPENSE	0	4,500.00	4,701.00	0	0	0
100-27560-33350-00000000	TRAVEL & TRAINING EXPENSE	9,713.00	7,600.00	5,998.00	6,000.00	6,000.00	0
100-27560-33351-00000000	VEHICLE FUEL COSTS	9,962.00	8,075.00	6,572.00	8,000.00	8,000.00	0
100-27560-33360-00000000	MOTOR POOL EXPENSE	14,856.00	13,300.00	11,178.00	13,000.00	13,000.00	0
Total Expenditures		826,162.00	351,951.00	297,361.00	464,310.00	464,310.00	0
Total for DEPT 560: BUILDING INSPECTOR		-717,347.00	-224,901.00	-190,061.00	-337,094.00	-337,094.00	0

CDD - CODE ENFORCEMENT

100-27664

DEPARTMENTAL FUNCTIONS

The Compliance Division monitors and enforces compliance with county ordinances, policies, regulations and permit conditions, including environmental mitigation measures. Department functions include:

- Investigates and processes code enforcement complaints
- Collects and documents evidence concerning code enforcement cases.
- Issues Notices of Violation and Administrative Citations to gain compliance on various code violations.
- Serves as lead staff in the implementation of Surface Mining and Reclamation Act (SMARA) including financial review, inspections, reporting and enforcement.
- Attends Land Technical Advisory Committee (LTAC) meetings to review project conditions for compliance with Mono County Code and General Plan standards.
- Reviews development permit language to ensure compliance with County land use regulations.
- Reviews all Business license applications to ensure compliance with land use regulations.
- Participates in drafting county ordinances and General Plan amendments/updates, including specific plans.
- Reviews and processes Vacation Home Rental Permits.
- Performs well monitoring and reporting for the California Statewide Groundwater Elevation Monitoring (CASGEM) program.
- Assuming oversight of well monitoring for Cooperative Management Program with U.S. Geological Survey (USGS) and staff support to the Long Valley Hydrologic Advisory Committee

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Received Code Enforcement Officer 2 certification through California Association of Code Enforcement Officers (CACEO).
- Resolved approximately 21 cases of the 34 Code Enforcement cases received in the last year.
- Resolved issues to concerning Mono County's SMARA Program and implemented new reporting requirements.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Obtain Code Enforcement Officer - Final Certification through CACEO.
- Assist in the update of the General Plan, including review of policy and regulation changes to ensure enforceability and consistency with county regulations.
- Process Reclamation Plans and environmental documents for two new county aggregate pits.
- Implement new SMARA inspection requirements during annual mining inspections.
- Assume staff support responsibilities for the Long Valley Hydrologic Advisory Committee
- Collect outstanding receivables for Mine inspections.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$8,637 in expenditures, and an increase of \$4,500 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is a decrease by \$13,137.

Personnel Costs stayed the same as FY 2013-2014 Board Approved Budget

Revenues – This line item has increased to reflect change in inspection form and improved consistency in billing/collections for mine inspections.

Personnel – No change

Services & Supplies – Slight reduction to help alleviate the General fund.

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
CDD - CODE ENFORCEMENT BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 664: CODE ENFORCEMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-27664-12021-00000000	BUSINESS LICENSE - CODE ENF	6,678.00	3,500.00	3,444.00	8,000.00	8,000.00	0
100-27664-16030-00000000	CODE ENFORCEMENT FEES	644	2,000.00	1,287.00	2,000.00	2,000.00	0
Total Revenues		7,322.00	5,500.00	4,731.00	10,000.00	10,000.00	0
Expenditures							
100-27664-21100-00000000	SALARY AND WAGES	63,388.00	64,524.00	53,460.00	64,524.00	64,524.00	0
100-27664-22100-00000000	EMPLOYEE BENEFITS	31,870.00	33,614.00	27,520.00	33,238.00	33,238.00	0
100-27664-30280-00000000	TELEPHONE/COMMUNICATIONS	1,032.00	1,092.00	851	300	300	0
100-27664-30500-00000000	WORKERS' COMP INS EXPENSE	0	693	693	743	743	0
100-27664-30510-00000000	LIABILITY INSURANCE EXPENSE	0	8,257.00	8,257.00	494	494	0
100-27664-31700-00000000	MEMBERSHIP FEES	75	71	75	75	75	0
100-27664-32000-00000000	OFFICE EXPENSE	36	570	134	600	600	0
100-27664-32960-00000000	A-87 INDIRECT COSTS	135,896.00	0	0	0	0	0
100-27664-33350-00000000	TRAVEL & TRAINING EXPENSE	1,961.00	2,090.00	865	1,000.00	1,000.00	0
100-27664-33351-00000000	VEHICLE FUEL COSTS	1,835.00	1,700.00	1,178.00	2,000.00	2,000.00	0
100-27664-33360-00000000	MOTOR POOL EXPENSE	2,248.00	2,000.00	1,272.00	3,000.00	3,000.00	0
Total Expenditures		238,341.00	114,611.00	94,305.00	105,974.00	105,974.00	0
Total for DEPT 664: CODE ENFORCEMENT		-231,019.00	-109,111.00	-89,574.00	-95,974.00	-95,974.00	0

**CDD – GEOTHERMAL
713-00000**

FUNCTIONS

Well monitoring concerning the continuation of the cooperative water resources program between Mono County and the U.S. Geological Survey (USGS) for the next Fiscal year. This budget is to support the collection of baseline data on the hydrologic system in Long Valley. The Baseline Hydrologic Data Collection Program is a requirement of the Permit holder to satisfy conditions of Use Permit and provides Surface water discharge and quality measurements.

GOALS FOR FY 2014-2015

- Provide accurate well monitoring data to USGS

BUDGET REQUEST FOR FY 2014-2015

- The Fund's FY 2014-2015 Requested Budget represents an increase of \$5,230 in expenditures, and revenues when compared to the FY 2013-2014 Board Approved Budget to account for additional mines. The Net County Cost will remain \$0.
- This is for Support costs to the Long Valley Hydrologic Advisory Committee (LVHAC) paid by ORMAT based on Permit # 01E-02-86 Conditions.

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
CDD - GEOTHERMAL BUDGET COMPARISON REPORT

FUND 713: GEOTHERMAL

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
713-00000-17010-00000000	MISCELLANEOUS REVENUE	73,000.00	0	75,615.00	78,230.00	78,230.00	0
Total Revenues		73,000.00	0	75,615.00	78,230.00	78,230.00	0
Expenditures							
713-00000-52015-00000000	GEOTHERMAL PROJECTS-UNSPECIFIE	54,850.00	0	56,058.00	78,230.00	78,230.00	0
713-00000-52015-01910000	GEOTHERMAL PROJECTS-UNSPECIFIE	18,250.00	0	0	0	0	0
Total Expenditures		73,100.00	0	56,058.00	78,230.00	78,230.00	0
Total for DEPT 000: GENERAL		-100	0	19,557.00	0	0	0

CDD - HOUSING 100-27661

DEPARTMENTAL FUNCTIONS

The Housing Authority of the County of Mono was created by resolution of the Mono County Board of Supervisors on November 8, 2005, authorized 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. Staff services are provided by the Public Works, Community Development and Finance Departments, with legal assistance from the County Counsel Office. The Authority, which meets at least 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. This budget includes grant funding to continue the regional partnership with Mammoth Lakes Housing.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

Housing Authority activity this past year include:

- Reviewed status of changes to the Accessory Dwelling regulations and the newly adopted transient rental regulations
- Conducted a review of annual housing statistics, reviewed the status of the Housing Mitigation Ordinance and provided staff direction that the current suspension of the ordinance should be continued to 2015.
- Award for HOME application for \$700,000 in First-time Homeowner loans. Via its annual contract with Mammoth Lakes Housing, an update to the housing section of the June Lake Area Plan has been prepared and a workshop conducted with the June Lake CAC.
- Reviewed the status of the County Rental Housing Program, potential property management with Mammoth Lakes Housing and transferred oversight to the Public Works Department

DEPARTMENTAL GOALS FOR FY 2014-2015

Anticipated activities related to the Housing Authority this fiscal year include :

- Participation in potential revisions and activation of the Housing Mitigation Ordinance
- Participation in the update to the Mono County Housing Element.
- Manage Sub recipient Agreement with Mammoth Lakes Housing for HOME award of \$700,000 for first time homebuyers.

DEPARTMENTAL BUDGET REQUEST FOR FY 2013-2014

The Department's FY 2014-2015 Requested Budget reflects revenue to the general fund and reflects the first year of no Net County Cost

Revenues – Increase of \$700,000 for HOME Grant award.

Personnel – No change

Services & Supplies – No change

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

COUNTY OF MONO
CDD - HOUSING BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 661: HOUSING DEVELOPMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-17661-14100-60100000	HOUSING RENT-36 CHRISTY LN	9,000.00	9,000.00	6,750.00	9,000.00	9,000.00	0
100-17661-14100-60150000	HOUSING RENT-40 CHRISTY LN	5,550.00	9,000.00	6,750.00	9,000.00	9,000.00	0
100-17661-14100-60200000	HOUSING RENT-BIRCH CRK CONDO	9,922.00	10,200.00	6,849.00	10,200.00	10,200.00	0
100-27661-15501-00007002	FED: HOME GRANT	0	0	0	700,000.00	700,000.00	0
100-27661-15501-60250000	FED: CDBG HOUSING GRANT	349,578.00	10,000.00	10,000.00	0	0	0
Total Revenues		374,050.00	38,200.00	30,349.00	728,200.00	728,200.00	0
Expenditures							
100-27661-21100-00000000	SALARY AND WAGES	2,830.00	2,736.00	2,736.00	2,830.00	2,830.00	0
100-27661-22100-00000000	EMPLOYEE BENEFITS	1,583.00	531	531	1,583.00	1,583.00	0
100-27661-30280-00000000	TELEPHONE/COMMUNICATIONS	24	6	6	0	0	0
100-27661-31400-00000000	BUILDING/LAND MAINT & REPAIR	1,136.00	4,900.00	1,934.00	10,000.00	10,000.00	0
100-27661-32000-00000000	OFFICE EXPENSE	0	300	0	0	0	0
100-27661-32450-00000000	CONTRACT SERVICES	18,044.00	30,000.00	12,188.00	697,500.00	697,500.00	0
100-27661-32800-00000000	PUBLICATIONS & LEGAL NOTICES	0	0	0	100	100	0
100-27661-32960-00000000	A-87 INDIRECT COSTS	2,220.00	0	0	309	309	0
100-27661-33120-00000000	SPECIAL DEPARTMENT EXPENSE	1,769.00	1,800.00	1,682.00	0	0	0
100-27661-33120-60250000	SPEC DEPT EXP- CDBG GRANT	303,500.00	0	0	0	0	0
100-27661-33350-00000000	TRAVEL & TRAINING EXPENSE	254	427	66	0	0	0
100-27661-33600-00000000	UTILITIES	474	600	1,416.00	0	0	0
100-27661-47020-60250000	CONTRIBUTIONS TO NON-PROFIT OR	56,078.00	0	0	0	0	0
Total Expenditures		387,912.00	41,300.00	20,559.00	712,322.00	712,322.00	0
Total for DEPT 661: HOUSING DEVELOPMENT		-13,862.00	-3,100.00	9,790.00	15,878.00	15,878.00	0

CDD - LAFCO

100-27666

COMMISSION FUNCTIONS

The Mono County Local Agency Formation Commission (LAFCO) meets the first Wednesday in May, June, and other months as needed in the Town/County Conference Room at 3 p.m. in Minaret Village Mall (above Giovanni's Pizzeria). Mono LAFCO reviews proposals for the formation of new local governmental agencies and changes of organization in existing agencies. The primary objectives of LAFCO are to encourage the orderly formation of local government agencies, to preserve agricultural and open space land, and to discourage urban sprawl.

Mono LAFCO is comprised of seven commissioners with designated alternates. Two commissioners each are appointed by the Mono County Board of Supervisors, Town of Mammoth Lakes, and Special District Selection Committee (comprised of independent special districts). One commissioner representing the general public is appointed by the remaining LAFCO commissioners.

Mono LAFCO is staffed by the Mono County Community Development Department and funded jointly by: Mono County; Town of Mammoth Lakes; and Mammoth Community Water District/Southern Mono Healthcare District. Commission activities include municipal service reviews, sphere of influence updates, policy/procedure development, and review of proposals to form or change local government agencies.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

Mono LAFCO activity this past year includes the following:

- Responded to occasional LAFCO inquiries;
- Conducted reviews and updates of agency Spheres of Influence/Municipal Service Reviews as a part of the general plan update;
- Reviewed the accuracy of district maps with the Assessor and GIS Coordinator;
- Conducted election of special district selection committee;
- Worked with Mono County and County Service Areas on capital programming;
- Examined potential special district roles for Digital 395;
- Participated with California Association of Local Agency Formation Commissions (CALAFCO);
- Reviewed proposed plans, development projects and California Environmental Quality Act (CEQA) documents for potential LAFCO issues.

GOALS FOR FY 2014-2015

Anticipated work tasks this year include:

- Conclude review and update of Sphere of Influence/Municipal Service Reviews, including supporting CEQA documentation, and transition to electronic document format;
- Reflect LAFCO policies in the Mono County General Plan and Regional Transportation Plan update;
- Respond to application activity, including application processing;
- Review plans, projects and environmental documents, including the Inyo Forest Plan Update for LAFCO issues

DEPARTMENTAL BUDGET REQUEST FOR FY 2013-2014

This budget is created on formula basis and governed by State Law and Government Code.

This budget reflects the budget as approved by the LAFCO.

Revenues – No Changes

Personnel – No Changes.

Services & Supplies – No Changes.

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
CDD - LAFCO BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 666: LAFCO

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-27666-15902-00000000	OTH: LAFCO - REVENUE FROM OTHE	8,090.00	8,090.00	13,483.00	7,688.00	6,987.00	0
Total Revenues		8,090.00	8,090.00	13,483.00	7,688.00	6,987.00	0
Expenditures							
100-27666-21100-00000000	SALARY AND WAGES	4,956.00	5,504.00	4,168.00	5,733.00	5,042.00	0
100-27666-22100-00000000	EMPLOYEE BENEFITS	2,528.00	2,800.00	2,166.00	3,000.00	2,638.00	0
100-27666-31700-00000000	MEMBERSHIP FEES	741	800	758	800	800	0
100-27666-32000-00000000	OFFICE EXPENSE	0	200	0	200	200	0
100-27666-32800-00000000	PUBLICATIONS & LEGAL NOTICES	58	300	23	300	300	0
100-27666-32960-00000000	A-87 INDIRECT COSTS	602	0	0	0	0	0
100-27666-33350-00000000	TRAVEL & TRAINING EXPENSE	1,292.00	1,500.00	0	1,500.00	1,500.00	0
Total Expenditures		10,177.00	11,104.00	7,115.00	11,533.00	10,480.00	0
Total for DEPT 666: LAFCO		-2,087.00	-3,014.00	6,368.00	-3,845.00	-3,493.00	0

CDD - PLANNING COMMISSION

100-27620

COMMISSION FUNCTIONS

The Planning Commission serves as the principal advisory body to the Board of Supervisors and planning department on planning matters. The Commission:

- Provides interpretations on the application of the Mono County General Plan and supporting policies, guidelines and regulations;
- Conducts public hearings and workshops on a variety of policies, plans and enforcement matters; and
- Considers discretionary land use applications, environmental assessments and impact reports, and appeals from staff decisions involving plan or ordinance interpretation.

The Planning Commission generally meets the second Thursday of each month at 10 a.m. in the Supervisors Chambers at the County Courthouse, Bridgeport, but also travels to and conducts 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.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

The Planning Commission met as needed this past year, totaling 10 meetings, with several held in Mammoth Lakes. All meetings are teleconferenced either in Mammoth Lakes or Bridgeport. Items considered by the Commission included the

- General Plan Amendment for parking requirements, including flexible parking standards for central business districts
- Setback variances and use permits for a brewery and Nordic ski area, and expanded home occupation permit
- General Plan Amendments to apply the transient Rental Overlay District to portions of June Lake and Lundy
- Several subdivision map modifications, parcel map and final map approvals
- Several specific plan amendments
- General Plan Update related workshops, including reclamation policies/standards, telecommunication policies (IT), housing element, resource efficiency policies, integrated waste management plan, biomass policies, Forest Plan update, and a variety of development standards
- Housing Element Update hearing

COMMISSION GOALS FOR FY 2014-2015

It is expected that the Commission will be active this year in the update of the Mono County General Plan. In addition to considering routine planning permit applications, the Commission will be conducting a number of workshops on matters related to the General Plan Update and will conduct one or more hearings to consider recommendations to the Board of Supervisors on the adoption of an update environmental impact report and General Plan.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2013-2014 Requested Budget represents a decrease of \$853 in expenditures. As a result, the Requested Net County Cost decreased by \$853.

Revenues – N/A

Personnel – NA

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – N/A

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
CDD - PLANNING COMMISSION BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 620: PLANNING COMMISSION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
Expenditures							
100-27620-21100-00000000	SALARY AND WAGES	5,309.00	5,200.00	3,800.00	5,200.00	5,200.00	0
100-27620-22100-00000000	EMPLOYEE BENEFITS	930	546	496	546	546	0
100-27620-30500-00000000	WORKERS' COMP INS EXPENSE	0	2,773.00	2,773.00	2,414.00	2,414.00	0
100-27620-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,103.00	2,103.00	1,606.00	1,606.00	0
100-27620-31700-00000000	MEMBERSHIP FEES	52	57	0	60	60	0
100-27620-32000-00000000	OFFICE EXPENSE	112	285	0	285	285	0
100-27620-32800-00000000	PUBLICATIONS & LEGAL NOTICES	897	950	85	950	950	0
100-27620-32960-00000000	A-87 INDIRECT COSTS	31,107.00	0	0	0	0	0
100-27620-33350-00000000	TRAVEL & TRAINING EXPENSE	2,047.00	2,400.00	2,604.00	2,400.00	2,400.00	0
Total Expenditures		40,454.00	14,314.00	11,861.00	13,461.00	13,461.00	0
Total for DEPT 620: PLANNING COMMISSION		-40,454.00	-14,314.00	-11,861.00	-13,461.00	-13,461.00	0

CDD - PLANNING

100-27660

DEPARTMENTAL FUNCTIONS

The Planning Division provides a variety of planning support services to a number of commissions, boards, and committees in addition to the citizens and property owners in Mono County. The division is responsible for maintaining and updating the Mono County General Plan including supporting documents and environmental studies. The planning division collaborates with agencies, organizations and departments involved in environmental assessment, development review, as well as policy development and implementation. Public input is sought on planning matters of interest to local residents and property owners through Regional Planning Advisory Committees (RPACs), the Local Transportation Commission (LTC), Land Development Technical Advisory Committee (LDTAC), Airport Land Use Commission (ALUC), Collaborative Planning Team (CPT), and a variety of coordinating committees, task groups, surveys, local media, and public meeting/hearings for the Planning Commission and Board of Supervisors.

The Planning Division strives to process permit applications as quickly as possible without compromising the quality of planning services. Continuity is maintained between the planning offices in Mammoth Lakes and Bridgeport, and we strive to provide consistent information to the public. Our mission is to provide efficient, responsive, and innovative public service through teamwork. The following highlights several of the more prominent planning-related commissions/committees staffed by the Planning Division:

- The Mono County Local Transportation Commission (LTC) meets the second Monday of each month at 9 a.m. in the Town/County Conference Room, Minaret Village Mall, Mammoth Lakes, or by videoconference at the CAO Conference Room, Annex 1, Bridgeport. The LTC is the county's designated Regional Transportation Planning Agency. The Mammoth Lakes Town Council and the Mono County Board of Supervisors appoint three commissioners each. The LTC acts autonomously in filling the mandates of the Transportation Development Act, including
 - Prepare, adopt and submit a Regional Transportation Plan (RTP) every four years;
 - Prepare a Regional Transportation Improvement Program (RTIP) for the Department of Transportation (Caltrans) and the California Transportation Commission (CTC) every two years;
 - Review and comment annually on the Transportation Improvement Plan contained in the State Transportation Improvement Program (STIP);
 - Provide ongoing administration of Transportation Development Act (TDA) funds;
 - Prepare and submit the annual Overall Work Program; and
 - Assisting in pursuit and prioritization of transportation grants.
- Mono County's Regional Planning Advisory Committees (RPAC) advise the Mono County Board of Supervisors, Planning Commission, and Planning Division on the development, review, implementation and update of the Mono County General Plan and associated Area/Community Plans. Active RPACs meet in Antelope Valley, Bridgeport Valley, Mono Basin, June Lake (Citizens Advisory Committee), Long Valley, Benton and Chalfant. Community meetings are held with the District 2 Supervisor in Paradise and Swall Meadows.
- The Mono County Collaborative Planning Team (CPT) holds public meetings quarterly the last Thursday of the month at 9 a.m. at the Town/County Conference Room, Minaret Village Mall, Mammoth Lakes. This multifaceted team, comprised of directors of federal, state, local and tribal entities, collaborates on a variety of planning issues. During roundtable, each entity shares information on current projects. Mono County provides staff support to the team and occasional subcommittees. The CPT philosophy recognizes that the synergistic effect of teamwork far exceeds that which entities might accomplish on their own.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Completed Housing Element Update, receiving initial approval from State.
- Completed draft of regional transportation plan update, other elements of general plan update and area plan update via the RPACs and initiated supporting EIR update
- Monitored Bridgeport Main Street Revitalization Project, including RPAC stenciling back-in parking info on curbs dramatically improving use of back-in diagonal spaces. Pursued grant funding for implementation and continued efforts for Multi-agency visitor center
- Achieved substantial progress on Hwy 395 Scenic Byway Corridor Enhancement Plan, including associated trails planning, adoption of relaxed parking regulation for central business districts (CBD), initiation with consultant for design inventory and guidelines for CBD, and for community signage on Hwy 395.
- Processed planning applications/EIRs in a timely manner. Projects of note include assisting assembling record for legal defense of geothermal EIR; responding to changes in Cal Fire requirements for the Rock Creek Ranch Specific Plan; and processing revisions to the Sierra Business Park Specific Plan (see Planning Commission for additional detail)
- Continued monthly coordination meetings with Public Works, Finance and Environmental Health and regular Land Development Technical Advisory Committee (LDTAC) meetings.
- Using Sustainable Communities grant and LTC funding, updated sections of the Mono County General Plan (GP), including Housing Element, Regional Transportation Plan (RTP), other mandated elements and policy priorities (energy, telecommunications, capital facilities & sage grouse); integrated area plan updates prepared by RPACs; and initiated innovative easy-to-use electronic format.; Sections of supporting comprehensive Environmental Impact Report (EIR), including Master Environmental Assessment were also drafted.
- With the assistance of the Finance Department, IT and Public Works provided staff support to the Local Transportation Commission, including related committees.
- Concluded biomass feasibility study with grant funding, and pursued implementation potential with Mammoth Mountain.
- Staffed Planning Commission, Regional Planning Advisory Committees, Housing Authority, LDTAC, and CPT.
- Conducted California Statewide Groundwater Elevation Monitoring (CASGEM) water monitoring, assumed staffing on Long Valley HAC (see Code Compliance), participated on the IRWMP and updated water policies for general plan.
- Staffed the Local Agency Formation Commission and initiated integration of update of spheres of influence with general plan update (see LAFCO Budget).
- Continued to provide broad range of customer services at South County counter and assisted in establishing common public service counter in Bridgeport.
- Achieved progress on trails planning for Paradise/Rock Creek, Lee Vining, June Lake and Bridgeport, including a grant funded Mono Yosemite trail.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Coordinate efforts to avoid the listing of the sage grouse by assuming a leadership role with the Bi-State planning effort to refine plan implementation programs, document lack of grouse habitat in community areas, develop general plan guidance for sage grouse mitigation and support legislative efforts to obtain funding. Obtain grant funds (up to \$50,000) from the BLM to help offset staff costs. Continue to coordinate responses to listing and critical habitat designation proposals of the USFWS.
- Assume staffing responsibilities for LVHAC, including investigating a shared staffing potential with federal agencies
- Implement Bridgeport Main Street Revitalization Project via ATP funding and other RPAC efforts, and continue pursuit of Multi-agency Visitor Center
- Integrate outcomes of Bridgeport Facilities Plan and other capital improvement and transportation improvement programming into general plan.
- Using Sustainable Communities Grant and LTC funding, conclude update to General Plan, including Housing Element adoption, Regional Transportation Plan (RTP), other mandated elements and policy

priorities (energy, telecommunications, solid waste, capital facilities, sage grouse and resource efficiency) and make available in innovative easy-to-use electronic format. Prepare supporting comprehensive Environmental Impact Report (EIR) in manner that facilitates streamlined processing.

- Using federal grant, continue development of Hwy 395 Scenic Byway Corridor Enhancement Plan, including identifying community themes and central business district guidelines, community gateway signs on Hwy 395, corridor and trails scenic corridor marketing plan
- Process planning applications and environmental documents in a timely manner.
- Provide staff support to the Local Transportation Commission, including related committees such as YARTS, Social Service Transportation Advisory Council, Eastern California Transportation Planning Partnership and implement the Overall Work Program, monitor the Regional Transportation Improvement Program and conclude audit.
- Staff Airport Land Use Commission and pursue Airport Land Use Compatibility Plan update funding.
- Staff the Planning Commission, Regional Planning Advisory Committees, LDTAC, and Collaborative Planning Team (including Land Tenure Subcommittee).
- Participate on the energy task force, conclude update of energy policies, pursue grant funds and address energy initiatives, such as proposed federal utility corridor plans.
- Staff the Local Agency Formation Commission and integrate update of spheres of influence with general plan update (see also LAFCO budget).
- Conduct monthly coordination meetings with applicable departments, including Economic Development, Public Works and Environmental Health
- In concert with Public Works and County Counsel, conclude grading & subdivision ordinance updates.
- Continue to provide broad range of customer services at South County counter and assistance in Bridgeport. Coordinate with Public Works on comprehensive one stop permit counters.
- Continue trails planning for communities, including Paradise/Rock Creek, Yosemite/Lee Vining, June Lake and Bridgeport, integrating bike plan with RTP. Pursue agreements with the Inyo National Forest and Friends of the Inyo for construction and maintenance of new trails.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$216,873 in expenditures, and a decrease of \$184,500 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is a decrease by \$32,373.

Personnel Costs decreased by \$78,412 compared to the FY 2013-2014 Board Approved Budget, due to not filling part time associate planner position.

Revenues – Decreased from last FY due to spending down awarded grant funding. The Planning Division is actively looking for additional Grant funding for future projects and staff reimbursement and is in the process of securing a \$250,000 BLM award to be spent over the next 5 years. Planning permit budgeted revenues increased because a number of projects have been completed and need to be closed out and transferred from Fund 291. Additionally there is the potential for several larger projects requiring contract environmental studies funded by applicants.

Personnel – N/A. The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – Changes to contract services are specific to grant and RTP projects, and have corresponding revenue increases.

FY 2013-2014 STATE FUNDING SUMMARY N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

The Planning Department would like to request additional Salary and Benefit amounts to allow for the reclassification of a current 1000 hour employee to a permit tech position, and under-filling a recently vacated part time Associate Planner position with a part time unbenefited intern position. This will enable us to fully utilize grant opportunities and bring in budgeted revenue. Intern cost (\$15,000 Salary + \$1,683 Benefits = \$16,683) Reclassification (\$5,000 Salary + \$445 Benefits = \$5,445) The permit tech reclassification and under-filling of the associate planner with an intern are essential to the Planning Division achieving budgeted revenue and providing necessary service capacity

COUNTY OF MONO
CDD - PLANNING BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 660: PLANNING & TRANSPORTATION

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
100-27660-15050-00000000	ST: GB AIR POLLUTION CNTL DIST	15,000.00	0	0	0	0	0
100-27660-15477-00008004	ST: DEPT OF CONSERVATION- SUSTAINABILITY	0	225,000.00	156,250.00	74,000.00	74,000.00	0
100-27660-15819-00008002	FED: MISC FED GRANTS	4,187.00	0	0	30,000.00	30,000.00	0
100-27660-15900-00008002	OTH: OTHER GOVT AGENCIES-SCENIC BY WAY	0	80,000.00	18,118.00	90,000.00	90,000.00	0
100-27660-15900-00008003	OTH: OTHER GOVT AGENCIES-LTC MAIN ST	110,031.00	18,000.00	26,032.00	0	0	0
100-27660-16060-00000000	PLANNING PERMITS	45,382.00	30,500.00	33,258.00	55,000.00	55,000.00	0
100-27660-16220-00000000	TRANSPORTATION PLANNING SERVIC	137,256.00	230,000.00	91,036.00	150,000.00	150,000.00	0
100-27660-17010-06600000	MISCELLANEOUS REVENUE	4	0	0	0	0	0
100-27660-17020-00000000	PRIOR YEAR REVENUE	62	0	0	0	0	0
Total Revenues		311,922.00	583,500.00	324,694.00	399,000.00	399,000.00	0
Expenditures							
100-27660-21100-00000000	SALARY AND WAGES	520,466.00	543,293.00	442,525.00	480,995.00	480,995.00	0
100-27660-21120-00000000	OVERTIME	1,033.00	0	0	0	0	0
100-27660-22100-00000000	EMPLOYEE BENEFITS	272,576.00	282,413.00	234,600.00	266,299.00	266,299.00	0
100-27660-30280-00000000	TELEPHONE/COMMUNICATIONS	401	247	40	900	900	0
100-27660-30500-00000000	WORKERS' COMP INS EXPENSE	0	6,241.00	6,241.00	6,314.00	6,314.00	0
100-27660-30510-00000000	LIABILITY INSURANCE EXPENSE	0	7,026.00	7,026.00	23,864.00	23,864.00	0
100-27660-31200-00000000	EQUIP MAINTENANCE & REPAIR	2,512.00	942	1,885.00	2,000.00	2,000.00	0
100-27660-31700-00000000	MEMBERSHIP FEES	2,745.00	300	300	700	700	0
100-27660-32000-00000000	OFFICE EXPENSE	20,884.00	15,675.00	17,585.00	17,000.00	17,000.00	0
100-27660-32000-00008002	OFFICE EXPENSE- SCENIC BYWAY GRANT	170	0	0	0	0	0
100-27660-32000-00008003	OFFICE EXPENSE - LTC MAIN ST	227	0	0	0	0	0
100-27660-32000-00008004	OFFICE EXPENSE- SUSTAINABLE COMMUNITY	0	96	96	0	0	0
100-27660-32450-00000000	CONTRACT SERVICES	33,369.00	15,000.00	20,247.00	38,649.00	38,649.00	0
100-27660-32450-00008002	CONTRACT SERVICES-SCENIC BYWAY GRANT	0	65,000.00	11,000.00	50,000.00	50,000.00	0
100-27660-32450-00008003	CONTRACT SERVICES - LTC MAIN ST	105,293.00	15,842.00	15,842.00	0	0	0

COUNTY OF MONO
CDD - PLANNING BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 660: PLANNING & TRANSPORTATION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-27660-32450-00008004	CONTRACT EXPENSE- SUSTAINABLE COMMUNITY	6,404.00	171,000.00	156,949.00	24,578.00	24,578.00	0
100-27660-32800-00000000	PUBLICATIONS & LEGAL NOTICES	684	1,600.00	1,813.00	1,600.00	1,600.00	0
100-27660-32950-00000000	RENTS & LEASES - REAL PROPERTY	55,530.00	63,000.00	59,184.00	55,903.00	55,903.00	0
100-27660-32960-00000000	A-87 INDIRECT COSTS	236,667.00	0	0	0	0	0
100-27660-33350-00000000	TRAVEL & TRAINING EXPENSE	11,466.00	3,000.00	3,102.00	5,000.00	5,000.00	0
100-27660-33351-00000000	VEHICLE FUEL COSTS	4,141.00	3,800.00	2,501.00	3,800.00	3,800.00	0
100-27660-33360-00000000	MOTOR POOL EXPENSE	6,657.00	6,000.00	5,047.00	6,000.00	6,000.00	0
100-27660-47010-00008002	CONTRIB TO OTHER GOVT- SCENIC BYWAY GRAN	-678	0	0	0	0	0
100-27660-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,400.00	0	0	0
Total Expenditures		1,280,547.00	1,200,475.00	987,383.00	983,602.00	983,602.00	0
Total for DEPT 660: PLANNING & TRANSPORTATION		-968,625.00	-616,975.00	-662,689.00	-584,602.00	-584,602.00	0

POLICY ITEM REQUEST FORM

Department: Planning

Description of Program/Equipment:

Reclassification of a current 1000 hour employee to a permit tech position ties and bring in budgeted revenue. The reclassification will free up Associate Analyst time from the permit counter to focus on higher priority assignments and Grant funded projects.

Cost Components

Salary:	<u>5,000</u>	(full year cost)
Benefits:	<u>445</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u></u>	
Total On-Going Cost:	<u><u></u></u>	
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u><u></u></u>	
Total Cost:	<u><u>5,445</u></u>	

Revenue: Describe any revenue to offset the cost of the policy item
Grants from Scenic Byway and Bureau of Land Management in addition to Transportation Planning funding from the LTC.

POLICY ITEM REQUEST FORM

Department: Planning

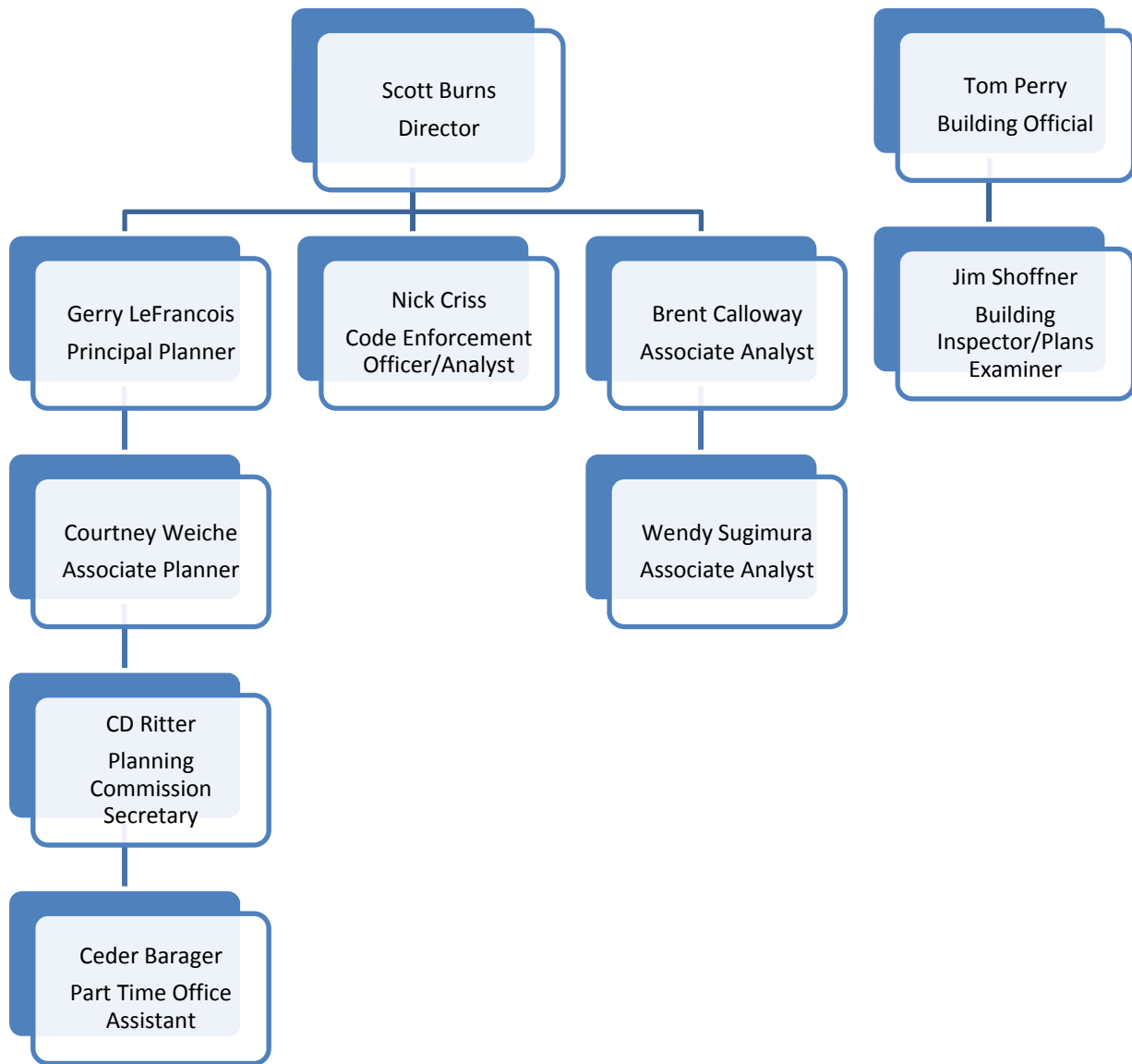
Description of Program/Equipment:

We are underfilling an Associate Planner position recently eliminated with a part time unbenefited intern position to allow current employees to fully utilize grant opportunities and bring in budgeted revenue.

Cost Components

Salary:	<u>15,000</u>	(full year cost)
Benefits:	<u>1,683</u>	
Supplies:	<u> </u>	(includes vehicle, fuel)
Materials:	<u> </u>	(cell phones, IT, phones)
Communications:	<u> </u>	
Computer:	<u> </u>	
Other:	<u> </u>	
Total On-Going Cost:	<u> </u>	
Vehicle:	<u> </u>	
Equipment:	<u> </u>	
Work Space:	<u> </u>	
Other:	<u> </u>	
Total One-Time Cost:	<u> </u>	
Total Cost:	<u>16,683</u>	

Revenue: Describe any revenue to offset the cost of the policy item
Grants from Scenic Byway and Bureau of Land Management in addition to Transportation Planning funding from the LTC.



COUNTY ADMINISTRATIVE OFFICE

100-11020

DEPARTMENTAL FUNCTIONS

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, represents and supports the Board's intergovernmental relations, and performs administrative duties for the Board.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- As part of Mono County Energy Policy Taskforce, brought comprehensive energy conservation policy package to Board which included PACE, solar and geothermal project building permit fee waiver and creating long term energy cost savings through energy efficiency and alternative energy generation projects in County facilities; Planned, organized and successfully completed recruitment and selection processes to fill County vacancies from staff level to department directors;
- Held 4 successful employee appreciation events;
- Launched Countywide Strategic Planning Process;
- Strengthened Board initiated community and intergovernmental process on addressing long term solid waste issues supported by appropriate county departments;
- Working with appropriate county departments, propose long-term California Air Resources Board (CARB) funding plan;
- Filled key county leadership positions including: Information Technology Department Manager; Director of HR/Risk Management; EMS Manager; Public Works Director;
- Brought Assessor appointee candidates to Board for review and potential filling of vacancy;
- Launched new weekly Board Update;
- Brought forward Mono County Legislative Platform which was adopted;
- Developed and implemented comprehensive new compensation format for At-Will employees;
- New At-will contracts format implemented with no car allowance or performance pay;
- Provided Human Resources support for recruitment of new employees for needed vacancies;
- Launched pilot 360 Survey process for Management employees;
- Began monthly employee meetings with CAO;
- Launched employee based Mono Innovation Groups to create opportunities for employees ideas for efficiency;
- Continued the use of best practices and provide professional development of staff;
- Developed a balanced Budget for Board Consideration and adoption;
- Launched Voluntary Separation Incentive to reduce long term employee costs
- Brought forward with Finance Department for Board consideration PACE Program
- Continued to develop partnerships with other local government agencies; ESCOG participation
- Overseeing management of Animal Control Program

DEPARTMENTAL GOALS FOR FY 2014-2015

- Advance Countywide Strategic Planning Process and bring Plan for Board review and adoption with implementation plan;
- Continue addressing long term solid waste issues supported by appropriate county departments;
- Continue long-term California Air Resources Board (CARB) funding plan;
- Work with Economic Development Department to host first ever State of the County event;

- Create first ever County Annual Report;
- Finalize all remaining labor agreements;
- Continue to provide Human Resources support for as-needed vacancies while maintaining current hiring freezes
- Continue to provide the County with high-performing, skilled employees for positions;
- Ensure the continued use of best practices and provide professional development of staff;
- Recommend a balanced budget for FY 2014-2015;
- Continue efforts to look for energy efficiency and cost savings for county buildings;
- Continue partnering with other local government agencies;
- Continue development of internal improvement to HR processes; i.e. Personnel Requisition Form, Exit Form, Application Form, New Employee Orientation handbook, Evaluation Forms and system.
- Completion and signing of new labor agreements

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$35,576 in expenditures, and an increase of \$5,100 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decrease by \$40,676.

Personnel Costs decreased by \$57,212 compared to the FY 2013-2014 Board Approved Budget, due to salary and wages decrease of \$18,193 and an employee benefits decrease of \$38,819.

Revenues – A decrease of \$100 in revenues for Mono County Mugs is proposed for FY 2014-2015. An increase of \$1,200 in revenues for Film Permits is proposed for FY 2014-2015. An increase in Rental Income for Mono County Community Centers of \$4,000 is proposed for FY 2014-2015.

Personnel – The Department will be eliminating one FTE, the position of Human Resource Generalist, at first quarter. The Department's Requested Budget represents a reduction in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – None proposed for FY 2014-2015.

Support & Care of Persons – None proposed for FY 2014-2015.

Fixed Assets – None proposed for FY 2014-2015.

FY 2013-2014 REDUCTION IMPACTS TO BASE BUDGET

None at this time.

FY 2013-2014 STATE FUNDING SUMMARY

This department does not appear to be impacted by State Budget changes at this time.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

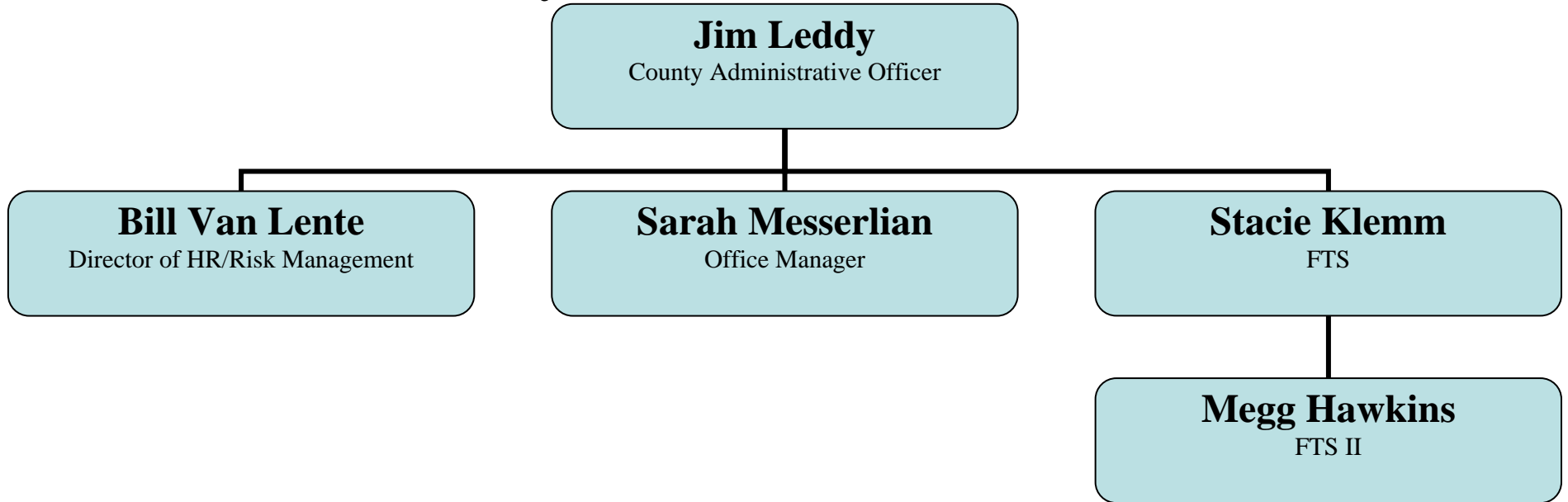
None at this time.

COUNTY OF MONO
CAO BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 020: ADMINISTRATIVE OFFICER

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-11020-12060-00000000	FILMING PERMITS	0	0	0	1,200.00	1,200.00	0
100-11020-14050-00000000	RENTAL INCOME-COMMUNITY CENTER	0	0	0	4,000.00	4,000.00	0
100-11020-16016-00210000	GENERAL SALE OF GOODS-COUNTY MUGS	273	100	22	0	0	0
100-11020-16240-00000000	LABOR REIMBURSEMENT	0	0	8,559.00	0	0	0
100-11020-17010-00200000	MISCELLANEOUS REVENUE	144	0	0	0	0	0
Total Revenues		417	100	8,581.00	5,200.00	5,200.00	0
Expenditures							
100-11020-21100-00000000	SALARY AND WAGES	298,874.00	322,707.00	265,938.00	304,514.00	304,514.00	0
100-11020-21120-00000000	OVERTIME	1,343.00	1,200.00	910	1,000.00	1,000.00	0
100-11020-22100-00000000	EMPLOYEE BENEFITS	134,701.00	192,443.00	144,650.00	153,624.00	153,624.00	0
100-11020-30280-00000000	TELEPHONE/COMMUNICATIONS	680	975	283	900	900	0
100-11020-30500-00000000	WORKERS' COMP INS EXPENSE	0	2,080.00	2,080.00	8,876.00	8,876.00	0
100-11020-30510-00000000	LIABILITY INSURANCE EXPENSE	0	1,563.00	1,563.00	7,609.00	7,609.00	0
100-11020-31200-00000000	EQUIP MAINTENANCE & REPAIR	17,263.00	18,632.00	18,632.00	18,632.00	18,632.00	0
100-11020-31700-00000000	MEMBERSHIP FEES	1,829.00	1,000.00	607	1,000.00	1,000.00	0
100-11020-32000-00000000	OFFICE EXPENSE	13,015.00	13,000.00	8,598.00	16,500.00	16,500.00	0
100-11020-32360-00000000	CONSULTING SERVICES	49,631.00	1,000.00	0	0	0	0
100-11020-32450-00000000	CONTRACT SERVICES	9,000.00	7,000.00	6,676.00	10,000.00	10,000.00	0
100-11020-32500-00000000	PROFESSIONAL & SPECIALIZED SER	20,206.00	19,000.00	17,080.00	14,000.00	14,000.00	0
100-11020-32950-00000000	RENTS & LEASES - REAL PROPERTY	32,542.00	40,000.00	35,100.00	43,694.00	43,694.00	0
100-11020-32960-00000000	A-87 INDIRECT COSTS	-628,094.00	0	0	0	0	0
100-11020-33120-00000000	SPECIAL DEPARTMENT EXPENSE	18,632.00	500	99	3,000.00	3,000.00	0
100-11020-33140-00000000	RECRUITING EXPENSES	31,901.00	4,000.00	4,058.00	4,500.00	4,500.00	0
100-11020-33350-00000000	TRAVEL & TRAINING EXPENSE	6,411.00	4,500.00	4,428.00	5,500.00	5,500.00	0
100-11020-33351-00000000	VEHICLE FUEL COSTS	1,791.00	625	315	1,300.00	1,300.00	0
100-11020-33360-00000000	MOTOR POOL EXPENSE	2,346.00	1,000.00	703	1,000.00	1,000.00	0
100-11020-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	33,933.00	0	0	0	0	0
100-11020-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	2,817.00	0	0	0
Total Expenditures		46,004.00	631,225.00	514,537.00	595,649.00	595,649.00	0
Total for DEPT 020: ADMINISTRATIVE OFFICER		-45,587.00	-631,125.00	-505,956.00	-590,449.00	-590,449.00	0

County Administrative Office



CAO - INSURNACE 652-10280

DEPARTMENTAL FUNCTIONS

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. Reviews contracts for risk identification, make recommendations on types and limits of insurance and ensures compliance with risk transfer techniques. Review and analyzes reports of industrial injuries, motor vehicle accidents and reports on non-employee accidents to enhance loss control. Reviews status of workers' compensation claims with third-party administrator; serves as liaison with departments, makes recommendations for settlement; and coordinates return to work and modified duty program. Develop, implement, interpret, monitor, and administer policies and procedures in accordance with state & federal regulations. Provides for training of staff to reduce or eliminate industrial injuries.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Implemented best practices around Risk Management and Safety training;
- Passed for a 4th year in a row the annual Trindel Evaluation;
- Updated the Hazardous Communications and Heat Illness Prevention Programs and provided training;
- Provided initial Code of Safe Practices (COSP) training;

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue to provide professional development opportunities for staff;
- Pass annual Trindel Evaluation;
- Ensure a safe and healthy environment for county employees while reducing injuries and injury related time away from work;
- Continue to ensure the success of the County Safety program and utilize benefits of our Trindel membership;

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Insurance Fund is a newly created Internal Service Fund that has been moved out of the General Fund. The 2014-2015 Requested Budget represents the internal service fund anticipated costs and the recovery of those costs by direct billing county departments. The goal of the internal service fund is to fully recoup costs. Net cost to the fund is \$0.

Revenues – We are not expected to receive one of the loss prevention subsidies and it has been removed from the budget. Employee Wellness Contribution has been slightly reduced due to current payroll amounts. Direct billed revenues from departments are based on collected data calculations.

Personnel - The Department's Requested Budget represents 1 and ½ FTE positions.

Services & Supplies – There is an increase \$31,907 in services and supplies due to premium increases and A87 costs.

Fixed Assets – Not Applicable.

FY 2013-2014 REDUCTION IMPACTS TO BASE BUDGET

None at this time.

FY 2013-2014 STATE FUNDING SUMMARY

This department does not appear to be impacted by State Budget changes at this time.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None at this time.

COUNTY OF MONO
CAO - INSURANCE BUDGET COMPARISON REPORT

FUND 652: INSURANCE INTERNAL SERVICE FND

DEPT 280: INSURANCE

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
652-10280-16610-00000000	INSURANCE LOSS PREVENTION SUBSIDY	0	0	0	10,000.00	10,000.00	0
652-10280-17100-00000000	INSURANCE REIMBURSEMENT	0	0	0	700,000.00	700,000.00	0
652-10280-17110-10050000	EMPLOYEE WELLNESS CONTRIBUTION	0	0	0	45,000.00	45,000.00	0
652-10280-17121-00000000	DEPT INSURANCE REVENUE	0	0	0	1,324,020.00	1,324,020.00	0
Total Revenues		0	0	0	2,079,020.00	2,079,020.00	0
Expenditures							
652-10280-21100-00000000	SALARY AND WAGES	0	0	0	81,960.00	81,960.00	0
652-10280-22100-00000000	EMPLOYEE BENEFITS	0	0	0	38,784.00	38,784.00	0
652-10280-30280-00000000	TELEPHONE/COMMUNICATIONS	0	0	0	300	300	0
652-10280-30500-00000000	WORKERS' COMP INS EXPENSE	0	0	0	632,488.00	632,488.00	0
652-10280-30510-00000000	LIABILITY INSURANCE EXPENSE	0	0	0	521,452.00	521,452.00	0
652-10280-31700-00000000	MEMBERSHIP FEES	0	0	0	600	600	0
652-10280-32000-00000000	OFFICE EXPENSE	0	0	0	50	50	0
652-10280-32450-10050000	CONTRACT SERVICES: WELLNESS	0	0	0	72,000.00	72,000.00	0
652-10280-33100-00000000	EDUCATION & TRAINING	0	0	0	500	500	0
652-10280-33120-00000000	SPECIAL DEPARTMENT EXPENSE	0	0	0	7,818.00	7,818.00	0
652-10280-33350-00000000	TRAVEL & TRAINING EXPENSE	0	0	0	3,500.00	3,500.00	0
652-10280-35100-00000000	LIABILITY CLAIMS	0	0	0	1,000.00	1,000.00	0
652-10280-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	700,000.00	700,000.00	0
652-10280-72960-00000000	A-87 INDIRECT COSTS	0	0	0	18,568.00	18,568.00	0
Total Expenditures		0	0	0	2,079,020.00	2,079,020.00	0

COUNTY COUNSEL

100-13120

DEPARTMENTAL FUNCTIONS

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

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

The County Counsel's Office primarily supports and assists other departments in accomplishing their projects. Thus, our "accomplishments" are not exclusively our own department's projects, but rather are other department's projects with respect to which we expect to play a significant role. Here are some of those projects:

- MOU and personnel rule negotiations with several bargaining units
- Numerous Conway Ranch issues including Conservation Easement and associated documents
- Assistance with resolution of various Sheriff's substation lease issues
- Assistance with Digital 395 issues
- Assistance in implementing Antelope Valley Community Center remodel project
- Assistance in implementing Bridgeport, Lee Vining, June Lake, and Chalfant Streets projects
- Assistance in implementing Rock Creek and Convict Road projects
- Assistance to and support of new CAO
- Geothermal plant expansion project (approvals and litigation)
- Creation of user-friendly educational materials for departments regarding contracting and procurement requirements as well as employee-independent contractor distinction
- Solid waste issues including assistance in obtaining facility permit for Benton Crossing landfill
- Walker River representation on various issues
- Recruitment of new deputy county counsel
- Covering Human Resource and Risk Management functions during vacancy
- *Routine activities, which account for the vast majority of time spent. They include the following: drafting and reviewing contracts, leases, resolutions, and other legal documents; litigation, including juvenile dependency (CPS), conservatorships, writs, and code enforcement; legal research and advice; grievances, claims, and complaints; subpoenas and requests for public records; workshops and training; and assisting special districts, county boards, and commissions.

DEPARTMENTAL GOALS FOR FY 2014-2015

As mentioned above under "major accomplishments," the County Counsel's Office primarily supports and assists other departments in accomplishing their projects. Thus, our "goals and objectives" are not exclusively our own department's projects, but rather are other department's projects with respect to which we expect to play a significant role. Here are some of those projects:

- Conclude MOU negotiations with bargaining units including MCPE, DPOU, and Paramedics
- Completion of Conservation Easement (Caltrans settlement)
- Draft and implement new records retention policy
- Resolve Bodie Road dispute
- Appeal of Water Board order re WRID temporary change permit
- Work with Finance to streamline and improve county-wide contracting procedures
- Walker River representation
- *Routine activities (as described above under "major accomplishments")

As for measuring when a goal is accomplished, we generally view "accomplishment" as reaching a point where there is no apparent need for further legal services with respect to a matter.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2013-2014 Requested Budget represents an overall decrease of \$4,771.00 in expenditures, and an increase of \$3,000 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$7,771.00.

Personnel Costs increased by \$23,951 compared to the FY 2012-2013 Board Approved Budget, due in part to Board-approved new contracts with three at-will employees, which resulted in elimination of auto allowances (reducing travel and training expenses) and an increase in salaries. One of those contracts also involved increasing a part-time attorney from 80% to 90% of full-time, thereby increasing salary expenses. Personnel Cost increases also include anticipated vacation sell-backs during the year and a proposed policy item to reclassify the Department's support staff position from FTS I to FTS II.

Other line items are budgeted at essentially a status quo level, except where Finance has specifically provided a different figure (e.g., rents and leases).

Revenues – revenue for professional services is increased based on actual budget trends.

Personnel –As noted above, personnel costs have increased due to at-will contract changes, including an increase in a part-time attorney's workload, as well as vacation sell-backs, and a proposed FTS reclassification.

Justification for the FTS reclassification: this position was previously allocated in the Department as a range of FTS I/II/III/IV and the most recent recruitment sought candidates within that range. When the recruitment was completed and a new employee was hired, we were uncertain whether to initially place her (the current incumbent) at an FTS I or FTS II level, so we placed her at the FTS I level to start. Within the last fiscal year, she began functioning at (and is currently functioning at) the FTS II level and may soon reach the FTS III level, providing a higher level of support and services to the Department.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – Professional and Specialized Services have increased based on increases in the contract cost of on-line research services (Westlaw). Contract Services have decreased based on an anticipated reduced need for such services in 2014-15.

Support & Care of Persons – None.

Fixed Assets – None.

FY 2013-2014 STATE FUNDING SUMMARY

The County Counsel's office receives no state funding.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

COUNTY OF MONO
COUNTY COUNSEL BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 120: COUNTY COUNSEL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-13120-16010-00000000	PROP TAX ADMIN FEE- CO COUNSEL	1,802.00	1,000.00	1,802.00	1,000.00	1,000.00	0
100-13120-16371-00000000	PROFESSIONAL SERVICE FEES-CO COUNSEL	14,263.00	7,000.00	11,959.00	10,000.00	10,000.00	0
100-13120-17010-01200000	MISC REVENUE-CO COUNSEL	352	100	27	100	100	0
Total Revenues		16,417.00	8,100.00	13,788.00	11,100.00	11,100.00	0
Expenditures							
100-13120-21100-00000000	SALARY AND WAGES	496,751.00	501,437.00	405,888.00	535,446.00	535,446.00	0
100-13120-22100-00000000	EMPLOYEE BENEFITS	264,118.00	293,492.00	219,835.00	283,434.00	283,434.00	0
100-13120-30280-00000000	TELEPHONE/COMMUNICATIONS	3,588.00	3,600.00	2,250.00	2,700.00	2,700.00	0
100-13120-30500-00000000	WORKERS' COMP INS EXPENSE	0	3,437.00	3,437.00	3,528.00	3,528.00	0
100-13120-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,605.00	2,605.00	2,752.00	2,752.00	0
100-13120-31700-00000000	MEMBERSHIP FEES	5,942.00	6,000.00	5,942.00	6,000.00	6,000.00	0
100-13120-32000-00000000	OFFICE EXPENSE	9,537.00	10,000.00	7,313.00	11,125.00	11,125.00	0
100-13120-32390-00000000	LEGAL SERVICES	5,294.00	5,000.00	1,832.00	5,000.00	5,000.00	0
100-13120-32450-00000000	CONTRACT SERVICES	0	25,000.00	22,995.00	10,000.00	10,000.00	0
100-13120-32500-00000000	PROFESSIONAL & SPECIALIZED SER	9,039.00	10,000.00	8,151.00	11,000.00	11,000.00	0
100-13120-32950-00000000	RENTS & LEASES - REAL PROPERTY	64,219.00	80,500.00	62,939.00	80,765.00	80,765.00	0
100-13120-32960-00000000	A-87 INDIRECT COSTS	-727,511.00	0	0	0	0	0
100-13120-33120-00000000	SPECIAL DEPARTMENT EXPENSE	14,776.00	14,000.00	13,851.00	14,000.00	14,000.00	0
100-13120-33350-00000000	TRAVEL & TRAINING EXPENSE	43,876.00	43,500.00	24,382.00	19,072.00	19,072.00	0
100-13120-33351-00000000	VEHICLE FUEL COSTS	0	0	49	3,206.00	3,206.00	0
100-13120-33360-00000000	MOTOR POOL EXPENSE	0	0	436	5,772.00	5,772.00	0
100-13120-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	633	0	0	0
Total Expenditures		189,629.00	998,571.00	782,538.00	993,800.00	993,800.00	0
Total for DEPT 120: COUNTY COUNSEL		-173,212.00	-990,471.00	-768,750.00	-982,700.00	-982,700.00	0

POLICY ITEM REQUEST FORM

Department: County Counsel

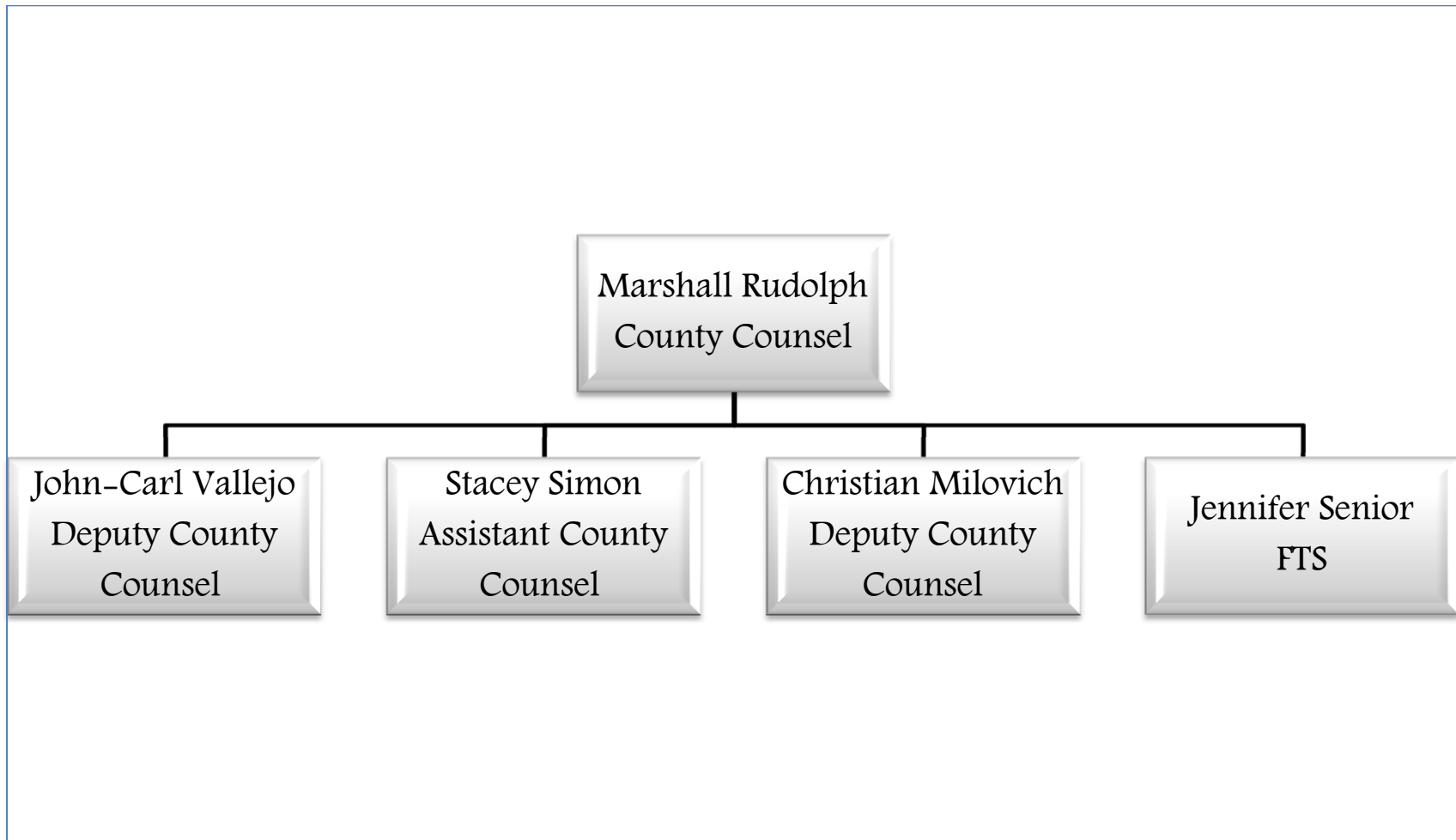
Description of Program/Equipment:
Reclassification of FTS I to FTS II

Cost Components

Salary:	<u>\$1,884.00</u>	(full year cost)
Benefits:	<u>663</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u></u>	
Total On-Going Cost:	<u>\$2,547</u>	
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u>-</u>	
Total Cost:	<u>2,547</u>	

Revenue: Describe any revenue to offset the cost of the policy item

County Counsel



County of Mono Office of the District Attorney

www.monocountydistrictattorney.org

Bridgeport Office:
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Mammoth Office:
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Tel:(760)924-1710 fax: (760)924-1711

Tim Kendall - District Attorney

Office of the District Attorney

Departmental Functions

The Office represents the citizens of Mono County and our primary purpose is to promote and protect the public peace and safety of our residents and visitors. One of the primary goals of the District Attorney's Office is to assure that you live in a safe Community and that you have confidence that you and/or your family or children will never be Victims of crime.

The Office is divided into four separate responsibilities which include: 1) Attorneys/Prosecutors staff; 2) Investigative Unit; 3) Drug Enforcement Unit; and 4) Administrative Staff.

Along with our primary responsibility of investigating and prosecuting crimes, the Mono County District Attorney's Office also is the Counties Public Administrator, Grand Jury Advisor, Provider of Assistance to Victims and Witnesses of crimes, assist in restraining orders, protectors of the environment, provide legal counseling and referrals, trainers to allied agencies, assist other county departments with personnel and sometimes criminal issues, assist other Counties in the State with investigations and prosecutions and participates in numerous multi agency and community solution groups. The office also functions in a number of groups at the State level. This is only a handful of services that we participate in and provide.

Also under the District Attorney is the Victim/Witness program and the Drug Enforcement Unit (MONET) which investigates drug related activities in the county.

Major Accomplishments

*Accomplishments include major investigations and/or prosecutions involving 1 homicide, 4 child molest, 50 major drug, and the apprehension of a felony fugitive in Mexico for multiple rape charges after working two years with authorities in Mexico and with the State Department. The District Attorney reviewed over 1000 cases for filing.

*The restructuring of the Investigative Unit to handle the influx of investigations that use to be handled by the Mammoth Lakes Police Department but now fall to the District Attorney. Investigations handled by the Office of the District Attorney. With a part time investigator the office has been able to catch up with the backload of cases pending filing.

*The start of implementation of a Case Management System that will assist the office in going 90% paperless when fully implemented. Much work still needs to be done to be in full use.

Departmental Goals for FY2014-2015

*Finish restructuring the Investigative Unit and expand the Mammoth Office space to house the Investigation Unit with the goal of also bringing the MONET unit over to Sierra Center Mall from the Minaret Mall. This will lead to better efficiency, better investigation management and an overall cost savings because crimes are being investigated better, faster and less costly. Tremendous savings are also realized by the County in the cost of prosecution, expert fees, witness fees, public defender expenses and jury trials.

*Securing a much needed finance officer position.

*To complete the implementation of our Case Management System.

*To continue to DO THE RIGHT THING FOR THE RIGHT REASON ALL THE TIME.

Departmental Budget Request for FY2014-2015

The Department's FY2014-2015 Requested Budget represents an overall increase of \$75,578.00.

Proposed changes

Increase to:	Salary	\$57,157.00 (Future retirement payout)
	Salary	18,194.00 (FST position – \$51K paid by Vic/Wit – \$18,194 GF)
	Rents	29,285.00 (\$27,258.00 for future space covered by Grant)
	Motor Pool	5,200.00
	Fuel	<u>2,500.00</u>
	Total	\$110,309.00
	Increase partially covered by:	<u>- 27,258.00</u> (Grant reimbursement for space)
	Total increase:	\$83,078.00

Decrease to:	Contact Ser.	\$2,000.00
	Telephone	500.00
	Travel/Training	<u>5,000.00</u>
	Total decreases:	\$7,500.00

Total overall change to 2014/2015 Budget is an increase of: \$75,578.00.

FY2014-2015 State Funding Summary

No expected changes in State revenue.

Policy Considerations being Requested

- 1) **Finance Officer – FTS I/II** – The Office of the District Attorney has long been in need of a financial specialist. The office functions as a medium size law office and does not have someone experienced in budgets, grants, bookkeeping, audits and general accounting duties.

These duties are currently being handled by a legal assistant who has no experience in these financial duties. Further, these financial duties are interfering with her primary responsibilities. Further it forces her to work outside of her job description. Budgets, Grants, Audits, etc. are complicated and cannot easily be done and done correctly unless there is someone experienced and specifically assigned to these financial duties.

Total compensation for a FTS I position is \$64,700.00. Salary \$31,988.00, PERS \$6,489.00, Benefits \$26,223.00. Total compensation for a FTS II position is \$69,194.00. Salary \$35,310.00, PERS \$7,064.00 and Benefits \$26,819.00. The cost for the position will be supplemented by the realignment of \$51,000.00 from the Victim/Witness program. The requested general fund amount needed to fund the position is \$13,700.00 to \$18,194.00 depending on the classification of the position.

- 2) **Motor Pool and Fuel Cost** - The Office of the District Attorney is asking to add two vehicles to its department to be assigned to Investigators for the use in conducting their Law Enforcement activities. The cost of the vehicles will be taken from DA Asset Forfeiture Account and will not cost the General Fund. One vehicle would be housed at the North County Office and one at the South County Office. The Investigators will pick up their vehicles once they arrive at work. The Office will be seeking vehicles from either the motor pool or buying used vehicles that can be serviced by the County.

The increase of \$5,200 to the Motor Pool cost and an increase of \$2,500 to our Fuel Cost are reflective of the additional expense of the two vehicles. There is no increased amount requested in the DA Budget for purchasing the two additional vehicles.

The increase expense in the Motor Pool and Fuel Cost will be primarily countered by the reduction in the mileage reimbursement that is currently being paid to the investigators while driving their private cars for Law Enforcement Activities. The two should closely cancel out any increase in the overall DA Budget. There are also safety and County liability issues that come with Investigators using their private cars for Law Enforcement activities. These issues would be addressed with the additional vehicles because they can be equipped and stocked properly to insure safety for the officers and safety for the public.

- 3) **Salary** – With one possible retirement, the increase is reflective of possible pay-out of sick and vacation time.
- 4) **Rent and Leases** – an increase of \$27,258.00 to the Rents and Leases is shown to cover the additional office space in the Mammoth Office. By Committee vote, this increase will be covered by the BURN/JAG grant (MONET). There will be no General Fund

Impact. Based on its 25+ year history, it is unlikely that this Grant cannot cover this cost in future years, however, in the improbable event that the BURN/JAG grant goes away or gets cut to the point that it can no longer cover the additional office space other options will be looked at including vacating the space.

COUNTY OF MONO
DISTRICT ATTORNEY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 430: DISTRICT ATTORNEY-PROSECUTION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-21430-15091-00000000	ST: MOTOR VEH-THEFT PREVENTION	14,236.00	14,385.00	14,571.00	14,385.00	14,385.00	0
100-21430-15300-04310000	ST: COPS-DA	3,479.00	4,186.00	4,017.00	4,186.00	4,186.00	0
100-21430-15310-04300000	ST: PUB SAFETY-PROP 172 SALES	194,525.00	128,812.00	110,223.00	128,812.00	128,812.00	0
100-21430-15315-00000000	ST: STATUTORY RAPE VERTICAL PR	1,393.00	0	591	0	0	0
100-21430-16270-00000000	WELFARE FRAUD INVESTIGATION RE	25,000.00	25,000.00	18,750.00	25,000.00	25,000.00	0
100-21430-16280-00000000	DISCOVERY FEES	485	470	250	250	250	0
100-21430-17200-00000000	DA ASSET FORFEITURE FUNDS	0	9,717.00	9,717.00	50,000.00	50,000.00	0
100-21430-18100-00000000	OPERATING TRANSFERS IN - AB109	0	11,500.00	0	11,500.00	11,500.00	0
100-21430-18100-04300000	OPERATING TRANSFERS IN	0	0	1,750.00	0	0	0
Total Revenues		239,118.00	194,070.00	159,869.00	234,133.00	234,133.00	0
Expenditures							
100-21430-21100-00000000	SALARY AND WAGES	798,850.00	937,435.00	790,737.00	859,950.00	816,977.00	0
100-21430-21120-00000000	OVERTIME	6,476.00	11,500.00	13,046.00	11,500.00	11,500.00	0
100-21430-22100-00000000	EMPLOYEE BENEFITS	541,391.00	598,681.00	491,518.00	614,668.00	505,700.00	0
100-21430-30280-00000000	TELEPHONE/COMMUNICATIONS	13,812.00	13,000.00	11,394.00	12,500.00	12,500.00	0
100-21430-30500-00000000	WORKERS' COMP INS EXPENSE	0	4,854.00	4,854.00	5,943.00	5,943.00	0
100-21430-30510-00000000	LIABILITY INSURANCE EXP	0	3,680.00	3,680.00	6,128.00	6,128.00	0
100-21430-31010-00000000	JURY AND WITNESS EXPENSE	9,291.00	20,000.00	12,364.00	20,000.00	20,000.00	0
100-21430-31700-00000000	MEMBERSHIP FEES	4,328.00	4,600.00	4,893.00	4,600.00	4,600.00	0
100-21430-32000-00000000	OFFICE EXPENSE	28,960.00	34,717.00	28,348.00	31,750.00	31,750.00	0
100-21430-32450-00000000	CONTRACT SERVICES	6,279.00	7,000.00	0	7,000.00	7,000.00	0
100-21430-32500-00000000	PROFESSIONAL & SPECIALIZED SER	480	1,000.00	3,054.00	1,000.00	1,000.00	0
100-21430-32800-00000000	PUBLICATIONS & LEGAL NOTICES	21,270.00	19,000.00	21,258.00	19,000.00	19,000.00	0
100-21430-32950-00000000	RENTS & LEASES - REAL PROPERTY	95,770.00	118,418.00	93,862.00	120,445.00	120,445.00	0
100-21430-32960-00000000	A-87 INDIRECT COSTS	256,248.00	0	0	0	0	0
100-21430-33120-00000000	SPECIAL DEPARTMENT EXPENSE	8,310.00	8,000.00	5,875.00	8,000.00	8,000.00	0
100-21430-33350-00000000	TRAVEL & TRAINING EXPENSE	44,999.00	35,000.00	23,023.00	30,000.00	30,000.00	0
100-21430-33351-00000000	VEHICLE FUEL COSTS	1,033.00	2,500.00	2,428.00	5,000.00	5,000.00	0
100-21430-33360-00000000	MOTOR POOL EXPENSE	2,353.00	4,800.00	3,227.00	10,000.00	10,000.00	0

COUNTY OF MONO
DISTRICT ATTORNEY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 430: DISTRICT ATTORNEY-PROSECUTION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-21430-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	50,000.00	50,000.00	0
100-21430-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	3,482.00	0	0	0
Total Expenditures		1,839,850.00	1,824,185.00	1,517,043.00	1,817,484.00	1,665,543.00	0
Total for DEPT 430: DISTRICT ATTORNEY-PROSECUTION		-1,600,732.00	-1,630,115.00	-1,357,174.00	-1,583,351.00	-1,431,410.00	0

POLICY ITEM REQUEST FORM

Department: District Attorney

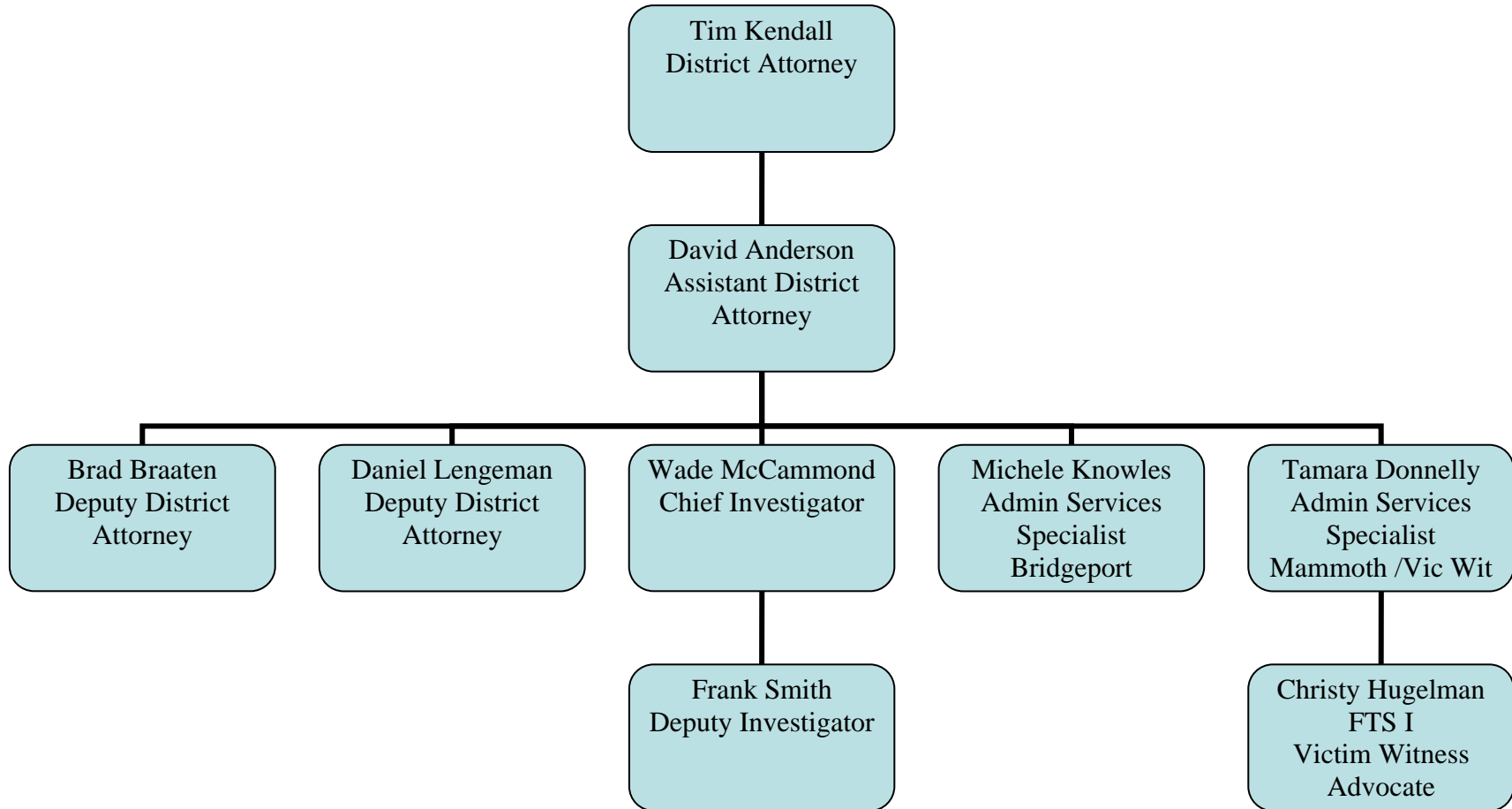
Description of Program/Equipment:
FST I/II

Cost Components

Salary:	<u>35,310</u>	(full year cost)
Benefits:	<u>33,883</u>	
Supplies:	<u> </u>	(includes vehicle, fuel)
Materials:	<u> </u>	(cell phones, IT, phones)
Communications:	<u> </u>	
Computer:	<u> </u>	
Other:	<u> </u>	
Total On-Going Cost:	<u> </u>	
Vehicle:	<u> </u>	
Equipment:	<u> </u>	
Work Space:	<u> </u>	
Other:	<u> </u>	
Total One-Time Cost:	<u> </u>	-
Total Cost:	<u> </u>	<u>69,194</u>

Revenue: Describe any revenue to offset the cost of the policy item
\$51,000 to be realigned within the Victim/Witness Grant to free up \$51,000 within the DA
general fund budget to cover position. Requested increase is \$18,194.00

District Attorney



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Tim Kendall - District Attorney

Mono County Narcotics Enforcement Team

Unit Functions

District Attorney also runs the Drug Enforcement Unit (MONET) which investigates drug related activities in the county. This unit is comprised of two to three law enforcement officers from allied agencies which are assigned to the DA for purposes of drug interdiction. MONET is funded by the Burn/JAG grant and supports the daily operations of the unit. While the allied agencies are still responsible for the officers salary the grant does pay for all overtime associated with MONET functions. This program has been in operation for over 20 years and has lead to significant positive changes in the drug environment and culture of Mono County.

Budget Request

No change in Budget

State Funding

No change in Funding

COUNTY OF MONO
DISTRICT ATTORNEY - DRUG TASK BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 460: DRUG TASK

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-22460-15805-00000000	FED: DRUG TASK GRANT	74,199.00	85,256.00	14,178.00	85,000.00	85,000.00	0
100-22460-15805-00004301	FED: DRUG TASK GRANT-CAL EMA	37,668.00	62,000.00	62,000.00	0	0	0
Total Revenues		111,867.00	147,256.00	76,178.00	85,000.00	85,000.00	0
Expenditures							
100-22460-21100-00000000	SALARY AND WAGES	0	5,000.00	0	5,000.00	5,000.00	0
100-22460-21120-00000000	OVERTIME	24,994.00	30,000.00	16,632.00	25,000.00	25,000.00	0
100-22460-30280-00000000	TELEPHONE/COMMUNICATIONS	7,640.00	5,568.00	4,619.00	4,500.00	4,500.00	0
100-22460-32000-00000000	OFFICE EXPENSE	2,095.00	2,181.00	4,381.00	3,000.00	3,000.00	0
100-22460-32000-00004301	OFFICE EXPENSE	22,395.00	0	0	0	0	0
100-22460-32860-00004301	RENTS & LEASES-OTHER - EMA	970	0	0	0	0	0
100-22460-32950-00000000	RENTS & LEASES - REAL PROPERTY	8,268.00	17,920.00	3,218.00	27,258.00	27,258.00	0
100-22460-32960-00000000	A-87 INDIRECT COSTS	7,441.00	0	0	0	0	0
100-22460-33120-00000000	SPECIAL DEPARTMENT EXPENSE	201	0	0	0	0	0
100-22460-33120-43990000	SPECIAL DEPT EXP- DRUG DOG	5,970.00	586	1,024.00	0	0	0
100-22460-33137-00000000	SPEC DEPT - TESTING	2,490.00	3,000.00	1,483.00	1,000.00	1,000.00	0
100-22460-33141-00000000	CONFIDENTIAL FUNDS	5,179.00	20,984.00	27,984.00	15,000.00	15,000.00	0
100-22460-33350-00000000	TRAVEL & TRAINING EXPENSE	3,859.00	4,750.00	1,561.00	4,242.00	4,242.00	0
100-22460-33350-43990000	TRAVEL & TRAINING EXPENSE- DRUG DOG	9,679.00	0	0	0	0	0
100-22460-33351-00000000	VEHICLE FUEL COSTS	12,079.00	11,040.00	2,751.00	0	0	0
100-22460-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	4,307.00	0	0	0	0	0
100-22460-53030-00004301	CAPITAL EQUIPMENT, \$5,000+ - EMA	79,322.00	0	0	0	0	0
100-22460-53030-43990000	CAPITAL EQUIPMENT, \$5,000+ - DRUG DOG	7,829.00	0	0	0	0	0
Total Expenditures		204,718.00	101,029.00	63,653.00	85,000.00	85,000.00	0
Total for DEPT 460: DRUG TASK		-92,851.00	46,227.00	12,525.00	0	0	0

POLICY ITEM REQUEST FORM

Department: District Attorney

Description of Program/Equipment:
Increase to Rent and Leases to cover additional office space

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	
Work Space:	_____	27,258
Other:	_____	
Total One-Time Cost:	=====	27,258
Total Cost:	=====	27,258

Revenue: Describe any revenue to offset the cost of the policy item
Total amount will be offset by use of Burn/JAG grant funds.

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Tim Kendall - District Attorney

Victim/Witness Unit

Unit Functions

Also under the District Attorney is the Victim/Witness program. This is a grant funded program which offers support and services to victims of crime and to witnesses of crime. The unit is currently staffed by a V/W coordinator and a V/W advocate. The coordinator is responsible for the day to day operations of the program and is on call 24/7 to respond to crime scenes and victims. The coordinator provides immediate services and support to a victim and assist in the arrangements/travelling/support of witnesses that are needed for court.

The V/W advocate is a part-time position and helps with the transporting victims and witnesses to locations needed for the prosecution of a crime. The advocate helps facilitate Victim's restitution and helps and in the collection of restitution. The advocate also helps victims as well as citizens with restraining orders and court filings. This program has been in existence for over 20 years.

Budget Request

No change in Budget

State Funding

No change in state funding

COUNTY OF MONO
DISTRICT ATTORNEY - VICTIM/WITNESS BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 425: VICTIM/WITNESS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-56425-15803-04250000	FED: VICTIM/WITNESS GRANT	94,144.00	70,382.00	33,492.00	70,382.00	70,382.00	0
Total Revenues		94,144.00	70,382.00	33,492.00	70,382.00	70,382.00	0
Expenditures							
100-56425-21100-00000000	SALARY AND WAGES	31,324.00	31,788.00	24,672.00	29,672.00	29,672.00	0
100-56425-22100-00000000	EMPLOYEE BENEFITS	34,750.00	31,667.00	27,406.00	33,827.00	33,827.00	0
100-56425-30280-00000000	TELEPHONE/COMMUNICATIONS	-2,672.00	100	66	80	80	0
100-56425-30500-00000000	WORKERS' COMP INS EXPENSE	0	1,387.00	1,387.00	743	743	0
100-56425-30510-00000000	LIABILITY INSURANCE EXP	0	1,051.00	1,051.00	494	494	0
100-56425-31700-00000000	MEMBERSHIP FEES	0	80	0	0	0	0
100-56425-32000-00000000	OFFICE EXPENSE	753	1,991.00	3,890.00	1,988.00	1,988.00	0
100-56425-32960-00000000	A-87 INDIRECT COSTS	11,164.00	0	0	0	0	0
100-56425-33350-00000000	TRAVEL & TRAINING EXPENSE	182	2,356.00	0	1,178.00	1,178.00	0
100-56425-33351-00000000	VEHICLE FUEL COSTS	2,162.00	2,400.00	1,694.00	2,400.00	2,400.00	0
Total Expenditures		77,663.00	72,820.00	60,166.00	70,382.00	70,382.00	0
Total for DEPT 425: VICTIM/WITNESS		16,481.00	-2,438.00	-26,674.00	0	0	0

Economic Development 100-19190

DEPARTMENTAL FUNCTIONS

The Economic Development Department strives to enhance the economic base of Mono County through job creation, by promoting tourism, and protecting the natural resources of the county. The department serves as the primary support staff to the Mono County Fisheries Commission, the Mono County Tourism and Film Commission and oversees and administers the Fish Enhancement and Fish & Game Fine Fund programs. Special projects such as the management of Conway Ranch and issues related to local geothermal plants and the Long Valley Hydrologic Advisory Committee have been re-assigned to Community Development/Public Works. This restructuring will allow the department to focus on tourism, the county's primary economic driver, as well as to prioritize and implement key Economic Development initiatives regarding job creation, business retention and attraction, and mechanisms to support local small business.

MAJOR ACCOMPLISHMENTS IN FY 2013-14

- **Economic Development Assistant** – A temporary, 6-month term contract position was filled in February to assist with project coordination and tourism marketing in order to allow the department to begin the process of prioritization and implementation of key Economic Development strategies.
- **Economic Development Block Grant** – Successfully created and distributed an extensive “Request for Proposal” regarding an EDBG Technical Assistance & Training grant, which will potentially allow access to CDBG funding for micro-enterprise loans for local small business. Currently staff is in ongoing communications with CDBG administrative staff in consultant screening process.
- **County-wide Strategic Plan** – Both the Economic Development Strategic Plan and the Marketing Plan Element for National Designation of the Scenic Byway were completed by independent consultant, Strategic Marketing Group. Restructuring the Economic Development department will allow staff to begin the prioritization and implementation of the Strategic Plan's key strategic recommendations.
- **MP-I Geothermal Power Plant Project** – Completed permitting for the relocation of the Mammoth-Pacific (MP-I) geothermal power plant. A conditional use permit was issued to Ormat for this project, which is currently under a Writ of Mandamus appeal to the Mono County Superior Court.
- **CD-4 Geothermal Power Plant** – Continued to serve as the primary liaison between the Long Valley Hydrologic Advisory Committee (LVHAC) and the BLM/USFS in the environmental and technical review which will be required for this complex geothermal project currently in the initial stages of NEPA and CEQA document preparation. Due to the proposed drilling of up to 16 new wells, this project is potentially environmentally controversial.

DEPARTMENTAL GOALS FOR FY 2014-2015

The newly restructured Economic Development department will work to develop a more diverse and sustainable year-round economy for Mono County, thus stimulating increased revenue growth for local businesses, creating jobs, attracting new industry and new individuals to work and play here. One of the first steps is to prioritize and implement the key strategies as recommended in the Economic Development Strategic Plan. To that end, the following goals are proposed:

- **Economic Development Assistant** -- Expand current temporary contract position to full-time status in order for the department to have the resources to actively pursue Economic Development strategic initiatives and grant opportunities, while simultaneously implementing effective tourism and film commission marketing strategies.
- **County-wide Strategic Plan** -- Present the ED Strategic Plan to the RPAC's and Chambers of Commerce for feedback and input by November 1 and present to the Board by mid-December, 2014 to establish priorities and direction.
- **State of the County** – Assist CAO department with the inaugural State of the County event for the business community in early January. Assist CAO with the Mono County Annual Report.
- **Leverage Digital 395** – Work with Mono County IT department to create educational and/or grant opportunities for local business to expand their capacity using high-speed broadband. Offer one informational seminar by December 2014.
- **Establish Inventory** -- Work with Community Development and GIS to establish an inventory of available/private land and buildings, zoning issues, and infrastructure that can be accessed by potential investors. Determine opportunities to match product/inventory with investors and begin outreach by February 2015.
- **Outreach to Visitors** – Develop and implement relocation communication to visitors through existing tourism marketing tactics and channels by August 1, and expand website content.
- **Economic Development Block Grant** – Hire Training & Technical Assistant consultant to meet grant requirements and complete training regarding micro-enterprise lending, anticipated to take place this summer/fall, 2014.
- **Staff Education and Training** – Enroll staff in at least three Economic Development-specific training programs/seminars/conferences. Register staff for the 3-day *Introduction to Economic Development Certificate Program: Learning the Keys to Economic Development*, offered by the California Association for Local Economic Development, the California Academy for Economic Development, and Fresno State University.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$145,084 in expenditures, and an increase of \$50,000 in revenue, when compared to the FY 2013-2014 Board Approved Revised Budget. As a result, the Requested Net County Cost is a decrease of \$195,084.

Personnel Costs decreased by \$211,147 compared to the FY 2013-2014 Board Approved Revised Budget, due to Dan Lyster's retirement and salary/benefit savings from department restructuring.

Revenues – A \$50,000 increase in revenues is anticipated due to procurement of EDBG grant funding for consultant to provide required Technical Assistance & Training.

Personnel – See special policy item. The Department's Requested Budget represents an increase by 1/2 in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies –

- 3250 – Variance is an increase due to expenditure of \$50,000 EDBG grant funding received to hire consultant for Technical Assistance & Training, plus required cash match of \$2500.
- 33350 – Variance is a decrease reflecting discontinued car allowance for two staff, and providing for education and travel for Economic Development-specific training, as well as \$2000 to assist with the State of the County/Annual Report.
- 33351/33360 – An \$800 increase in Vehicle Fuel Costs and \$1900 in Motor Pool covers increased usage of county vehicle for department as a whole to attend to fisheries, economic development, and tourism business.

Support & Care of Persons – None

FY 2014-2015 STATE FUNDING SUMMARY

None.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED.

Full-time Economic Development Assistant: Expanding the current temporary 6-month limited term contract to a full-time position is critical for the prioritization and implementation of key economic development strategies as recommended in the Economic Development Strategic Plan, while continuing and maintaining the extensive tourism marketing effort. This full-time position will also be involved in pursuing revenue-generating and/or cost-saving grants and other key economic development projects. While a part-time position/intern is very helpful for accomplishing specific tasks and short-term projects, the complex, time-consuming nature of establishing the foundation of economic development initiatives as well as researching and pursuing grant opportunities, requires a significantly greater commitment. Expanding this position to full-time status allows the department to focus on both short-term funding opportunities and longer-term economic development initiatives that will contribute to the betterment of Mono County's economy.

COUNTY OF MONO
ECONOMIC DEVELOPMENT BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 190: ECONOMIC DEVELOPMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-19190-15504-00008000	FED: CDBG HOUSING & COMM DEVEL - ECOND	0	0	0	50,000.00	50,000.00	0
Total Revenues		0	0	0	50,000.00	50,000.00	0
Expenditures							
100-19190-21100-00000000	SALARY AND WAGES	258,881.00	355,919.00	302,633.00	190,414.00	190,414.00	0
100-19190-21120-00000000	OVERTIME	201	593	592	0	0	0
100-19190-22100-00000000	EMPLOYEE BENEFITS	130,453.00	154,856.00	129,061.00	109,807.00	109,807.00	0
100-19190-30280-00000000	TELEPHONE/COMMUNICATIONS	665	900	592	900	900	0
100-19190-30500-00000000	WORKERS' COMP INS EXPENSE	0	3,613.00	3,613.00	5,731.00	5,731.00	0
100-19190-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,103.00	2,103.00	5,700.00	5,700.00	0
100-19190-32000-00000000	OFFICE EXPENSE	1,670.00	900	63	900	900	0
100-19190-32450-00000000	CONTRACT SERVICES-ECOND	0	25,000.00	24,700.00	25,000.00	25,000.00	0
100-19190-32500-00000000	PROFESSIONAL & SPECIALIZED SVCS	0	0	0	10,000.00	10,000.00	0
100-19190-32500-00008000	PROFESSIONAL & SPECIALIZED SER-CDBG GRNT	0	0	0	52,500.00	52,500.00	0
100-19190-32950-00000000	RENTS & LEASES - REAL PROPERTY	14,639.00	18,263.00	14,347.00	18,411.00	18,411.00	0
100-19190-32960-00000000	A-87 INDIRECT COSTS	99,054.00	0	0	0	0	0
100-19190-33350-00000000	TRAVEL & TRAINING EXPENSE	18,628.00	20,000.00	17,213.00	15,000.00	15,000.00	0
100-19190-33351-00000000	VEHICLE FUEL COSTS	654	400	735	1,200.00	1,200.00	0
100-19190-33360-00000000	MOTOR POOL EXPENSE	1,187.00	600	265	2,500.00	2,500.00	0
Total Expenditures		526,032.00	583,147.00	495,917.00	438,063.00	438,063.00	0
Total for DEPT 190: ECONOMIC DEVELOPMENT		-526,032.00	-583,147.00	-495,917.00	-388,063.00	-388,063.00	0

POLICY REQUEST FORM

FISCAL YEAR 2014-15

Department: Economic Development

Description of Program/Equipment:

Full-time Economic Development Assistant: Expanding the current temporary limited contract position to full-time status is critical for the ongoing management and successful implementation of economic development projects, as well as grant sourcing. While a part-time position or internship is very helpful for accomplishing specific tasks and short-term projects, the complex, time-consuming nature of implementing groundwork for Economic Development strategies requires a significantly greater commitment. In order to move forward with both short-term funding opportunities and longer-term economic development initiatives that will contribute to the improvement of Mono County's economy, adequate staffing is required for this department as the tourism marketing engine must simultaneously be maintained.

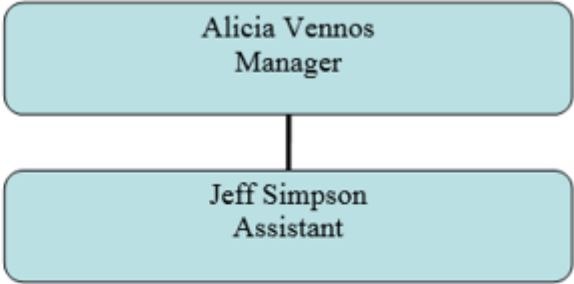
Cost Components

			(salary for 9 months, following end of temporary, limited term 6-month contract, 8/24/14)
Salary:	35,190		
Benefits:	25,800		(benefits for 9 months)
Supplies:			(includes vehicle, fuel)
Materials:			(cell phones, IT, phones)
Communications:			
Computer:			
Other:			
Total On-Going Cost:			
Vehicle:			
Equipment:			
Work Space:			
Other:			
Total One-Time Cost:			
Total Cost:	60,990		

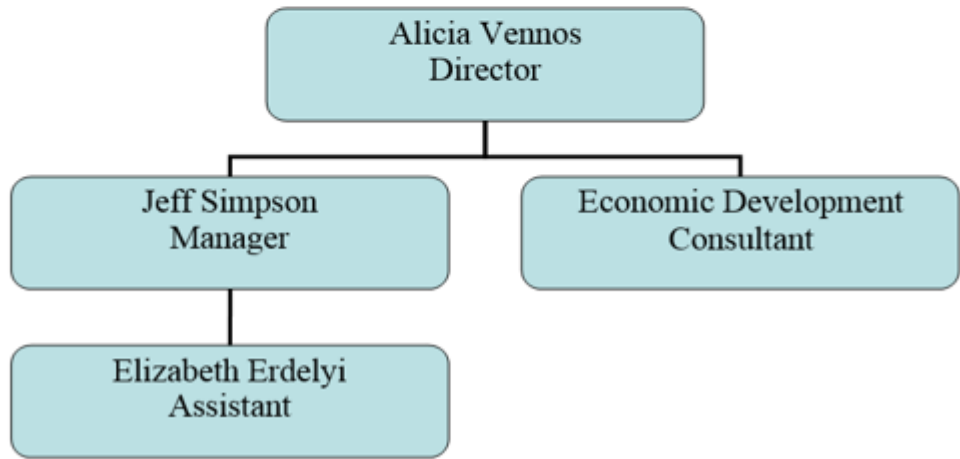
Revenue:

The value of a full-time assistant translates to real economic impact. Once the priorities have been identified from the Economic Development Strategic Plan, implementation of the key strategies will require dedicated resources. The department vision is to implement strategies that will generate growth and revenue opportunities, create jobs, attract and retain new business, etc. while simultaneously maintaining the robust tourism marketing program -- an ambitious goal, which can be done with the right team in place. Establishing a business resource center, reviewing county ordinances to streamline approval processes, compiling a list of the region's inventory assets, creating business networking opportunities, conducting seminars to leverage highspeed broadband, researching funding sources -- these types of projects require trained, committed and competent staff. The restructuring of the department to expand by 1/2 FTE will allow us to move forward with long-awaited Economic Development growth strategies.

Fiscal Year 2014-15 – Budgeted Staff



Fiscal Year 2014-15 – Proposed Restructuring



ECONOMIC DEVELOPMENT – FISH ENHANCEMENT 102-19262

DEPARTMENTAL FUNCTIONS

The Economic Development Department strives to enhance the economic base of Mono County through job creation, by promoting tourism, and protecting the natural resources of the county. The department serves as the primary support staff to the Mono County Fisheries Commission, the Mono County Tourism and Film Commission and oversees and administers the Fish Enhancement and Fish & Game Fine Fund programs. Special projects such as the management of Conway Ranch and issues related to local geothermal plants and the Long Valley Hydrologic Advisory Committee have been re-assigned to Community Development/Public Works. This restructuring will allow the department to focus on tourism, the county's primary economic driver, as well as to prioritize and implement key Economic Development initiatives regarding job creation, business retention and attraction, and mechanisms to support local small business.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Successful Trophy Trout stocking of over 21 Mono County waters.
- Provided \$25,000 to Mono County Fisheries Commission for discretionary spending on projects directed to enhance the quantity and quality of fish stocked in Mono County waters.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue to provide outreach and support to local fish enhancement projects, such as the Bridgeport Fish Enhancement Foundation.
- Continue the Trophy Trout Stocking program at the same levels as in past years, and provide staff support to the Mono County Fisheries Commission.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The fund's FY2014-2015 Requested Budget represents an increase of \$6,091 in expenditures, and an increase of \$86,191 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the requested Net County Cost for this fund reflects an increase of \$138,541 which represents the requested "Operating Transfer In" to maintain the county's annual fish stocking initiative, along with the Fisheries Commission's annual allocation for special projects.

Revenues – Variance of \$86,191 reflects the increase of the amount of "Operating Transfers In" to cover the county's annual fish stocking contribution (\$113,441) as well as the Fisheries Commission \$25,000 discretionary fund for projects that augment the quantity and quality of fish stocked in Mono County waters.

The Department's Requested Budget represents no change in the number of fulltime equivalent positions that are supported by this budget.

Services & Supplies –

- 3245 - Variance of \$12,591 reflects the amount remaining in the FY2013-14 fish stocking contract with Inland Aquaculture Group (IAG). Since it is uncertain whether IAG has the ability to fulfill the contract, it is requested that the balance of funds available be applied towards the stocking contract with a new vendor for FY2014-15.
- 3312 – Variance shows a decrease \$6,500 because of an outstanding 2012 invoice that the Fisheries Commission paid in FY2013-14 from an amount transferred in from the fund cash balance.

Support & Care of Persons – No Change

Fixed Assets – No Change

FY 2014-2015 STATE FUNDING SUMMARY

None

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None

COUNTY OF MONO

ECONOMIC DEVELOPMENT - FISH ENHANCEMENT BUDGET COMPARISON REPORT

FUND 102: FISH ENHANCEMENT

DEPT 262: FISH ENHANCEMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
102-19262-14010-00000000	INTEREST INCOME	1,271.00	0	12	0	0	0
102-19262-18100-00000000	OPERATING TRANSFERS IN	123,000.00	52,350.00	52,350.00	138,541.00	138,541.00	0
Total Revenues		124,271.00	52,350.00	52,362.00	138,541.00	138,541.00	0
Expenditures							
102-19262-32000-00000000	OFFICE EXPENSE	0	100	60	100	100	0
102-19262-32450-00000000	CONTRACT SERVICES	112,000.00	100,850.00	88,259.00	113,441.00	113,441.00	0
102-19262-33120-00000000	SPECIAL DEPARTMENT EXPENSE	18,506.00	31,500.00	29,600.00	25,000.00	25,000.00	0
Total Expenditures		130,506.00	132,450.00	117,919.00	138,541.00	138,541.00	0
Total for DEPT 262: FISH ENHANCEMENT		-6,235.00	-80,100.00	-65,557.00	0	0	0

ECONOMIC DEVELOPMENT – FISH AND GAME FINE FUND 716-27640

DEPARTMENTAL FUNCTIONS

The Economic Development Department strives to enhance the economic base of Mono County through job creation, by promoting tourism, and protecting the natural resources of the county. The department serves as the primary support staff to the Mono County Fisheries Commission, the Mono County Tourism and Film Commission and oversees and administers the Fish Enhancement and Fish & Game Fine Fund programs. Special projects such as the management of Conway Ranch and issues related to local geothermal plants and the Long Valley Hydrologic Advisory Committee have been re-assigned to Community Development/Public Works. This restructuring will allow the department to focus on tourism, the county's primary economic driver, as well as to prioritize and implement key Economic Development initiatives regarding job creation, business retention and attraction, and mechanisms to support local small business.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- The Board of Supervisors approved expenditures from this fund during the FY 2013-14 to Eastern Sierra Wildlife Care (ESWC) and Bridgeport Fish Enhancement Foundation (BFEF). The payment to ESWC is \$3500 annually pursuant to a five-year agreement which expires in March, 2016. The payment of \$1,000 to BFEF was provided to purchase fish eggs that will be raised to stock into public waters in Mono County.

DEPARTMENTAL GOALS FOR FY 2014-2015

- To ensure the availability of a minimum of \$3,500 for payment to Eastern Sierra Wildlife Care (ESWC) until March, 2016.
- Strive to ensure that expenditures from this fund focus on high priority projects for non-profit and/or governmental entities.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an increase of \$4,501 in expenditures, and an increase of \$100 in revenues, when compared to the FY 2013-2014 Board Approved Revised Budget. As a result, the Requested Net County Cost is an increase of \$4,401 which reflects the request to expend a portion of the fund's current cash balance in FY 2014-15.

Revenues – Variance reflects an increase of \$100 (estimated interest income).

Personnel – The Department's Requested Budget represents no change in the number of fulltime equivalent positions that are supported by this budget.

Services & Supplies –

- 3312 – Variance reflects an increase in expenditures to cover the Eastern Sierra Wildlife Care contract, and to make available additional funds from the current cash balance, with Board approval regarding the expenditures.

Support & Care of Persons – None.

Fixed Assets – No Change.

FY 2014-2015 STATE FUNDING SUMMARY

None.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

COUNTY OF MONO

ECONOMIC DEVELOPMENT - FISH & GAME BUDGET COMPARISON REPORT

FUND 716: FISH & GAME FINE FUND

DEPT 640: FISH & GAME PROPAGATION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
716-27640-13030-00000000	FISH & GAME FINES	9,057.00	7,500.00	6,302.00	7,500.00	7,500.00	0
716-27640-14010-00000000	INTEREST INCOME	173	0	104	100	100	0
Total Revenues		9,230.00	7,500.00	6,406.00	7,600.00	7,600.00	0
Expenditures							
716-27640-33120-00000000	SPECIAL DEPARTMENT EXPENSE	10,370.00	11,104.00	9,101.00	15,605.00	15,605.00	0
Total Expenditures		10,370.00	11,104.00	9,101.00	15,605.00	15,605.00	0
Total for DEPT 640: FISH & GAME PROPAGATION		-1,140.00	-3,604.00	-2,695.00	-8,005.00	-8,005.00	0

ECONOMIC DEVELOPMENT - TOURISM

106-19261

DEPARTMENTAL FUNCTIONS

Tourism is Mono County's primary economic driver. Based on the Economic Impact/Visitor Profile Study from 2008, Mono County attracts an estimated 1.5 million visitors, who stay an average of 3.1 days, generating 4.7 million total visitor days. According to data supplied by Strategic Marketing Group, tourism generates \$451 million in travel spending throughout the county, and 38% of all employment.

Under advisement by the Mono County Tourism & Film Commission, the Tourism department's mission is to stimulate Mono County's economic growth by increasing tourism visitation to California's Eastern Sierra and the US Highway 395 corridor. The mission – and steps towards the vision that Mono County becomes the premiere mountain vacation destination in the United States – will be achieved by promoting the county's diverse outdoor recreational opportunities, scenic beauty, natural wonders and tourism-related businesses, amenities, and organizations to travelers in search of memorable adventures.

Departmental responsibilities include strategic planning; the design, production, and distribution of all marketing communication materials; advertising campaigns; targeted outreach through Public Relations and social media; the development and maintenance of the MonoCounty.org website including Search Engine Optimization, Paid Media Search, and content management; presence at targeted consumer and travel trade shows; as well as forging positive relationships with community stakeholders, regional Chambers of Commerce, and tourism-related agencies and organizations within the region and the state. The department also includes the Mono County Film Commission which involves outreach and marketing to the film industry, as well as providing location and permitting assistance to location managers, scouts and film/TV productions. The goal is to position Mono County as a highly-accessible, film-friendly destination for commercials, still shoots, feature films and television.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- **Website Development** – Traffic to MonoCounty.org has increased 15.3% year-over-year. Added Google Translation widget to homepage so that content is now available in 51 languages. Added Booking.com widget making online reservations with participating partners available for the first time on our website. Revenue generated from commissions anticipated to be approximately \$2400.
- **Mono County Visitor Guide** – Expanded Visitor Guide from 42 to 48 pages and increased distribution by 10,000. The guide is 100% advertising supported.
- **Fall Color Guide** – Re-designed, produced and distributed the Eastern Sierra Fall Color Map & Guide, working collaboratively with Inyo County, Bishop Chamber of Commerce and Mammoth Lakes Tourism.
- **Social Media** – Tripled fan base of tourism Facebook page, year-over-year, by 200% (5500 – 16,500) with a high level of engagement among influencers and their contacts. Since Jan. 2014, over 77,000 people have shared our posts. Monthly E-Newsletters have seen a slight increase in the average open rates, year-over-year, from 22% to 23% exceeding industry standards by 4.8%. Visitor Database has increased by 25% from 15,875 to 19,877 from trade show leads, reader response (print advertisement), website requests, and 800# phone requests.
- **Print Advertising** – Targeted, professionally-designed ads in fishing publications (addressing the drought - *Come on Up...the Water's Fine*), in Visit California's Official Visitor Guide, Sunset Magazine's Road Trips, the new Yosemite Journal and Alaska Airlines inflight magazine generated thousands of Reader Response leads.

- **Community Event Marketing Fund** – Implemented a \$40,000 grant program to assist 12 local non-profits county-wide to market their tourism-related events and drive overnight visitation.
- **Trade Shows** – Added San Diego Travel & Adventure Expo to the schedule, increasing trade shows attended to eight. Plus, staff represented the High Sierra Visitors Council and Mono County at Visit California’s New York Media Event in March. Over 3700 qualified leads were generated through tradeshows, contributing to a very responsive, qualified data base.
- **Film Commission** – Launching new “FilmMonoCounty.com” website for film professionals. Secured photo editorial coverage in the California Film Commission’s high-gloss Locations Guide. Worked with numerous commercials, including Levi Strauss, Silverado, Honda Pilot, Infiniti, and many more -- a total of 55 film permits were issued by Inyo National Forest, BLM, LADWP, Caltrans and State Parks.
- **National Park Service Grant** – Secured \$3,000 in NPS grant funding to promote Mono County’s gateway communities and attractions, the East-side of Yosemite, and YARTS public transit in an effort to assist Yosemite in alleviating crowding issues in Yosemite Valley at peak times.

DEPARTMENTAL GOALS FOR FY 2013-2014

Transient Occupancy Tax for Quarters 1-3 indicates a 4.7% increase over FY 2012-13, and the highest Q1-3 TOT since 2008-09. The primary goal for Tourism in this next fiscal year is to increase overnight visitation to the region, particularly in the shoulder seasons, in an effort to maintain this upward trend.

GOAL: To continue to drive overnight and day visits to Mono County to increase TOT and visitor spending in Mono County.

STRATEGY #1: Improve and increase communication and marketing of the brand message which brings awareness to name/location “Mono County - California’s Eastern Sierra” and to the top three reasons people visit – outdoor recreation opportunities, scenic beauty, and to see the region’s natural wonders and historic attractions.

- *Visitor Guide* – Maintain increased distribution and newly expanded Improve Mono County Visitor Guide by generating advertising revenue. Revitalize photography and content.
- *Eastern Sierra Fall Color Guide* – Collaborate with partners (Inyo, Bishop Chamber, and Mammoth Lakes Tourism) to continue Certified distribution of regional Fall Color Guide.
- *Motor Touring Guide* – Secure a grant for the updating, reprinting, promotion and distribution.
- *Website* – The current MonoCounty.org website was launched in August, 2008 and the functionality and compatibility with internet browsers, etc. has become limiting. We will design and launch a new tourism website with accessible and current platforms and an open-source Customer Management System in order to increase functionality and keep updated with new search engine algorithms.
- *Social Media* - Expand social media reach by 25% through increase exposure to Mono County’s Facebook/Twitter outreach with targeted promotion and advertising to capture and engage key influencers; continue monthly E-Newsletters to database of just under 20,000.
- *Trade shows* Attend 8 tourism trade shows and at least 1 film locations show in order to continue to meet potential visitors face-to-face in key markets, increasing and replenishing visitor database with qualified leads, and distributing Visitor Guides, Scenic Event Calendars, and other primary marketing materials, and raising awareness of Mono County as a premiere outdoor recreation destination. Maximize co-operative presence at the shows with Yosemite Gateway Partners, High Sierra Visitors Council, Mammoth Lakes Tourism, and other US 395 corridor businesses and agencies.

- *Advertising*; Continue to promote Mono County on both a national and regional level in key publications (Visit California's Official Visitor Guide and niche pubs like Western Outdoor News). Participate in co-op ads when possible with regional and tourism partners. Sponsor CaliforniaFallColor.com.
- *Public Relations* – Secure editorial in major travel-based and lifestyle publications, both print and online, as well as in niche publications by issuing targeted press releases and story ideas that push shoulder season travel to Mono County. Focus is to position the US Highway 395 resort corridor as the premiere road trip in America. Other interest-generating stories include family-friendly and dog-friendly vacation options, June Mountain's "Kids Ski Free" promotion, Seasonal themes (Fall Colors, Spring Fishing, Winter Festivals), Hiking, High Altitude Training, Film-friendly destination for locations, special events, etc. Mono County will also attend Visit California's annual LA Media Event.
- *Fulfillment* – Optimize interaction with visitors and potential visitors through 800-line/website requests for information, and reader response from print advertising.
- *Film Commission (Policy Item: \$5000)* – Leveraging the current momentum and new FilmMonoCounty.com website, actively continue promoting Mono County as a film-friendly, accessible destination. Bring at least two incremental commercial productions to Mono County, generating an estimated \$50,000 and a return on investment of 10:1. Support the Inyo National Forest Service in their goals to provide excellent service and turn-around times for permitting this time-sensitive market.
- *Community Event Marketing Fund (Policy Item: \$20,000)* – Continue the grant program which directly provides support and assistance to communities, and thus the county overall, by growing existing tourism-related events. Previously known as "Local Program Funding," this program has a proven track record of successfully supporting non-profit organizations to increase participation in established tourism-related events and/or to launch new events or programs that ultimately drive overnight visitation to communities.
- *Local Outreach*: Establish a monthly Tourism/Economic Development Newsletter for tourism partners and stakeholders; present tourism initiatives at RPAC's and Chambers of Commerce.

STRATEGY #2: Expand reach to additional regional and international markets.

- Focus on 100% optimization of all programs, tools, and marketing channels available through Visit California by increasing communication and building relationships with marketing/PR/Social Media/International sales staff. Provide one in-person presentation to Visit California.
- Work closely and strategically with Mammoth Lakes Tourism and Mammoth Mountain Ski Area on media/travel trade familiarization trips and cooperative advertising promotions in Northern California, SoCal, Las Vegas, Denver, and on travel trade sales missions
- Work closely with High Sierra Visitors Council to ensure optimal representation at international travel shows and with contracted French travel broker, Mn'O.

STRATEGY #3: Improve and develop co-operative and collaborative regional partnerships.

- Increase access to, and improve outdoor recreation product by continuing to develop positive working relationships with US Forest Service, IAVC, regional visitor centers, community chambers of commerce, Friends of the Inyo, Caltrans, Inyo County, City of Bishop, High Sierra Visitors Council, Visit California, Mammoth Lakes Tourism, etc.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY2014-2015 Requested Budget represents an overall decrease of \$140,138 in expenditures, and a decrease of \$140,138 in revenues, when compared to the FY 2013-2014 Board Approved Budget, Q3. As a result, the Requested Net County Cost is a zero balance.

Revenues –

- TOT apportionment: \$203,000. The FY14-15 apportionment is the same as that in FY13-14 based on a projected estimate that 14-15 TOT will generate similar or slightly higher revenues as 13-14. While 13-14 Quarters 1-3 represent a combined 4.7% increase over Q 1-3 in 2012-13, and June Mountain reopened this year for the 2013-14 winter season, the persistent drought conditions and low water levels may negatively impact tourism in the spring quarter. On the upside, approximately 87 lodging properties are utilizing Booking.com and the exponentially greater marketing reach for these businesses, and thus Mono County, is resulting in reports of increased bookings.
- Advertising Revenues: \$30,800. Revenues for advertising sales for the annual Mono County Visitor Guide are projected to be similar to 2013-14; these revenues directly offset design/production and printing costs of the expanded guide.
- Calendar Revenue: \$321. Bulk calendar sales to stakeholders are projected to be equal to 13-14 sales; these revenues directly offset the design/production cost of the Scenic Events calendar, distributed at all consumer travel shows.
- National Park Service Grant: \$6,675. Reimbursement-based grant monies rolled over; plus and additional amount of \$3000 was received to help communicate the best time for folks to travel to Yosemite Valley, what there is to do and see on the Eastside, bus transportation, etc. These funds must be expended by June 2015.
- Operating Transfers In for items that are approved annually by the Board: \$30,000
 1. \$10,000 – Request for annual County exhibit at California State Fair (\$5,000), and Board's annual contribution to the IAVC (\$5,000).
 2. \$20,000 – This is the portion of the Board's "Contribution to Non-profits" which was transferred to the Mono County Tourism & Film Commission for the Community Event Marketing Fund.

Expenditures –

- 3245 – Variance reflects a decrease, reflecting the \$50,000 Air Service allocation by the Board in FY 2013-14 which is a Special Policy Item and has not been included in the Department Requested budget.
- 3312 – Variance reflects a decrease, reflecting the \$8,840 Trail Rehabilitation/Friends of the Inyo allocation by the Board in FY2013-14 which is not included in the Department Requested budget.
- 4702 – Variance reflects a decrease, due to the absence of the \$20,000 policy item allocated by the Board in FY2013-14 for the Community Event Marketing Fund. This is a Special Policy Item and has not been included in the Department Requested budget.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED. Please see attached Policy forms.

COUNTY OF MONO
ECONOMIC DEVELOPMENT - TOURISM BUDGET COMPARISON REPORT

FUND 106: TOURISM COMMISSION
DEPT 261: TOURISM

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
106-19261-10100-01900000	TRANSIENT OCCUPANCY TAX - TOURISM	200,173.00	203,000.00	153,916.00	203,000.00	203,000.00	0
106-19261-14010-00000000	INTEREST INCOME	1,626.00	1,000.00	567	1,000.00	1,000.00	0
106-19261-15476-00001060	ST: DEPT OF PARKS & REC- TRAILS GRANT	21,271.00	0	0	0	0	0
106-19261-15900-00000000	OTH: OTHER GOVT AGENCIES	0	7,373.00	2,200.00	0	0	0
106-19261-15900-00001061	DEPT OF INTERIOR- NATL PARK SERVICE	29,700.00	23,000.00	20,000.00	6,675.00	6,675.00	0
106-19261-16016-02630000	GENERAL SALE OF GOODS-CALENDARS	600	321	321	321	321	0
106-19261-16500-00000000	FEES FOR ADVERTISING SPACE	23,020.00	30,830.00	31,105.00	30,830.00	30,830.00	0
106-19261-17010-00000000	MISCELLANEOUS REVENUE	966	0	0	2,400.00	2,400.00	0
106-19261-18100-00000000	OPERATING TRANSFERS IN	207,000.00	118,840.00	118,840.00	0	0	0
Total Revenues		484,356.00	384,364.00	326,949.00	244,226.00	244,226.00	0
Expenditures							
106-19261-30280-00000000	TELEPHONE/COMMUNICATIONS	912	1,100.00	823	1,100.00	1,100.00	0
106-19261-31700-00000000	MEMBERSHIP FEES	2,039.00	1,674.00	1,674.00	1,674.00	1,674.00	0
106-19261-32000-00000000	OFFICE EXPENSE	10,628.00	11,150.00	7,949.00	11,150.00	11,150.00	0
106-19261-32450-00000000	CONTRACT SERVICES	103,167.00	87,800.00	74,027.00	34,700.00	34,700.00	0
106-19261-32500-00000000	PROFESSIONAL & SPECIALIZED SER	242,771.00	155,329.00	121,095.00	145,456.00	145,456.00	0
106-19261-32500-00001060	PROF & SPEC SER- TRAILS GRANT	26,858.00	0	0	0	0	0
106-19261-32500-00001061	PROF & SPEC SER- NATL PARK SERVIC	0	23,000.00	3,789.00	6,675.00	6,675.00	0
106-19261-33120-00000000	SPECIAL DEPARTMENT EXPENSE	54,349.00	38,211.00	29,205.00	24,371.00	24,371.00	0
106-19261-33350-00000000	TRAVEL & TRAINING EXPENSE	8,763.00	13,100.00	10,222.00	14,100.00	14,100.00	0
106-19261-33351-00000000	VEHICLE FUEL COSTS	0	1,600.00	203	0	0	0
106-19261-33360-00000000	MOTOR POOL EXPENSE	0	1,400.00	1,471.00	0	0	0
106-19261-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	10,000.00	10,000.00	10,000.00	5,000.00	5,000.00	0
106-19261-47020-00000000	CONTRIBUTIONS TO NON-PROFIT OR	0	40,000.00	0	0	0	0
106-19261-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	6,418.00	0	0	0
Total Expenditures		459,487.00	384,364.00	266,876.00	244,226.00	244,226.00	0
Total for DEPT 261: TOURISM		24,869.00	0	60,073.00	0	0	0

POLICY ITEM REQUEST FORM

Department: Tourism

Description of Program/Equipment:

Film Commission Marketing/Support, \$5,000 -- With a new FilmMonoCounty.com website ready to launch, continuing to market and promote our region as a highly accessible, film-friendly destination is more important than ever. Funding will allow advertising in the California Film Commission's Locations Guide as well as in other key industry publications. It will provide the opportunity for representation of Mono County at industry events and locations conferences, to enhance our photo and video libraries, to help support local film festivals, and to collaborate on location industry familiarization tours with local and regional partners.

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	
Work Space:	_____	
Other:	_____	5,000
Total One-Time Cost:	=====	5,000
Total Cost:	=====	5,000

Revenue: Describe any revenue to offset the cost of the policy item

Based on estimated revenues from Mammoth Location Services, the average commercial generates approximately \$25,000 in local spending. If an investment of \$5,000 resulted in even two additional commercials for the county, the return on investment would be 10:1. In 2013, 55 film permits were issued by the Inyo National Forest, BLM, LADWP, Caltrans, and State Parks primarily for commercial productions. This number is down from 2012, by as much as 12% (figures still TBA) for reasons potentially related to the overall decrease in filming in California. With an increasingly competitive arena -- not only other film commissions in California, but locations like Louisiana, Michigan, and Canada -- it is imperative to continue marketing efforts and outreach to secure as much of the film business as possible.

POLICY REQUEST FORM

FISCAL YEAR 2014-15

Department: Tourism

Description of Program/Equipment:

1. \$5000 - InterAgency Visitor Center. Mono County historically provides an annual contribution of \$10,000 to support the operation of this multi-agency "gateway to the Eastern Sierra" Visitor Center in Lone Pine. The Tourism Commission contributes \$5000 annually and the Board has traditionally provided \$5000 from the General Fund. This request to transfer the Board's portion of \$5000 allows Tourism to coordinate the total IAVC contribution with one contract and one transaction.
2. \$5000 - California State Fair Exhibit. While this is a high-traffic venue in which to promote county attractions to the public in Northern California, additional funding is required to add this special exhibit to the trade show budget, which is committed to a full complement of consumer travel/fishing shows.

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	_____	
Vehicle:	_____	
Equipment:	_____	
Work Space:	_____	
Other:	10,000	
Total One-Time Cost:	10,000	
Total Cost:	10,000	

Revenue: Describe any revenue to offset the cost of the policy item

Benefits that offset the cost:

1. IAVC Contribution: The IAVC receives 300,000 visitors annually and is a key hub for visitor traffic into the Eastern Sierra. As a result, it is a prime location from which to provide visitors information about Mono County's amenities, lodging, activities, events and attractions.
2. State Fair Exhibit: The State Fair exhibit generates approximately 950 consumer leads over 3 weeks -- this is low compared to targeted travel shows (eg. LA Travel Show generates over 800 leads in 2 days). However, general exposure for Mono County at the State Fair is positive with respect to the Northern California family market, in particular, and the Mono County exhibits (eg. featuring Bodie/Mono Lake/Devils Postpile) have won awards every year.

POLICY ITEM REQUEST FORM

Department: Tourism

Description of Program/Equipment:

Community Event Marketing Fund (CEMF) - \$40,000. Last year the Community Event Marketing Fund (originally "Local Program Funding") was re-established as a grant program to help local community groups market their tourism-based events to target audiences outside Mono County in order to drive overnight visits and create animation. The Mono County Tourism Commission manages this grant program and was given an allocation of \$20,000 in FY 2013-14. The Board then allocated an additional \$20,000 to the Commission for the CEMF from their funding for Community/Recreational Non-Profit organizations. With the \$40,000 total amount, twelve non-profits were provided with funding to assist in the expanded marketing of their respective events. As proven by Walker's annual ATV Jamboree, the June Lake Triathlon, Bridgeport Trout Tournament and Ghosts of the Sagebrush Tour in Lee Vining – just a few events that received grant assistance in their formative years – events have excellent potential to grow every year and they do motivate people from outside the county to travel to the Eastern Sierra. The CEMF program is an initiative that requires a multi-year commitment in order to see successful results.

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	
Work Space:	_____	
Other:	40,000	
Total One-Time Cost:	=====	40,000
Total Cost:	=====	40,000

Revenue: Describe any revenue to offset the cost of the policy item

Assisting communities in marketing their local events OUTSIDE Mono County generates incremental Transient Occupancy Tax. For example, the June Lake Triathlon began with 35 participants seven years ago; it is now at 628 with almost 70% of athletes and their friends and family coming from outside the Eastern Sierra. At an average daily rate of \$100/night for just 2 nights, (conservatively), the event generated \$86,600 in room revenue and \$10,392 in TOT for 2013 alone. Many similar events throughout the county that were originally assisted by Local Program Funding are showing similar or better returns. Events are naturally "viral" and just need a few years to build a loyal base of participants who, in turn, influence others to join. Successful events do not happen in just one or two years -- this request for continued funding is a longer-term investment that provides ongoing support for tourism-related events county-wide.

Mono County Trails 2014-2015

Connecting Local Communities, Economies and Public Lands through Stewardship
May 8, 2014

Concept Background

Blessed with a unique abundance and diversity of publicly owned lands, Mono County is truly wild by nature. People live and visit here because of these lands and the resources they provide – clean air, water, abundant wildlife, and an unparalleled depth and diversity of recreational opportunities.

Our public lands draw millions to hike, camp, fish, hunt, climb, bike, ski and snowboard, explore by 4wd and snowmobile, birdwatch, and photograph each year. In turn, these visitors support lodging, stores and restaurants, professional guides, and many other local businesses. As a result, the sustainability and growth of our local economies rely on our ability to ensure safe, enjoyable, and memorable experiences and opportunities on our public lands.

Federal agencies, namely the Inyo National Forest, Humboldt-Toiyabe National Forest and Bishop Field Office of the Bureau of Land Management historically developed and maintained the recreational infrastructure connecting communities to their surrounding public lands. However, as available budgets continue to shrink, they are struggling to complete routine trail and facilities maintenance along with other visitor service activities.

Recognizing the value of well-maintained and defined recreational access, Mono County communities have come together to form “trail committees” and draft “trail plans.” Organizations such as the June Lake Trails Committee, in partnership with County, local non-profit and forest service staff are working to make community identified trail alignments and ongoing maintenance a reality. The new Gull Lake Trail, built and currently maintained through a series of volunteer Trail Days exemplifies these efforts and represents the only new trail in the June Lake Loop in decades.

More than 50% of spring, summer, and fall visitors to Mono County come to the area to recreate on trails, making well-maintained and engaging trails for visitors and residents essential to their enjoyment. With the exceptional nature and variety of our public lands, great trails not only encourage people to visit, they offer experiences that can encourage longer stays when they do.

Communities around Mono County – from Antelope Valley to Sunny Slopes, to Chalfant– have an opportunity to successfully improve and sustain recreational access of all types of access – foot, horse, bike, off-highway vehicle – to the public lands in their backyards. Taking advantage of this requires an investment in the capacity to provide ongoing maintenance as well as future planning, permitting, design, and construction. Using a model of community stewardship can achieve much of this work including the design, construction, and ongoing maintenance of recreational infrastructure while connecting communities to their public lands in tangible ways.

Community Stewardship – Connecting people to connect the dots

A Community Stewardship program leverages the love and connection people have for their local public lands through a variety of hands-on volunteer stewardship activities including community trail planning efforts (e.g. June Lake Trails Committee and Bridgeport Trails Plan), community-building Trail Days, and trained individuals adopting a trail for maintenance.

Since 2009, Friends of the Inyo, with funding from Mono County and others, highlighted the efficacy of community stewardship for local trails through our work with the June Lake Trails Committee. We have organized and managed four successful June Lake Trails Days, coordinated trail design and permitting with the Forest Service and County staff, consistently participated in JLTC meetings, and supported local fundraising efforts for trails in the June Lake Loop.

In 2014 and 2015, Friends of the Inyo seeks renewed funding from Mono County to build on this success and build capacity for local, community-driven enhancement and maintenance projects on public lands. With the support of the county, Friends of the Inyo will provide professional trail maintenance, construction, planning, and, volunteer coordination in areas throughout the county to maintain existing trails, improve visitor and resident experiences, and plan for future enhancements.

Anticipated Role and Associated Costs

With Forest Service capacity greatly reduced due to budget shortfalls, the majority of foot, horse, bike, and motorized trails connecting communities no longer receive the maintenance needed to ensure safe, sustainable, and enjoyable experiences for trail users. At the same time, research, planning, and community engagement to enhance and develop trails suffers due to lack of staff capacity to support these efforts. To meet these needs, Friends of the Inyo proposes the following engagement in Mono County Trails for the 2014 – 2015 fiscal year:

Trail Design, Construction & Maintenance

Friends of the Inyo will provide one week of a professional trail crew to conduct trail maintenance and repair on established trails or assessments and potential construction of newly approved trails in priority areas in Mono County as identified in coordination with County staff and community advisors. In 2014 – 2015, these areas would likely include June Lake, the Mono Basin, Bridgeport and Antelope Valley, and may include installation of people counters to measure trail use and to assist in future planning and economic development efforts. All work will be completed in coordination with US National Forest staff as required. Specific projects could include trail maintenance on popular trails like Parker Bench and Lundy Canyon or work on community-driven trail assessment and development projects in Lee Vining and Antelope Valley.

At the same time, Friends of the Inyo's Stewardship Program Manager and staff will work in cooperation with Mono County, Inyo National Forest, the Bishop BLM, and local advisory groups to identify projects, complete reporting requirements, and pursue

planning and research opportunities. Friends of the Inyo currently acts as the coordinator for June Lake Trails Day working with the local community and partner organizations to develop marketing materials, plan projects, and encourage public participation. In 2014-2015, other potential projects could include the development, review, and compilation of best management practices for trail maintenance and access in critical habitat areas and a review of opportunities and priorities for trails in Antelope Valley and Bridgeport.

Trail Days

Volunteer trails days are essential to developing community stewardship for local trails. In addition to accomplishing meaningful work, such as building new trail, maintaining and improving existing trail, and cleaning, maintaining, and improving recreational infrastructure (campgrounds, signage, interpretive kiosks, etc.), they act as powerful community-builders. For Trail Days, Friends of the Inyo provides all tools, a professional volunteer management team, liability insurance, and coordination with any and all appropriate agencies. A standard Trail Day typically costs approximately \$4,000, which includes program management, project planning and coordination, professional staff, tools, supplies, and travel.

Local Trails Committee Coordination & Community Capacity Building

Projects to enhance recreational infrastructure on public lands often involve a daunting morass management, maintenance and federal process. Historically, local community-driven trails projects are successful when given time and patience and an effective group of engaged partners and dedicated local community members working together for their trails.

Strong engagement in local communities is essential. Trails committees and volunteer capacity are part of this formula as are efforts to educate communities about the fiscal realities of public lands facilities enhancement and maintenance. Friends of the Inyo understands this and works to identify and take advantage of opportunities for fundraising opportunities from private sources, local organizations and businesses, and project grants. For example, working with members of the June Lake Trails Committee, we launched a successful campaign to seek donations to support the maintenance and development of trails in June Lake. We will continue these efforts this year with all funds raised restricted to support current and future projects within the community.

Conclusion

Friends of the Inyo is thankful for Mono County's support of our programs and of projects to enhance both trails and access to public lands for our local communities. With renewed support from Mono County, Friends of the Inyo can continue to maintain and enhance trails in the June Lake area and expand our efforts to include areas throughout Mono County while cultivating locally-driven community stewardship programs for public lands. With over a decade of experience in public lands stewardship, we look forward to continuing our work with Mono County to enhance connections to and opportunities for recreation on our local public lands for residents and visitors.

Proposed Budget to Mono County for 2014-15 funding

Item	Rate	Quantity	Total
Stewardship Program Manager - planning, outreach, events, publications, reporting	50	60	3000
Stewardship Crew - (3 members for five project days throughout Mono County including one community Trail Day)	33	150	\$4,950
Travel	.55/ mile	709	\$390
Tools & Supplies		500	\$500
		<i>Total</i>	<i>\$8,840</i>

POLICY REQUEST FORM FISCAL YEAR 2014-15

Department: Economic Development/Tourism

Description of Program/Equipment:

Air Service Subsidy Request. Mammoth Lakes Tourism is requesting county support for the 2014 Spring/Summer/Fall Air Service guarantee in the amount of \$100,000. This is an increase from the FY2013-14 contribution of \$50,000. A letter from Executive Director, John Urdi, explains that the summer 2013 subsidy came in at \$854,114 -- the County contributed \$50,000, the TBID contributed \$342,298 (September-November) and the remainder came from Mammoth Lakes Tourism budget and reserve account in the amount of \$461,816. Summer air service is growing and saw an increase of 1.080 passengers in summer 2013, representing a \$622,080 increase in direct spending year-over-year, and the county's support is critical to maintaining access to our region for the destination visitor from domestic and international markets.

Cost Components

Salary:		(full year cost)
Benefits:		
Supplies:		(includes vehicle, fuel)
Materials:		(cell phones, IT, phones)
Communications:		
Computer:		
Other:		
Total On-Going Cost:		
Vehicle:		
Equipment:		
Work Space:		
Other:	100,000	
Total One-Time Cost:	100,000	
Total Cost:	100,000	

Revenue:

Mr. Urdi reports that, based on the research by American Express, the total direct spending by air travelers in Mono County during the April – November time frame is \$3,935,808 and that the total of the “non-Mammoth Lakes” direct spend is \$539,807. With a \$50,000 investment by the county, the return on investment is \$10.80 for every \$1 invested in air service. At \$100,000 the return is \$5.39 per \$1 invested. Mr. Urdi estimates that the subsidy for summer 2014 will be approximately \$700,000-\$850,000 and that the TBID will support up to \$500,000 and Mammoth Lakes will budget the remainder of the amount from Measure A funds. Mammoth Lakes Tourism respectfully requests a “flat and guaranteed contribution of \$100,000 to the program cost regardless of the total air subsidy bill.” Letter attached.

DEPARTMENT OF FINANCE

100-12070

DEPARTMENTAL FUNCTIONS

The Finance Department includes functions of both Auditor-Controller and Treasurer-Tax Collector.

The Auditor-Controller Division is responsible for protecting the assets of the County. The Division provides financial information, accounting and auditing services, along with advice and assistance to the Board of Supervisors, the County Administrative Officer, County departments, special districts and the public. We monitor and assist in the preparation of the County's and Specials Districts' budgets and assure compliance with reporting and audit mandates. We oversee accounting functions of other County departments. We prepare special district State reports and aid in the special district audits. Other functions include payroll processing, property tax calculations and administration, general ledger accounting, accounts receivable, accounts payable, contract maintenance and processing, control of capital assets, assisting in the Single Audit, and preparation and administration of Cost Allocation Plan and State-Mandated Costs.

The Treasurer-Tax Collector Division: The County Treasury is the depository for County, School District, Special Districts and other Agency funds. All banking functions are handled by the Treasurer. Investment services are provided to ensure maximum safety while achieving the highest possible rate of return on public funds reaching over \$68,000,000.00. The Tax Collector is responsible for the billing, collection, and accounting for all personal & real property taxes levied in the County. We are also responsible for collecting and managing the business license applications and renewals in the unincorporated area of Mono County and also collecting and auditing all transient occupancy tax. We collect franchise tax, and other various taxes and special assessments. Other functions include conducting a public auction on tax defaulted properties. The Treasurer's office also performs all revenue billing and collections on EMS, Public Defender, Probation restitution, Mental Health, and District Attorney restitution.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- County financial audit for fiscal year 2012/13 completed with clean opinion
- Federal Single Audit for fiscal year 2012/13 completed with no findings
- Collections of over 98.23% of the 1st installment property taxes and 89.16% of the 2nd installment property taxes as of 4-30-2014 for the 2013/14 assessment roll year
- Performed a successful 2013 Tax Sale
- Maintained highest Treasury pool investment yield while staying in compliance with the investment policy
- Received State Controller's Award for Counties Financial Transactions Reporting
- Successful implementation of in-house EMS billing process and elimination of outside billing agency
- Expanded ACH program for claim payments to Vendors – reduced staff time, check stock, & postage due to sending ACH remittance advices electronically via E-mail
- Established a Treasury Oversight Committee
- Maintained regularly scheduled T.O.T. audits for over 100 facilities
- Enabled a credit card acceptance function for individual departments
- Added Probation restitution fines and Mental Health collection to our Revenue Services Program
- Rated 11th by the California State Controller's Office, out of 56 California counties, in return on investments for FY 12/13
- Provided customer service staffing for the Bridgeport reception area in Annex I

DEPARTMENTAL GOALS FOR FY 2014-2015

- Complete financial audit and have FY 2013/14 audited financial statements available prior to Dec 31, 2014

- Continue to provide meaningful professional training for department personnel
- Continue emphasis on reducing Finance Department's error rates
- Continue to meet all State, Federal, and other reporting and financial deadlines
- Continue to refine collections effort to improve revenues
- Continue implementation of payroll interface with Public Works cost accounting system (CAMS)
- Continue to improve fiscal services provided to LTC, Community Development, and the Paramedic program
- Maintain quality results in the Treasury Pool in a difficult economic market
- Implementation of Employee Self-Service Portal and E-Forms
- Continue to maintain and build our relationship with Oak Valley Community Bank
- Continue to research and expand our revenue collections process for higher collections of revenue
- Continue research and potential implementation of consolidated Innoprise Suite to reduce software program maintenance costs and improve efficiency among departments
- Amend the Mono County Business License Ordinance to allow a fee exemption for applicants who are doing business in Mono County for 1 day or less
- Implement the acceptance for on-line payments for Paramedic and Revenue Services

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$53,832 in expenditures, and no change in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$53,832.

Personnel Costs increased by \$12,225 compared to the FY 2013-2014 Board Approved Budget, due to changes in personnel classifications, i.e. promotion and vacant positions budgeted at lower step/grade level but highest benefit cost, elimination of temporary position, and changes to insurance.

Revenues – Revenues stayed constant compared to the FY 2013-2014 Board Approved Budget. Business license fees have been decreased based on estimates for the remainder of the 13-14 fiscal year. Accounting Service Fees have been increased due to anticipated Copier Pool staff time.

Personnel – The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget. Personnel costs increased overall by \$12,225. Notable changes include the elimination of a temporary part-time position that was used to cover maternity leave for an employee. These costs reflect no salary increases due to COLAs, management salaries, or step increases. We currently have 1 and ½ vacant positions that are being maintained – 1 FTE vacancy in the Treasurer-Tax Collector Division and ½ FTE vacancy in the Auditor-Controller Division. We currently share an employee with the Insurance budget for the Auditor-Controller vacancy.

Services & Supplies – Workers' Compensation & Liability Insurance costs have increased based on a calculation prepared by the Finance Department. Consulting and Professional Services have been decreased due to services no longer needed on a special project. Property Tax Maintenance costs have increased. Travel and Training increased slightly due to additional training resources available.

Support & Care of Persons – Not Applicable.

Fixed Assets – Not Applicable at this time.

FY 2013-2014 STATE FUNDING SUMMARY

No impact as this budget unit does not rely on State funding.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None.

COUNTY OF MONO
FINANCE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 070: DEPARTMENT OF FINANCE

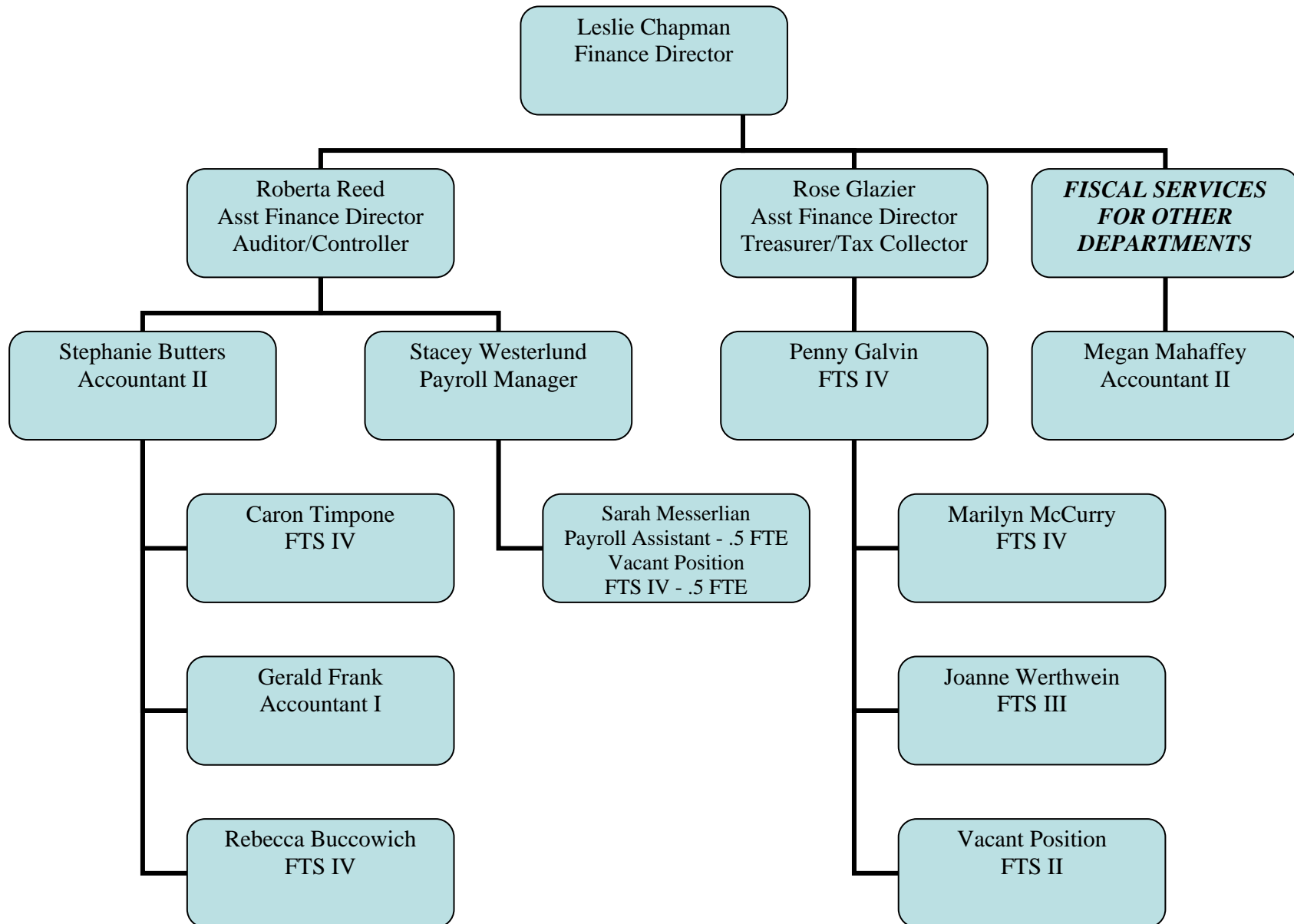
Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-12070-12020-00000000	BUSINESS LICENSE FEES	24,715.00	18,000.00	13,629.00	17,000.00	17,000.00	0
100-12070-16010-00000000	PROP TAX ADMIN FEE- FINANCE	126,964.00	120,000.00	126,964.00	120,000.00	120,000.00	0
100-12070-16040-00000000	RESEARCH & COST RECOVERY FEES	13,183.00	10,000.00	5,684.00	10,000.00	10,000.00	0
100-12070-16381-00000000	SALE-EXCESS PROCEEDS	0	8,000.00	8,342.00	8,000.00	8,000.00	0
100-12070-16460-00000000	FINANCE ADMINISTRATION FEES	658	1,000.00	0	1,000.00	1,000.00	0
100-12070-16470-00000000	ACCOUNTING SERVICE FEES	60,505.00	40,000.00	40,728.00	41,000.00	41,000.00	0
100-12070-16503-00000000	COLLECTION REVENUE	11,056.00	20,000.00	16,982.00	20,000.00	20,000.00	0
100-12070-16550-00000000	PARCEL SPLIT/CHG OF OWNERSHIP&	637	0	0	0	0	0
100-12070-16560-00000000	REDEMPTION FEES	19,858.00	3,000.00	0	3,000.00	3,000.00	0
100-12070-16570-00000000	5% SUPPLEMENTAL COLLECTION FEE	22,751.00	30,000.00	36,073.00	30,000.00	30,000.00	0
100-12070-17010-00700000	MISCELLANEOUS REVENUE	3,082.00	2,500.00	2,536.00	2,500.00	2,500.00	0
100-12070-17030-00000000	CAL-CARD REBATE	5,816.00	5,000.00	5,677.00	5,000.00	5,000.00	0
100-12070-17500-00000000	LOAN REPAYMENTS	0	195,000.00	0	195,000.00	195,000.00	0
Total Revenues		289,225.00	452,500.00	256,615.00	452,500.00	452,500.00	0
Expenditures							
100-12070-21100-00000000	SALARY AND WAGES	936,548.00	986,807.00	793,090.00	975,555.00	975,555.00	0
100-12070-21120-00000000	OVERTIME	5,262.00	3,000.00	228	3,000.00	3,000.00	0
100-12070-22100-00000000	EMPLOYEE BENEFITS	458,987.00	516,000.00	409,540.00	539,477.00	539,477.00	0
100-12070-30280-00000000	TELEPHONE/COMMUNICATIONS	672	900	750	900	900	0
100-12070-30500-00000000	WORKERS' COMP INS EXPENSE	0	8,935.00	8,935.00	9,925.00	9,925.00	0
100-12070-30510-00000000	LIABILITY INSURANCE EXPENSE	0	6,774.00	6,774.00	8,544.00	8,544.00	0
100-12070-31200-00000000	EQUIP MAINTENANCE & REPAIR	98,186.00	109,317.00	107,828.00	110,000.00	110,000.00	0
100-12070-31700-00000000	MEMBERSHIP FEES	1,390.00	2,500.00	2,263.00	2,500.00	2,500.00	0
100-12070-32000-00000000	OFFICE EXPENSE	64,104.00	70,000.00	61,059.00	70,000.00	70,000.00	0
100-12070-32350-00000000	ANNUAL AUDIT	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	0
100-12070-32360-00000000	CONSULTING SERVICES	16,608.00	29,500.00	12,790.00	17,500.00	17,500.00	0
100-12070-32500-00000000	PROFESSIONAL & SPECIALIZED SER	29,756.00	80,000.00	59,278.00	27,500.00	27,500.00	0
100-12070-32800-00000000	PUBLICATIONS & LEGAL NOTICES	3,140.00	2,300.00	2,189.00	2,300.00	2,300.00	0
100-12070-32960-00000000	A-87 INDIRECT COSTS	-1,352,353.00	0	0	0	0	0

COUNTY OF MONO
FINANCE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 070: DEPARTMENT OF FINANCE

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
100-12070-33120-00000000	SPECIAL DEPARTMENT EXPENSE	816	300	110	300	300	0
100-12070-33350-00000000	TRAVEL & TRAINING EXPENSE	22,711.00	20,000.00	8,664.00	25,000.00	25,000.00	0
100-12070-33351-00000000	VEHICLE FUEL COSTS	1,034.00	1,200.00	877	1,200.00	1,200.00	0
100-12070-33360-00000000	MOTOR POOL EXPENSE	1,045.00	1,600.00	896	1,600.00	1,600.00	0
100-12070-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	-552	10,000.00	4,562.00	0	0	0
100-12070-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,695.00	0	0	0
Total Expenditures		357,354.00	1,919,133.00	1,551,528.00	1,865,301.00	1,865,301.00	0
Total for DEPT 070: DEPARTMENT OF FINANCE		-68,129.00	-1,466,633.00	-1,294,913.00	-1,412,801.00	-1,412,801.00	0

Finance Department



INTERNAL SERVICE FUND (COPIERS)

655-10335

DEPARTMENTAL FUNCTIONS

The Copier Pool is responsible for providing all copiers to Mono County Offices. The pool handles all new copier purchases and keeps maintenance contracts on all existing machines. The maintenance contracts cover service, parts, and toner on copy machines. Paper and staples for the copy machines are ordered by each department and charged to the copier pool. The pool is also responsible for taking copier count readings, which are reported to the service company maintaining the machines and for use in billing each department.

The charges for copies for fiscal year 13/14 were charged at \$0.06 for black and white copies and \$0.13 for color copies. The new rates for fiscal year 14/15 are \$0.06 for black and white copies and \$0.12 for color copies. As the copier pool replaces the older more expensive copy machines with new less expensive copy machines the rates will continue to drop. Copier charges are calculated by adding all expenditures and depreciation together and dividing that total by the anticipated amount of copies to be made throughout the fiscal year.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Purchased 4 new and 1 reconditioned copy machines.
- Provided departments with reliable copy machines.
- Added Fax capabilities to copiers where needed. (Reducing the need for an additional Fax machine in those offices.)
- Insured all new copiers had Data Encryption and Hard Drive Erasing capabilities, which helps in the security of confidential data.
- Maintained costs slightly under budget.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Renegotiate new service contracts on all machines.
- Replace 3 older copy machines.
- Continue to insure each department's copier needs are met.
- Continue to look for additional ways to reduce costs.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$3,917 in expenditures, and a decrease of \$1,875 in revenues, when compared to the FY 2013-2014 original Board Approved Budget. As a result, the net cost to the fund increased by \$5,792. Requested will provide a Net Contribution to the Internal Service Fund of \$6,261.

Revenues – The increase in Inter-Fund Revenue is a result of increased use of copiers by the departments.

Personnel - The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget. Personnel costs are estimated at \$1,000 and will be based on time studies.

Services & Supplies – There is a slight decrease of \$2,500 in services and supplies. The decrease is a result of fine tuning the maintenance contracts.

Fixed Assets – Three new copiers will be purchased to replace older unreliable machines. The FY 14/15 Requested Budget Reflects an increase of \$2,200 in Fixed Assets.

FY 2013-2014 STATE FUNDING SUMMARY

No impact as this budget unit does not rely on State funding.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

- No policy items to review. All copiers to be purchased are for replacement and fall below the \$10,000 threshold.

COUNTY OF MONO
FINANCE - COPIER POOL BUDGET COMPARISON REPORT

FUND 655: COPIER POOL
DEPT 335: COPIER POOL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
655-10335-14010-00000000	INTEREST INCOME	-187	-75	-43	50	50	0
655-10335-16950-00000000	INTER-FUND REVENUE	112,447.00	110,000.00	61,553.00	74,500.00	74,500.00	0
655-10335-16959-00000000	INTER-FUND REPLACEMENT REVENUE	0	0	25,064.00	33,500.00	33,500.00	0
655-10335-18010-00000000	SALE OF SURPLUS ASSETS	499	0	0	0	0	0
Total Revenues		112,759.00	109,925.00	86,574.00	108,050.00	108,050.00	0
Expenditures							
655-10335-30270-00000000	ADMINISTRATION EXPENSE	0	0	0	1,000.00	1,000.00	0
655-10335-31200-00000000	EQUIP MAINTENANCE & REPAIR	47,041.00	51,500.00	36,317.00	51,000.00	51,000.00	0
655-10335-32000-00000000	OFFICE EXPENSE	14,555.00	14,000.00	10,454.00	13,000.00	13,000.00	0
655-10335-32960-00000000	A-87 INDIRECT COSTS	5,615.00	0	0	0	0	0
655-10335-39000-00000000	DEPRECIATION EXPENSE	48,901.00	31,027.00	0	32,000.00	32,000.00	0
655-10335-39005-00000000	CAPITAL ASSET OFFSET	-42,425.00	0	0	0	0	0
655-10335-39010-00000000	NET BOOK RETIRED ASSETS	-11,367.00	0	0	0	0	0
655-10335-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	42,425.00	26,400.00	17,590.00	28,600.00	28,600.00	0
655-10335-72960-00000000	A-87 INDIRECT COSTS	0	6,945.00	6,945.00	8,189.00	8,189.00	0
Total Expenditures		104,745.00	129,872.00	71,306.00	133,789.00	133,789.00	0
Total for DEPT 335: COPIER POOL		8,014.00	-19,947.00	15,268.00	-25,739.00	-25,739.00	0

COUNTY OF MONO
FINANCE - GENERAL REVENUE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
100-00000-10020-00000000	PROP TAX -CURRENT SECURED	14,308,845.00	14,250,000.00	12,974,733.00	14,300,000.00	14,300,000.00	0
100-00000-10030-00000000	PROP TAX -CURRENT UNSECURED	1,377,209.00	1,109,000.00	723,923.00	1,100,000.00	1,100,000.00	0
100-00000-10040-00000000	PROP TAX -DELINQ SECURED REDEM	340,237.00	250,000.00	319,203.00	250,000.00	250,000.00	0
100-00000-10050-00000000	PROP TAX -DELINQ UNSECURED RED	18,730.00	10,000.00	13,635.00	10,000.00	10,000.00	0
100-00000-10060-00000000	PROP TAX - SUPPLEMENTAL	-38,742.00	17,000.00	113,108.00	75,000.00	75,000.00	0
100-00000-10061-00000000	PROP TAX -UNITARY	349,414.00	341,000.00	419,443.00	400,000.00	400,000.00	0
100-00000-10062-00000000	PROP TAX -EXCESS ERAF	498,502.00	125,000.00	156,742.00	150,000.00	150,000.00	0
100-00000-10080-00000000	PROP TAX -PENALTIES/INTEREST	242,037.00	50,000.00	130,869.00	50,000.00	50,000.00	0
100-00000-10090-00000000	SALES & USE TAX	414,579.00	415,000.00	333,619.00	415,000.00	415,000.00	0
100-00000-10100-00000000	TRANSIENT OCCUPANCY TAX-GENERAL FUND	1,810,979.00	1,800,000.00	1,385,996.00	1,700,000.00	1,700,000.00	0
100-00000-10110-00000000	PROPERTY TRANSFER TAX	158,291.00	160,000.00	264,882.00	160,000.00	160,000.00	0
100-00000-10140-00000000	TIMBER YIELD TAX	2,962.00	0	0	0	0	0
100-00000-10150-00000000	SALES & USE TAX IN LIEU	103,613.00	110,000.00	94,961.00	125,000.00	125,000.00	0
100-00000-10160-00000000	VLF IN LIEU	1,499,142.00	1,494,000.00	746,115.00	1,486,000.00	1,486,000.00	0
100-00000-12030-00000000	OFF-HWY VEHICLE LICENSE FEES	17,344.00	7,000.00	8,196.00	7,500.00	7,500.00	0
100-00000-12200-00000000	FRANCHISE PERMITS	170,878.00	165,000.00	196,480.00	165,000.00	165,000.00	0
100-00000-13010-00000000	VEHICLE CODE FINES	138,858.00	112,000.00	85,504.00	112,000.00	112,000.00	0
100-00000-13040-00000000	COURT FINES & PENALTIES	552,546.00	405,000.00	320,729.00	410,000.00	410,000.00	0
100-00000-13050-00000000	B/A 1463.14 PC FINES	5,058.00	3,100.00	2,707.00	3,200.00	3,200.00	0
100-00000-13060-00000000	RED LIGHT FINES/TRAFFIC SCHOOL	43	0	68	0	0	0
100-00000-13120-00000000	GF-FINES, FORFEITS & PENALTIES	2,000.00	100	500	100	100	0
100-00000-14010-00000000	INTEREST INCOME	13,089.00	5,000.00	6,114.00	6,000.00	6,000.00	0
100-00000-14020-00000000	UNREALIZED GAIN/LOSS	158,986.00	0	0	0	0	0
100-00000-14050-00000000	RENTAL INCOME	6,000.00	6,000.00	14,475.00	6,000.00	6,000.00	0
100-00000-15089-00000000	ST: MOTOR VEHICLE EXCESS FEES	6,236.00	0	5,197.00	0	0	0
100-00000-15400-00000000	ST: HOMEOWNERS PROP TX RELIF	44,700.00	46,000.00	0	40,000.00	40,000.00	0
100-00000-15446-00000000	ST: REVENUE STABILIZATION	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00	0
100-00000-15460-00000000	ST: SB-90 STATE-MANDATED COST	4,185.00	2,000.00	585	1,000.00	1,000.00	0
100-00000-15630-00000000	FED: TOBACCO SETTLEMENT	190,226.00	170,000.00	5,340.00	120,000.00	120,000.00	0
100-00000-15690-00000000	FED: IN LIEU TAXES (PILT)	1,154,190.00	1,140,454.00	1,140,454.00	1,130,000.00	1,130,000.00	0

COUNTY OF MONO
FINANCE - GENERAL REVENUE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
100-00000-15750-00000000	FED: GEOTHERMAL ROYALTIES	66,603.00	75,000.00	127,440.00	75,000.00	75,000.00	0
100-00000-15900-00000000	OTH: OTHER GOVT AGENCIES	50,000.00	0	0	0	0	0
100-00000-16371-00000000	PROF SERVICE FEES- A87	-268,669.00	1,034,265.00	1,034,265.00	1,035,000.00	1,035,000.00	0
100-00000-17010-00000000	MISCELLANEOUS REVENUE	1,013.00	4,000.00	12,126.00	4,000.00	4,000.00	0
100-00000-17020-00000000	PRIOR YEAR REVENUE	158	0	904	0	0	0
100-00000-17255-00000000	JUDGMENTS, DAMAGES & SETTLEMEN	150,314.00	0	0	0	0	0
100-00000-18010-00000000	SALE OF SURPLUS ASSETS	43,000.00	1,500.00	1,781.00	1,500.00	1,500.00	0
100-00000-18020-00000000	SALE OF SURPLUS SUPPLIES/EQUIP	157	0	0	0	0	0
100-00000-18060-00000000	SALE OF EASEMENT	9,900.00	0	0	0	0	0
Total Revenues		23,623,613.00	23,328,419.00	20,661,094.00	23,358,300.00	23,358,300.00	0
Expenditures							
100-00000-32960-00000000	A-87 INDIRECT COSTS	-88,379.00	0	0	0	0	0
Total Expenditures		-88,379.00	0	0	0	0	0
Total for DEPT 000: GENERAL		23,711,992.00	23,328,419.00	20,661,094.00	23,358,300.00	23,358,300.00	0

COUNTY OF MONO
FINANCE - OTHER - CLINIC BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 860: BRIDGEPORT CLINIC

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
Expenditures							
100-41860-30280-00000000	TELEPHONE/COMMUNICATIONS	3,760.00	4,000.00	3,611.00	4,000.00	4,000.00	0
100-41860-32450-00000000	CONTRACT SERVICES	97,876.00	100,000.00	71,152.00	95,000.00	95,000.00	0
100-41860-32960-00000000	A-87 INDIRECT COSTS	230,852.00	0	0	0	0	0
100-41860-33600-00000000	UTILITIES	32,317.00	20,000.00	24,546.00	25,000.00	25,000.00	0
Total Expenditures		<u>364,805.00</u>	<u>124,000.00</u>	<u>99,309.00</u>	<u>124,000.00</u>	<u>124,000.00</u>	<u>0</u>
Total for DEPT 860: BRIDGEPORT CLINIC		<u>-364,805.00</u>	<u>-124,000.00</u>	<u>-99,309.00</u>	<u>-124,000.00</u>	<u>-124,000.00</u>	<u>0</u>

COUNTY OF MONO
FINANCE - OTHER - COUNTY MOE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 437: COUNTY MOE

Account Number	Account Name	2012-13 Actual	2013-14 Budget - Revised	2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
Revenues							
Expenditures							
100-21437-32960-00000000	A-87 INDIRECT COSTS	192,966.00	0	0	0	0	0
100-21437-38000-00000000	REVENUE MOE	518,865.00	527,000.00	489,725.00	527,000.00	527,000.00	0
100-21437-38001-00000000	COUNTY FACILITIES MOE	209,132.00	209,132.00	209,132.00	209,132.00	209,132.00	0
Total Expenditures		920,963.00	736,132.00	698,857.00	736,132.00	736,132.00	0
Total for DEPT 437: COUNTY MOE		-920,963.00	-736,132.00	-698,857.00	-736,132.00	-736,132.00	0

COUNTY OF MONO
FINANCE - CSA#1 BUDGET COMPARISON REPORT

FUND 725: COUNTY SERVICE AREA #1-CROWLEY

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
725-10000-10020-00000000	PROP TAX -CURRENT SECURED	144,865.00	140,200.00	135,419.00	140,200.00	140,200.00	0
725-10000-14010-00000000	INTEREST INCOME	3,594.00	2,000.00	2,698.00	2,500.00	2,500.00	0
725-10000-14080-00000000	REPEATER TOWER RENT	814	1,200.00	1,393.00	1,400.00	1,400.00	0
725-10000-16215-00000000	COMMUNITY GARDEN FEES	140	0	20	0	0	0
725-10000-16216-00000000	COMMUNITY CITIZEN PROGRAM FEES	30	0	0	0	0	0
725-10000-17010-00000000	MISCELLANEOUS REVENUE	6,180.00	440	4,238.00	0	0	0
Total Revenues		155,623.00	143,840.00	143,768.00	144,100.00	144,100.00	0
Expenditures							
725-10000-21100-00000000	SALARY AND WAGES	0	3,025.00	469	5,200.00	5,200.00	0
725-10000-22100-00000000	EMPLOYEE BENEFITS	0	450	94	605	605	0
725-10000-31200-00000000	EQUIP MAINTENANCE & REPAIR	4,264.00	8,395.00	8,725.00	9,000.00	9,000.00	0
725-10000-31400-00000000	BUILDING/LAND MAINT & REPAIR	8,190.00	25,000.00	4,265.00	25,000.00	25,000.00	0
725-10000-32000-00000000	OFFICE EXPENSE	1,423.00	3,350.00	105	3,350.00	3,350.00	0
725-10000-32450-00000000	CONTRACT SERVICES	0	2,742.00	5,342.00	3,000.00	3,000.00	0
725-10000-32500-00000000	PROFESSIONAL & SPECIALIZED SER	12,859.00	13,800.00	11,081.00	14,000.00	14,000.00	0
725-10000-32860-00000000	RENTS & LEASES - OTHER	936	0	0	0	0	0
725-10000-32950-00000000	RENTS & LEASES - REAL PROPERTY	156	1,550.00	1,764.00	1,550.00	1,550.00	0
725-10000-33120-00000000	SPECIAL DEPARTMENT EXPENSE	4,519.00	3,530.00	3,665.00	3,600.00	3,600.00	0
725-10000-33600-00000000	UTILITIES	2,587.00	3,000.00	2,500.00	3,000.00	3,000.00	0
725-10000-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	23,688.00	0	25,000.00	25,000.00	0
725-10000-91010-00000000	CONTINGENCY	0	413,348.00	0	0	0	0
Total Expenditures		34,934.00	501,878.00	38,010.00	93,305.00	93,305.00	0
Total for DEPT 000: GENERAL		120,689.00	-358,038.00	105,758.00	50,795.00	50,795.00	0

COUNTY OF MONO
FINANCE - CSA#2 BUDGET COMPARISON REPORT

FUND 730: COUNTY SERVICE AREA #2-BENTON

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
730-10000-14010-00000000	INTEREST INCOME	1,507.00	1,300.00	995	1,300.00	1,300.00	0
730-10000-15601-00001051	FED: FCC GRANT	20,000.00	20,000.00	0	0	0	0
730-10000-16055-00000000	SPECIAL ASSESSMENTS	18,687.00	18,000.00	18,913.00	18,000.00	18,000.00	0
730-10000-18010-00000000	SALE OF SURPLUS ASSETS	0	0	9,624.00	0	0	0
Total Revenues		40,194.00	39,300.00	29,532.00	19,300.00	19,300.00	0
Expenditures							
730-10000-31200-00000000	EQUIP MAINTENANCE & REPAIR	713	600	3,258.00	1,000.00	1,000.00	0
730-10000-32000-00000000	OFFICE EXPENSE	309	150	83	150	150	0
730-10000-32450-00000000	CONTRACT SERVICES	2,500.00	4,700.00	2,500.00	5,000.00	5,000.00	0
730-10000-33120-00000000	SPECIAL DEPARTMENT EXPENSE	3,557.00	7,600.00	600	7,500.00	7,500.00	0
730-10000-33600-00000000	UTILITIES	1,827.00	1,900.00	1,395.00	2,000.00	2,000.00	0
730-10000-91010-00000000	CONTINGENCY	0	183,205.00	0	0	0	0
Total Expenditures		8,906.00	198,155.00	7,836.00	15,650.00	15,650.00	0
Total for DEPT 000: GENERAL		31,288.00	-158,855.00	21,696.00	3,650.00	3,650.00	0

COUNTY OF MONO
FINANCE - CSA#5 BUDGET COMPARISON REPORT

FUND 735: COUNTY SERVICE AREA #5-BPT

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
735-10000-10020-00000000	PROP TAX -CURRENT SECURED	46,478.00	45,000.00	44,084.00	45,000.00	45,000.00	0
735-10000-14010-00000000	INTEREST INCOME	8,865.00	7,000.00	5,020.00	6,500.00	6,500.00	0
735-10000-17010-00000000	MISCELLANEOUS REVENUE	7,380.00	0	4,108.00	0	0	0
Total Revenues		62,723.00	52,000.00	53,212.00	51,500.00	51,500.00	0
Expenditures							
735-10000-32000-00000000	OFFICE EXPENSE	0	100	0	100	100	0
735-10000-32450-00000000	CONTRACT SERVICES	4,217.00	5,000.00	4,596.00	7,500.00	7,500.00	0
735-10000-32500-00000000	PROFESSIONAL & SPECIALIZED SER	1,944.00	2,500.00	1,944.00	14,500.00	14,500.00	0
735-10000-33120-00000000	SPECIAL DEPARTMENT EXPENSE	597	11,000.00	190	18,000.00	18,000.00	0
735-10000-33600-00000000	UTILITIES	851	1,000.00	539	1,200.00	1,200.00	0
735-10000-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNM	0	20,000.00	20,000.00	0	0	0
735-10000-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	100,000.00	418,500.00	0	459,500.00	459,500.00	0
735-10000-91010-00000000	CONTINGENCY	0	407,212.00	0	0	0	0
Total Expenditures		107,609.00	865,312.00	27,269.00	500,800.00	500,800.00	0
Total for DEPT 000: GENERAL		-44,886.00	-813,312.00	25,943.00	-449,300.00	-449,300.00	0

COUNTY OF MONO
FINANCE - OTHER - DEBT SERVICES BUDGET COMPARISON REPORT

FUND 194: DEBT SERVICE FUND

DEPT 000: GENERAL

Account Number	Account Name	2012-13 Actual	2013-14 Budget - Revised	2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
Revenues							
194-00000-17500-11000000	LOAN REPAYMENTS - 2012 PERS SIDEFUND	624,010.00	709,600.00	635,403.00	736,155.00	736,155.00	0
Total Revenues		624,010.00	709,600.00	635,403.00	736,155.00	736,155.00	0
Expenditures							
194-00000-35200-11000000	BOND EXPENSES - 2012 PERS SIDEFUND REFND	-10,126.00	0	792	795	795	0
194-00000-35210-11000000	BOND/LOAN INTEREST - 2012 PERS SIDEFUND	182,922.00	161,400.00	161,658.00	139,060.00	139,060.00	0
194-00000-35215-00000000	COMPENSATED ABSENCES	131,199.00	0	0	0	0	0
194-00000-60045-11000000	BOND/LOAN PRINCIPLE REPAYMENT- PERS SIDEF	0	548,000.00	548,000.00	596,300.00	596,300.00	0
Total Expenditures		303,995.00	709,400.00	710,450.00	736,155.00	736,155.00	0
Total for DEPT 000: GENERAL		320,015.00	200	-75,047.00	0	0	0

COUNTY OF MONO
FINANCE - OTHER - FARM ADVISOR BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 896: FARM ADVISOR

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-63896-15029-00000000	FED: AG GRAZING PERMITS	1,602.00	1,500.00	1,140.00	1,100.00	1,100.00	0
Total Revenues		1,602.00	1,500.00	1,140.00	1,100.00	1,100.00	0
Expenditures							
100-63896-32450-00000000	CONTRACT SERVICES	37,758.00	37,510.00	35,567.00	38,342.00	38,342.00	0
Total Expenditures		37,758.00	37,510.00	35,567.00	38,342.00	38,342.00	0
Total for DEPT 896: FARM ADVISOR		-36,156.00	-36,010.00	-34,427.00	-37,242.00	-37,242.00	0

COUNTY OF MONO

FINANCE - OTHER - GENERAL FUND OPERATING TRANSFERS BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 999: GF OPERATING TRANSFERS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-10999-15310-00000000	ST: PUB SAFETY-PROP 172 SALES/1ST RESPON	0	150,000.00	150,000.00	150,000.00	150,000.00	0
100-10999-18100-00000000	OPERATING TRANSFERS IN	76,123.00	0	0	1,398,591.00	1,398,591.00	0
Total Revenues		76,123.00	150,000.00	150,000.00	1,548,591.00	1,548,591.00	0
Expenditures							
100-10999-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	0	25,000.00	20,254.00	189,000.00	189,000.00	0
100-10999-47020-00000000	CONTRIBUTIONS TO NON-PROFIT OR	75,000.00	190,000.00	185,000.00	0	0	0
100-10999-60075-00000000	SETTLEMENTS & JUDGEMENTS	0	1,000.00	1,000.00	0	0	0
100-10999-60100-00000000	OPERATING TRANSFERS OUT	2,060,292.00	3,169,671.00	2,154,590.00	361,260.00	361,260.00	0
Total Expenditures		2,135,292.00	3,385,671.00	2,360,844.00	550,260.00	550,260.00	0
Total for DEPT 999: GF OPERATING TRANSFERS		-2,059,169.00	-3,235,671.00	-2,210,844.00	998,331.00	998,331.00	0

COUNTY OF MONO
FINANCE - OTHER - GRAND JURY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 360: GRAND JURY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
Expenditures							
100-21360-31010-00000000	JURY AND WITNESS EXPENSE	5,550.00	8,000.00	6,384.00	7,500.00	7,500.00	0
100-21360-32000-00000000	OFFICE EXPENSE	545	800	160	800	800	0
Total Expenditures		6,095.00	8,800.00	6,544.00	8,300.00	8,300.00	0
Total for DEPT 360: GRAND JURY		-6,095.00	-8,800.00	-6,544.00	-8,300.00	-8,300.00	0

COUNTY OF MONO
FINANCE - OTHER - LAW LIBRARY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
 DEPT 431: LAW LIBRARY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
Expenditures							
100-21431-60100-00000000	OPERATING TRANSFERS OUT	15,000.00	13,100.00	13,100.00	17,000.00	17,000.00	0
Total Expenditures		15,000.00	13,100.00	13,100.00	17,000.00	17,000.00	0
Total for DEPT 431: LAW LIBRARY		-15,000.00	-13,100.00	-13,100.00	-17,000.00	-17,000.00	0

COUNTY OF MONO
FINANCE - OTHER - PUBLIC DEFENDER BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 435: PUBLIC DEFENDER

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-21435-13070-00000000	SMALL CLAIMS ADVICE -COURT FIN	482	400	293	400	400	0
100-21435-16050-00000000	LEGAL SERVICES	16,219.00	15,000.00	11,461.00	15,000.00	15,000.00	0
100-21435-16980-00000000	PUBLIC DEFENDER CONTRACT FEES	29,684.00	21,000.00	15,669.00	21,000.00	21,000.00	0
Total Revenues		46,385.00	36,400.00	27,423.00	36,400.00	36,400.00	0
Expenditures							
100-21435-32390-00000000	LEGAL SERVICES	56,770.00	55,000.00	55,262.00	55,000.00	55,000.00	0
100-21435-32450-00000000	CONTRACT SERVICES	544,818.00	558,000.00	498,947.00	558,000.00	558,000.00	0
100-21435-32500-00000000	PROFESSIONAL & SPECIALIZED SER	41,770.00	45,000.00	32,708.00	45,000.00	45,000.00	0
100-21435-32960-00000000	A-87 INDIRECT COSTS	16,854.00	0	0	0	0	0
Total Expenditures		660,212.00	658,000.00	586,917.00	658,000.00	658,000.00	0
Total for DEPT 435: PUBLIC DEFENDER		-613,827.00	-621,600.00	-559,494.00	-621,600.00	-621,600.00	0

COUNTY OF MONO

FINANCE - OTHER - SEALER/AG COMMISSIONER BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 580: SEALER WEIGHTS- MEASURES/AG CO

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-26580-15430-00000000	ST: AG COMM/WEIGHTS & MEASURES	121,999.00	74,701.00	92,103.00	70,000.00	70,000.00	0
Total Revenues		121,999.00	74,701.00	92,103.00	70,000.00	70,000.00	0
Expenditures							
100-26580-32500-00000000	PROFESSIONAL & SPECIALIZED SER	147,631.00	124,252.00	94,909.00	125,000.00	125,000.00	0
Total Expenditures		147,631.00	124,252.00	94,909.00	125,000.00	125,000.00	0
Total for DEPT 580: SEALER WEIGHTS- MEASURES/AG CO		-25,632.00	-49,551.00	-2,806.00	-55,000.00	-55,000.00	0

COUNTY OF MONO

FINANCE - OTHER - VETERANS SERVICES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 878: VETERANS SERVICES OFFICER

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-55878-15475-00000000	ST: OFFICE OF VETERAN AFFAIRS	15,413.00	27,250.00	20,082.00	15,000.00	15,000.00	0
Total Revenues		15,413.00	27,250.00	20,082.00	15,000.00	15,000.00	0
Expenditures							
100-55878-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	31,122.00	58,250.00	51,784.00	36,161.00	36,161.00	0
Total Expenditures		31,122.00	58,250.00	51,784.00	36,161.00	36,161.00	0
Total for DEPT 878: VETERANS SERVICES OFFICER		-15,709.00	-31,000.00	-31,702.00	-21,161.00	-21,161.00	0

Information Technology

100-17300

DEPARTMENTAL FUNCTIONS

The Mono County IT Department provides the core technology, data, and communications infrastructure for Mono County and the Town of Mammoth Lakes at over 25 facilities/sites. Our staff manages and maintains over 80 servers, on four networks with all complementary technology (including routers, firewalls, switches, and data storage devices) 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.

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.

MAJOR ACCOMPLISHMENTS IN FISCAL YEAR 2013-2014

Technology Division Accomplishments:

- Develop IT Strategic Plan for Mono County & Town of Mammoth Lakes – **90% Complete**
- Implement new phone system for selected sites - **Complete**
- Implement Digital 395 in all County and Town sites - **Complete**
- Sign and fulfill obligations of contract with Town of Mammoth Lakes for IT Support & Services - **Complete**
- Increase staff and user Training - **Ongoing**

GIS Division Accomplishments:

- Complete updates to GIS Strategic Plan & Operating Policies – **90% Complete**
- Leverage Digital 395 infrastructure to unify and streamline GIS across County/Town network - **Complete**
- Perform utility infrastructure inventory and develop associated data- **In Process**
- Update MLTS trails signs and convert entire process to GIS – **90% Complete**
- Develop and manage data, website, and apps for Mammoth-Yosemite trail project - **Complete**
- Complete Centerline data update & continue work on addressing issues – **In Process**
- Complete geometry input for Highway 395 Right of Way for control (Cadastre management) – **In Process**
- Database updates & replication – **In Process**
- ParcelViewer redesign effort – **Tabled**

DEPARTMENTAL GOALS FOR FISCAL YEAR 2014-2015

Technology Division Goals:

- Deploy VoIP Phones at all road shops and paramedic stations
- Improve work order processing procedures focusing on customer success

- Continue expansion and implementation of video conferencing, including a desktop use model
- Implement video conferencing system & Suite Z improvements for the Town of Mammoth Lakes
- Decommission servers and clean out Town server room
- Get all remote sites onto County and Town domain using Digital 395 interconnects
- Implement multi-site RIMS for law enforcement agencies
- Implement network connectivity and case management systems at the Mammoth Lakes courthouse
- Replace all Wireless Access Points with Ubiquiti Unifi devices
- Increase staff and user Training

GIS Division Goals:

- Perform utility infrastructure inventory and develop associated data
- Complete Centerline data update & continue work on addressing issues
- Implement GIS in Emergency Operations Center (EOC)
- Continue development and improvements to Pavement and Asset Management System (PMS/AMS)
- Update unit data for commercial complexes and multi-story condos for e911 purposes
- Complete geometry input for Highway 395 Right of Way for control (Cadastral management)
- Establish Possessory Interest & Mining Claim parcel types within the Cadastral Fabric dataset
- Better integrate recorded and associated maps with the ParcelViewer application for ease of access
- Implement the Operations Dashboard application for the Sheriff's e911 dispatch needs
- Setup the Workflow Manager application for ArcGIS Server and implement for appropriate workflows
- Complete the integration scripting associated with Mammoth Lakes Fire Department's use of Firehouse RMS

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$14,715 in expenditures, and an increase of \$45,400 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$60,115.

Personnel Costs decreased by \$10,458 compared to the FY 2013-2014 Board Approved Budget.

Revenues:

This year's budget includes \$325k in revenue. This is comprised primarily of contract revenue, with only \$50k expected to come from our sole grant funding source from the Local Transportation Commission.

The primary contract revenue (\$228k) comes from the Town which covers 100% of an IT Specialist position, includes \$75k for GIS – covering one GIS Technician position, and includes 15% overhead for the management and administration of the Town IT Services contract.

Revenues are increased by 14% in our budget this year by roughly \$40k, which is a result of (a) receiving the full amount of the Town of Mammoth Lakes IT Services Contract (last year was pro-rated due to a late start date), and (b) inclusion of \$28k of 'direct charge' money from Social Services for IT services.

Personnel:

During the 2013-2014 mid-year budget review, the IT Department forfeited an IT Technician position in order to achieve a 5% reduction in expenditures. While we have been surviving without this position for the past nine months, the long-term ability to sustain the pressures of support requests and project workload will come to bear as more demand and expectation is placed on IT by the rest of the organization.

Additionally, we anticipate losing our current GIS team lead (GIS Specialist I – Peter Kobylarz) during the '14-'15 fiscal year, which will be a tremendous blow the organization and our department. The value of both the specialized skillset and institutional knowledge of this employee cannot be matched through simply re-filling that position, namely because he is underpaid and in many ways working out of class. As such, we have modified the personnel budget to reflect the need to recruit at a GIS Specialist II level, rather than at the Specialist I currently held by the incumbent. There is also money budgeted in the Overtime line item for anticipated buyout of vacation and sick time for Peter.

Our current department structure includes of a Technology Services Division consisting of six IT Specialists (one level I, two level II and three level III) and a GIS Division consisting of one GIS Specialist and two GIS Technicians. All staff are overseen by the IT Director. This is the first time in the last ten years that the department has been under one manager (rather than two), and is the leanest we have ever operated.

With the current staffing level and PC count at the County and Town, our technician to PC ratio is about 1:60. This is barely sustainable, and means that some area of our business is always suffering. We are either focused on projects at the expense of providing tech support, or invested in support and lack resources to implement new technology and complete projects. It's a delicate balance requiring constant juggling of priorities.

Services & Supplies Expenses:

Over the last year, the IT Department has focused significant energy on finding ways to cut costs while maintaining a high level of service for our customers. This has been accomplished through redesigning our service model, partnering with the Town of Mammoth Lakes on technology infrastructure and maintenance, moving into a new lower-cost office space, and implementing smart, cost-effective technologic solutions.

As a result, we have been able to trim our overall Service & Supply budget by \$17k while still having enough money to allow for system improvements and upgrades. For example, we realized \$27k of cost savings through the relocation of the Mammoth IT office to Minaret Mall, which is allowing us to obligate one-time money to improve our infrastructure and be more emergency prepared with redundant power, in an improved server room.

New this year is the Technology Refresh Program. This will establish an IT managed fund that will be used to replace aging PCs throughout the organization. Rather than relying on departments budgeting for the full replacement amount of a PC each year, they are being asked to pay a fixed rate (\$225) per each PC they have in service, each year. IT will track the age of desktop computers, and replace them once they reach the five year mark (or sooner where necessary).

It should also be noted that the long-term cost savings of implementing Digital 395 will begin to be realized during the 2014-2015 fiscal year, as our Verizon point-to-point network charges will be eliminated. Furthermore, it is estimated that the County realizes approximately \$35k of tax revenue

through the assessed value of the Digital 395 network, which almost completely offsets the \$41k annual expense of our current service agreement.

Finally, as part of this year’s budget effort, IT consolidated a number of categories/line-items in order to simplify how we budget and track money in the infrastructure expenditure areas.

Travel & Training:

Staff are our most valuable resource, and keeping a well-educated and trained IT staff is vitally important to ensuring effective and efficient technology implementation. As such, we have reduced our Travel & Training budget from last year by \$500, but essentially retained the line item to ensure that we have the money necessary to both send staff to remote training, and purchase online training where relevant and appropriate.

We have reduced our overall Vehicle Fuel budget by 5% from the adjusted mid-year amount, though our Motor Pool Expense did go up as we have a second (older) dedicated vehicle for Bridgeport IT staff to utilize.

Fixed Assets

Included in this year’s budget is the replacement of our Bridgeport Storage Area Network (SAN) disk array which has reached its end of life. Maintaining this infrastructure is critical to ensure data storage for the County.

FY 2014-2015 STATE FUNDING SUMMARY

The IT Department receives State revenue through work performed for the Community Development Department in the form of Local Transportation Commission (LTC) funds. IT works closely with Community Development each year to develop Work Elements as part of the Overall Work Program, which the GIS team helps to complete. Though these funds have been fairly stable in the past, they do fluctuate year-to-year, along with the associated work.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

- | | |
|---|-----------|
| 1. Board Streaming & Government Transparency Suite | \$17,588 |
| 2. Innoprise Enterprise Resource Planning (ERP) Upgrade | \$375,131 |

COUNTY OF MONO
INFORMATION TECHNOLOGY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 300: INFORMATION TECHNOLOGY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-17300-15819-00008002	FED: MISC FED GRANTS	2,067.00	50,000.00	0	0	0	0
100-17300-16951-00000000	IT SERVICE CONTRACTS	82,635.00	230,000.00	242,552.00	325,400.00	325,400.00	0
100-17300-16960-00000000	GIS FEES	52,320.00	0	245	0	0	0
Total Revenues		137,022.00	280,000.00	242,797.00	325,400.00	325,400.00	0
Expenditures							
100-17300-21100-00000000	SALARY AND WAGES	739,690.00	727,000.00	623,275.00	733,206.00	733,206.00	0
100-17300-21120-00000000	OVERTIME	2,442.00	1,000.00	611	5,730.00	5,730.00	0
100-17300-22100-00000000	EMPLOYEE BENEFITS	385,013.00	450,000.00	325,647.00	428,606.00	428,606.00	0
100-17300-30280-00000000	TELEPHONE/COMMUNICATIONS	11,760.00	34,400.00	26,265.00	78,280.00	78,280.00	0
100-17300-30500-00000000	WORKERS' COMP INS EXPENSE	0	6,241.00	6,241.00	12,476.00	12,476.00	0
100-17300-30510-00000000	LIABILITY INSURANCE EXPENSE	0	5,232.00	5,232.00	6,476.00	6,476.00	0
100-17300-31200-00000000	EQUIP MAINTENANCE & REPAIR	7,241.00	50,700.00	26,236.00	48,500.00	48,500.00	0
100-17300-31400-00000000	BUILDING/LAND MAINT & REPAIR	0	5,000.00	84	15,000.00	15,000.00	0
100-17300-32000-00000000	OFFICE EXPENSE	5,616.00	8,350.00	6,343.00	7,500.00	7,500.00	0
100-17300-32001-00000000	INFO TECH BASIC STOCK SUPPLIES	20,216.00	55,600.00	22,912.00	0	0	0
100-17300-32360-00000000	CONSULTING SERVICES	22,550.00	2,300.00	1,800.00	2,500.00	2,500.00	0
100-17300-32860-00000000	RENTS & LEASES - OTHER	61,615.00	90,800.00	43,404.00	134,900.00	134,900.00	0
100-17300-32950-00000000	RENTS & LEASES - REAL PROPERTY	35,380.00	39,156.00	37,918.00	16,389.00	16,389.00	0
100-17300-32960-00000000	A-87 INDIRECT COSTS	-835,370.00	0	0	0	0	0
100-17300-33010-00000000	SMALL TOOLS & INSTRUMENTS	11	0	0	0	0	0
100-17300-33350-00000000	TRAVEL & TRAINING EXPENSE	16,180.00	17,500.00	12,572.00	17,000.00	17,000.00	0
100-17300-33351-00000000	VEHICLE FUEL COSTS	2,206.00	3,500.00	2,255.00	3,250.00	3,250.00	0
100-17300-33360-00000000	MOTOR POOL EXPENSE	2,756.00	3,500.00	2,721.00	4,250.00	4,250.00	0
100-17300-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	30,066.00	43,499.00	29,113.00	15,000.00	15,000.00	0
100-17300-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	37,575.00	0	0	0
Total Expenditures		507,372.00	1,543,778.00	1,210,204.00	1,529,063.00	1,529,063.00	0
Total for DEPT 300: INFORMATION TECHNOLOGY		-370,350.00	-1,263,778.00	-967,407.00	-1,203,663.00	-1,203,663.00	0

Innoprise System Upgrade

Department: Information Technology & Finance

Description of Program/Equipment:

This policy item would upgrade the County's existing 'GEMS' finance system to Harris Computing's Enterprise Resource Planning (ERP) 'Innoprise' solution. This upgrade would provide the County access to a fully integrated ERP system including Financials, Payroll/HR, Cash Receipting, and Community Development all bundled together. This system upgrade includes data conversion, module purchasing, professional services, and some small one-time costs for supporting infrastructure. The upgrade would automate the time-keeping and payroll system, eliminating paper timesheets and the need for duplicate time entry. The additional functionality of HR would streamline the process surrounding new personnel (job applications, processing in, personnel action, evaluations, etc.) Integrating the Community Development portal would eliminate the existing BasicGov system (and on-going high-dollar maintenance), and integration of Work Orders and Tax would eliminate existing systems and their associated costs. All of this will improve customer service and streamline processes significantly, saving staff time and money.

Cost Components

Maintenance Costs	
Finance	<u>\$38,018</u>
Community Development	<u>\$10,000</u>
Work Orders	<u>\$5,600</u>
Tax	<u>\$3,600</u>
Total On-Going Cost:	<u><u>\$57,218</u></u>

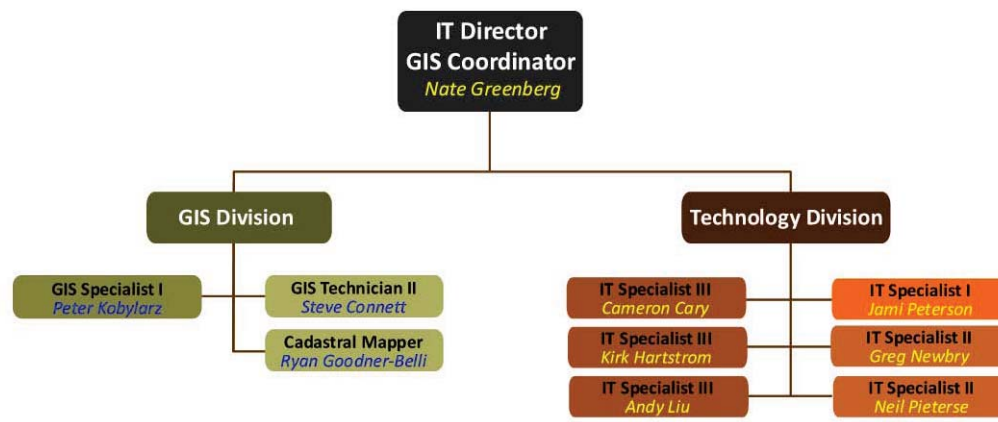
This cost will not be incurred until the following fiscal year once implementation is complete.

License Fees	<u>\$223,350</u>
Professional Services	<u>\$301,431</u>
Hardware	<u>\$6,500</u>
Discounts	<u>(\$156,150)</u>
Total One-Time Cost:	<u><u>\$375,131</u></u>
Total Cost:	<u><u>\$375,131</u></u>

Revenue:

There is no actual revenue offset for this item, however, the funding source has been considered. One financing option staff is considering is a one-time loan from the treasury, paid back with interest over a period of three years. In addition, the long-term cost savings realized through system consolidation would pay for the up-front cost 2.9 years. It should also be noted that the staff time saved through the automation of business processes such as time entry, and payroll processing. These things would present significant salary savings, though they are somewhat difficult to quantify at this time.

MONO COUNTY INFORMATION TECHNOLOGY
Organization Chart
FY 2014-2015



TECHNOLOGY REFRESH PROGRAM 653-17300

FUND FUNCTION

New for the 2014-2015 Fiscal Year is the Technology Refresh program. The program was established in order to generate a consistent revenue stream for the purpose of technology infrastructure replacement – primarily desktop PCs. In the past, each department was expected to maintain an inventory of the PCs in service and their age, and budget to replace them as necessary each year. The issue that this creates is an inconsistent approach to PC replacement, departments with a large number of old PCs that need to be replaced, and the associated maintenance headaches for IT.

Beginning in 2014-2015, departments (other than Health & Human Services departments), are asked to budget \$225 for each PC in service in their department that year. At the beginning of the fiscal year, the budgeted amount will be transferred into Fund 653 which will be managed by Information Technology. The IT department will utilize money from Fund 653 to replace desktop PCs within each department that are five years of age and older. IT will utilize our asset inventory system to track PCs and prioritize which ones need to be replaced and on what interval.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

Revenues:

Based on the initial PC count numbers and the PCs which need to be replaced in the Health & Human Services departments, the fund is expected to receive \$60,000 in revenue during the 2014-2015 FY.

Expenses:

Based on the initial PC count numbers and the PCs which need to be replaced in the Health & Human Services departments, we anticipate spending \$30,000 out of the fund during the 2014-2015 FY. The remaining money will be rolled forward to help larger future PC replacement needs.

COUNTY OF MONO

INFORMATION TECHNOLOGY - TECHNOLOGY REFRESH BUDGET COMPARISON REPORT

FUND 653: TECH REFRESH INTERNAL SERVICE

DEPT 300: INFORMATION TECHNOLOGY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
653-17300-16950-00000000	INTER-FUND REVENUE	0	0	0	60,000.00	60,000.00	0
Total Revenues		0	0	0	60,000.00	60,000.00	0
Expenditures							
653-17300-32000-00000000	OFFICE EXPENSE	0	0	0	30,000.00	30,000.00	0
Total Expenditures		0	0	0	30,000.00	30,000.00	0
Total for DEPT 300: INFORMATION TECHNOLOGY		0	0	0	30,000.00	30,000.00	0

PROBATION DEPARTMENT

100-23520

DEPARTMENTAL FUNCTIONS

The Chief Probation Officer (CPO), under broad policy direction from the County Administrative Officer, Presiding Judge of the Superior Court, and the Board of Supervisors, is responsible for the administration and management of probation services. Within this environment, the CPO, in consultation with the Superior Court and the CAO and working through employees, formulates, implements and evaluates all agency functions, activities, policies and procedures, goals and objectives, budget and finances, and staff. In addition, the CPO is responsible for interpreting applicable and appropriate laws, ordinances, regulations, and rules.

The CPO maintains authentic relationships with justice partners, provides leadership to as well as interacts and collaborates with multi-disciplinary groups, organizations/entities, including community and special interest groups, justice system departments, commissions, the Mono Grand Jury, community groups, educational institutions, law enforcement agencies, and county departments.

Core Responsibilities and Programs

Adult probation is statutorily required to provide services or actions as ordered by a Judge or as described within the Welfare and Institution Code, Vehicle Code, Government Code and Penal Code (PC). Probation means the suspension of the imposition or execution of a sentence and order of conditional and revocable release in the community under the supervision of a probation officer (PC1203). Specifically, adult probation provides investigations, pre-sentence reports, conditional supervision if ordered by the court, supervision of PC1000 deferred or "diversion" program, ensures victims are made whole by monitoring restitution payments and other orders, provides direct supervision of adults using systems and tools available (e.g. electronic monitoring, drug monitoring, etc.), ensures changes in Penal Code and Welfare and Institutions Code are applied such as AB109 realignment, abides by viable changes to the laws, applies Evidence Based Practices (EBP) and programs by facilitating groups (i.e., Moral Reconciliation Therapy – cognitive behavioral therapy to increase moral reasoning), substance abuse, and Anger Replacement Therapy (ART) - development of individual competencies to address various emotional and social aspects that contribute to aggressive behavior), conducts EBP risk-needs assessments, provides sex offender risk assessments (SARATSO – State Authorized Risk Assessment Tool for Sex Offenders), oversees Deferred Entry of Judgment (PC1000), collects fees and fines, ensures sex offenders and drug offenders are registered, communicates frequently with justice partners, transports offenders, oversees diversion program, invests in prevention and diversion programs, oversees and applies electronic monitoring, pursues collections and collects money (in compliance with minimum accounting standards), complies with State Board of Corrections Selection and Training Standards (STC), Board of State and Community Corrections (BSCC) grant oversight and other funding, enters into community based program agreements, prepares court ordered Step-Adoption Reports, coordinates with Interstate Transfer Department (ICOTS) and plans through the Community Corrections Partnership new programs and assistance for returning and transitioning offenders.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- The employee excellence program began and twelve employees received awards with one county and one judicial employee also recognized
- Hired an additional probation officer under the AB109 realignment
- Achieved 98.7% success in completion of submitted PC1000 reports in time frame
- All staff complied with the annual training requirements thereby maximizing the State Board of Corrections Selection and Training Standards (STC) reimbursement
- Partnered with neighboring counties to bring STC Training and Staff Development courses to minimize travel to include a local weapons academy (PC832) with two probation officers attending
- Implemented and applied risk/needs assessments for adults (STRONG – Static Risk and Offender Needs Guide)
- Training was provided to all probation staff and county leadership on evidence based practices, integrated management and sustaining change through the EBP-TIPS grant
- Replaced probation officer service weapons with Gen 4 .40 Glock and officers are now attending qualification to include approach and tactical every quarter
- Ensured funding compliance of AB109 and other MOU's
- Collaborated with Treasure's Office to create collections procedure
- Purchased and installed radios in adult probation officer vehicles
- Provided programs for adults in North County by providing PC1000 groups and the Domestic Violence groups
- Completed our Adult Team consisting of three officers
- Enrolled and completed Core Academy for two officers
- Developed the Aggression Replacement Therapy (ART) which is now ready for roll out
- Trained and funded multi-agency employees in Moral Reconciliation Therapy (MRT) to be applied with youth and adults
- Attained 100% on performance evaluation of adult officers and other staff
- Trained and certified finance manager on the California Law Enforcement Telecommunications System (CLETS)
- Implemented field contact matrix and began evening and weekend contacts for adults
- Planned and executed leadership development for two lead PO's
- Increased collections on outstanding fees and fines by 100% exceeding the projected amount of 20%
- Evaluated current case management system (New Dawn's Justware) and prepared and received an agreement through grant with vendor for replacement through SB678 (Homeland Justice's Smart Probation)
- Community Corrections Partnership delivered an overview of AB109 and impact in Mono County to the Mono County Board of Supervisors
- Purchased iPads for the field for probation officers to remotely track adults, collect funds, and provide real-time information for offenders and citizens

DEPARTMENTAL GOALS FOR FY 2014-2015

- To finalize and implement Graduated Sanctions and Incentives procedures for offenders pursuant to evidence based practices. Graduated Sanctions means a standardized matrix (by level of supervision) of consequences or responses to technical violations (e.g., not appearing for office check-in, etc.) and substantive violations (e.g., drug use, new crime, etc.). Incentives means a standardized

matrix of incentives or positive reinforcers for compliance and prosocial behavior (e.g., later curfews, less required contact with probation officer, etc.).

- Plan and execute Common Ground Strategic Planning for all probation employees for a final product of mission, vision and 5, 10 and 20 year plan
- Add Cube service to iPads so PO's may take card payments in the field and office using Debit or Credit cards
- Prepare a comprehensive multiagency report for realignment through the Community Corrections Partnership (CCP) to be approved by the Board of Supervisors
- CCP will ensure all regulations and codes are adhered to for the purpose of opening a transition house for AB109 offenders released from jail
- Continuation of the CCP plan to prepare a plan and initiate an educational, programmatic and treatment program under AB109 in the community and jail
- Train an adult officer on the sex offender SARATSO evaluation and Containment Model as required by statute
- Plan and execute the continuation of staff development in Integrate Management and Leadership
- Design a user friendly website to obtain services and to educate and assist undocumented aliens in attaining citizenship if eligible
- Fully implement and go live with the CMS system, connecting to RIMS, the Superior Court, District Attorney, and Sheriff's Office to give access to all justice partners to our system to increase communication (Mono County will be a model for the state)
- Post strategic planning, begin re-write of department policies and complete by 15/16

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$357,743 in expenditures, and a decrease of \$341,540 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$16,203.

Personnel Costs increased by \$62,649 compared to the FY 2013-2014 Board Approved Budget, due to Employee Benefits not calculated accurately and increases for two probation officers who attained their permanent status.

Revenues –

State of California Community Correction Performance Incentive (SVB678) under PC 1233.6 (d) is anticipated to remain the same at \$200,000

State of California, ½% Sales Tax for Public Safety under Government Code 30053 was decreased by the Board of Supervisors by \$53,000. There doesn't appear to be much of a change in this fund for next year.

Personnel –

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – NONE

Support & Care of Persons – NONE

Fixed Assets – NONE

FY 2014-2015 STATE FUNDING SUMMARY

Adult funding for programming and realignment is *de minimis*. Because state funding is based on percentage of population, probation is unable to create viable systems. When the only placement option in the county is the jail, the rate of detainment increases. The CCP presented the Board of Supervisors with a letter requesting the county's needs be communicated when CSAC determines the amount to be dispersed to counties. While funding appears to be stable for AB109 and is constitutionally amended, it appears it will not meet the projected for 13/14 (the state projected an \$87 million deficit). CSAC and the state are working to replace the funding and add \$100 million. This seems to be an anomaly given it is an amount generated through state taxes and the state is expected to have several billion dollar excess by end of budget year. It is hoped that somehow the state meets at the very least what was planned.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

NONE

COUNTY OF MONO
PROBATION BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 520: ADULT PROBATION SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-23520-13090-00000000	LAB -H & S 11372.5	580	600	543	600	600	0
100-23520-13100-00000000	DRUG PROG -H&S 11372.7	1,164.00	1,000.00	668	650	650	0
100-23520-13120-00000000	FINES, FORFEITS & PENALTIES	363	500	1,185.00	1,000.00	1,000.00	0
100-23520-15310-05200000	ST: PUB SAFETY-PROP 172 SALES	129,684.00	85,875.00	73,482.00	85,000.00	85,000.00	0
100-23520-15330-00000000	ST: RESTITUTION 10% REBATE	3,324.00	3,000.00	3,368.00	3,000.00	3,000.00	0
100-23520-15471-00000000	ST:STC TRAINING REIMBURSEMENT- PROBATION	6,050.00	6,050.00	5,143.00	6,050.00	6,050.00	0
100-23520-15903-52030000	ST: SB 678	243,331.00	200,000.00	200,000.00	70,000.00	70,000.00	0
100-23520-16385-00000000	PROBATION GPS MONITORING FEE	1,616.00	1,000.00	2,660.00	1,000.00	1,000.00	0
100-23520-16402-00000000	PROBATION FEES	12,300.00	8,000.00	15,239.00	12,000.00	12,000.00	0
100-23520-16420-00000000	STEP PARENT ADOPTION RPT FEES	0	200	400	200	200	0
100-23520-16421-00000000	INTERSTATE FEES (PC 1203.9)	0	450	300	300	300	0
100-23520-16422-00000000	SUPERVISORY FEES (PC 1000)	0	1,000.00	6,535.00	4,500.00	4,500.00	0
100-23520-16430-00000000	DISMISSAL FEES (PC 1203.4)	150	100	100	100	100	0
100-23520-18100-05200000	OPERATING TRANSFERS IN	0	33,611.00	15,000.00	55,722.00	55,722.00	0
100-23520-18100-52045000	OP TRAN IN- AB109 PLANNING GRNT	-13,338.00	0	0	0	0	0
100-23520-18100-52220000	OP TRAN IN- 2011 REALIGNMENT AB109	39,697.00	137,878.00	36,825.00	115,076.00	115,076.00	0
100-23520-18100-52230000	OP TRAN IN- 2011 REALIGN COMM CORRECTION	0	70,000.00	0	70,000.00	70,000.00	0
100-23520-18100-52250000	OP TRAN IN- JAIL & TRANSITIONAL SUBCOM	2,200.00	267,474.00	7,287.00	50,000.00	50,000.00	0
Total Revenues		427,121.00	816,738.00	368,735.00	475,198.00	475,198.00	0
Expenditures							
100-23520-21100-00000000	SALARY AND WAGES	446,154.00	503,172.00	411,749.00	500,382.00	500,382.00	0
100-23520-21120-00000000	OVERTIME	795	200	139	200	200	0
100-23520-22100-00000000	EMPLOYEE BENEFITS	416,081.00	558,743.00	439,663.00	624,182.00	624,182.00	0
100-23520-30120-00000000	UNIFORM/SAFETY GEAR	0	5,800.00	1,714.00	2,000.00	2,000.00	0
100-23520-30122-52045000	UNIFORM/SAFETY GEAR- AB109 PLANNING GRNT	-7,110.00	0	0	0	0	0
100-23520-30122-52220000	UNIFORM/SAFETY GEAR-AB109 PLANNING GRNT	14,757.00	0	0	0	0	0
100-23520-30280-00000000	TELEPHONE/COMMUNICATIONS	9,471.00	13,300.00	11,465.00	13,680.00	13,680.00	0

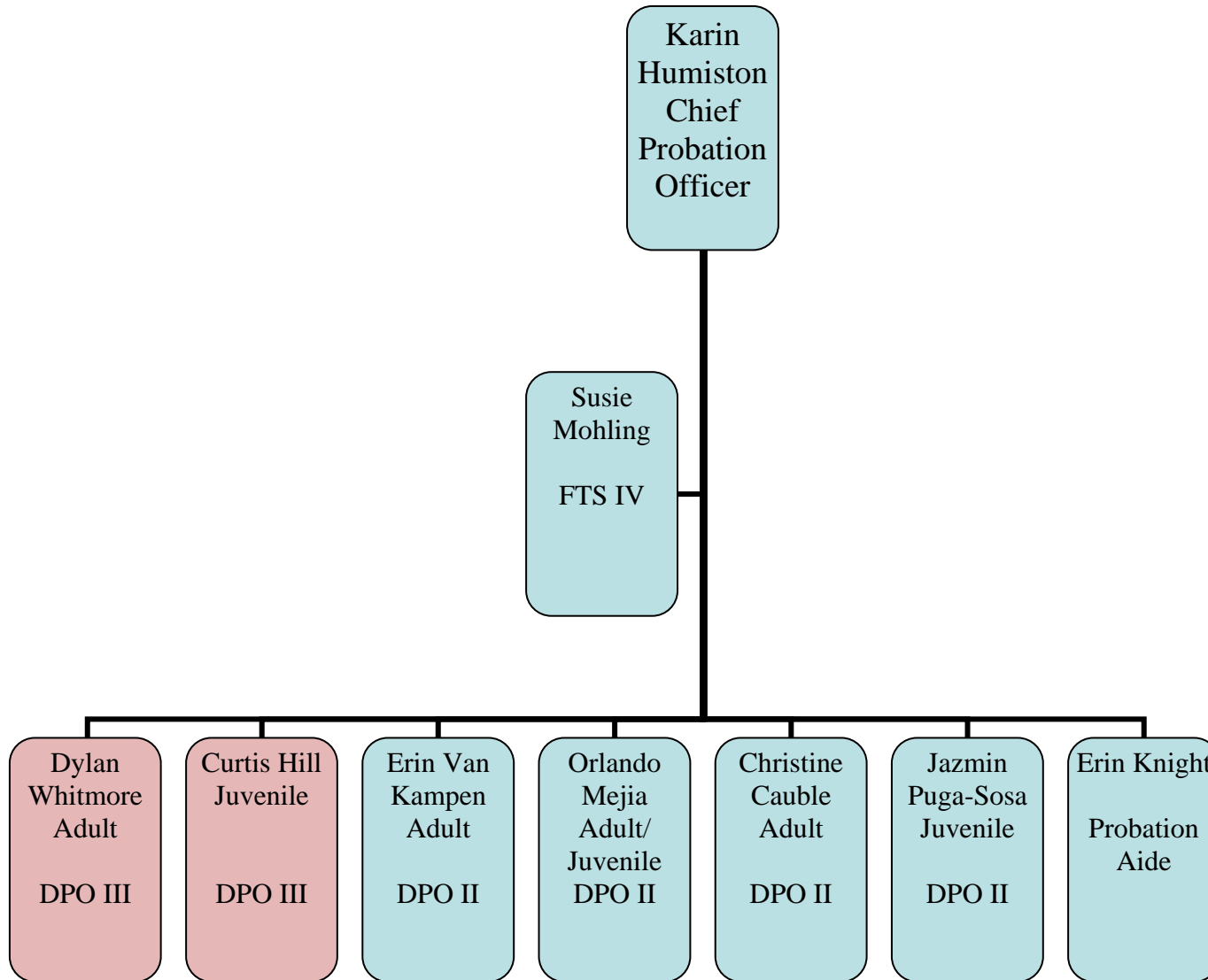
COUNTY OF MONO
PROBATION BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 520: ADULT PROBATION SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-23520-30500-00000000	WORKERS' COMP INS EXPENSE	0	15,574.00	15,574.00	34,504.00	34,504.00	0
100-23520-30510-00000000	LIABILITY INSURANCE EXPENSE	0	3,680.00	3,680.00	5,663.00	5,663.00	0
100-23520-31200-00000000	EQUIP MAINTENANCE & REPAIR	0	0	0	425	425	0
100-23520-31700-00000000	MEMBERSHIP FEES	0	855	321	855	855	0
100-23520-32000-00000000	OFFICE EXPENSE	2,271.00	4,950.00	4,746.00	8,105.00	8,105.00	0
100-23520-32000-52030000	OFFICE EXP - SB678	3,102.00	3,100.00	968	3,100.00	3,100.00	0
100-23520-32000-52045000	OFFICE SUPPLIES- AB109 PLANNING GRNT	-1,863.00	0	0	0	0	0
100-23520-32000-52220000	OFFICE SUPPLIES- AB109 PLANNING GRNT	9,503.00	0	0	0	0	0
100-23520-32500-00000000	PROFESSIONAL & SPECIALIZED SER	772	70,000.00	0	70,000.00	70,000.00	0
100-23520-32500-52010000	PROFESSIONAL & SPECIALIZED SER- YOUTH BG	393	0	0	0	0	0
100-23520-32500-52030000	PROFESSIONAL & SPECIALIZED SER- SB678	21,983.00	62,721.00	1,819.00	5,000.00	5,000.00	0
100-23520-32500-52230000	PROFESSIONAL & S- AB109 COMM CORRECTIONS	0	40,000.00	3,615.00	7,000.00	7,000.00	0
100-23520-32950-00000000	RENTS & LEASES - REAL PROPERTY	68,607.00	85,593.00	67,240.00	86,283.00	86,283.00	0
100-23520-32960-00000000	A-87 INDIRECT COSTS	237,517.00	0	0	0	0	0
100-23520-33010-00000000	SMALL TOOLS & INSTRUMENTS	21	375	0	375	375	0
100-23520-33120-00000000	SPECIAL DEPARTMENT EXPENSE	18,395.00	0	0	0	0	0
100-23520-33120-52030000	SPEC DEPT EXP - SB678	4,082.00	200,000.00	8,272.00	36,900.00	36,900.00	0
100-23520-33120-52045000	SPECIAL DEPT- AB109 PLANNING GRNT	-947	0	0	0	0	0
100-23520-33120-52220000	SPECIAL DEPT- AB109 PLANNING GRNT	2,468.00	0	0	0	0	0
100-23520-33120-52250000	SPECIAL DEPT- JAIL & TRANSITIONAL SUBC	2,200.00	267,474.00	15,696.00	50,000.00	50,000.00	0
100-23520-33350-00000000	TRAVEL & TRAINING EXPENSE	22,717.00	22,000.00	14,823.00	22,000.00	22,000.00	0
100-23520-33350-52030000	TRAVEL & TRAINING EXP - SB678	1,072.00	5,000.00	0	25,000.00	25,000.00	0
100-23520-33350-52045000	TRAVEL & TRAINING- AB109 PLANNING GR	-3,491.00	0	0	0	0	0
100-23520-33350-52220000	TRAVEL & TRAINING- AB109 PLANNING GR	3,817.00	0	0	0	0	0
100-23520-33351-00000000	VEHICLE FUEL COSTS	8,220.00	6,215.00	3,639.00	7,315.00	7,315.00	0
100-23520-33351-52030000	TRAVEL & TRAINING EXP - SB678	147	0	0	0	0	0
100-23520-33360-00000000	MOTOR POOL EXPENSE	12,067.00	13,260.00	10,473.00	21,300.00	21,300.00	0
100-23520-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	4,423.00	0	0	0
Total Expenditures		1,293,201.00	1,882,012.00	1,020,019.00	1,524,269.00	1,524,269.00	0
Total for DEPT 520: ADULT PROBATION SERVICES		-866,080.00	-1,065,274.00	-651,284.00	-1,049,071.00	-1,049,071.00	0

Probation



JUVENILE PROBATION DEPARTMENT

100-23500

DEPARTMENTAL FUNCTIONS

The Chief Probation Officer (CPO), under broad policy direction from the County Administrative Officer, Presiding Judge of the Superior Court, and the Board of Supervisors, is responsible for the administration and management of Probation Services. Within this environment, the CPO, in consultation with the Superior Court and the CAO and working through employees, formulates, implements and evaluates all agency functions, activities, policies and procedures, goals and objectives, budget and finances, and staff. In addition, the CPO is responsible for interpreting applicable and appropriate laws, ordinances, regulations, and rules as well as oversees juvenile traffic court.

The CPO maintains authentic relationships with justice partners, provides leadership to as well as interacts and collaborates with multi-disciplinary groups, organizations/entities, including community and special interest groups, justice system departments, commissions, the Mono Grand Jury, community groups, educational institutions, law enforcement agencies, and county departments.

Core Responsibilities and Programs

Juvenile probation is statutorily required to provide services or actions as ordered by a Judge or as described within the Welfare and Institution Code (WIC), Vehicle Code, Government Code and Penal Code (PC). Probation means the suspension of the imposition or execution of a sentence. Specifically, juvenile probation provides investigations, dispositional reports, supervision of dually adjudicated youth, ensures victims are made whole by monitoring restitution payments and other orders, provides direct supervision of youth using systems and tools available (e.g. electronic monitoring, drug monitoring), ensures changes in Penal Code and Welfare and Institutions Code are applied, abides by viable changes to the laws, applies Evidence Based Practices (EBP) and programs by facilitating groups (i.e., Girls Circle, Aggression Replacement Therapy ART- development of individual competencies to address various emotional and social aspects that contribute to aggressive behavior in youths, Active Journaling, prosocial development groups), conducts EBP risk-needs assessments, provides sex offender risk assessments using JSORRAT-II (Juvenile Sexual Offender Recidivism Risk Assessment Tool-II), collects fees and fines, ensures sex offenders and drug offenders are registered, supervision for work crew (U.S. Forest Service Trail Management Crew), communicates frequently with justice partners, transports juveniles, oversees diversion program, invests in prevention and diversion of delinquency, oversees and applies electronic monitoring, pursues collections and collects money (in compliance with minimum accounting standards), complies with State Board of Corrections Selection and Training Standards (STC), Board of State and Community Corrections (BSCC) grant oversight and other funding, enters into community based programs agreements, adheres to Protocol for Dually Adjudicated Youth, prepares Step-Parent Adoption Reports, coordinates with Juvenile Interstate Department (JIDS), plans through the Juvenile Justice Coordinating Council (JJCC) new programs and assistance for returning and transitioning offenders, and determines placement for youth as well as complies with federal and state laws and rules in supervising placed youth.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- The employee excellence program began and twelve employees received awards with one county and one judicial employee also recognized
- Assisted an AB12 youth (i.e. foster youth who reach 18 years of age and continue assistance to age 21) to enter college and partially funded his Freshman year
- Reached out to foundations to receive assistance for teenage mom to obtain her education
- All juvenile staff complied with the annual training requirements thereby maximizing the State Board of Corrections Selection and Training Standards (STC) reimbursement
- Implemented and applied risk/needs assessments for youth (PACT - Positive Achievement Change Tool),
- Training was provided to all probation and many county staff on evidence based practices, integrated management and sustaining change through grant funding
- Implemented the Detention Risk Assessment Instrument to ensure consistency of detainment and reduce ethnic disparity using a valid and reliable assessment
- Replaced probation officer service weapons with Gen 4 .40 Glock and officers are now attending qualification to include approach and tactical every quarter
- Ensured Title IV-E and grant compliance (YOBG - Youthful Offenders Block Grant and Juvenile Justice)
- Collaborated with Treasure's Office to create collections procedure
- Purchased and installed mobile radio in juvenile transportation van as well as video system for asset and employee liability protection
- Re-instituted the Juvenile Justice Coordinating Council thereby complying with grant requirements and incorporating community feedback
- Collaborated with the U.S. Forest Service to provide trail management crew for youth owing community service hours
- Completed Girl's Circle program development and ready for roll out
- Provided new delinquency prevention programs for youth in North County for summer and fall courses
- Applied for Reducing Ethnic Minorities Disproportionality grant (RED) and received commitment from community members in participation
- Completed our Juvenile Justice Team consisting of three probation officers
- Enrolled and completed Core Academy for one officer through STC reimbursement
- Developed the Aggression Replacement Therapy (ART) for youth which is now ready for roll out
- Trained and funded multi-agency employees in Moral Reconciliation Therapy (MRT) to be applied with youth (i.e., Moral Reconciliation Therapy – cognitive behavioral therapy to increase moral reasoning)
- Attained 100% on performance evaluation of juvenile officers
- Implement evidence based practice Anger Replacement Training as funded through YOBG
- Implemented the last phase of the EBP Juvenile Risk-Needs by training two probation officers on PACT Treatment Plans funded through YOBG. Risk screening and assessment instruments measure the likelihood that a youth will reoffend, violate probation, or fail to appear in court. Risk assessments may also include an evaluation of a youth's needs and strengths/protective factors (e.g., youth performs well in school, has a supportive caregiver, etc.).

- Implemented the Youth Drug and Alcohol and pro-social skills cognitive behavioral program through interactive journaling funded through YOBG
- Implemented electronic monitoring for court-involved youth through YOBG
- Detained youth as funded by the YOBG
- Conducted EBP of interactive journaling measuring arrest rate, rate of successful completion of probation, incarceration rate, probation violation rate, rate of completion and court-ordered community services as funded through the Juvenile Justice Crime Prevention Act
- Trained and certified one juvenile officer on the California Law Enforcement Telecommunications System (CLETS) as a response to a need for a backup CLETS operator
- Implemented field contact matrix and began weekend and evening contacts
- Partnered with neighboring counties to bring STC Training and Staff Development courses to minimize travel and reduce costs
- Began evening and weekend contacts for youth
- Increased collections on outstanding fees and fines by 80% exceeding projected of 20%
- Evaluated current case management system (New Dawn's Justware) and prepared and received a grant for replacement through the BPAI EBT-TIPS grant (currently in progress) for Homeland Justice's SmartProbation)
- Submitted application and competitively selected to participate in the Reducing Racial and Ethnic Disparities Juvenile Justice Certificate Program through Georgetown University in Washington D.C.
- Juvenile cost of probation fees were added to fee schedule
- Entered into a community based agreement to provide programs in North county for youth
- Entered into an MOU with education to provide funds for youth counseling at school through the Juvenile Justice Coordinating Council (JJCC)
- Probation presence at school events
- Probation staff personally donating funds for youth leagues
- Purchased iPads for the field for probation officers to remotely track adults, collect funds, and provide real time information for offenders and citizens

DEPARTMENTAL GOALS FOR FY 2014-2015

- To finalize and implement Graduated Sanctions and Incentives procedures for offenders pursuant to evidence based practices (EBP). Graduated Sanctions means a standardized matrix (by level of supervision) of consequences or responses to technical violations (e.g., not appearing for office check-in, etc.) and substantive violations (e.g., drug use, new crime, etc.). Incentives means a standardized matrix of incentives or positive reinforcers for compliance and prosocial behavior (e.g., later curfews, gift cards, etc.)
- Plan and execute Common Ground Strategic Planning for all juvenile probation employees for a final product of mission and vision and a 5, 10, 20 year plan
- Add cube service to iPad so officers may take card payments
- Prepare a comprehensive multiagency plan through the Juvenile Justice Coordinating Council specifically focusing on prevention of delinquency
- Train a juvenile officer on the JSORRAT-II (Juvenile Sexual Offender Recidivism Risk Assessment Tool-II) and Containment Model as required by statute

- Plan execute the continuation of staff development in Integrated Management and Leadership
- Design a Youth and Families website to obtain services and to educate and assist undocumented aliens in attaining citizenship if eligible
- Fully implement and go live with the Case Management System, connecting to RIMS (local area law enforcement site), the Superior Court, District Attorney, and Sheriff's Office to give access to all justice partners to our system to increase communication (Mono County will be a model for the state)
- Improve and comply with Title IVE and participating in state and federal audits
- Attend community events (e.g., Tri-county Fair)
- If funded, implement the Racial and Ethnic Disparity (RED) grant from 2014 - 2017

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$186,096 in expenditures, and an increase of \$189,811 in revenues as a result of the EBT-TIPS grant and unexpected Title IVE, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$3,715.

Personnel Costs decreased by \$5,150 compared to the FY 2013-2014 Board Approved Budget.

Revenues –

Juvenile Probation Activities fund does not appear to be at risk of change at roughly \$10,780.64

The Youth Accountability Block Grant remains the same at \$117,000

The Juvenile Justice Crime Prevention Grant remains the same at \$37,500

The EBT-TIPS grant will continue, to be expended by end of FY14-15 year with \$203,611 remaining.

Personnel –

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – NONE

Support & Care of Persons – NONE

Fixed Assets – NONE

FY 2014-2015 STATE FUNDING SUMMARY

Juvenile funding for programming and realignment is de minimis. Because state funding is based on percentage of population, probation services is unable to create viable systems. When the only placement option in county is detention, then the rate of detention increases. Further, placing youth throughout the state and outside of the state creates additional staff time, money, and travel to meet the Federal contact requirements (Title IV-E). The national norm is 3-7 day length of stay and Mono average length of stay is three months and most likely, a youth of color. In attempting to address this issue, probation applied for the Racial and Ethnic Disparity Grant, a pass-through grant managed by BSCC). Mono was the only applying county and therefore, because it is a competitive grant, the state will re-open again in July. Mono will again apply for this much needed grant to serve our youth. Mono was selected for the Reducing Racial and Ethnic Disparities Juvenile Justice Certificate Program through Georgetown University, Washington D.C. to begin the process of evaluation for our county.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

NONE

COUNTY OF MONO
PROBATION - JUVENILE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 500: JUVENILE PROBATION SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-23500-15160-52010000	ST: JCPF - YOBG	93,370.00	117,000.00	111,275.00	117,000.00	117,000.00	0
100-23500-15299-00000000	ST: JUVENILE PROBATION ACTIVITES	0	11,100.00	10,286.00	11,100.00	11,100.00	0
100-23500-15299-52020000	ST: JUVENILE JUSTICE - JJCPA	0	37,855.00	39,010.00	37,855.00	37,855.00	0
100-23500-15620-00000000	FED: PROBATION IV-E & IV-EA JUV PLACEMNT	0	0	35,178.00	35,000.00	35,000.00	0
100-23500-15819-00005203	FED: MISC FED GRANTS: EBP-TIPS	0	50,000.00	0	203,611.00	203,611.00	0
100-23500-16385-00000000	PROBATION JUVENILE GPS MONITORING FEE	0	300	0	0	0	0
100-23500-16390-00000000	PROBATION JUVENILE TRAFFIC HEA	526	500	1,619.00	2,000.00	2,000.00	0
100-23500-16402-00000000	PROBATION FEES - JUVENILE	0	250	270	250	250	0
Total Revenues		93,896.00	217,005.00	197,638.00	406,816.00	406,816.00	0
Expenditures							
100-23500-21100-00000000	SALARY AND WAGES	9,608.00	15,000.00	4,626.00	10,000.00	10,000.00	0
100-23500-21120-00000000	OVERTIME	0	15,000.00	2,435.00	7,500.00	7,500.00	0
100-23500-22100-00000000	EMPLOYEE BENEFITS	8,262.00	7,000.00	6,056.00	14,350.00	14,350.00	0
100-23500-30110-52010000	CLOTHING/PERSONAL SUPPLIES - YOBG	0	4,500.00	777	4,500.00	4,500.00	0
100-23500-30300-00000000	FOOD EXPENSES	387	500	449	750	750	0
100-23500-32260-00000000	MEDICAL/DENTAL SERVICES	4,195.00	0	0	0	0	0
100-23500-32500-00005203	PROFESSIONAL & SPECIALIZED SER: EBP- TIPS	0	45,889.00	16,880.00	193,889.00	193,889.00	0
100-23500-32500-52010000	PROFESSIONAL & SPECIALIZED SER- YOBG	2,886.00	28,150.00	5,645.00	6,000.00	6,000.00	0
100-23500-32500-52020000	PROFESSIONAL & SPECIALIZED SER - JJCPA	0	7,855.00	117	7,855.00	7,855.00	0
100-23500-32960-00000000	A-87 INDIRECT COSTS	6,352.00	0	0	0	0	0
100-23500-33120-00000000	SPECIAL DEPT EXP	0	0	0	41,100.00	41,100.00	0
100-23500-33120-52010000	SPEC DEPT EXP - YOBG	70	15,000.00	299	13,000.00	13,000.00	0
100-23500-33350-00000000	TRAVEL & TRAINING EXPENSE	1,646.00	4,275.00	1,531.00	0	0	0
100-23500-33350-00005203	TRAVEL & TRAINING EXP: EBP-TIPS	0	500	0	2,500.00	2,500.00	0
100-23500-33351-00000000	VEHICLE FUEL COSTS	2,642.00	5,600.00	3,565.00	5,360.00	5,360.00	0
100-23500-41100-00000000	SUPPORT & CARE OF PERSONS	0	4,200.00	11,279.00	0	0	0
100-23500-41100-52010000	SUPPORT & CARE OF PERSONS - YOBG	91,308.00	69,350.00	59,965.00	80,000.00	80,000.00	0

COUNTY OF MONO
PROBATION - JUVENILE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 500: JUVENILE PROBATION SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-23500-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	35,000.00	35,000.00	0
100-23500-60100-00005203	OPERATING TRANSFERS OUT: EBP-TIPS	0	3,611.00	0	7,222.00	7,222.00	0
100-23500-60100-52010000	OPERATING TRANSFERS OUT - YOBG	0	0	0	13,500.00	13,500.00	0
100-23500-60100-52020000	OPERATING TRANSFERS OUT - JJCPA	0	30,000.00	15,000.00	0	0	0
Total Expenditures		127,356.00	256,430.00	128,624.00	442,526.00	442,526.00	0
Total for DEPT 500: JUVENILE PROBATION SERVICES		-33,460.00	-39,425.00	69,014.00	-35,710.00	-35,710.00	0

Public Health 105-41800

DEPARTMENTAL FUNCTIONS

- Implement all Public Health activities to uphold the ten essential public health functions and all State and Federal mandates.
- Promote health and prevent disease for residents and visitors of Mono County.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Maintained the core Public Health services in the time of decreased funding and staffing.
- Attended trainings with Social Services in order to understand Affordable Care Act (ACA) in order to assist clients with information regarding ACA. Referrals provided to clients to Social Services for ACA.
- Continued to assist clients during the challenging transition from Healthy Families Insurance to Medi-Cal.
- Improved the quality and availability of care for low-income individuals and families affected by HIV disease and ensured eligible individuals living with HIV/AIDS maintained their health and had access to medication.
- Implemented transition for providers to electronically report communicable disease to CalREDIE, the State of California Communicable Reporting System. Electronic lab reporting process has been initiated, but completion of transition process is pending IT concerns at Mammoth Hospital.
- Continued leadership of the Mono County Health Taskforce, expanding projects and outreach through all four taskforces: Oral Health Taskforce, Breastfeeding Support Taskforce, Chronic Disease Taskforce and Nutrition and Physical Activity Taskforce.
- Expanded the Oral Health Taskforce campaigns to include Miles of Smiles and began a prenatal oral health education and outreach campaign.
- Immunization levels of children entering Kindergarten remain above the State average due to outreach and education campaigns and through close partnership with all schools within Mono County.
- Nearly 2000 flu vaccinations given county wide.
- Completed phase I of the Title V Maternal Child and Adolescent (MCAH) Needs Assessment including data analysis, literature review, priority setting, and stakeholder input to identify local needs and interventions for the MCAH population.
- Increased coordination within the California Children's Services (CCS) Case Management Program with community providers.
- Initiation of a California Health and Disability Prevention (CHDP) newsletter to providers.
- Attended California Health Executives Association of California (CHEA) training and informational meeting regarding Public Health Accreditation process.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Implement changes related to the Affordable Care Act into Public health infrastructure.
- Assist Mammoth Hospital to complete the transition to electronic lab reporting through CalREDIE.
- Complete the data entry into California Immunization Registry (CAIR), the online immunization registry to completely eliminate paper based immunization records.
- Complete phase II of the Title V MCAH Needs Assessment including development of a 5-year plan to address local MCAH health priorities including access to dental care, increased community awareness infant safe sleep environments, reduction of overweight and obesity rates, and reduction of substance abuse in the MCAH population.
- Maintain flu vaccination program and community outreach by holding flu clinics in every community and every school within Mono County.
- Implemented comprehensive sex education programs at Mammoth High School including presentations by local medical providers on subjects including reproductive anatomy, contraception, teen pregnancy, HIV/STDs, access to services, and girls and boys Q/A sessions.
- Expand the follow up and parental education component of Miles of Smiles.
- Remain vigilant in monitoring emerging infectious diseases so Mono County can thwart new outbreaks.
- Utilize Local Primacy Agency grant funds to hire contractor to facilitate inspections and program development.
- Participate in the TOML “Plan Your Park” program to advocate for accommodations for special needs children.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department’s FY 2014-2015 Requested Budget represents an overall increase of \$32,368 in expenditures, and a decrease of \$26,439 in revenues, when compared to the FY 2013-2014 Board Approved Budget.

Personnel Costs decreased by \$36,085 compared to the FY 2013-2014 Board Approved Budget, due to a vacant WIC (Women, infants and children) Registered Dietician position that is now contracted out.

Revenues –Revenues are similar to FY 13-14. The Ryan White grant revenue is budgeted to the actual amount that will be drawn, due to lack of clients. Additional funds are available if needed.

Grants:

- State of California, LPA Grant (Local Participating Agency); application submitted and approved; \$33,000 to be expended by 6/30/15.
- State of California, LEA (Local Enforcement Agency) grant, application submitted 5/23/14, \$16,625 to be expended by 6/30/15.
- State of California MCAH (Maternal Child and Adolescent Health) grant, application due 9/1/14, \$103,635 to be expended by 6/30/15.

- State of California CHDP (Child Health and Disabilities Prevention) grant, application submitted 5/2/14, \$80,376 to be expended by 6/30/15.
- State of California, HIV Surveillance grant, application approved (3 year grant); \$3,000 to be expended by 6/30/15.
- State of California, Ryan White grant, application approved, \$21, 170 to be expended by 6/30/15.
- State of California, HCPCFC (Health Care Program for Children in Foster Care), preliminary application submitted 5/2/14; \$2,000 to be expended by 6/30/15.
- State of California, IAP (Immunization Assistance Program), application approved (4 year grant); \$25,000 to be expended by 6/30/15.
- State of California, WIC (Women, Infants, Children) grant, application submitted 5/29/14, \$235,400 to be expended by 6/30/15.
- State of California, MTP (Medical Therapy Program), application submitted 5/2/14, \$11,600 to be expended by 6/30/15.
- State of California, CCS Administration (CA Children’s Services) preliminary application submitted 5/2/14, \$198.640 to be expended by 6/30/15.

Personnel

The Department’s Requested Budget represents a decrease in the number of fulltime equivalent (FTE) positions that are supported by this budget.

A registered dietician position in the WIC (Women, Infants and Children) program is deleted. These duties are contracted out in FY 14-15. The other 2 positions remaining in the WIC program are reclassified as these employees will be performing additional duties. A part time, temporary, contract employee is added to assist in Environmental Health.

Services & Supplies –No major changes in services and supplies are budgeted in FY14-15.

Support & Care of Persons –N/A

Fixed Assets – No fixed assets other than computers are budgeted in FY14-15.

FY 2014-2015 STATE FUNDING SUMMARY

State revenues appear to be stable for FY14-15.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None in FY14-15.

**COUNTY OF MONO
PUBLIC HEALTH BUDGET COMPARISON REPORT**

FUND 105: PUBLIC HEALTH
DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
105-41800-01702-00000000	PRIOR YEAR REVENUE	0	0	0	0	0	0
105-41800-12020-00000000	BUSINESS LICENSE FEES	1,512.00	1,500.00	1,158.00	1,200.00	1,200.00	0
105-41800-12070-00000000	CAMP PERMITS	2,041.00	2,430.00	2,430.00	2,430.00	2,430.00	0
105-41800-12091-00000000	MAPS - USE PERMITS	0	0	0	0	0	0
105-41800-12100-00000000	SEPTIC PERMITS	9,151.00	10,000.00	14,107.00	15,000.00	15,000.00	0
105-41800-12112-00000000	WELL PERMITS	12,430.00	12,000.00	7,798.00	7,000.00	7,000.00	0
105-41800-12120-00000000	FOOD PERMITS	77,881.00	79,790.00	79,806.00	80,000.00	80,000.00	0
105-41800-12130-00000000	POOL PERMITS	58,435.00	54,322.00	57,091.00	54,322.00	54,322.00	0
105-41800-12140-00000000	CUPA PERMITS	50,391.00	57,020.00	59,359.00	63,920.00	63,920.00	0
105-41800-12150-00000000	SMALL WATER SYSTEM PERMITS	47,472.00	47,654.00	47,991.00	47,654.00	47,654.00	0
105-41800-12180-00000000	LANDFILL PERMITS	12,393.00	15,322.00	13,492.00	13,980.00	13,980.00	0
105-41800-13020-00000000	CAR SEAT SAFETY -VC27360	723	750	216	200	200	0
105-41800-14010-00000000	INTEREST INCOME	-4,399.00	-3,500.00	-2,290.00	-3,000.00	-3,000.00	0
105-41800-15060-00000000	ST: HOME VISIT PROP 10	0	0	0	0	0	0
105-41800-15070-00000000	ST: HMEP GRANT	0	0	0	0	0	0
105-41800-15080-00000000	ST: AST GRANT	-11,715.00	0	0	0	0	0
105-41800-15121-00000000	ST: LEA GRANT	16,852.00	16,625.00	16,783.00	16,625.00	16,625.00	0
105-41800-15151-00000000	ST: MATERNAL CHILD HEALTH	89,327.00	115,000.00	87,176.00	103,635.00	103,635.00	0
105-41800-15171-00000000	ST: CHDP GRAN	73,423.00	86,609.00	63,996.00	80,376.00	80,376.00	0
105-41800-15180-00000000	ST: HIV TESTING GRANT	0	0	0	0	0	0
105-41800-15190-00000000	ST: HIV SURVEILLANCE	2,990.00	3,000.00	2,761.00	2,452.00	2,452.00	0
105-41800-15201-00000000	ST: RYAN WHITE HIV GRANT	38,118.00	31,500.00	14,121.00	21,703.00	21,703.00	0
105-41800-15202-00000000	ST: MISC STATE GRANTS	0	0	0	0	0	0
105-41800-15202-00008500	ST: MISC STATE GRANTS	37,096.00	22,647.00	16,695.00	53,694.00	53,694.00	0
105-41800-15240-00000000	ST: SUBVENTION FUND	0	0	0	0	0	0
105-41800-15260-00000000	ST: FOSTER CARE	6,695.00	6,681.00	2,021.00	5,593.00	5,593.00	0
105-41800-15270-00000000	ST: MTP	0	11,601.00	0	13,775.00	13,775.00	0
105-41800-15351-00000000	ST: CVIIS GRANT	0	0	0	0	0	0
105-41800-15352-00000000	ST: IMMUNIZATION GRANT	19,408.00	20,000.00	5,592.00	25,000.00	25,000.00	0
105-41800-15441-00000000	ST: REALIGNMENT-PUBHEALTH	1,536,906.00	1,614,523.00	1,219,355.00	1,614,522.00	1,614,522.00	0

**COUNTY OF MONO
PUBLIC HEALTH BUDGET COMPARISON REPORT**

FUND 105: PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
105-41800-15444-00000000	ST: REALIGNMENT CCS	0	0	0	0	0	0
105-41800-15571-80010000	FED: WIC-WOMEN INFANT & CHILD	267,631.00	235,400.00	126,940.00	215,871.00	215,871.00	0
105-41800-16240-00000000	LABOR REIMBURSEMENT	10,849.00	11,925.00	4,210.00	963	963	0
105-41800-16300-00000000	SOCIAL SERVICES CSS FEES	0	0	0	0	0	0
105-41800-16380-00000000	ADMINISTRATIVE-CCS	217,864.00	208,507.00	126,218.00	198,640.00	198,640.00	0
105-41800-16501-00000000	ADULT IMMUNIZATIONS	22,742.00	25,000.00	27,710.00	26,000.00	26,000.00	0
105-41800-16601-00000000	MISC CLINICAL SERVICES	11,316.00	11,820.00	7,966.00	10,000.00	10,000.00	0
105-41800-16602-00000000	MH HIV TESTING	0	0	743	0	0	0
105-41800-16605-00000000	SOLID WASTE SERVICE FEES	91,272.00	77,792.00	37,430.00	77,426.00	77,426.00	0
105-41800-16650-00000000	MEDICAL MJ ID CARD APPLICATION	809	668	590	669	669	0
105-41800-16901-00000000	CCS CLIENT FEES	40	80	20	40	40	0
105-41800-16952-00000000	HOME VISITING CLIENT FEES	0	0	0	0	0	0
105-41800-17010-00000000	MISCELLANEOUS REVENUE	5,808.00	1,000.00	2,100.00	5,075.00	5,075.00	0
105-41800-18020-00000000	SALE OF SURPLUS SUPPLIES/EQUIP	0	0	0	0	0	0
105-41800-18100-00000000	OPERATING TRANSFERS IN	46,695.00	33,711.00	16,041.00	30,173.00	30,173.00	0
Total Revenues		2,752,156.00	2,811,377.00	2,059,626.00	2,784,938.00	2,784,938.00	0
Expenditures							
105-41800-21100-00000000	SALARY AND WAGES	1,095,743.00	1,133,480.00	887,424.00	1,099,183.00	1,099,183.00	0
105-41800-21100-80010000	SALARY AND WAGES-WIC	0	0	0	0	0	0
105-41800-21120-00000000	OVERTIME	0	1,139.00	1,139.00	0	0	0
105-41800-22100-00000000	EMPLOYEE BENEFITS	584,392.00	625,303.00	504,008.00	624,654.00	624,654.00	0
105-41800-22100-80010000	EMPLOYEE BENEFITS-WIC	0	0	0	0	0	0
105-41800-30280-00000000	TELEPHONE/COMMUNICATIONS	14,192.00	13,915.00	7,900.00	9,035.00	9,035.00	0
105-41800-30280-80010000	TELEPHONE/COMMUNICATIONS-WIC	0	0	0	0	0	0
105-41800-30500-00000000	WORKERS' COMP INS EXPENSE	0	13,140.00	13,140.00	19,812.00	19,812.00	0
105-41800-30510-00000000	LIABILITY INSURANCE EXPENSE	1,910.00	11,365.00	11,365.00	11,668.00	11,668.00	0
105-41800-31200-00000000	EQUIP MAINTENANCE & REPAIR	7,822.00	28,623.00	26,756.00	13,053.00	13,053.00	0
105-41800-31200-80010000	EQUIP MAINTENANCE & REPAIR-WIC	0	0	0	0	0	0
105-41800-31530-00000000	MEDICAL/DENTAL & LAB SUPPLIES	32,074.00	26,066.00	28,392.00	30,000.00	30,000.00	0
105-41800-31700-00000000	MEMBERSHIP FEES	10,077.00	13,573.00	6,163.00	13,452.00	13,452.00	0

**COUNTY OF MONO
PUBLIC HEALTH BUDGET COMPARISON REPORT**

FUND 105: PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
105-41800-32000-00000000	OFFICE EXPENSE	27,448.00	23,990.00	28,010.00	25,886.00	25,886.00	0
105-41800-32000-80010000	OFFICE EXPENSE - WIC	0	0	0	0	0	0
105-41800-32450-00000000	CONTRACT SERVICES	396,258.00	394,309.00	173,193.00	436,729.00	436,729.00	0
105-41800-32450-80010000	CONTRACT SERVICES - WIC	0	0	0	0	0	0
105-41800-32500-00000000	PROFESSIONAL & SPECIALIZED SER	237	250	238	250	250	0
105-41800-32510-00000000	CSS TREATMENT SER	14,197.00	20,000.00	16,876.00	16,066.00	16,066.00	0
105-41800-32950-00000000	RENTS & LEASES - REAL PROPERTY	86,046.00	86,398.00	85,237.00	88,103.00	88,103.00	0
105-41800-32950-80010000	RENTS & LEASES - REAL PROPERTY-WIC	0	0	0	0	0	0
105-41800-32960-00000000	A-87 INDIRECT COSTS	206,922.00	0	0	0	0	0
105-41800-32960-80010000	A-87 INDIRECT COSTS - WIC	0	0	0	0	0	0
105-41800-33010-00000000	SMALL TOOLS & INSTRUMENTS	1,126.00	1,500.00	1,331.00	1,500.00	1,500.00	0
105-41800-33100-00000000	EDUCATION & TRAINING	0	0	0	0	0	0
105-41800-33120-00000000	SPECIAL DEPARTMENT EXPENSE	10,337.00	10,783.00	12,025.00	7,226.00	7,226.00	0
105-41800-33120-80010000	SPECIAL DEPARTMENT EXPENSE - WIC	0	0	0	0	0	0
105-41800-33350-00000000	TRAVEL & TRAINING EXPENSE	31,360.00	29,944.00	15,925.00	19,938.00	19,938.00	0
105-41800-33350-80010000	TRAVEL & TRAINING EXPENSE - WIC	0	0	0	0	0	0
105-41800-33351-00000000	VEHICLE FUEL COSTS	8,501.00	7,000.00	5,042.00	8,375.00	8,375.00	0
105-41800-33360-00000000	MOTOR POOL EXPENSE	282	56	333	0	0	0
105-41800-33600-00000000	UTILITIES	0	0	0	0	0	0
105-41800-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	0	0	0
105-41800-60100-00000000	OPERATING TRANSFERS OUT	117,395.00	24,000.00	24,000.00	56,093.00	56,093.00	0
105-41800-70250-00000000	PRIOR PERIOD ADJUSTMENTS	0	0	0	0	0	0
105-41800-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	7,967.00	0	0	0
105-41800-72960-00000000	A-87 INDIRECT COSTS	0	247,736.00	247,736.00	263,915.00	263,915.00	0
105-41800-72960-80010000	A-87 INDIRECT COSTS - WIC	0	0	0	0	0	0
Total Expenditures		2,646,319.00	2,712,570.00	2,104,200.00	2,744,938.00	2,744,938.00	0
Total for DEPT 800: PUBLIC HEALTH		105,837.00	98,807.00	-44,574.00	40,000.00	40,000.00	0

POLICY ITEM REQUEST FORM

Department: Public Health

Description of Program/Equipment:

Reclassification of a WIC Nutrition Assistant (WNA) to a WNA/Health Program Coordinator (HPC) to reflect changes in program responsibilities which occurred upon the resignation of the WIC Registered Dietician (RD). The new dietician will be working as a subcontractor, 19 hours a week, with duties confined to those tasks mandated to a registered dietician. The WNA/HPC will be performing a scope of work including the duties of a WNA and also of expanded program coordination. This reflection of duties is verified by hour by hour, day by day, time studies required in the Health Department.

Cost Components

Salary:	<u>4,380</u>	(full year cost)
Benefits:	<u>1,000</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u></u>	
Total On-Going Cost:	<u><u></u></u>	
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u><u>-</u></u>	
Total Cost:	<u><u>5,380</u></u>	

Revenue: Describe any revenue to offset the cost of the policy item
This position is 100% grant funded through the WIC (Women, Infants and Children) grant.

POLICY ITEM REQUEST FORM

Department: Public Health

Description of Program/Equipment:

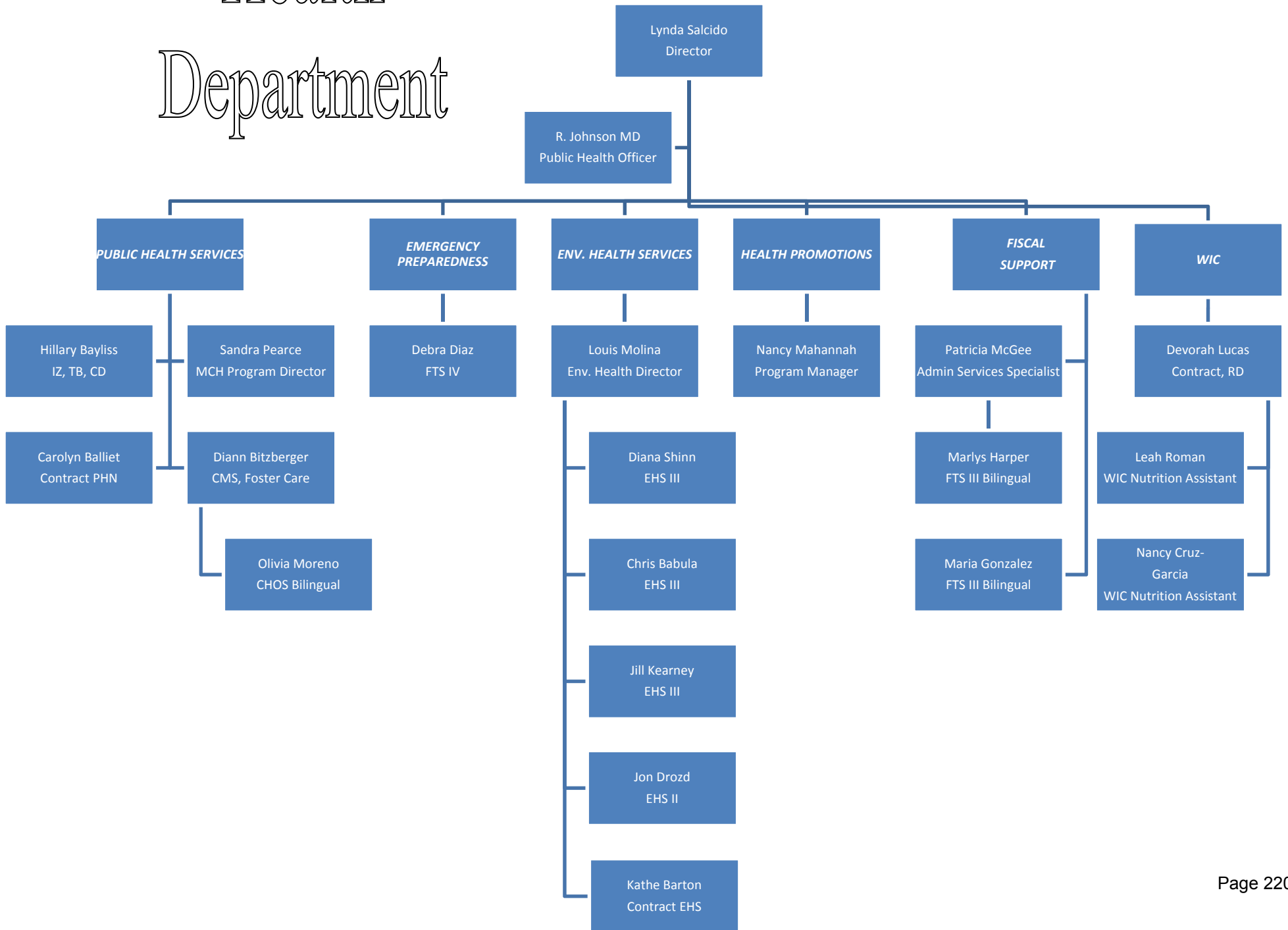
Reclassification of a WIC Nutrition Specialist (WNA) to a WNA/FTSII to reflect the predominate work in programs other than WIC. This employee is working as a WNA .4 FTE, but otherwise works .6 FTE in the FTSII category. The term WNA must stay in the job description to satisfy state WIC guidelines. This scope of work is verified by her hour by hour, day by day, time studied as required in the Health Department.

Cost Components

Salary:	<u>4,476</u>	(full year cost)
Benefits:	<u>935</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u></u>	
Total On-Going Cost:	<u><u></u></u>	
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u><u>-</u></u>	
Total Cost:	<u><u>5,411</u></u>	

Revenue: Describe any revenue to offset the cost of the policy item
This position is 100% grant funded through the WIC (Women, Infants and Children) grant.

Health Department



Emergency Preparedness 783-41800

DEPARTMENTAL FUNCTIONS

- Sustain and enhance the ability of the health department to lead the Mono County Healthcare Coalition and all pertinent partners and stakeholders in planning, mitigation, response, and recovery from the human aspects of emergencies and disasters affecting our residents and visitors

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Enhance tools and training on California Public Health and Medical Emergency Operations Manual (EOM) for MHOAC (Medical/Health Operational Area Coordinator) staff, EMCC (Emergency Medical Care Committee), and Unified Command, including field to Operational Area Situation Report, Communications Plan, and Organizational Chart
- Provide ICS (Incident Command System) training to many agencies
- Develop the functions, roles, and responsibilities of the Mono County Healthcare Coalition
- Conduct a planning meeting, tabletop exercise, and functional exercise on a foodborne outbreak, in a Homeland Security Exercise and Evaluation Program (HSEEP) compliant fashion, complete with AAR/IP (After-Action Report/Improvement Plan), including participation by ham radio operators for the first time.
- Maintain relationships with ICEMA (Inland Counties Emergency Medical Agency), Region VI, EMSA (Emergency Medical Services Authority), CDPH (California Department of Public Health), CCLHO (California Conference of Local Health Officers), and the EMS (Emergency Medical Services) Commission
- Participate in a California – Nevada CHEMPACK tabletop exercise along with local CHP (California Highway Patrol) and MWTC (Mountain Warfare Training Center).
- Increased weekly surveillance for influenza-like illness during the flu season to include Sierra Park Family Medicine, with a total of over 300 visits per week.
- Developed a comprehensive MOU (Memorandum of Understanding) between Mammoth Hospital, NIH (Northern Inyo Hospital), and SIH (Southern Inyo Hospital), which was signed by all 3 CEO's (Chief Operating Officer).
- Enhanced capabilities with CalREDIE (electronic communicable disease reporting system), CAHAN (California Health Alert Network), DHV (Disaster Healthcare Volunteers), and HAvBED (electronic bed status reporting system) systems
- Developed a draft Mass Fatality Plan for eventual approval by hospital and Coroner.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Enhance our capability to reach and meet the needs of persons with access and functional needs during an emergency/disaster.
- Increase membership and participation in our Healthcare Coalition
- Conduct the 2014 Statewide Medical and Health Exercise Program in an HSEEP compliant fashion, complete with planning meetings, tabletop, functional exercise, and AAR/IP. The scenario will be an emerging infectious disease.
- Participate with local partners in recovery and business continuity planning

- To develop our ability to communicate with the public via Web site and social media
- To enhance our plans and capability in the areas of medical sheltering and Government Authorized Alternate Care Sites
- To conduct first receiver training in the use of a CHEMPACK cache for hospital and first responders
- To develop a mass casualty disaster response air operations plan with appropriate partners including ICEMA, and training and exercise the plan with potential partners
- To develop a Medical/Health MAC Group (Multi-Agency Coordination) to grapple with the ethical issues of the allocation of scarce resources to priority groups in a disaster

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$12,169 in expenditures, and an overall decrease of \$12,169 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the net cost to the fund is zero. There is no General Fund money requested for this fund.

Personnel Costs decreased by \$1,184 compared to the FY 2013-2014 Board Approved Budget, due to slight shift of staff between funds.

Revenues –

Revenues in FY14-15 are similar to FY13-14.

Grants:

State of California, HPP (Hospital Preparedness Program) grant, application submitted 5/28/14, \$113,897 to be expended by 6/30/15

State of California, PHEP (Public Health Emergency Preparedness Program) grant, application submitted 5/28/14, \$108,054 to be expended by 6/30/15

State of California, Pandemic Flu grant, application submitted 5/28/14, \$60,488 to be expended by 6/30/15.

Personnel

The Department's Requested Budget represents a decrease in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – No major changes in services and supplies in FY14-15.

Support & Care of Persons – N/A

Fixed Assets – No fixed assets other than computers will be purchased in FY14-15.

FY 2014-2015 STATE FUNDING SUMMARY

State revenues appear to be stable for FY 14-15.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED – None in FY 14-15

COUNTY OF MONO

PUBLIC HEALTH - BIO-TERRORISM BUDGET COMPARISON REPORT

FUND 783: BIO-TERRORISM-PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
783-41800-14010-00000000	INTEREST INCOME	-1,735.00	-1,800.00	-705	-1,800.00	-1,800.00	0
783-41800-15015-00006009	HOMELAND SECURITY GRANT	0	0	0	0	0	0
783-41800-15502-00000000	FED: HRSA REVENUE	0	0	0	0	0	0
783-41800-15502-00001402	FED: HRSA REVENUE- HOSPITAL PREPAREDNESS	196,224.00	75,164.00	63,470.00	113,897.00	113,897.00	0
783-41800-15550-00000000	FED: ARRA REVENUE-AMERICAN REC	0	0	0	0	0	0
783-41800-15550-00001401	FED: PANDEMIC FLU	0	0	0	0	0	0
783-41800-15550-00001404	FED: PANDEMIC FLU	26,945.00	60,489.00	60,562.00	60,488.00	60,488.00	0
783-41800-15560-00001401	FED: HPP H1N1-SB 406,C393,S200	0	0	0	0	0	0
783-41800-15570-00001400	FED: CDC PHER H1N1-SB 406,C393	0	0	0	0	0	0
783-41800-15600-00000000	FED: BIO TERRORISM	0	0	0	0	0	0
783-41800-15600-00001403	FED: BIO TERRORISM- PH EMERGENCY	80,770.00	170,825.00	107,607.00	108,054.00	108,054.00	0
783-41800-17010-00000000	MISCELLANEOUS REVENUE	0	0	0	0	0	0
783-41800-18100-00000000	OPERATING TRANSFERS IN	170,150.00	14,000.00	14,000.00	0	0	0
783-41800-18100-00001402	OPERATING TRANSFERS IN- HOSPITAL PREPARE	0	0	0	4,520.00	4,520.00	0
783-41800-18100-00001403	OPERATING TRANSFERS IN- PH EMERGENCY	0	0	0	16,684.00	16,684.00	0
783-41800-18100-00001404	OPERATING TRANSFERS IN- PANDEMIC FLU	0	0	0	4,666.00	4,666.00	0
Total Revenues		472,354.00	318,678.00	244,934.00	306,509.00	306,509.00	0
Expenditures							
783-41800-21100-00000000	SALARY AND WAGES	87,053.00	0	56,057.00	0	0	0
783-41800-21100-00001402	SALARY AND WAGES- HOSPITAL PREPAREDNESS	26,259.00	55,951.00	14,275.00	43,422.00	43,422.00	0
783-41800-21100-00001403	SALARY AND WAGES- PH EMERGENCY	23,336.00	60,780.00	32,589.00	65,883.00	65,883.00	0
783-41800-21100-00001404	SALARY AND WAGES- PANDEMIC FLU	13,968.00	37,730.00	8,465.00	38,435.00	38,435.00	0
783-41800-21120-00000000	OVERTIME	0	0	0	0	0	0
783-41800-21120-00001402	OVERTIME- HOSPITAL PREPAREDNESS	0	0	0	0	0	0
783-41800-21120-00001403	OVERTIME- PH EMERGENCY	0	0	0	0	0	0
783-41800-21120-00001404	OVERTIME- PANDEMIC FLU	0	0	0	0	0	0

COUNTY OF MONO

PUBLIC HEALTH - BIO-TERRORISM BUDGET COMPARISON REPORT

FUND 783: BIO-TERRORISM-PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
783-41800-22100-00000000	EMPLOYEE BENEFITS	48,450.00	0	26,987.00	0	0	0
783-41800-22100-00001402	EMPLOYEE BENEFITS- HOSPITAL PREPAREDNESS	6,452.00	27,719.00	6,636.00	31,979.00	31,979.00	0
783-41800-22100-00001403	EMPLOYEE BENEFITS- PH EMERGENCY	9,006.00	31,936.00	15,151.00	33,535.00	33,535.00	0
783-41800-22100-00001404	EMPLOYEE BENEFITS- PANDEMIC FLU	6,597.00	21,413.00	3,936.00	21,091.00	21,091.00	0
783-41800-30280-00000000	TELEPHONE/COMMUNICATIONS	1,279.00	1,505.00	1,102.00	0	0	0
783-41800-30280-00001402	TELEPHONE/COMMUNICATIONS- HOSPITAL PREPA	240	0	0	0	0	0
783-41800-30280-00001403	TELEPHONE/COMMUNICATIONS- PH EMERGENCY	5,864.00	6,216.00	6,302.00	7,582.00	7,582.00	0
783-41800-30280-00001404	TELEPHONE/COMMUNICATIONS- PANDEMIC FLU	0	0	0	0	0	0
783-41800-30500-00000000	WORKERS' COMP INS EXPENSE	0	693	693	3,582.00	3,582.00	0
783-41800-30510-00000000	LIABILITY INSURANCE EXPENSE	0	526	526	494	494	0
783-41800-31200-00000000	EQUIP MAINTENANCE & REPAIR	278	0	118	0	0	0
783-41800-31200-00001402	EQUIP MAINTENANCE & REPAIR- HOSPITAL PRE	19	100	6	100	100	0
783-41800-31200-00001403	EQUIP MAINTENANCE & REPAIR- PH EMERGENCY	15	100	6	100	100	0
783-41800-31200-00001404	EQUIP MAINTENANCE & REPAIR- PANDEMIC FLU	6	100	0	100	100	0
783-41800-31530-00000000	MEDICAL/DENTAL & LAB SUPPLIES	0	0	0	0	0	0
783-41800-31530-00001402	MEDICAL/DENTAL & LAB SUPPLIES- HOSPITAL	0	0	-3,723.00	0	0	0
783-41800-31530-00001403	MEDICAL/DENTAL & LAB SUPPLIES- PH EMERGE	0	0	3,723.00	0	0	0
783-41800-31530-00001404	MEDICAL/DENTAL & LAB SUPPLIES- PANDEMIC	0	0	0	0	0	0
783-41800-32000-00000000	OFFICE EXPENSE	5,500.00	0	0	0	0	0
783-41800-32000-00001402	OFFICE EXPENSE- HOSPITAL PREPAREDNESS	1,474.00	180	244	502	502	0
783-41800-32000-00001403	OFFICE SUPPLIES- PH EMERGENCY	1,274.00	1,028.00	994	759	759	0
783-41800-32000-00001404	OFFICE EXPENSE- PANDEMIC FLU	191	67	84	314	314	0
783-41800-32450-00000000	CONTRACT SERVICES	1,082.00	0	0	0	0	0

COUNTY OF MONO

PUBLIC HEALTH - BIO-TERRORISM BUDGET COMPARISON REPORT

FUND 783: BIO-TERRORISM-PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
783-41800-32450-00001402	CONTRACT SERVICES- HOSPITAL PREPAREDNESS	0	7,000.00	0	0	0	0
783-41800-32450-00001403	CONTRACT SERVICES- PH EMERGENCY	0	0	0	0	0	0
783-41800-32450-00001404	CONTRACT SERVICES- PANDEMIC FLU	0	0	0	0	0	0
783-41800-32500-00000000	PROFESSIONAL & SPECIALIZED SER	0	0	0	0	0	0
783-41800-32950-00000000	RENTS & LEASES - REAL PROPERTY	5,817.00	0	7,853.00	0	0	0
783-41800-32950-00001402	RENTS & LEASES - REAL PROP- HOSPITAL PRE	4,695.00	6,745.00	3,977.00	6,120.00	6,120.00	0
783-41800-32950-00001403	RENTS & LEASES - REAL PROP- PH EMERGENCY	3,536.00	6,698.00	4,234.00	7,650.00	7,650.00	0
783-41800-32950-00001404	RENTS & LEASES - REAL PROP- PANDEMIC FLU	2,597.00	5,597.00	2,784.00	5,610.00	5,610.00	0
783-41800-32960-00000000	A-87 INDIRECT COSTS	10,459.00	0	0	0	0	0
783-41800-32960-00001402	A-87 INDIRECT COSTS	4,450.00	0	0	0	0	0
783-41800-32960-00001403	A-87 INDIRECT COSTS- PH EMERGENCY	3,136.00	0	0	0	0	0
783-41800-32960-00001404	A-87 INDIRECT COSTS- PANDEMIC FLU	2,273.00	0	0	0	0	0
783-41800-33120-00000000	SPECIAL DEPARTMENT EXPENSE	0	0	12,554.00	0	0	0
783-41800-33120-00001402	SPECIAL DEPARTMENT EXP- HOSPITAL PREPARE	66,538.00	37,940.00	6,578.00	29,242.00	29,242.00	0
783-41800-33120-00001403	SPECIAL DEPARTMENT EXP- PH EMERGENCY	236	0	1,244.00	2,500.00	2,500.00	0
783-41800-33120-00001404	SPECIAL DEPARTMENT EXP- PANDEMIC FLU	0	0	385	0	0	0
783-41800-33350-00000000	TRAVEL & TRAINING EXPENSE	2,879.00	2,592.00	17,738.00	0	0	0
783-41800-33350-00001402	TRAVEL & TRAINING EXP- HOSPITAL PREPARED	4,771.00	5,000.00	2,074.00	6,111.00	6,111.00	0
783-41800-33350-00001403	TRAVEL & TRAINING EXPENSE- PH EMERGENCY	100	0	0	317	317	0
783-41800-33350-00001404	TRAVEL & TRAINING EXP- PANDEMIC FLU	0	0	0	0	0	0
783-41800-33360-00000000	MOTOR POOL EXPENSE	0	0	0	0	0	0
783-41800-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	0	0	0
783-41800-53030-00001402	CAPITAL EQUIPMENT, \$5,000+- HOSPITAL PRE	0	0	0	0	0	0
783-41800-53030-00001403	CAPITAL EQUIPMENT, \$5,000+- PH EMERGENCY	0	0	0	0	0	0

COUNTY OF MONO

PUBLIC HEALTH - BIO-TERRORISM BUDGET COMPARISON REPORT

FUND 783: BIO-TERRORISM-PUBLIC HEALTH

DEPT 800: PUBLIC HEALTH

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
783-41800-53030-00001404	CAPITAL EQUIPMENT, \$5,000+- PANDEMIC FLU	0	0	0	0	0	0
783-41800-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	0	0	0
783-41800-60100-00001402	OPERATING TRANSFERS OUT- HOSPITAL PREPAR	0	0	0	0	0	0
783-41800-60100-00001403	OPERATING TRANSFERS OUT- PH EMERGENCY	0	0	0	0	0	0
783-41800-60100-00001404	OPERATING TRANSFERS OUT- PANDEMIC FLU	0	0	0	0	0	0
783-41800-72960-00000000	A-87 INDIRECT COSTS	0	376	376	0	0	0
783-41800-72960-00001402	A-87 INDIRECT COSTS- HOSPITAL PREPAR	0	0	0	341	341	0
783-41800-72960-00001403	A-87 INDIRECT COSTS- PH EMERGENCY	0	373	373	427	427	0
783-41800-72960-00001404	A-87 INDIRECT COSTS- PANDEMIC FLU	0	313	313	313	313	0
Total Expenditures		349,830.00	318,678.00	234,654.00	306,509.00	306,509.00	0
Total for DEPT 800: PUBLIC HEALTH		122,524.00	0	10,280.00	0	0	0

PUBLIC HEALTH – HEALTH EDUCATION

706-41847

DEPARTMENTAL FUNCTIONS

- Mandate from CA Public Health Department: “Indirectly and directly influence current and potential future tobacco users by creating a social milieu and legal climate in which tobacco becomes less desirable, less acceptable and less accessible.”
- Provide health promotion activities, media and policies related to chronic disease, youth risk behavior and community wellness.

MAJOR ACCOMPLISHMENTS IN FY 2013-14

- Participation in Multi Agency Commission, implementation of Mammoth High School youth symposium and health class education.
- Provided technical assistance, media for smoke free policy for events, businesses, multiunit housing and lodging resulting in 100% smoke free buildings and 20 foot perimeter policy for Mammoth Lakes Housing Authority passed April 5th 2014.
- Mammoth Lakes Comprehensive Tobacco Control Ordinance updated with electronic cigarette inclusion passed April 16th, 2014. Smoke free doorway signage was issued or replaced in over 100 businesses.
- Collaborated with Cerro Coso College in efforts to create a smoke free campus policy.
- Surveyed all 29 Mono County large and small markets to assess availability of healthy food choices, tobacco and alcohol products.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Collaborative development of a Mono County Employee Wellness policy.
- Advance smoke free college campus policy for Cerro Coso, Mammoth Campus.
- Create and implement a Healthy Retailer conference for all Mono Co. markets in April 2015.
- Continue implementation smoke free policy in multiunit housing complexes.
- Support all schools in delivering health curriculum.
- Sustain and enhance the ability of the health department to lead the Mono County Healthcare Coalition and all pertinent partners and stakeholders in planning, mitigation, response, and recovery from the human aspects of emergencies and disasters affecting our residents and visitors

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$18,423 in expenditures, and an increase of \$18,423 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the net cost to the fund is zero. No general fund money is requested for this fund.

Personnel Costs are slightly increased compared to the FY 2013-2014 Board Approved Budget, due to an increase in benefit costs.

Revenues –

Revenues in FY14-15 are similar to FY13-14. A transfer of realignment from Fund 105 is budgeted to cover the increased A-87 expense that is not grant reimbursable.

Grants:

State of California, CTCP (California Tobacco Control Program) grant, application submitted and approved, \$150,000 to be expended by 6/30/15

Personnel

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – A-87 expense is increased by \$24,863.00.

Support & Care of Persons – N/A

Fixed Assets – No fixed assets other than computers will be purchased in FY14-15.

FY 2014-2015 STATE FUNDING SUMMARY

State revenues appear to be stable for FY 14-15.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED – N/A

COUNTY OF MONO

PUBLIC HEALTH - HEALTH EDUCATION BUDGET COMPARISON REPORT

FUND 706: HEALTH EDUCATION (TOBACCO)

DEPT 847: HEALTH EDUCATION

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
706-41847-13080-00000000	AIDS EDU -H&S 11377C	861	1,000.00	72	100	100	0
706-41847-14010-00000000	INTEREST INCOME	-64	0	-55	0	0	0
706-41847-15250-00008514	ST: HEALTH ED-TOBACCO	150,000.00	150,000.00	119,738.00	150,000.00	150,000.00	0
706-41847-18100-00000000	OPERATING TRANSFERS IN	22,206.00	10,000.00	10,000.00	29,323.00	29,323.00	0
Total Revenues		173,003.00	161,000.00	129,755.00	179,423.00	179,423.00	0
Expenditures							
706-41847-21100-00000000	SALARY AND WAGES	74,010.00	0	32,870.00	0	0	0
706-41847-21100-00008514	SALARY AND WAGES-CTCP	0	76,341.00	31,682.00	78,888.00	78,888.00	0
706-41847-22100-00000000	EMPLOYEE BENEFITS	32,513.00	0	14,461.00	0	0	0
706-41847-22100-00008514	EMPLOYEE BENEFITS	0	34,233.00	14,008.00	34,780.00	34,780.00	0
706-41847-30280-00000000	TELEPHONE/COMMUNICATIONS	300	0	125	0	0	0
706-41847-30280-00008514	TELEPHONE/COMMUNICATIONS- CTCP	0	300	125	300	300	0
706-41847-30500-00008514	WORKERS' COMP INS EXPENSE	0	693	693	743	743	0
706-41847-30510-00008514	LIABILITY INSURANCE EXPENSE	0	526	526	531	531	0
706-41847-31200-00000000	EQUIP MAINTENANCE & REPAIR	25	0	0	0	0	0
706-41847-31200-00008514	EQUIP MAINTENANCE & REPAIR- CTCP	100	50	74	100	100	0
706-41847-32000-00008514	OFFICE EXPENSE- CTCP	2,491.00	1,150.00	606	292	292	0
706-41847-32450-00000000	CONTRACT SERVICES	600	0	0	0	0	0
706-41847-32450-00008514	CONTRACT SERVICES- CTCP	10,721.00	6,000.00	5,320.00	4,000.00	4,000.00	0
706-41847-32950-00000000	RENTS & LEASES - REAL PROPERTY	10,084.00	0	4,388.00	0	0	0
706-41847-32950-00008514	RENTS & LEASES-REAL PROP- CTCP	1,233.00	10,562.00	6,144.00	10,750.00	10,750.00	0
706-41847-32960-00000000	A-87 INDIRECT COSTS	-8,085.00	0	0	0	0	0
706-41847-33100-00008514	EDUCATION & TRAINING- CTCP	333	0	0	0	0	0
706-41847-33120-00000000	SPECIAL DEPARTMENT EXPENSE	-53	0	0	0	0	0
706-41847-33120-00008514	SPEC DEPT EXPENSE- CTCP	18,511.00	21,938.00	15,187.00	17,593.00	17,593.00	0
706-41847-33350-00008514	TRAVEL & TRAINING EXP- CTCP	1,696.00	3,249.00	1,053.00	625	625	0
706-41847-72960-00008514	A-87 INDIRECT COSTS- CTCP	0	5,958.00	5,958.00	30,821.00	30,821.00	0
Total Expenditures		144,479.00	161,000.00	133,220.00	179,423.00	179,423.00	0
Total for DEPT 847: HEALTH EDUCATION		28,524.00	0	-3,465.00	0	0	0

PUBLIC HEALTH - EMERGENCY MEDICAL SERVICES

100-42855

DEPARTMENTAL FUNCTIONS

Emergency Medical Services provides advanced life and basic life support to the residents and visitors of Mono County. We also provide first responder and CPR training to county employees and volunteer first responder agencies, such as Mammoth Ski Patrol, and the various volunteer fire agencies in the county.

MAJOR ACCOMPLISHMENTS IN FY 2014/15

- Brought the agencies new electronic patient care reporting system, “Imagetrend,” on line, and supplemented this system with in-house training to provide a solid foundation for timely turnaround on claims.
- Identified needed grant funding to provide new computer tablets capable of supporting the imagetrend program, and begin to move areas such as maintenance, drug inventories, and Paramedic and EMT (Emergency Medical Technician) license expirations to a paperless, accurate system within the program.
- Initiated a recruitment that eventually added 16 full and part time employees to our workforce. Four of the initial 16 received full time EMT status, thus reducing labor costs. The remaining 12 are used as reserve EMT’s, filling Paramedic overtime shifts at significantly lower labor costs. This reserve pool has also helped in filling two more positions, caused by retirements, with lower cost EMT’s.
- Identified funding to provide training to 8 of our employees to become Cardiopulmonary Resuscitation/Automatic External Defibrillator (CPR/AED) qualified trainers. This will provide the needed structure necessary to bring CPR/AED training to every county employee, community agencies, and community members in the near future.
- Established a Quality Assurance/Quality Improvement program, long missing from our program. This allows for identification of weak points in patient care, and finding ways to increase revenue through billing practices.
- Have reexamined the Training Officer position, and developed an action plan for the year. This plan has established a training calendar for the calendar year, and helped existing employees obtain free continuing education credits “in house.” This program will also be made available to the many volunteer agencies in our county, to help with license and certification retention.
- Have made our presence as a county more influential with our local emergency medical systems agency by sitting on committees that have an effect on day to day operations of our agency and the region.
- We have established billing services under county control with the help of the Finance Department, which decreases cost for this service and gives better overall structure on a significant revenue stream.
- Have initiated and placed in effect a long distance transfer policy, and have actually began servicing Mammoth hospital with needed patient transports to both Reno and Bishop. These transports have been historically refused by our agency.

DEPARTMENTAL GOALS FOR FY 2014/15

- Implement provisions of MOU when agreed upon.
- Implement a solid training program to all county employees covering first aid, CPR, and AED use.
- Establish a county wide AED program, recognized by our local emergency agency and the State of California.
- Identify and address needed rescue training within the ranks, with focus on aspects of our job description.

- Further research changes in reimbursement brought forth through the Affordable Care Act, and bring a comprehensive improvement plan forward to address such issues.
- Work more closely with the volunteer agencies within the county, and educate these agencies on our ability to help in certain situations.
- Bring EMS education and help with EMT/EMR (Emergency Medical Responder) retention in the Tri-Valley area.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014/15

Revenues

This year's budget request represents no changes in revenues, with billing and TOT taxes expected to stay as forecasted. At this early stage, increases in ambulance fees are an unknown; until definite language and action is taken by the federal government under the Affordable care Act. We do expect an increase, but wish to be conservative at this time. As always, the department will be actively pursuing grant monies to cover mandated equipment.

Personnel/Salaries

We have now realized an overall reduction in salary and overtime due to the hiring of six EMT's to replace the same amount of Paramedics. We have also cut overtime costs by at least half with the introduction of a reserve group, which allows straight time employees to fill what had been Paramedic overtime shifts.

Due to the success of this program, two of the reserves have assumed full time employment within the agency, filling two high paid long time Paramedics with lower cost EMT's. To fully utilize this group to their full potential, I recommend a recruitment to bring the reserve pool up to 15. This is also essential if current MOU language is approved.

With the above noted changes, we forecast salaries to decrease by at least \$247,316. We further expect overtime to be reduced by close to \$200,000. Employee benefits should also see a decrease of approximately \$73,785.

Services and Supplies

An increase in medical supplies, building maintenance, and household expenses totaling \$4200.00 is requested to compensate for inflation, computer replacement allocation, and copier charges.

Major Policy Considerations Being Requested

Local and State mandates are requiring the purchase of two new cardiac monitors. These monitors are capable of inter-facing with our new Imagetrend system, and thus provide exceptional patient benefit. Last year's request of \$30,000 for two monitors was never researched. Each monitor is \$38,000, plus tax. Shelf life for such monitors is upward of 15 years. These are "no frills" monitors, and are standard equipment.

COUNTY OF MONO

PUBLIC HEALTH - EMERGENCY MEDICAL SERVICES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 855: PARAMEDIC PROGRAM

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-42855-10100-08550000	TRANSIENT OCCUPANCY TAX- PARAMEDICS	402,520.00	382,000.00	308,083.00	382,000.00	382,000.00	0
100-42855-15310-00000000	ST: PUB SAFETY-PROP 172 SALES	0	336,250.00	294,940.00	336,250.00	336,250.00	0
100-42855-15340-00000000	ST: MADDY FUND REVENUE - PARAM	9,887.00	10,000.00	0	10,000.00	10,000.00	0
100-42855-16350-00000000	AMBULANCE FEES	768,873.00	950,000.00	799,407.00	950,000.00	950,000.00	0
100-42855-18100-00000000	OPERATING TRANSFERS IN (PARAMEDICS)	0	15,500.00	0	0	0	0
Total Revenues		1,181,280.00	1,693,750.00	1,402,430.00	1,678,250.00	1,678,250.00	0
Expenditures							
100-42855-21100-00000000	SALARY AND WAGES	1,727,602.00	1,752,435.00	1,439,822.00	1,607,901.00	1,607,901.00	0
100-42855-21120-00000000	OVERTIME	395,264.00	362,500.00	366,376.00	150,000.00	150,000.00	0
100-42855-21410-00000000	HOLIDAY PAY	145,402.00	121,728.00	101,791.00	119,373.00	119,373.00	0
100-42855-22100-00000000	EMPLOYEE BENEFITS	1,205,889.00	1,272,949.00	1,039,536.00	1,199,164.00	1,199,164.00	0
100-42855-30120-00000000	UNIFORM ALLOWANCE	21,537.00	19,000.00	16,689.00	18,000.00	18,000.00	0
100-42855-30122-00000000	UNIFORM/SAFETY GEAR	0	0	2,402.00	0	0	0
100-42855-30280-00000000	TELEPHONE/COMMUNICATIONS	17,112.00	17,000.00	17,069.00	12,000.00	12,000.00	0
100-42855-30350-00000000	HOUSEHOLD EXPENSES	6,531.00	5,200.00	5,153.00	5,000.00	5,000.00	0
100-42855-30500-00000000	WORKERS' COMP INS EXPENSE	0	19,459.00	19,459.00	26,438.00	26,438.00	0
100-42855-30510-00000000	LIABILITY INSURANCE EXPENSE	1,910.00	15,150.00	15,150.00	17,703.00	17,703.00	0
100-42855-31200-00000000	EQUIP MAINTENANCE & REPAIR	17,251.00	11,000.00	11,683.00	7,500.00	7,500.00	0
100-42855-31400-00000000	BUILDING/LAND MAINT & REPAIR	21	750	0	2,000.00	2,000.00	0
100-42855-31530-00000000	MEDICAL/DENTAL & LAB SUPPLIES	39,375.00	38,000.00	36,465.00	38,000.00	38,000.00	0
100-42855-31700-00000000	MEMBERSHIP FEES	0	1,300.00	720	1,300.00	1,300.00	0
100-42855-32000-00000000	OFFICE EXPENSE	10,678.00	16,400.00	15,914.00	8,000.00	8,000.00	0
100-42855-32450-00000000	CONTRACT SERVICES	8,393.00	8,500.00	4,600.00	5,000.00	5,000.00	0
100-42855-32500-00000000	PROFESSIONAL & SPECIALIZED SER	60,580.00	55,250.00	57,899.00	0	0	0
100-42855-32950-00000000	RENTS & LEASES - REAL PROPERTY	6,901.00	12,500.00	3,889.00	4,000.00	4,000.00	0
100-42855-32960-00000000	A-87 INDIRECT COSTS	255,776.00	0	0	0	0	0
100-42855-33010-00000000	SMALL TOOLS & INSTRUMENTS	0	0	10	0	0	0
100-42855-33100-00000000	EDUCATION & TRAINING	5,078.00	3,500.00	4,405.00	7,500.00	7,500.00	0

COUNTY OF MONO

PUBLIC HEALTH - EMERGENCY MEDICAL SERVICES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 855: PARAMEDIC PROGRAM

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-42855-33350-00000000	TRAVEL & TRAINING EXPENSE	6,515.00	7,000.00	5,893.00	7,000.00	7,000.00	0
100-42855-33351-00000000	VEHICLE FUEL COSTS	34,693.00	35,000.00	30,170.00	40,000.00	40,000.00	0
100-42855-33360-00000000	MOTOR POOL EXPENSE	128,408.00	145,000.00	115,042.00	140,000.00	140,000.00	0
100-42855-33600-00000000	UTILITIES	26,195.00	26,000.00	23,774.00	26,000.00	26,000.00	0
100-42855-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	20,254.00	0	0	0	0	0
100-42855-47020-00000000	CONTRIBUTIONS TO NON-PROFIT OR	150,000.00	0	0	0	0	0
100-42855-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	6,100.00	6,040.00	0	0	0
100-42855-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,507.00	0	0	0
Total Expenditures		4,291,365.00	3,951,721.00	3,341,458.00	3,441,879.00	3,441,879.00	0
Total for DEPT 855: PARAMEDIC PROGRAM		-3,110,085.00	-2,257,971.00	-1,939,028.00	-1,763,629.00	-1,763,629.00	0

POLICY ITEM REQUEST FORM

Department: EMS

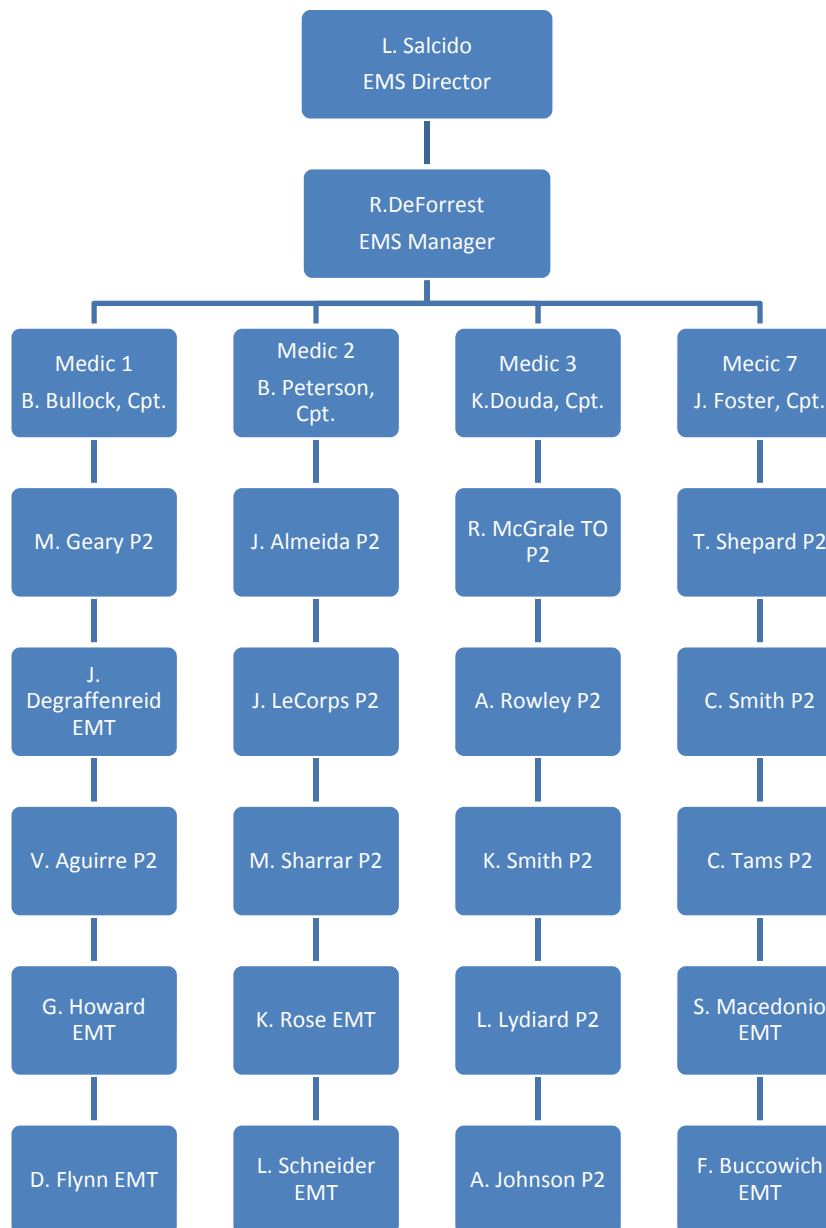
Description of Program/Equipment:

(2) Zoll Heart Monitors, mandatory equipment effective 2014. These are new monitors that provide several componets necessary to meet the local and state requirements for cardiac monitoring, end tidal CO2 readings, pulse oximetry, pacing ability, and defibrillation..

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	76,000
Work Space:	_____	
Other:	_____	
Total One-Time Cost:	=====	76,000
Total Cost:	=====	76,000

Revenue: Describe any revenue to offset the cost of the policy item



Reserves:

P. Levy
 K. McBride
 A. Tomier
 H. Hensler
 T. Tunget
 K. Reynolds
 S. McCabe
 B. Reed
 N. Curti

PUBLIC WORKS

100-17720

DEPARTMENTAL FUNCTIONS

Provide engineering and project management support to various Road, Facility, Airport, Land Development, Floodplain Management, and Drainage projects. Manage and maintain existing infrastructure assets (roads, bridges, drainage structures, airports, etc.) in Mono County.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

Construction engineering, contract administration, and inspection of the following projects:

- School Street Plaza
- Bridgeport Streets
- Lee Vining Streets
- Aspen Road Paving Project

Planning, project management, and engineering design of the following projects:

- Chalfant Streets
- June Lake Streets
- Rock Creek Road
- Project Study Reports for the 2014 STIP Cycle (Airport Road, Convict Lake Road, and County-wide Preventative Maintenance)

DEPARTMENTAL GOALS FOR FY 2014-2015

Construction engineering, contract administration, and inspection of the following projects:

- Chalfant Streets
- June Lake Streets
- Oversight of Rock Creek Road Rehabilitation
- Topaz Lane Bridge Repairs
- Mountain Gate Phase II

Planning, project management, and engineering design of the following projects:

- Prepare CEQA document and provide match for Convict Lake Road Rehabilitation
- Review Federal Highway Administration design of Convict Lake Road Rehabilitation
- See Airports Goals

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$151,472 in expenditures, and revenues are flat, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost increased by \$151,472.

Personnel Costs increased by \$181,936 compared to the FY 2013-2014 Board Approved Budget, due to hiring of an Associate Engineer III and allocating 20% of Jeff Walters Public Works Director salary to Public Works.

Revenues – While shown flat, there is a potential for additional revenues if staff can dedicate more time to Mono LTC projects. Capacity gained by the Associate Engineer III hire may allow us to increase this at mid-year.

Personnel –The Department’s Requested Budget represents an increase of one in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – Services and Supplies Costs decreased by \$30,464 compared to the FY 2013-2014 Board Approved Budget. The line items seeing the greatest savings are Professional Services, Travel Expense, and Office Supplies. Professional Services was reduced primarily because of increased workload capacity created by the recent hiring of an Associate Engineer III.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

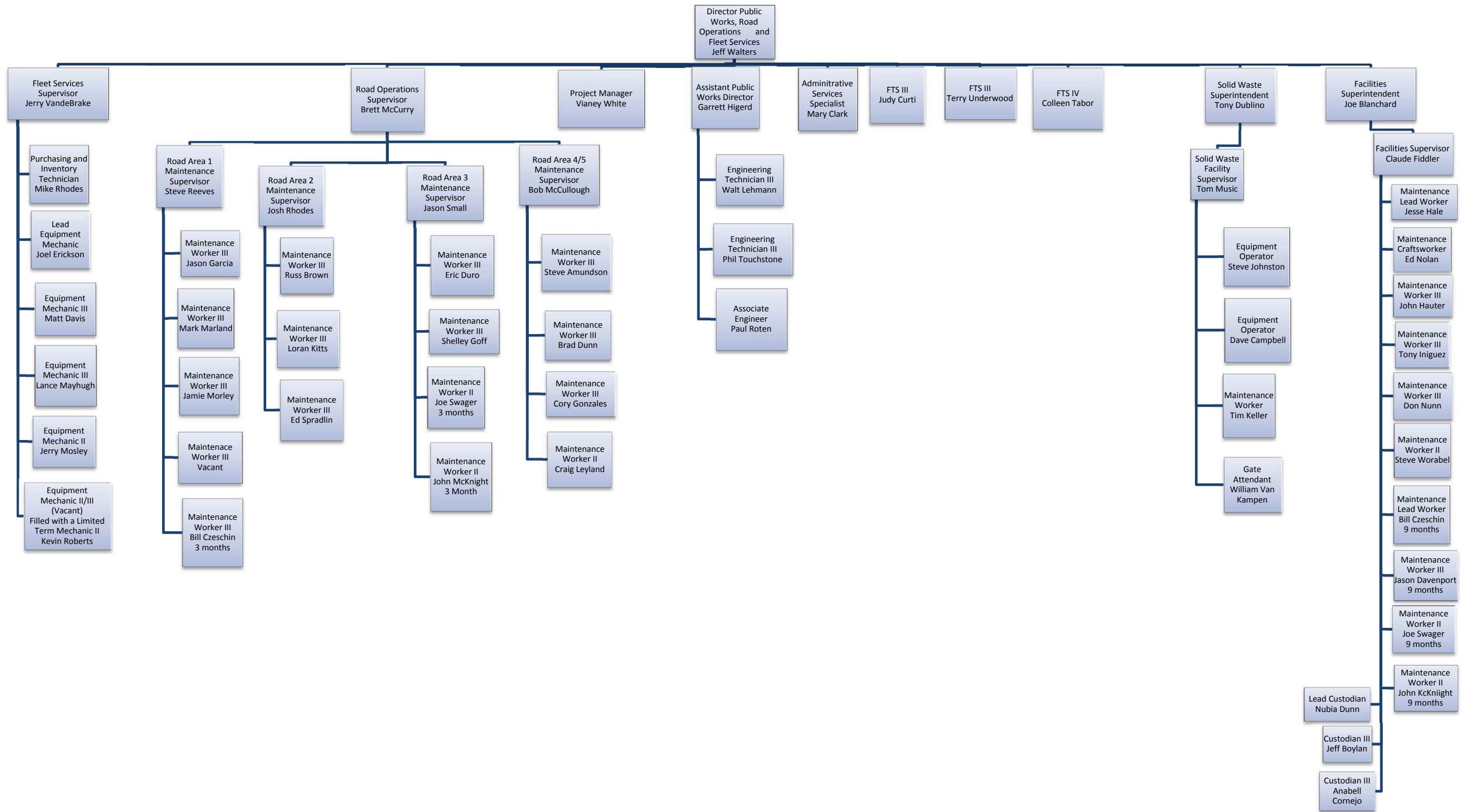
**COUNTY OF MONO
PUBLIC WORKS BUDGET COMPARISON REPORT**

FUND 100: GENERAL FUND

DEPT 720: PUBLIC WORKS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-17720-16100-00000000	ENGINEERING SERVICES-PW	31,085.00	5,000.00	0	5,000.00	5,000.00	0
100-17720-16240-00000000	LABOR REIMBURSEMENT	0	0	417	0	0	0
Total Revenues		31,085.00	5,000.00	417	5,000.00	5,000.00	0
Expenditures							
100-17720-21100-00000000	SALARY AND WAGES	348,696.00	365,244.00	300,182.00	472,315.00	472,315.00	0
100-17720-21120-00000000	OVERTIME	0	2,500.00	0	1,000.00	1,000.00	0
100-17720-22100-00000000	EMPLOYEE BENEFITS	177,527.00	177,076.00	155,072.00	253,441.00	253,441.00	0
100-17720-30280-00000000	TELEPHONE/COMMUNICATIONS	1,900.00	2,313.00	1,897.00	3,300.00	3,300.00	0
100-17720-30500-00000000	WORKERS' COMP INS EXPENSE	0	2,245.00	2,245.00	3,028.00	3,028.00	0
100-17720-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,070.00	2,070.00	5,264.00	5,264.00	0
100-17720-31200-00000000	EQUIP MAINTENANCE & REPAIR	1,421.00	1,000.00	216	600	600	0
100-17720-31700-00000000	MEMBERSHIP FEES	1,417.00	2,700.00	1,725.00	2,300.00	2,300.00	0
100-17720-32000-00000000	OFFICE EXPENSE	13,025.00	17,000.00	13,172.00	13,400.00	13,400.00	0
100-17720-32360-00000000	CONSULTING SERVICES	500	0	0	0	0	0
100-17720-32450-00000000	CONTRACT SERVICES	1,029.00	2,000.00	1,035.00	2,000.00	2,000.00	0
100-17720-32500-00000000	PROFESSIONAL & SPECIALIZED SER	13,834.00	38,500.00	13,403.00	15,000.00	15,000.00	0
100-17720-32800-00000000	PUBLICATIONS & LEGAL NOTICES	61	500	390	250	250	0
100-17720-32960-00000000	A-87 INDIRECT COSTS	437,116.00	0	0	0	0	0
100-17720-33120-00000000	SPECIAL DEPARTMENT EXPENSE	0	600	0	0	0	0
100-17720-33350-00000000	TRAVEL & TRAINING EXPENSE	16,657.00	11,978.00	5,582.00	6,000.00	6,000.00	0
100-17720-33351-00000000	VEHICLE FUEL COSTS	2,836.00	2,700.00	1,228.00	2,500.00	2,500.00	0
100-17720-33360-00000000	MOTOR POOL EXPENSE	2,944.00	3,500.00	1,386.00	3,500.00	3,500.00	0
100-17720-33600-70030000	UTILITIES-STREET LIGHTING	33,393.00	36,500.00	29,377.00	36,000.00	36,000.00	0
100-17720-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	3,616.00	0	0	0
Total Expenditures		1,052,356.00	668,426.00	532,596.00	819,898.00	819,898.00	0
Total for DEPT 720: PUBLIC WORKS		-1,021,271.00	-663,426.00	-532,179.00	-814,898.00	-814,898.00	0

Public Works Organizational Chart



PUBLIC WORKS - AIRPORTS

600-32760

DEPARTMENTAL FUNCTIONS

Operate and maintain Bryant Field and Lee Vining Airport. Prepare airport planning documents. Submit annual Airport Capital Improvement Programs (ACIPs) to the Federal Aviation Administration (FAA) and the State of California Department of Transportation Division of Aeronautics (Cal Aero). Apply for, and administer, grants to complete ACIP projects. Administer leases and sub-leases on airport property. Facilitate annual compliance inspections by Cal Aero and make corrections as necessary.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Closed-out FAA grant for the Bryant Field Airport reconstruction.
- Secured grants and initiated Airport Layout Plan (ALP) updates for both airports.
- Initiated lease renewal for Lee Vining Airport with Los Angeles Department of Water and Power (LADWP).
- Closed-out General Construction permit for Lee Vining Airport due to re-vegetation efforts.
- Analyzed cost/benefit of options to build and maintain hangars.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Complete ALPs for both Bryant Field and Lee Vining Airport.
- Continue working with LADWP on long term lease for Lee Vining Airport (current lease expires 08/31/15).
- Apply for grant funding for engineering and right-of-way acquisition for the Stock Drive Realignment project at Bryant Field.
- Assist Community Development grant application for a County-wide Airport Land Use Compatibility Plan (Mammoth-Yosemite, Lee Vining Airport, and Bryant Field).
- Continue to analyze cost/benefit of options to build and maintain hangars.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

This budget is an Enterprise fund and revenues and expenditures vary from year to year depending on the schedules of grant-funded projects. The Department's FY 2014-2015 Requested Budget includes \$131,818 in revenues and \$173,556 in expenditures. There are ample reserves to cover this deficit, but the fund balance in this Enterprise fund is projected to decrease by \$41,738.

There are no personnel costs in this budget.

Revenues – FAA grants for ALP updates will increase revenues by \$47,574 each (\$95,148 total).

Personnel – N/A

Services & Supplies – A-87 increased by \$6,152. Increase in cost to purchase fuel for sale, based on 2013/14 actuals.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

The program receives \$20,000 annually in state funding (\$10,000 for each airport). This funding is expected to remain stable at this point. Changes in this funding would result in staff asking the Board to consider increases in the mark-up charged for fuel or to tie-down fees.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
PUBLIC WORKS - AIRPORTS BUDGET COMPARISON REPORT

FUND 600: AIRPORT ENTERPRISE FUND

DEPT 760: AIRPORTS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
600-32760-14010-00000000	INTEREST INCOME	-1,418.00	0	595	470	470	0
600-32760-14050-00000000	RENTAL INCOME	100	0	1,100.00	1,200.00	1,200.00	0
600-32760-15010-70010000	ST: STATE AID-AIRPORTS/LEE VINING	10,000.00	10,000.00	0	10,000.00	10,000.00	0
600-32760-15010-70020000	ST: STATE AID-AIRPORTS/BRYANT FIELD	10,000.00	10,000.00	0	10,000.00	10,000.00	0
600-32760-15650-70010000	FED: FEDERAL AID-AIRPORTS LV	14,168.00	0	1,836.00	47,574.00	47,574.00	0
600-32760-15650-70020000	FED: FEDERAL AID-AIRPORTS-BRYANT FIELD	2,211,937.00	96,796.00	263,576.00	47,574.00	47,574.00	0
600-32760-16415-00000000	AIRPORT FEES	11,635.00	12,000.00	13,660.00	15,000.00	15,000.00	0
Total Revenues		2,256,422.00	128,796.00	280,767.00	131,818.00	131,818.00	0
Expenditures							
600-32760-30270-00000000	ADMINISTRATION EXPENSE	13,148.00	0	0	0	0	0
600-32760-30280-00000000	TELEPHONE/COMMUNICATIONS	1,992.00	2,100.00	2,071.00	2,100.00	2,100.00	0
600-32760-30510-00000000	LIABILITY INSURANCE EXPENSE	2,987.00	3,000.00	2,987.00	2,987.00	2,987.00	0
600-32760-31400-00000000	BUILDING/LAND MAINT & REPAIR	43,286.00	20,400.00	15,371.00	28,400.00	28,400.00	0
600-32760-32002-00000000	AVIATION FUEL	9,620.00	20,000.00	13,712.00	14,000.00	14,000.00	0
600-32760-32950-00000000	RENTS & LEASES - REAL PROPERTY	2,253.00	2,300.00	2,259.00	2,300.00	2,300.00	0
600-32760-32960-00000000	A-87 INDIRECT COSTS	2,615.00	0	0	0	0	0
600-32760-33120-00000000	SPECIAL DEPARTMENT EXPENSE	963	1,300.00	1,151.00	1,300.00	1,300.00	0
600-32760-33350-00000000	TRAVEL & TRAINING EXPENSE	747	0	0	0	0	0
600-32760-33600-00000000	UTILITIES	4,590.00	4,400.00	3,898.00	4,400.00	4,400.00	0
600-32760-52011-70010000	BUILDINGS & IMPROVEMENTS-LEE VINING	7,318.00	0	2,040.00	52,860.00	52,860.00	0
600-32760-52011-70020000	BUILDINGS & IMPROVEMENTS-BRYANT FIELD	2,448,042.00	50,000.00	57,262.00	52,860.00	52,860.00	0
600-32760-72960-00000000	A-87 INDIRECT COSTS	0	6,197.00	6,197.00	12,349.00	12,349.00	0
Total Expenditures		2,537,561.00	109,697.00	106,948.00	173,556.00	173,556.00	0
Total for DEPT 760: AIRPORTS		-281,139.00	19,099.00	173,819.00	-41,738.00	-41,738.00	0

PUBLIC WORKS - CAMPGROUNDS
605-71899

DEPARTMENTAL FUNCTIONS

Provide a unique campground experience to constituents and visitors to Mono County. Maintain the campground including roads around campground, individual camp sites, as well as restroom facilities.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Developed a long term capital improvement plan.
- Continued to add bear boxes to individual sites

DEPARTMENTAL GOALS FOR FY 2014-2015

The goals for the 2014-2015 Campground budget was to “Continue ongoing overall maintenance of the campground, as well as focus on adding more bear boxes to existing campgrounds.”

In response to the aforementioned goals the facilities staff worked with Don Baxter, Campground Manager, to develop a long term capital spending plan. We have taken an inventory of the needs for the campground such as road repairs, spring rehabilitation, septic storage tank removal, picnic benches, etc. and will include these needs in the Fee Workshop which will discuss raising campground fees to accommodate these improvements.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department’s FY 2014-2015 Requested Budget represents an overall increase of \$13,120 in expenditures which is a direct result of a significant increase in liability insurance as well as an increase in lease expense from SCE, and no change in revenues, when compared to the FY 2013-2014 Board Approved Budget. It should also be noted that the Campground budget is an enterprise fund that has a fund balance and does not affect the General fund.

COUNTY OF MONO

PUBLIC WORKS - CAMPGROUNDS BUDGET COMPARISON REPORT

FUND 605: CAMPGROUND ENTERPRISE FUND

DEPT 899: CAMPGROUNDS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
605-71899-14010-00000000	INTEREST INCOME	525	400	365	400	400	0
605-71899-16401-00000000	CAMPGROUND FEES	33,586.00	27,000.00	25,777.00	27,000.00	27,000.00	0
Total Revenues		34,111.00	27,400.00	26,142.00	27,400.00	27,400.00	0
Expenditures							
605-71899-30350-00000000	HOUSEHOLD EXPENSES	0	700	0	0	0	0
605-71899-30510-00000000	LIABILITY INSURANCE EXPENSE	0	3,098.00	3,098.00	18,084.00	18,084.00	0
605-71899-31400-00000000	BUILDING/LAND MAINT & REPAIR	5,808.00	9,500.00	665	9,500.00	9,500.00	0
605-71899-32000-00000000	OFFICE EXPENSE	0	500	484	500	500	0
605-71899-32450-00000000	CONTRACT SERVICES	14,184.00	20,100.00	12,586.00	19,900.00	19,900.00	0
605-71899-32950-00000000	RENTS & LEASES - REAL PROPERTY	600	600	700	700	700	0
605-71899-32960-00000000	A-87 INDIRECT COSTS	631	0	0	0	0	0
605-71899-33119-00000000	TOT EXPENSES	3,607.00	0	628	0	0	0
605-71899-60100-00000000	OPERATING TRANSFERS OUT	0	3,600.00	0	3,600.00	3,600.00	0
605-71899-72960-00000000	A-87 INDIRECT COSTS	0	4,536.00	4,536.00	3,470.00	3,470.00	0
Total Expenditures		24,830.00	42,634.00	22,697.00	55,754.00	55,754.00	0
Total for DEPT 899: CAMPGROUNDS		9,281.00	-15,234.00	3,445.00	-28,354.00	-28,354.00	0

PUBLIC WORKS - CAPITAL IMPROVEMENT PROGRAM 195-18000

DEPARTMENTAL FUNCTIONS

The Capital Improvement Program (CIP) represents Board-approved projects, or funds set aside for future projects, that each exceed \$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.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

Completed Projects

- Clean Air Project Program (CAPP) funded photovoltaic & solar hot water projects for Lee Vining and Crowley Lake Community Centers.
- Sierra Center Mall Child Welfare space remodel.

DEPARTMENTAL GOALS FOR FY 2014-2015

Ongoing Projects

- Antelope Valley Community Center addition.
- Bridgeport Memorial Hall ADA project-CSA #5 funding.
- Annex II ADA access.
- Mountain Gate Fishing Access phase II.
- Chalfant Park Development.
- Crowley Lake Ballfield concession, restroom, facility.

DEPARTMENTAL BUDGET REQUEST FOR FY 2013-2014

The Department's FY 2013-2014 Requested Budget represents projects that have already received funding approval by the Board of Supervisors. Any new projects would require a funding allocation by the Board.

There are no personnel costs in the CIP budget.

Revenues – Revenues for this budget are based on approved projects.

Personnel – Labor for CIP projects is cost applied to the project.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Fixed Assets – Expenditures in this budget are based on approved projects.

COUNTY OF MONO

PUBLIC WORKS - CAPITAL IMPROVEMENT PROGRAM BUDGET COMPARISON REPORT

FUND 195: CAPITAL IMPROVEMENT PROJECTS

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
195-18000-15050-00000000	ST: GB AIR POLLUTION CNTL DIST	34,680.00	10,000.00	10,000.00	0	0	0
195-18000-15900-00000000	OTH: OTHER GOVT AGENCIES	140,000.00	800,000.00	0	915,000.00	915,000.00	0
195-18000-17050-00000000	DONATIONS & CONTRIBUTIONS	400	300	300	0	0	0
195-18000-18100-00000000	OPERATING TRANSFERS IN	313,876.00	1,016,701.00	16,701.00	0	0	0
Total Revenues		488,956.00	1,827,001.00	27,001.00	915,000.00	915,000.00	0
Expenditures							
195-18000-52011-00000000	BUILDINGS & IMPROVEMENTS	346,890.00	2,513,774.00	200,077.00	1,363,583.00	1,363,583.00	0
195-18000-60100-00000000	OPERATING TRANSFERS OUT	158,220.00	41,442.00	0	51,093.00	51,093.00	0
Total Expenditures		505,110.00	2,555,216.00	200,077.00	1,414,676.00	1,414,676.00	0
Total for DEPT 000: GENERAL		-16,154.00	-728,215.00	-173,076.00	-499,676.00	-499,676.00	0

CAP IMPROVEMENTS	Account	Description	12/13 Actual	13/14 Budget	13/14 Actual	13/14 Encumbrance	13/14 Projected	14/15 Requested	Comment
Revenues	195-REV -1511-0000	AIR POLLUTION GRANT	\$34,680.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	
	195-REV -1590-0000	OTHER - GOVERNMENT AGENCIES	\$140,000.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$400,000.00	
	195-REV -1701-0000	MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	195-REV -1705-0000	DONATIONS AND CONTRIBUTIONS	\$400.00	\$0.00	\$300.00	\$0.00	\$300.00	\$0.00	
	195-REV -1810-0000	OPERATING TRANSFER IN	\$313,875.84	\$1,005,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	Carb Requirements
	195-REV -1811-0000	REVENUE TRANSFER IN	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$515,000.00	Transfer from CSA #5/CSA #1
		TOTAL REVENUE	\$488,955.84	\$1,815,000.00	\$15,300.00	\$0.00	\$15,300.00	\$915,000.00	
Expenditures									
	195-CAPIMPROV-5201-5222	PARAMEDIC IMPROVEMENTS	\$0.00	\$23,000.00	\$1,503.33	\$0.00	\$1,503.33	\$0.00	Close Project FY 14-15
	195-CAPIMPROV-5201-5234	MOUNTAIN GATE FISHING ACCESS	\$466.00	\$385,302.00	\$3,624.50	\$23,887.50	\$27,512.00	\$357,790.00	
	195-CAPIMPROV-5201-5245	WALKER WELLNESS CENTER	\$19,860.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Close Project 10-31-13
	195-CAPIMPROV-5201-5246	MEMORIAL HALL - SET-ASIDE	\$13,428.38	\$55,110.28	\$26,683.52	\$22,906.48	\$49,590.00	\$5,520.28	
	195-CAPIMPROV-5201-5248	JUNE LAKE VISITOR CENTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Close Project 10-31-13
	195-CAPIMPROV-5201-5251	ANIMAL CONTROL / ADMIN BLDG	\$117,018.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Close Project 10-31-13
	195-CAPIMPROV-5201-5253	SOLAR PROJECT - CAPP GRANT	\$0.00	\$44,680.00	\$44,073.18	\$0.00	\$44,073.18	\$0.00	
	195-CAPIMPROV-5201-5259	WALKER COMMUNITY CENTER - ADDITION	\$1,170.00	\$145,272.56	\$57,740.91	\$17,602.08	\$75,342.99	\$69,929.00	
	195-CAPIMPROV-5201-5260	CHALFANT PARK	\$4,524.50	\$24,521.50	\$1,132.63	\$0.00	\$1,132.63	\$23,388.00	
	195-CAPIMPROV-5201-5273	MEMORIAL HALL - ADA ACCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Close Project 10-31-13
	195-CAPIMPROV-5201-5281	CROWLEY BALLFIELD CONCESSION STAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$115,000.00	Transfer from CSA #1
	195-CAPIMPROV-5201-5282	AG BUILDING - SET-ASIDE	\$0.00	\$248,597.50	\$0.00	\$0.00	\$0.00	\$248,597.50	
	195-CAPIMPROV-5201-5283	CROWLEY LAKE MAILBOXES	\$0.00	\$10,500.00	\$0.00	\$0.00	\$0.00	\$10,500.00	
	195-CAPIMPROV-5201-5287	ANNEX 1 - ADA IMPROVEMENTS	\$0.00	\$46,786.03	\$3,800.00	\$0.00	\$3,800.00	\$42,986.00	
	195-CAPIMPROV-5201-5288	JUNE LAKE COMM CTR - ADA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	195-CAPIMPROV-5201-5289	ANNEX 2 - AIR CIRC/WINDOW REPLACE	\$15,604.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Transfer \$5995.60 to Annex 2 ADA
	195-CAPIMPROV-5201-5294	ANNEX 1 - WINDOW REPLACEMENT	\$7,520.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Transfer \$371.68 to Annex 2 ADA
	195-CAPIMPROV-5201-5296	CHILD WELFARE REMODEL	\$1,867.19	\$40,132.81	\$10,536.84	\$0.00	\$10,536.84	\$0.00	Close Project FY 14-15
	195-CAPIMPROV-5201-5298	HOSPITAL BOILER REPLACEMENT	\$63,062.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Transfer \$30,000 Lower Rock Creek
	195-CAPIMPROV-5201-5299	MEMORIAL HALL RENOVATIONS	\$10,128.16	\$489,871.84	\$0.00	\$0.00	\$0.00	\$489,871.84	Transfer from CSA #5 - \$400,000
	195-CAPIMPROV-5201-5300	CARB REQUIREMENTS	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
	195-CAPIMPROV-6010-0000	CIP CLOSURE TRANSFERS	\$158,219.59	\$41,441.51	\$0.00	\$0.00	\$0.00	\$51,093.00	Transfer to Road \$30,000
		CIP - LAND AND IMPROVEMENTS	\$412,870.70	\$2,555,216.03	\$149,094.91	\$64,396.06	\$213,490.97	\$1,414,675.62	
		REVENUE LESS EXPENDITURES	\$76,085.14	-\$740,216.03	-\$133,794.91	-\$64,396.06	-\$198,190.97	-\$499,675.62	

PUBLIC WORKS - CEMETERY FUND
610-27700

DEPARTMENTAL FUNCTIONS

Responsible for maintaining the Bridgeport, Mono Lake, and Mount Morrison Cemeteries.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- The Roads Department set two new asphalt grindings roads along with drainage swales at the Bridgeport Cemetery. County received \$20,000 from CSA #5 to assist with the road installation costs.
- Site plan for Mt. Morrison Cemetery has been completed along with the revision of plot sizes as necessary to accommodate site conditions.
- On track to finalize the site plan for Mono Lake Cemetery with the Bridgeport Cemetery to follow.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Finalize the site plans for the Mono Lake Cemetery then the Bridgeport Cemetery by contacting as many families as possible to confirm their family plot reservations. Any reservations that cannot be confirmed will be left in place and details on unclaimed reservations will be addressed in the ordinance.
- As funding permits, install development staking at the Mono Lake Cemetery then the Bridgeport Cemetery to assist with plot layout for burials.
- Progress Report: Converted multiple sets of maps into one master site plan for each cemetery. In process of contacting families to confirm their family plot reservations. The installation of development staking and setting grave markers for the unmarked/unknown gravesites for Bridgeport Cemetery and Mono Lake Cemeteries will be conducted as funding permits. The ordinance remains to be finalized once the site plans are completed.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$34,844 in expenditures, and a decrease of \$28,325 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost to the Cemetery fund is \$0.

Revenues – N/A

Personnel – N/A

Services & Supplies – General maintenance, plot staking and payment of propane fees.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None for FY 14-15.

Future phases of projects include;

- Setting grave markers for the unmarked/unknown gravesites
- Creating access roads for the Bridgeport and Mono Lake Cemeteries
- Landscaping and Irrigation at all three cemeteries

COUNTY OF MONO

PUBLIC WORKS - CEMETERY FUND BUDGET COMPARISON REPORT

FUND 610: CEMETERY ENTERPRISE FUND

DEPT 700: CEMETERIES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
610-27700-14010-00000000	INTEREST INCOME	631	200	159	175	175	0
610-27700-16400-00000000	CEMETERY PLOT FEES	0	800	0	0	0	0
610-27700-17010-00000000	MISCELLANEOUS REVENUE	456	0	1,368.00	0	0	0
610-27700-17050-61110000	DONATIONS & CONTRIBUTIONS: BRIDGEPORT	0	20,000.00	20,000.00	0	0	0
610-27700-18100-00000000	OPERATING TRANSFERS IN	25,000.00	0	0	0	0	0
610-27700-18100-61110000	OPERATING TRANSFERS IN: BRIDGEORT	0	9,500.00	9,500.00	1,000.00	1,000.00	0
610-27700-18100-61120000	OPERATING TRANSFERS IN: MONO LAKE	0	0	0	1,000.00	1,000.00	0
Total Revenues		26,087.00	30,500.00	31,027.00	2,175.00	2,175.00	0
Expenditures							
610-27700-30350-00000000	HOUSEHOLD EXPENSES	0	100	0	0	0	0
610-27700-31400-00000000	BUILDING/LAND MAINT & REPAIR	7,122.00	36,419.00	2,450.00	1,925.00	1,925.00	0
610-27700-32450-00000000	CONTRACT SERVICES	68,694.00	0	0	0	0	0
610-27700-33600-00000000	UTILITIES	0	500	233	0	0	0
610-27700-33600-61120000	UTILITIES: MONO LAKE	0	0	0	250	250	0
Total Expenditures		75,816.00	37,019.00	2,683.00	2,175.00	2,175.00	0
Total for DEPT 700: CEMETERIES		-49,729.00	-6,519.00	28,344.00	0	0	0

PUBLIC WORKS - ZONES OF BENEFIT

739-27720

DEPARTMENTAL FUNCTIONS

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

MAJOR ACCOMPLISHMENTS IN FY 2012-2013

Provided groundwater monitoring for the following Zone of Benefit:

Rimrock Ranch-Zone B

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

June Lake Highlands #1
Lakeridge Ranch #1
Osage Circle
Premier Properties
Rimrock Ranch-Zone C
Rimrock Ranch-T37-49A
Sierra Meadows
Silver Lake Pines

Staff continues to assess roads for maintenance needs and balances this with available funding.

DEPARTMENTAL GOALS FOR FY 2013-2014

Engineering staff will prepare a long term maintenance program that incorporates information from the updated Pavement Management System and engineering studies to better plan for and implement preventative maintenance.

Significant maintenance will occur in Osage Circle this year concurrent with the Chalfant Streets Rehabilitation project.

Utilize Road Department Staff to perform maintenance and support Road fund.

DEPARTMENTAL BUDGET REQUEST FOR FY 2013-2014

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$15,450 in expenditures, and an overall decrease of \$7,330 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost increased by \$22,780. In FY 2013-2014, the contingency of \$536,319 was used to offset the fund balance.

This budget is a Special Revenue fund and revenues were established by engineering cost estimates. Revenues increase annually according to the Consumer Price Index (CPI) and expenditures vary from year to year depending on the schedules of maintenance and snow removal needs. The Department's FY 2014-2015 Requested Budget includes \$111,555 in assessment revenues and \$107,000 in expenditures. This budget has no general fund impact.

Revenues – Revenues are based on approved special assessments for each zone of benefit.

Personnel – N/A.

Services & Supplies – Some purchases may occur to maintain roads.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2013-2014 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
PUBLIC WORKS - CWSA BUDGET COMPARISON REPORT

FUND 739: COUNTYWIDE SERVICE AREA

DEPT 720: PUBLIC WORKS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
739-27720-14010-75010000	INTEREST INCOME-RIMROCK RANCH Z-B	334	275	221	275	275	0
739-27720-14010-75020000	INTEREST INCOME-RIMROCK RANCH Z-C	851	650	290	300	300	0
739-27720-14010-75030000	INTEREST INCOME-RIMROCK RANCH	350	275	122	150	150	0
739-27720-14010-75040000	INTEREST INCOME-SIERRA MEADOWS	702	500	507	500	500	0
739-27720-14010-75050000	INTEREST INCOME-PREMIER PROPERTIES	41	35	29	30	30	0
739-27720-14010-75060000	INTEREST INCOME-OSAGE CIRCLE	334	250	240	250	250	0
739-27720-14010-75070000	INTEREST INCOME-SILVER LAKES PINES	251	200	214	250	250	0
739-27720-14010-75080000	INTEREST INCOME-LAKERIDGE	1,239.00	950	805	850	850	0
739-27720-14010-75090000	INTEREST INCOME-HIGHLANDS	1,658.00	1,300.00	1,103.00	1,200.00	1,200.00	0
739-27720-14010-75100000	INTEREST INCOME-JUNE LAKE STORM DR	760	500	503	525	525	0
739-27720-16055-75010000	SPECIAL ASSESSMENTS-RIMROCK RANCH Z-B	4,017.00	4,000.00	4,026.00	4,000.00	4,000.00	0
739-27720-16055-75020000	SPECIAL ASSESSMENTS-RIMROCK RANCH Z-C	9,859.00	9,500.00	10,032.00	10,000.00	10,000.00	0
739-27720-16055-75030000	SPECIAL ASSESSMENTS-RIMROCK RANCH	4,744.00	4,500.00	4,626.00	4,700.00	4,700.00	0
739-27720-16055-75040000	SPECIAL ASSESSMENTS-SIERRA MEADOWS	18,073.00	18,000.00	6,373.00	10,000.00	10,000.00	0
739-27720-16055-75050000	SPECIAL ASSESSMENTS-PREMIER PROPERTIES	708	700	720	725	725	0
739-27720-16055-75060000	SPECIAL ASSESSMENTS-OSAGE CIRCLE	7,256.00	7,250.00	7,383.00	7,300.00	7,300.00	0
739-27720-16055-75070000	SPECIAL ASSESSMENTS-SILVER LAKES PINES	30,301.00	30,000.00	30,257.00	30,000.00	30,000.00	0
739-27720-16055-75080000	SPECIAL ASSESSMENTS-LAKERIDGE	15,217.00	14,500.00	15,484.00	15,000.00	15,000.00	0
739-27720-16055-75090000	SPECIAL ASSESSMENTS-HIGHLANDS	25,682.00	25,500.00	25,548.00	25,500.00	25,500.00	0
739-27720-17010-75010000	MISCELLANEOUS REVENUE-RIMROCK RANCH Z-B	31,899.00	0	0	0	0	0
739-27720-17010-75020000	MISCELLANEOUS REVENUE-RIMROCK RANCH Z-C	81,316.00	0	0	0	0	0
739-27720-17010-75030000	MISCELLANEOUS REVENUE-RIMROCK RANCH	33,254.00	0	0	0	0	0
739-27720-17010-75040000	MISCELLANEOUS REVENUE-SIERRA MEADOWS	61,877.00	0	3,839.00	0	0	0
739-27720-17010-75050000	MISCELLANEOUS REVENUE-PREMIER PROPERTIES	3,845.00	0	0	0	0	0

COUNTY OF MONO
PUBLIC WORKS - CWSA BUDGET COMPARISON REPORT

FUND 739: COUNTYWIDE SERVICE AREA

DEPT 720: PUBLIC WORKS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
739-27720-17010-75060000	MISCELLANEOUS REVENUE-OSAGE CIRCLE	30,699.00	0	0	0	0	0
739-27720-17010-75070000	MISCELLANEOUS REVENUE-SILVER LAKES PINES	42,465.00	0	197	0	0	0
739-27720-17010-75080000	MISCELLANEOUS REVENUE-LAKERIDGE	118,402.00	0	0	0	0	0
739-27720-17010-75090000	MISCELLANEOUS REVENUE-HIGHLANDS	160,650.00	0	0	0	0	0
739-27720-18100-75100000	OPERATING TRANSFERS IN-JUNE LAKE STORM D	82,097.00	0	0	0	0	0
Total Revenues		768,881.00	118,885.00	112,519.00	111,555.00	111,555.00	0
Expenditures							
739-27720-31400-75010000	EXPENDITURES-RIMROCK RANCH Z-B WELL	609	6,550.00	403	6,000.00	6,000.00	0
739-27720-31400-75020000	EXPENDITURES-RIMROCK RANCH Z-C ROAD	371	2,000.00	80,402.00	4,000.00	4,000.00	0
739-27720-31400-75030000	EXPENDITURES-RIMROCK RANCH T37-49A	284	20,500.00	33,154.00	3,500.00	3,500.00	0
739-27720-31400-75040000	EXPENDITURES-SIERRA MEADOWS	651	1,500.00	1,095.00	1,500.00	1,500.00	0
739-27720-31400-75050000	EXPENDITURES-PREMIER PROPERTIES	0	1,000.00	0	1,000.00	1,000.00	0
739-27720-31400-75060000	EXPENDITURES-OSAGE CIRCLE	0	1,000.00	369	36,000.00	36,000.00	0
739-27720-31400-75070000	EXPENDITURES-SILVER LAKES PINES	27,094.00	15,000.00	4,759.00	15,000.00	15,000.00	0
739-27720-31400-75080000	EXPENDITURES-LAKERIDGE RANCH	1,271.00	1,500.00	8,546.00	2,000.00	2,000.00	0
739-27720-31400-75090000	EXPENDITURES-HIGHLANDS RANCH	10,298.00	12,500.00	7,454.00	8,000.00	8,000.00	0
739-27720-32450-75070000	EXPENDITURES-SILVER LAKES PINES	14,850.00	30,000.00	9,600.00	30,000.00	30,000.00	0
739-27720-91010-00000000	CONTINGENCY	0	536,319.00	0	0	0	0
Total Expenditures		55,428.00	627,869.00	145,782.00	107,000.00	107,000.00	0
Total for DEPT 720: PUBLIC WORKS		713,453.00	-508,984.00	-33,263.00	4,555.00	4,555.00	0

PUBLIC WORKS – FACILITIES

100-17240

Departmental Functions

The facilities division is responsible for Maintenance on all county facilities including parks, facilities, cemeteries, campgrounds and airports. The facilities division is also responsible for numerous Capital Improvement construction projects, maintenance projects, Energy Efficiency projects, as well as ADA accessibility Projects.

Major Accomplishments IN FY 2013-2014

- The facilities division has completed more than 1000 work orders over the last year as well as numerous projects of increasing technical difficulty.
- The facilities staff focused on energy efficiency projects such as the Lee Vining Community Center and the Crowley Lake Community Center photovoltaic and solar hot water projects. The energy savings have been considerable with the highlight being zero propane use at the Crowley Lake Community Center since the completion of the project.
- In addition to the energy savings from the solar projects we also received rebates totaling \$8,168 from Southern California Edison's "California Solar Initiative Rebate Program" for the aforementioned solar projects at Lee Vining Community and Crowley Lake Community Centers.
- The facilities division continues to focus on ADA accessibility projects with parking and path of travel projects completed at Walker Park and Guess Hess Park.
- The increased proficiency of the staff has also allowed us to complete the reconfiguration of heating systems at the Bridgeport Hospital as well as the Social Services building in Bridgeport thus significantly reducing conditioned space and saving substantial energy.
- The Public Works administration staff completed an audit of facilities phone expense and was able to consolidate service with a potential savings of \$35,000.

Departmental Goals 2014-2015

The facilities division is continuing to focus on refining the existing systems which include weekly inspections of playgrounds, quarterly inspections of Community Centers and existing facilities, bi-annual maintenance and inspection of heating and cooling systems county wide. In addition, the facilities division has also developed an overall facilities maintenance schedule which includes facility inspections, back-up generators, appliances, and painting. The plan is to continue to improve the implementation/documentation of the aforementioned inspections and maintenance to strive for a seamless transition from season to season. In addition, we would like to continue to focus on ADA accessibility as well as improving building systems to increase energy efficiency.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$84,286 in expenditures when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$84,826. Personnel Costs will be decreased by \$86,402 compared to the FY 2013-2014 Board Approved Budget, due to the reduction of one full time staff member.

COUNTY OF MONO
PUBLIC WORKS - FACILITIES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 240: COUNTY FACILITIES

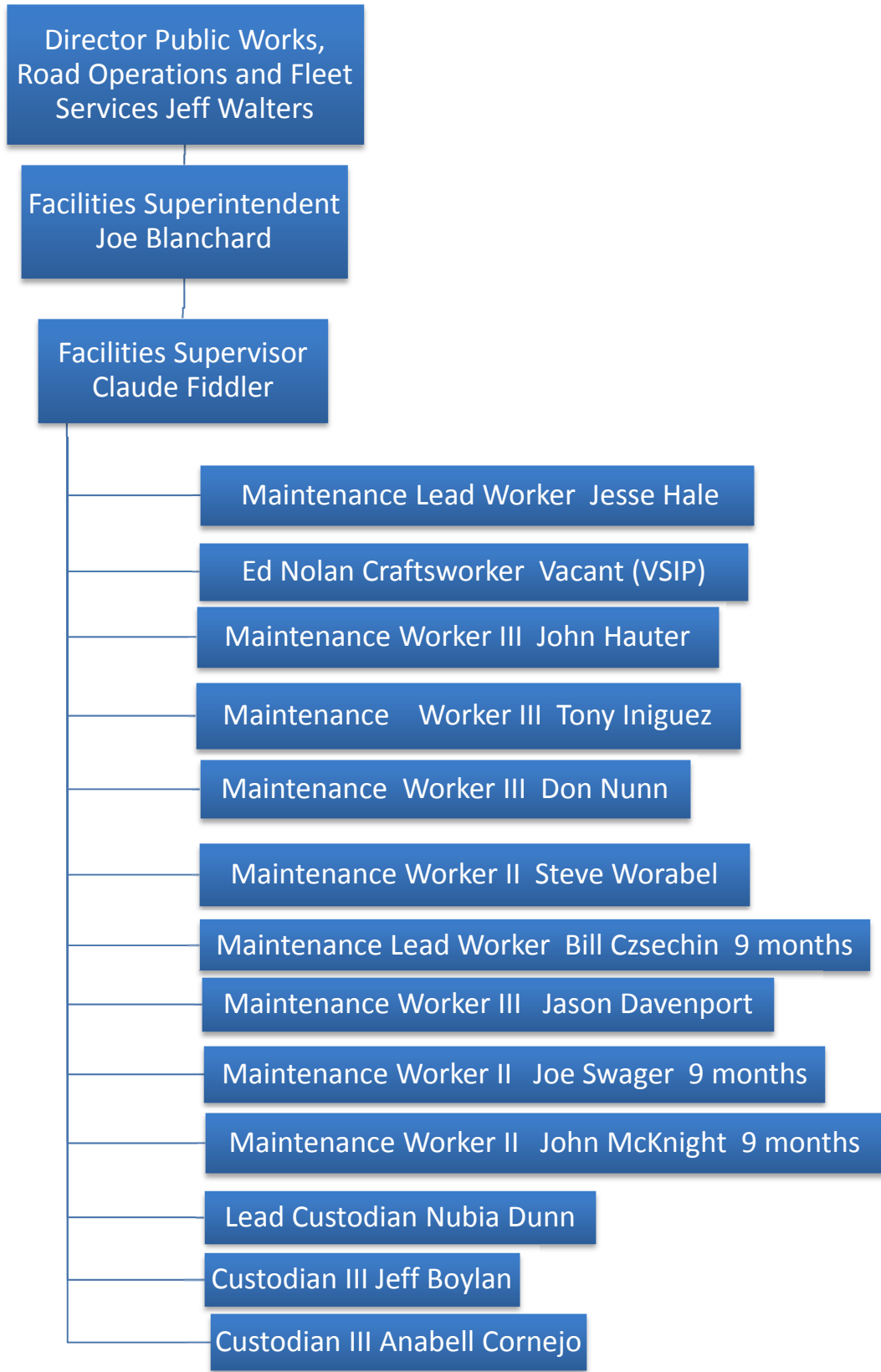
Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-17240-17250-00000000	JUDGMENTS, DAMAGES & SETTLEMEN	3,208.00	0	0	0	0	0
Total Revenues		3,208.00	0	0	0	0	0
Expenditures							
100-17240-21100-00000000	SALARY AND WAGES	906,866.00	846,840.00	636,381.00	790,878.00	790,878.00	0
100-17240-21120-00000000	OVERTIME	4,494.00	500	273	500	500	0
100-17240-22100-00000000	EMPLOYEE BENEFITS	541,197.00	562,224.00	433,544.00	531,784.00	531,784.00	0
100-17240-30120-00000000	UNIFORM ALLOWANCE	3,715.00	5,000.00	3,213.00	4,000.00	4,000.00	0
100-17240-30280-00000000	TELEPHONE/COMMUNICATIONS	161,115.00	134,939.00	134,806.00	100,000.00	100,000.00	0
100-17240-30280-14580000	TELEPHONE/COMMUNICATIONS-MUSEUM	1,108.00	1,800.00	1,059.00	1,200.00	1,200.00	0
100-17240-30350-00000000	HOUSEHOLD EXPENSES	31,715.00	31,200.00	24,143.00	23,850.00	23,850.00	0
100-17240-30500-00000000	WORKERS' COMP INS EXPENSE	0	53,731.00	53,731.00	89,121.00	89,121.00	0
100-17240-30510-00000000	LIABILITY INSURANCE EXPENSE	0	10,382.00	10,382.00	51,635.00	51,635.00	0
100-17240-31200-00000000	EQUIP MAINTENANCE & REPAIR	4,386.00	4,000.00	2,334.00	4,000.00	4,000.00	0
100-17240-31400-00000000	BUILDING/LAND MAINT & REPAIR	177,077.00	175,000.00	138,923.00	175,000.00	175,000.00	0
100-17240-31400-14580000	BUILDING/LAND MAINT & REPAIR- MUSEUM	0	1,439.00	1,439.00	500	500	0
100-17240-31700-00000000	MEMBERSHIP FEES	894	1,600.00	1,610.00	1,600.00	1,600.00	0
100-17240-32000-00000000	OFFICE EXPENSE	5,413.00	5,850.00	2,633.00	3,850.00	3,850.00	0
100-17240-32450-00000000	CONTRACT SERVICES	364,874.00	316,990.00	140,612.00	315,550.00	315,550.00	0
100-17240-32500-00000000	PROFESSIONAL & SPECIALIZED SER	11,038.00	4,561.00	4,146.00	4,561.00	4,561.00	0
100-17240-32860-00000000	RENTS & LEASES - OTHER	2,516.00	4,000.00	3,851.00	5,300.00	5,300.00	0
100-17240-32950-00000000	RENTS & LEASES - REAL PROPERTY	5,337.00	6,000.00	5,352.00	6,000.00	6,000.00	0
100-17240-32960-00000000	A-87 INDIRECT COSTS	-1,147,813.00	0	0	0	0	0
100-17240-33010-00000000	SMALL TOOLS & INSTRUMENTS	13,973.00	14,500.00	8,437.00	9,000.00	9,000.00	0
100-17240-33120-00000000	SPECIAL DEPARTMENT EXPENSE	3,649.00	3,700.00	3,450.00	3,700.00	3,700.00	0
100-17240-33350-00000000	TRAVEL & TRAINING EXPENSE	17,653.00	6,559.00	5,495.00	4,000.00	4,000.00	0
100-17240-33351-00000000	VEHICLE FUEL COSTS	56,631.00	52,000.00	40,748.00	47,500.00	47,500.00	0
100-17240-33360-00000000	MOTOR POOL EXPENSE	47,326.00	51,000.00	40,096.00	51,000.00	51,000.00	0
100-17240-33600-00000000	UTILITIES	328,950.00	365,000.00	298,843.00	350,000.00	350,000.00	0
100-17240-33600-14580000	UTILITIES - MUSEUM	1,667.00	1,750.00	1,529.00	1,750.00	1,750.00	0

COUNTY OF MONO
PUBLIC WORKS - FACILITIES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 240: COUNTY FACILITIES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
100-17240-52010-00000000	LAND & IMPROVEMENTS	52,055.00	0	0	0	0	0
100-17240-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	19,948.00	0	0	0	0	0
Total Expenditures		1,615,784.00	2,660,565.00	1,997,030.00	2,576,279.00	2,576,279.00	0
Total for DEPT 240: COUNTY FACILITIES		-1,612,576.00	-2,660,565.00	-1,997,030.00	-2,576,279.00	-2,576,279.00	0

Facilities Organization Chart



PUBLIC WORKS - MOTOR POOL

650-10723

DEPARTMENTAL FUNCTIONS

Provide pool vehicles as required for county staff. Maintain all pool vehicles and purchase new replacements as required/approved.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Purchased vehicles as approved by the Board of Supervisors.
- Sale of old vehicles resulted in revenue of \$16,007.

DEPARTMENTAL GOALS FOR FY 2014-2015

1. When departmental vehicles exceed their useful mileage purchase replacements that are economical and fuel efficient;
2. Reduce fuel consumption by 5%.
3. Ensure a sufficient number of pool cars are available for staff use.
4. Improve data management to better track all costs associated with each vehicle.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$198,880 in expenditures, and an increase of \$93,000 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the net cost to the fund is increased by \$105,880. There is sufficient fund balance to cover these costs.

Personnel Costs increased by \$226,257 compared to the FY 2013-2014 Board Approved Budget, due to direct charge of staff time to more accurately reflect actual Motor Pool work.

Revenues – Revenue is derived from departmental vehicle mileage traveled. Revenues are forecasted to be above last year with vehicle mileage rates increasing slightly. However, increases in mileage rates may be offset with the required 5% reduction in fuel use and subsequent reduction in miles traveled.

Personnel – Public Works staff were budgeted to more accurately reflect work performed for Motor Pool. The following list details staff and the percentage of their time charged to Motor Pool:

- FTS IV – 40%
- Mechanic II – 100%
- Purchasing Tech – 30%
- FTS III – 5%
- Public Works Director/Director of Road Ops/Fleet Services – 5%
- Fleet Services Supervisor – 50%

The Department's Requested Budget represents an increase in the number of fulltime equivalent (FTE) positions that are supported by this budget. Previous charges to Motor Pool were cost applied and were generally mechanic related services. To more accurately reflect realities, this budget included staff involved in Motor Pool operations, administration and services.

Services & Supplies – Major changes

- Since its inception Motor Pool was cost applied for staff time (only mechanics). This budget includes more accurate staff time breakdown to cover costs associated with administration, operation, purchase, service and repair of Motor Pool vehicles.
- 5% decrease in fuel use due to county's goal to reduce fuel consumption by 5% for this fiscal year

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

The Motor Pool does not rely upon State funding.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

Directly budgeting wages and benefits for staff time in the Motor Pool is a change from previous year's procedures. In previous years charges were cost applied but many staff hours were not charged at all due to existing policy. These costs are more accurate, relieve some burden on the ROAD fund and can be sufficiently covered by Motor Pool.

Creating a south county repair/service facility for Motor Pool vehicles will save the county in miles traveled, fuel used, and response time. The return on investment of \$15,000 to develop this facility should be recouped within 2-3 years.

Due to environmental concerns regarding hazardous materials storage and cleanliness the Road Fund is requesting through a Board policy item the design and construction of water/oil separator at the Bridgeport Shop. This policy item for \$10,000 covers one-half the cost of engineering, design, and installation. The other half is covered by a policy item request in the Road Fund.

COUNTY OF MONO
PUBLIC WORKS - MOTOR POOL BUDGET COMPARISON REPORT

FUND 650: MOTOR POOL

DEPT 723: MOTOR POOL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
650-10723-14010-00000000	INTEREST INCOME	7,712.00	6,000.00	5,086.00	4,000.00	4,000.00	0
650-10723-15900-00000000	OTH: OTHER GOVT AGENCIES	52,748.00	0	0	0	0	0
650-10723-16950-00000000	INTER-FUND REVENUE	601,392.00	650,000.00	493,217.00	745,000.00	745,000.00	0
650-10723-16959-00000000	INTER-FUND REPLACEMENT REVENUE	0	0	34,247.00	0	0	0
650-10723-17010-00000000	MISCELLANEOUS REVENUE	0	0	7,849.00	0	0	0
650-10723-18010-00000000	SALE OF SURPLUS ASSETS	39,522.00	5,000.00	16,008.00	5,000.00	5,000.00	0
650-10723-18100-00000000	OPERATING TRANSFERS IN	81,731.00	0	0	0	0	0
Total Revenues		783,105.00	661,000.00	556,407.00	754,000.00	754,000.00	0
Expenditures							
650-10723-21100-00000000	SALARY AND WAGES	0	0	0	136,633.00	136,633.00	0
650-10723-22100-00000000	EMPLOYEE BENEFITS	0	0	0	89,624.00	89,624.00	0
650-10723-30270-00000000	ADMINISTRATION EXPENSE	10,000.00	10,000.00	0	0	0	0
650-10723-30280-00000000	TELEPHONE/COMMUNICATIONS	0	0	0	405	405	0
650-10723-30510-00000000	LIABILITY INSURANCE EXPENSE	0	0	0	10,481.00	10,481.00	0
650-10723-31200-00000000	EQUIP MAINTENANCE & REPAIR	230,475.00	296,000.00	189,745.00	250,280.00	250,280.00	0
650-10723-32000-00000000	OFFICE EXPENSE	84	1,000.00	512	1,000.00	1,000.00	0
650-10723-32960-00000000	A-87 INDIRECT COSTS	5,570.00	0	0	0	0	0
650-10723-33120-00000000	SPECIAL DEPARTMENT EXPENSE	2,790.00	3,000.00	225	0	0	0
650-10723-33351-00000000	VEHICLE FUEL COSTS	11,428.00	11,000.00	7,145.00	11,000.00	11,000.00	0
650-10723-39000-00000000	DEPRECIATION EXPENSE	1,167,743.00	0	0	0	0	0
650-10723-39005-00000000	CAPITAL ASSET OFFSET	-457,424.00	0	0	0	0	0
650-10723-39010-00000000	NET BOOK RETIRED ASSETS	-426,433.00	0	0	0	0	0
650-10723-53010-00000000	CAPITAL EQUIPMENT: VEHICLES	350,064.00	388,000.00	347,433.00	432,000.00	432,000.00	0
650-10723-72960-00000000	A-87 INDIRECT COSTS	0	47,690.00	47,690.00	24,147.00	24,147.00	0
Total Expenditures		894,297.00	756,690.00	592,750.00	955,570.00	955,570.00	0
Total for DEPT 723: MOTOR POOL		-111,192.00	-95,690.00	-36,343.00	-201,570.00	-201,570.00	0

**POLICY REQUEST FORM
FISCAL YEAR 2014-15**

Department: Public Works - Motor Pool

Description of Program/Equipment:

Converting one of the Crowley Road shop bays into a service repair area would speed up repairs on south county vehicles. A lift (\$10,000) capable of lifting pool cars would need to be installed in one of the Crowley Road shop bays. Additional items would be necessary including a lockable tool box with tools (\$2,500), parts (\$2,000) and waste oil containment (\$500). Overall results from this installation would reduce fuel use, and provide prompt service and repair for south county vehicles.

Cost Components

Salary:		(full year cost)
Benefits:		
Supplies:		(includes vehicle, fuel)
Materials:		(cell phones, IT, phones)
Communications:		
Computer:		
Other:		
Total On-Going Cost:		
Vehicle:	-	
Equipment:	15,000	
Work Space:		
Other:		
Total One-Time Cost:	15,000	
Total Cost:	15,000	

Revenue: Describe any revenue to offset the cost of the policy item
 This will be a Motor Pool impact. Revenue is generated by mileage charges; sufficient funds are currently available in Motor Pool (\$736,000) to cover this expense.

**POLICY REQUEST FORM
FISCAL YEAR 2014-15**

Department: Public Works - Motor Pool

Description of Program/Equipment:

Several Public Works Motor Pool vehicles have exceeded or will shortly reach their useful mileage. Motor Pool requests purchasing 13 vehicles this year. These include:

Specialty Vehicles

1. Remount one 4x4 Ambulance (122,000 miles) with new Dodge diesel 4x4. (\$95,000)
2. Replace five Sheriff's vehicles (Ford Exped with 123,404 miles, Ford Exped with 122,121 miles, Ford Exped with 112,593, Ford Exped 119,411 miles, and Ford Exped with 122,304) with five Ford Interceptors (\$150,000)
3. Replace Economic Development GMC mini-van (165,000 miles) with new Chevy 1/2 ton 4x4 van (\$34,000)
4. Replace one Road Ford diesel 3/4 ton pickup truck with blown engine (108,000 miles) with new Ford 3/4 ton gasoline truck. (\$29,000)
5. Replace one Behavioral Health 2004 Chevy Trail Blazer (146,000 miles) with one new Subaru Forester. (\$26,000)

General Fleet

6. Replace two Building Department Subaru Foresters (186,000 miles and 193,000 miles) with same (\$50,000)
7. Replace two 1999 Pool vehicles (142,242 and 140,624 miles) with either 2 Subaru Impreza AWD's or 2 Chevy Cruze diesel 2WD's (\$48,000)

Cost Components

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	_____	
Vehicle:	432,000	
Equipment:	_____	
Work Space:	_____	
Other:	_____	
Total One-Time Cost:	432,000	
Total Cost:	432,000	

Revenue: Describe any revenue to offset the cost of the policy item
 This will be a Motor Pool impact. Revenue is generated by mileage charges; sufficient funds are currently available in Motor Pool to cover this expense.

**POLICY REQUEST FORM
FISCAL YEAR 2014-15**

Department: Public Works - Motor Pool

Description of Program/Equipment:

The Bridgeport shop needs to install an oil/water separator to prevent oil from infiltrating groundwater when vehicles, equipment and parts are washed. Engineering, materials and construction are required. This is a shared expense with the Road Fund.

Cost Components

Salary:		(full year cost)
Benefits:		
Supplies:		(includes vehicle, fuel)
Materials:		(cell phones, IT, phones)
Communications:		
Computer:		
Other:		
Total On-Going Cost:		
Vehicle:	-	
Equipment:	10,000	
Work Space:		
Other:		
Total One-Time Cost:	10,000	
Total Cost:	10,000	

Revenue: Describe any revenue to offset the cost of the policy item
 There is no revenue to offset the cost of the policy item. This will be a Motor Pool impact.
 There are sufficient funds in Motor Pool to cover these costs.

PUBLIC WORKS - ROAD DEPARTMENT

700-31725

DEPARTMENTAL FUNCTIONS

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

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Minimized impacts to county roads during the Digital 395 fiber installation project
- Completed partial road improvements to Bodie Road
- Completed repairs to Green Creek Road bridge over Virginia Creek
- Completed repairs to Hot Creek Road bridge over Hot Creek
- Installed gates on Mono City Emergency Road to allow its use in an emergency
- Awarded Certificate of Achievement from California Highway Patrol for 4 Consecutive Satisfactory Ratings and Administrative Reviews of our Biennial Inspection of Terminals
- Completed asset management survey and conversion to GIS
- Developed shared service tasks with Town of Mammoth Lakes, Inyo County and Yosemite National Park

DEPARTMENTAL GOALS FOR FY 2014-2015

1. Reduce fuel consumption by 5%.
2. Replace road signs, as required by Federal law, in Road Area 2.
3. Complete Mono City Emergency Access Road construction and reclamation as required by BLM.
4. Increase cross training of all staff to provide better overall capabilities/response.
5. Focus road maintenance work in Zone of Benefit (ZOB) areas to increase revenue to Road. Available revenue in the ZOB's has increased due to limited snow removal the past three winters. After conferring with our Engineer to determine the potential scope of work in each ZOB the Road staff can focus their efforts this year in the ZOB's to improve road conditions as well as increase revenue returns to the Road fund.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$357,675 in expenditures, and a decrease of \$92,156 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result the Requested Net County Cost is \$500,000.

Personnel Costs decreased by \$450,627 compared to the FY 2013-2014 Board Approved Budget, due to consolidating the Public Works Director with the Director of Road Operations/Fleet Services. Also, a vacant full-time Maintenance Worker position in Crowley will remain vacant and was not budgeted. Some road staff had portions of their wages reallocated into Motor Pool to more accurately reflect appropriate work performed.

Revenues –

- Highway Users Tax Apportionment (HUTA) revenue was increased by \$204,292. This is an estimate based on the Governor's proposed budget.
- Federal Forest Reserve has been confirmed at \$264,000 which is the same as the previous year.
- Vehicle code fines were decreased by \$10,000 from last year to reflect actual expected revenue.
- Regional Surface Transportation Program (RSTP) has been budgeted at the same as last year \$329,725.

- Other Government Agency revenue was reduced by \$70,000 due to expected revenue for this year.
- Road and Street Services (fuel revenue from fire departments, school buses etc.) will remain at \$120,000.
- Inter-fund revenue (revenue generated from fuel used by other departments as well as ZOB maintenance) was reduced by \$75,000.
- Sale of Surplus Assets was increased by \$3,765 to reflect projected sales of Road vehicles and equipment.

Personnel –

- The Public Works Director position has been absorbed by the Director of Road Operations/Fleet Services. This resulted in a savings of approximately \$189,000.
- The Road division has proposed to delete a Maintenance Worker II-III vacancy in Crowley from the budget.
- The Department’s Requested Budget represents a reallocation in three fulltime equivalent (FTE) positions that are supported by this budget. These are the Public Works Director, an Equipment Mechanic, and a Maintenance Worker.

Services & Supplies – Major changes

- 5% decrease in fuel due to county’s goal to reduce fuel consumption by 5% for this fiscal year.

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

Highway Users Tax Apportionment is estimated to increase by \$204,292 from last year. This is an estimate based on the Governor’s proposed budget.

Federal Forest Reserve – Has been confirmed for FY14-15 at \$264,000 (the same as last year).

RSTP – Has been budgeted at \$329,725 (the same as last year).

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

Due to environmental concerns regarding hazardous materials storage and cleanliness the Road Fund is requesting through a Board policy item the design and construction of water/oil separator at the Bridgeport Shop. This policy item for \$10,000 covers one-half the cost of engineering, design, and installation. The other half is covered by a policy item request in Motor Pool.

CARB compliance regulations continue to be monitored to determine the county’s best course of action. No policy items are included in this fiscal year regarding CARB.

COUNTY OF MONO
PUBLIC WORKS - ROAD FUND BUDGET COMPARISON REPORT

FUND 700: ROAD FUND
DEPT 725: ROAD

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
700-31725-12090-00000000	ROAD PRIVILEGES & PERMITS	5,280.00	5,000.00	3,696.00	5,000.00	5,000.00	0
700-31725-13010-00000000	VEHICLE CODE FINES	50,201.00	50,000.00	30,767.00	40,000.00	40,000.00	0
700-31725-14010-00000000	INTEREST INCOME	2,215.00	1,000.00	-8,818.00	1,000.00	1,000.00	0
700-31725-15020-00000000	ST: HWY USERS TAX 2104	1,979,810.00	2,130,460.00	2,137,042.00	2,334,754.00	2,334,754.00	0
700-31725-15100-00000000	ST: RSTP - MATCHING FUNDS	0	329,725.00	329,725.00	329,725.00	329,725.00	0
700-31725-15170-00000000	ST: STIP-AID FOR CONSTRUCTION	41,312.00	0	0	0	0	0
700-31725-15170-90840000	ST: STIP-AID FOR CONST-BRIDGEPORT STS	957,291.00	0	0	0	0	0
700-31725-15170-90850000	ST: STIP-AID FOR CONST-LEE VINING STS	395,323.00	0	0	0	0	0
700-31725-15650-00000000	FED: FEDERAL AID PROJECTS	0	0	11,873.00	0	0	0
700-31725-15651-00000000	FED: AID FOR CONSTRUCTION (GTI	37,811.00	92,950.00	0	0	0	0
700-31725-15680-00000000	FED: FOREST RESERVE	264,699.00	265,000.00	250,133.00	264,000.00	264,000.00	0
700-31725-15900-00000000	OTH: OTHER GOVT AGENCIES	522,507.00	100,000.00	11,125.00	30,000.00	30,000.00	0
700-31725-16250-00000000	ROAD AND STREET SERVICES	116,874.00	120,000.00	97,995.00	120,000.00	120,000.00	0
700-31725-16950-00000000	INTER-FUND REVENUE	726,614.00	675,000.00	477,253.00	600,000.00	600,000.00	0
700-31725-17010-00000000	MISCELLANEOUS REVENUE	50	0	0	0	0	0
700-31725-17020-00000000	PRIOR YEAR REVENUE	0	0	631,698.00	0	0	0
700-31725-18010-00000000	SALE OF SURPLUS ASSETS	1,235.00	0	1,420.00	5,000.00	5,000.00	0
700-31725-18100-00000000	OPERATING TRANSFERS IN	588,000.00	522,500.00	522,500.00	500,000.00	500,000.00	0
700-31725-18100-90710000	OPERATING TR IN: LOWER ROCK CREEK BRIDGE	0	30,000.00	0	0	0	0
Total Revenues		5,689,222.00	4,321,635.00	4,496,409.00	4,229,479.00	4,229,479.00	0
Expenditures							
700-31725-21100-00000000	SALARY AND WAGES	1,555,204.00	1,631,432.00	1,347,579.00	1,376,616.00	1,376,616.00	0
700-31725-21120-00000000	OVERTIME	28,981.00	38,970.00	21,113.00	36,750.00	36,750.00	0
700-31725-22100-00000000	EMPLOYEE BENEFITS	1,016,228.00	1,132,818.00	884,531.00	939,227.00	939,227.00	0
700-31725-30120-00000000	UNIFORM ALLOWANCE	12,293.00	14,500.00	12,215.00	13,250.00	13,250.00	0
700-31725-30280-00000000	TELEPHONE/COMMUNICATIONS	17,326.00	17,900.00	13,104.00	13,250.00	13,250.00	0
700-31725-30350-00000000	HOUSEHOLD EXPENSES	12,899.00	10,000.00	5,628.00	6,500.00	6,500.00	0
700-31725-30500-00000000	WORKERS' COMP INS EXPENSE	0	20,113.00	20,113.00	105,864.00	105,864.00	0
700-31725-30510-00000000	LIABILITY INSURANCE EXPENSE	9,724.00	23,144.00	23,144.00	86,039.00	86,039.00	0

COUNTY OF MONO
PUBLIC WORKS - ROAD FUND BUDGET COMPARISON REPORT

FUND 700: ROAD FUND

DEPT 725: ROAD

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
700-31725-31200-00000000	EQUIP MAINTENANCE & REPAIR	215,261.00	231,000.00	201,506.00	223,000.00	223,000.00	0
700-31725-31400-00000000	BUILDING/LAND MAINT & REPAIR	17,414.00	6,000.00	781	3,000.00	3,000.00	0
700-31725-31700-00000000	MEMBERSHIP FEES	119	100	45	200	200	0
700-31725-32000-00000000	OFFICE EXPENSE	8,963.00	8,250.00	4,754.00	7,450.00	7,450.00	0
700-31725-32450-00000000	CONTRACT SERVICES	94,026.00	150,100.00	53,984.00	78,100.00	78,100.00	0
700-31725-32500-00000000	PROFESSIONAL & SPECIALIZED SER	2,646.00	2,500.00	1,683.00	2,600.00	2,600.00	0
700-31725-32800-00000000	PUBLICATIONS & LEGAL NOTICES	0	75	0	75	75	0
700-31725-32860-00000000	RENTS & LEASES - OTHER	4,151.00	4,225.00	1,623.00	4,275.00	4,275.00	0
700-31725-32960-00000000	A-87 INDIRECT COSTS	285,631.00	0	0	0	0	0
700-31725-33010-00000000	SMALL TOOLS & INSTRUMENTS	4,901.00	7,500.00	5,149.00	7,500.00	7,500.00	0
700-31725-33120-00000000	SPECIAL DEPARTMENT EXPENSE	117,376.00	131,107.00	65,632.00	138,200.00	138,200.00	0
700-31725-33350-00000000	TRAVEL & TRAINING EXPENSE	2,284.00	14,651.00	497	13,500.00	13,500.00	0
700-31725-33351-00000000	VEHICLE FUEL COSTS	804,005.00	750,000.00	671,265.00	713,000.00	713,000.00	0
700-31725-33360-00000000	MOTOR POOL EXPENSE	81,553.00	82,000.00	68,979.00	91,000.00	91,000.00	0
700-31725-33600-00000000	UTILITIES	125,088.00	129,625.00	114,129.00	129,625.00	129,625.00	0
700-31725-33699-00000000	INVENTORY DEPLETED/ADDED	31,673.00	0	0	0	0	0
700-31725-47010-00000000	CONTRIBUTIONS TO OTHER GOV'T	0	0	21,762.00	0	0	0
700-31725-52010-00000000	LAND & IMPROVEMENTS	2,334,330.00	30,000.00	29,986.00	0	0	0
700-31725-53020-00000000	CAPITAL EQUIPMENT, CONSTRUCTIO	297,651.00	0	0	0	0	0
700-31725-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	15,230.00	0	0	0	0	0
700-31725-60100-00000000	OPERATING TRANSFERS OUT	0	80,928.00	171,676.00	0	0	0
700-31725-72960-00000000	A-87 INDIRECT COSTS	0	69,480.00	69,480.00	239,722.00	239,722.00	0
Total Expenditures		7,094,957.00	4,586,418.00	3,810,358.00	4,228,743.00	4,228,743.00	0
Total for DEPT 725: ROAD		-1,405,735.00	-264,783.00	686,051.00	736	736	0

PUBLIC WORKS – ROAD - STATE AND FEDERAL CONSTRUCTION 701-31725

DEPARTMENTAL FUNCTIONS

Apply for, and administer, grants to complete Road and Drainage projects.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

Construction engineering, contract administration, and inspection of the following projects:

- School Street Plaza
- Bridgeport Streets
- Lee Vining Streets
- Aspen Road Paving Project

Planning, project management, and engineering design of the following projects:

- Chalfant Streets
- June Lake Streets
- Rock Creek Road
- Project Study Reports for the 2014 STIP Cycle (Airport Road, Convict Lake Road, and County-wide Preventative Maintenance)
- Topaz Lane Bridge Repairs

DEPARTMENTAL GOALS FOR FY 2014-2015

Construction engineering, contract administration, and inspection of the following projects:

- Chalfant Streets
- June Lake Streets
- Oversight of Rock Creek Road Rehabilitation
- Topaz Lane Bridge Repairs (Pending approval of Federal Bridge funding)

Planning, project management, and engineering design of the following projects:

- Prepare CEQA document and provide match for Convict Lake Road Rehabilitation
- Review Federal Highway Administration design of Convict Lake Road Rehabilitation
- See Airports Goals
- Bridgeport and Lee Vining Main Streets Active Transportation Program (ATP) project (Pending approval of ATP grant funding)

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$1,357,258 in expenditures, and an overall increase of \$1,259,854 in revenues, when compared to the FY 2013-2014 Board Approved Budget.

This budget is a Special Revenue fund and revenues and expenditures vary from year to year depending on the schedules of grant-funded projects. The Department's FY 2014-2015 Requested Budget includes \$4,946,077 in grant revenues and \$4,946,077 in expenditures. Revenues are received after the work is completed and the contractors are paid.

There are no personnel costs in this budget.

Revenues – See FY 2014-2015 State Funding Summary below.

Personnel – N/A

Services & Supplies – N/A

Fixed Assets – N/A

FY 2014-2015 STATE FUNDING SUMMARY

This fund receives all revenue from state and federal sources. Grant funds have been programmed by the California Transportation Commission in the 2014 State Transportation Improvement Program (STIP). Construction funds for Chalfant Streets and June Lake Streets have been allocated. A Request for Authorization (RFA) for the Convict Lake Road FLAP match will be submitted this fall. A new Active Transportation Program (ATP) grant project may be added at mid-year if our application is selected.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO

PUBLIC WORKS - ROAD - STATE & FEDERAL CONSTRUCTION FUND BUDGET COMPARISON REPORT

FUND 701: STATE & FEDERAL CONSTRUCTION

DEPT 725: ROAD

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
701-31725-15170-90630000	ST: STIP-AID FOR CONST-CHALFANT STS	0	1,484,000.00	65,000.00	1,436,577.00	1,436,577.00	0
701-31725-15170-90650000	ST: STIP-AID FOR CONST-JUNE LAKE STS	0	158,863.00	118,447.00	3,430,500.00	3,430,500.00	0
701-31725-15170-90670000	ST: CONVICT LAKE ROAD	0	0	0	79,000.00	79,000.00	0
701-31725-15170-90840000	ST: STIP-AID FOR CONST-BRIDGEPORT STS	0	1,157,580.00	1,061,014.00	0	0	0
701-31725-15170-90850000	ST: STIP-AID FOR CONST-LEE VINING STS	0	645,665.00	645,665.00	0	0	0
701-31725-15649-96680000	FED: TRNSPRT ENHNCMNT-SCHOOL ST PLAZA	0	68,439.00	68,439.00	0	0	0
701-31725-18100-90630000	OPERATING TRANSFERS IN-CHALFANT STREETS	0	24,601.00	24,601.00	0	0	0
701-31725-18100-90980000	OPERATING TRANSFERS IN-ASPEN CK PAVING	0	147,075.00	147,075.00	0	0	0
Total Revenues		0	3,686,223.00	2,130,241.00	4,946,077.00	4,946,077.00	0
Expenditures							
701-31725-52010-90630000	LAND & IMP: CHALFANT STREETS	0	1,508,601.00	88,586.00	1,436,577.00	1,436,577.00	0
701-31725-52010-90650000	LAND & IMP: JUNE LAKE STREETS	0	158,863.00	169,873.00	3,430,500.00	3,430,500.00	0
701-31725-52010-90670000	LAND & IMP: CONVICT LAKE ROAD	0	0	0	79,000.00	79,000.00	0
701-31725-52010-90840000	LAND & IMP: BRIDGEPORT STREETS	0	1,060,176.00	1,032,215.00	0	0	0
701-31725-52010-90850000	LAND & IMP: LEE VINING STREETS	0	645,665.00	645,664.00	0	0	0
701-31725-52010-90980000	LAND & IMP: ASPEN RD PAVING	0	147,075.00	147,075.00	0	0	0
701-31725-52010-96680000	LAND & IMP: SCHOOL ST PLAZA	0	68,439.00	68,439.00	0	0	0
Total Expenditures		0	3,588,819.00	2,151,852.00	4,946,077.00	4,946,077.00	0
Total for DEPT 725: ROAD		0	97,404.00	-21,611.00	0	0	0

PUBLIC WORKS – SOLID WASTE

615-44905

DEPARTMENTAL FUNCTIONS

The Solid Waste Division provides waste collection services at Transfer Stations throughout the County, and waste disposal services at three County Landfills. The Division oversees the permitting, monitoring and maintenance of the County's three active landfills, as well as three closed landfills. The Division oversees and implements recycling programs throughout the county in an effort to maintain and enhance diversion efforts.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Advanced efforts to develop an agreement with Town of Mammoth Lakes on use and closure of Benton Crossing Landfill, as well as siting and designing future solid waste infrastructure.
- Advanced efforts with LADWP and CalRecycle to obtain Solid Waste Facility Permit for Pumice Valley Landfill, through potential land acquisition.
- Submitted application packet for Revised Solid Waste Facility Permit for Walker Landfill.
- Drafted and reviewed update to County Integrated Waste Management Plan with Solid Waste Task Force.
- Continued working with LADWP and Lahontan to investigate potential groundwater contamination at Benton Crossing Landfill.
- Implemented pilot aggregate diversion program at BCLF.
- Worked with IT and Assessor to design the approach, and began work on a countywide audit of parcel fees.
- Identified and acted upon measures to reduce program expenses.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Complete and obtain Solid Waste Facility Permit for Walker Landfill.
- Continue Progress on Pumice Valley Landfill Solid Waste Facility Permit.
- Reach Agreement with the Town of Mammoth Lakes on closure of Benton Crossing Landfill, and future solid waste infrastructure.
- Implement expanded diversion programs at County transfer stations.
- Increase convenience and effectiveness of commercial recycling efforts in the County.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$193,295 (7.5%) in expenditures, and a decrease of \$26,523 in revenues when compared to the FY 2013-2014 Board Approved/Revised Budget. The overall fiscal impact of the 14/15 Requested budget is a reduction in the structural deficit of \$166,772 (50%).

Personnel costs decreased by \$176,084 compared to the FY 2013-2014 Board Approved/Revised Budget. This is due to a continuing reduction in staff at the landfill, the reduction of the Superintendent position from full time to part time, the re-allocation of 20% of Mr. Dublino's salary to Conway Ranch, as well as the update and re-allocation of various Public Works and FTS staff time.

Revenues – Revenue projections for 14-15 have been refined to reflect an increased understanding, and more accurate accounting of the Enterprise Fund's revenue sources. The projections can be considered conservative, although they do rely on a primary assumption that the waste stream will remain steady. Considering this winter was a poor year for tourism, waste and sludge generation were less than would be expected during a 'normal' year. Nonetheless, actual revenues from 13-14 have been projected into 14-15, with some confidence that they will come

in higher than expected. 14-15 revenues reflect a minor decrease from 13-14, which is largely attributed to the loss of General Fund subsidy for A-87 costs.

- Anticipated Used Oil Payment Program, \$10,000 in FY 14-15
- Awarded: HD20 Grant for HHW program enhancement, \$7,000 in FY14-15
- City/County Payment Program (aka the Bottle Bill Grant) is expected to be eliminated in FY 14-15. This revenue was the primary source of funding for our recycling programs at County facilities. The budget has been drafted reflecting a loss in this revenue, and elimination of related expenses.

Personnel – There are no added/deleted positions anticipated for 14-15 budget. There is one (frozen) equipment operator position that is currently vacant. The requested 14-15 budget does not include any potential reclassifications.

The Department's Requested Budget represents a reduction of the Superintendent position from full time to part time, the re-allocation of 20% of Mr. Dublino's salary to Conway Ranch, as well as the re-allocation of several support staff positions that, when aggregated, provided a net reduction in time charged to the SWEF.

Services & Supplies – The 14-15 Budget contemplates a significant effort to expand recycling efforts throughout the county, through County Transfer Stations as well as developing programs to support local businesses with their commercial recycling mandates, and assisting redemption center efforts throughout the County. The 14-15 Budget contemplates the purchase of numerous recycling receptacles to enhance the County's recycling efforts.

Fixed Assets – The 14-15 Budget includes 2 improvements that have also been submitted as policy items. These are the installation of solar arrays at County Transfer Stations, and improvements to environmental monitoring systems at Bridgeport Landfill.

SOLID WASTE DEBT

The Solid Waste Enterprise fund has 3 primary debts. The first, and oldest, is a debt that funded the equipment and infrastructure required for the County to begin operating landfills in 2000. Payments on this debt are currently \$265,000 (increasing annually to a peak of \$322,000) and will end in May of 2025. The second and third are both owed to the General Fund from recent deficit years, with payments of \$120,000 per years ending in 2020, and \$75,000 per year ending in 2021.

FY 2014-2015 STATE FUNDING SUMMARY

The only anticipated impact to the SWEF is the loss of \$10,000 in City County Payments, which have been used to support recycling efforts throughout the County. The increases of fees imposed by the Regional Water Quality Control Boards for Waste Discharge Reports, were expected in 13-14 and they did increase as expected. Those increases are reflected in 14-15, and further increases are not anticipated at this time.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

The 14-15 Budget includes a significant request for Recycling and Diversion Programs. Over recent years, staff has identified several ways the County's recycling efforts could be improved. These programs represent cost-effective (not to be confused with free) means to improving recycling throughout the County, by providing additional opportunities for recycling, providing assistance to redemption centers throughout the County, additional infrastructure, and education. Among the programs considered would be the implementation of mixed paper recycling at the Transfer Stations, providing receptacles and other assistance to local businesses and redemption centers to enhance their recycling efforts, increased education, and assistance to local businesses who are interested in providing recycling services throughout the County.

For the last two years, the financial cost of these programs has not seemed reasonable in light of the severe financial hardship the program was facing. Meanwhile, there have been numerous requests from all parts of the County to improve and enhance our recycling programs. Although this program continues to face a rather uncertain future, should the current course continue it seems reasonable to expend some revenue toward delivering additional recycling opportunities for the citizens of the County.

COUNTY OF MONO

PUBLIC WORKS - SOLID WASTE BUDGET COMPARISON REPORT

FUND 615: SOLID WASTE ENTERPRISE FUND

DEPT 905: SOLID WASTE

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
615-44905-12110-00000000	NON-RESIDENT LANDFILL PERMITS	1,360.00	1,300.00	1,140.00	1,000.00	1,000.00	0
615-44905-12200-00000000	FRANCHISE PERMITS	158,861.00	140,000.00	129,548.00	145,000.00	145,000.00	0
615-44905-14010-00000000	INTEREST INCOME	1,453.00	500	2,955.00	2,000.00	2,000.00	0
615-44905-14020-00000000	UNREALIZED GAIN/LOSS	108	0	0	0	0	0
615-44905-15082-18900000	ST: HAZARDOUS WASTE GRANT	0	7,000.00	5,215.00	7,000.00	7,000.00	0
615-44905-15092-18920000	ST: USED OIL BLOCK GRANT	13,243.00	10,000.00	10,000.00	0	0	0
615-44905-15094-18940000	ST: BOTTLE BILL GRANT	10,000.00	10,000.00	0	0	0	0
615-44905-15380-00000000	ST: OIL OPPORTUNITY GRANT	0	0	0	10,000.00	10,000.00	0
615-44905-16020-00000000	SOLID WASTE PARCEL FEES	36,270.00	36,000.00	48,810.00	36,000.00	36,000.00	0
615-44905-16023-00000000	SOLID WASTE TIPPING FEES	1,475,798.00	1,350,000.00	1,110,397.00	1,400,000.00	1,400,000.00	0
615-44905-16025-00000000	SLUDGE MAINTENANCE FEE	153,135.00	150,000.00	133,672.00	135,000.00	135,000.00	0
615-44905-17010-00000000	MISCELLANEOUS REVENUE	47,871.00	40,000.00	31,057.00	40,000.00	40,000.00	0
615-44905-18100-00000000	OPERATING TRANSFERS IN	761,831.00	738,287.00	0	680,564.00	680,564.00	0
Total Revenues		2,659,930.00	2,483,087.00	1,472,794.00	2,456,564.00	2,456,564.00	0
Expenditures							
615-44905-21100-00000000	SALARY AND WAGES	477,282.00	480,969.00	326,156.00	393,638.00	393,638.00	0
615-44905-21120-00000000	OVERTIME	9,577.00	10,000.00	3,473.00	6,000.00	6,000.00	0
615-44905-21410-00000000	HOLIDAY PAY	6,229.00	8,400.00	8,427.00	10,000.00	10,000.00	0
615-44905-22100-00000000	EMPLOYEE BENEFITS	269,629.00	312,915.00	192,234.00	226,562.00	226,562.00	0
615-44905-30122-00000000	UNIFORM/SAFETY GEAR	6,491.00	7,500.00	7,381.00	7,500.00	7,500.00	0
615-44905-30280-00000000	TELEPHONE/COMMUNICATIONS	3,056.00	3,000.00	2,481.00	3,000.00	3,000.00	0
615-44905-30350-00000000	HOUSEHOLD EXPENSES	892	1,300.00	1,291.00	1,300.00	1,300.00	0
615-44905-30500-00000000	WORKERS' COMP INS EXPENSE	0	10,145.00	10,145.00	17,409.00	17,409.00	0
615-44905-30510-00000000	LIABILITY INSURANCE EXPENSE	16,981.00	19,474.00	19,474.00	35,932.00	35,932.00	0
615-44905-31200-00000000	EQUIP MAINTENANCE & REPAIR	66,647.00	109,200.00	34,348.00	95,100.00	95,100.00	0
615-44905-31400-00000000	BUILDING/LAND MAINT & REPAIR	7,007.00	17,000.00	6,209.00	16,000.00	16,000.00	0
615-44905-31700-00000000	MEMBERSHIP FEES	6,021.00	6,000.00	6,000.00	6,000.00	6,000.00	0
615-44905-32000-00000000	OFFICE EXPENSE	5,050.00	13,300.00	3,442.00	6,650.00	6,650.00	0
615-44905-32450-00000000	CONTRACT SERVICES	292,474.00	321,500.00	245,285.00	305,500.00	305,500.00	0

COUNTY OF MONO

PUBLIC WORKS - SOLID WASTE BUDGET COMPARISON REPORT

FUND 615: SOLID WASTE ENTERPRISE FUND

DEPT 905: SOLID WASTE

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
615-44905-32500-00000000	PROFESSIONAL & SPECIALIZED SER	156,122.00	193,750.00	90,589.00	194,750.00	194,750.00	0
615-44905-32800-00000000	PUBLICATIONS & LEGAL NOTICES	130	500	0	500	500	0
615-44905-32860-00000000	RENTS & LEASES - OTHER	70	25,200.00	9,820.00	20,100.00	20,100.00	0
615-44905-32950-00000000	RENTS & LEASES - REAL PROPERTY	7,911.00	6,000.00	8,006.00	8,000.00	8,000.00	0
615-44905-32960-00000000	A-87 INDIRECT COSTS	69,225.00	0	0	0	0	0
615-44905-33010-00000000	SMALL TOOLS & INSTRUMENTS	644	1,000.00	38	1,000.00	1,000.00	0
615-44905-33120-00000000	SPECIAL DEPARTMENT EXPENSE	293,206.00	323,000.00	223,532.00	387,000.00	387,000.00	0
615-44905-33120-18900000	SPEC DEPT EXP- HAZARDOUS MAT'LS	0	7,000.00	6,520.00	7,000.00	7,000.00	0
615-44905-33120-18920000	SPEC DEPT EXP- USED OIL	5,340.00	5,000.00	3,713.00	0	0	0
615-44905-33120-18940000	SPEC DEPT EXP- BOTTLE GRANT	8,244.00	10,000.00	7,538.00	10,000.00	10,000.00	0
615-44905-33350-00000000	TRAVEL & TRAINING EXPENSE	3,369.00	6,200.00	490	4,700.00	4,700.00	0
615-44905-33351-00000000	VEHICLE FUEL COSTS	62,423.00	70,000.00	42,929.00	66,500.00	66,500.00	0
615-44905-33360-00000000	MOTOR POOL EXPENSE	13,296.00	16,000.00	9,046.00	15,200.00	15,200.00	0
615-44905-33600-00000000	UTILITIES	2,114.00	2,300.00	1,295.00	2,185.00	2,185.00	0
615-44905-35210-00000000	BOND/LOAN INTEREST-SOLID WASTE	137,863.00	137,864.00	129,755.00	129,754.00	129,754.00	0
615-44905-35215-00000000	COMPENSATED ABSENCES	-32,584.00	0	0	0	0	0
615-44905-39000-00000000	DEPRECIATION EXPENSE	42,660.00	0	0	0	0	0
615-44905-39010-00000000	NET BOOK RETIRED ASSETS	-7,630.00	0	0	0	0	0
615-44905-52010-00000000	LAND & IMPROVEMENTS	11,754.00	100,000.00	0	85,000.00	85,000.00	0
615-44905-60045-00000000	BOND/LOAN PRINCIPAL REPAYMENT	0	413,334.00	232,733.00	413,334.00	413,334.00	0
615-44905-60100-00000000	OPERATING TRANSFERS OUT	0	150,000.00	0	100,000.00	100,000.00	0
615-44905-72960-00000000	A-87 INDIRECT COSTS	0	49,462.00	49,462.00	68,404.00	68,404.00	0
Total Expenditures		1,941,493.00	2,837,313.00	1,681,812.00	2,644,018.00	2,644,018.00	0
Total for DEPT 905: SOLID WASTE		718,437.00	-354,226.00	-209,018.00	-187,454.00	-187,454.00	0

POLICY ITEM REQUEST FORM

Department: Solid Waste

Description of Program/Equipment:

This request would provide the fiscal authorization to expend up to \$100,000 on recycling infrastructure and programs throughout the County. These monies would be invested in improvements to our recycling programs at the Transfer Stations including signage, bins for mixed paper recycling, and service of those recycling bins. Additionally, the funds could be used to purchase receptacles for County facilities, as well as receptacles that could be utilized by local schools, event organizers and businesses in an effort to enhance existing recycling programs throughout the county. Other potential programs could include assistance and enhancement of local Redemption Centers.

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	75,000
Work Space:	_____	
Other:	_____	25,000
Total One-Time Cost:	=====	100,000
Total Cost:	=====	100,000

Revenue: Solid Waste Enterprise Fund

POLICY ITEM REQUEST FORM

Department: Solid Waste

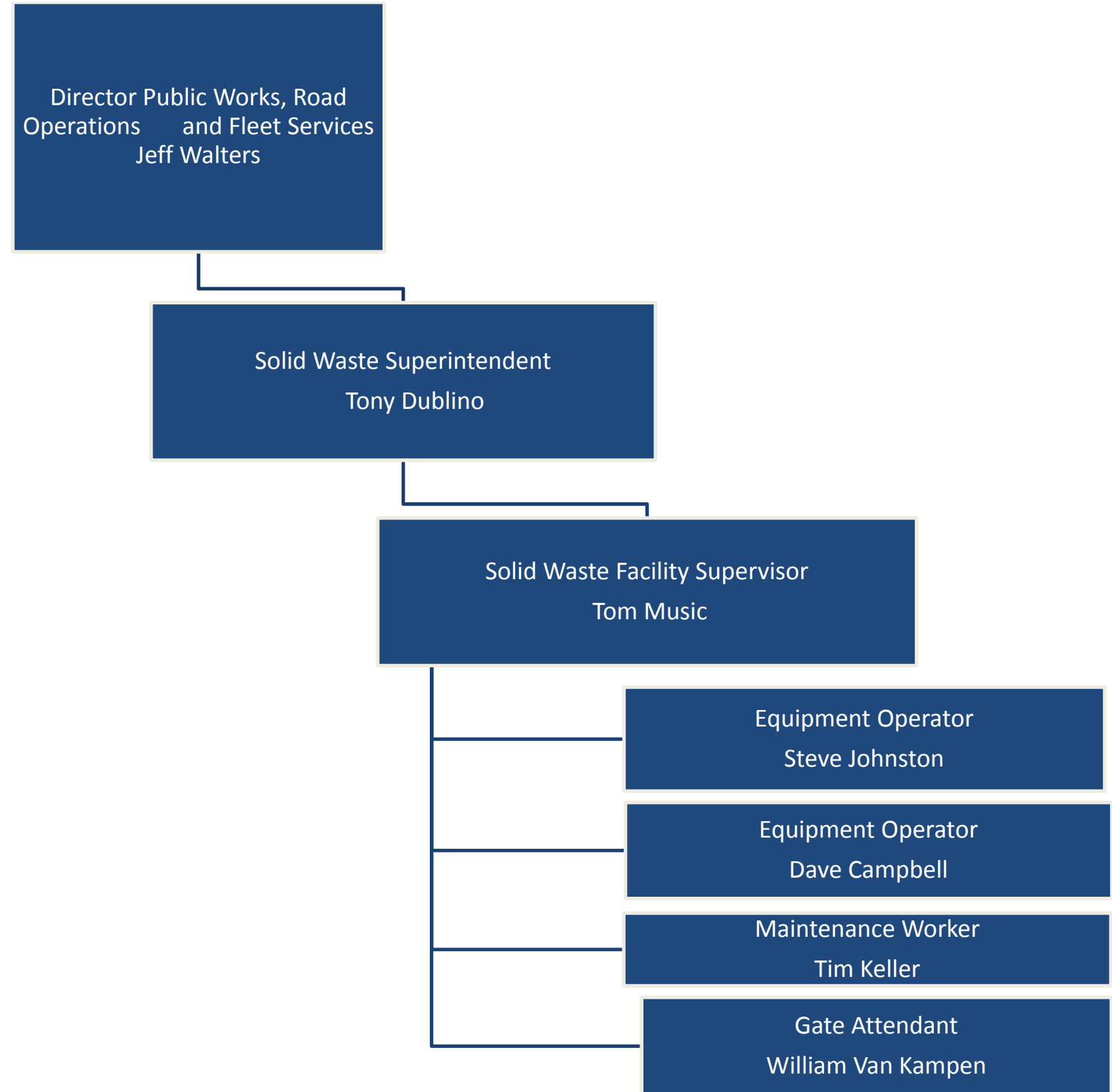
Description of Program/Equipment:

The purpose of this expenditure is to improve the record keeping and efficiency of gate house operations by constructing solar panels and battery banks that will run the scales and printers, separating this infrastructure from the compactors and generators that have proven unreliable in recent years.

Salary:	_____	(full year cost)
Benefits:	_____	
Supplies:	_____	(includes vehicle, fuel)
Materials:	_____	(cell phones, IT, phones)
Communications:	_____	
Computer:	_____	
Other:	_____	
Total On-Going Cost:	=====	
Vehicle:	_____	
Equipment:	_____	7,000
Work Space:	_____	
Other:	_____	3,000
Total One-Time Cost:	=====	10,000
Total Cost:	=====	10,000

Revenue: Solid Waste Enterprise Fund

Proposed Public Works Organizational Chart
March 18, 2014



PUBLIC WORKS – CONWAY RANCH 108-17290

DEPARTMENTAL FUNCTIONS

The Conway Ranch budget includes the revenues and costs of all operations at the County's Conway Ranch property. This property provides open space and preserves historic resources for the enjoyment of all County residents and visitors. The appurtenant water rights and productive meadows also afford active sheep grazing as well as aquaculture that provides fish stocking to local waters.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- The development of a conservation easement to protect the property in perpetuity while recognizing certain future uses.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Execute Conservation Easement and related documents with agencies.
- Maintain compliance with management plans and regulatory permits.
- Begin drafting long-term plans for the development and management of the property.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Conway Ranch FY 2014-2015 Budget includes one-time revenues and expenses related to the buyout of the 75-acre aquaculture area from Caltrans. When this one-time expense and revenue (\$113,300 each) is removed from the budget, the actual operating budget is revealed. For FY 14-15, there are increased expenses relating to the salary and benefits for the management of the project, which was formerly absorbed by the Economic Development Department. This increase (+\$23,390) is the primary cause for the increase in expenses. Also contributing is the anticipated increase in the cost of the Irrigation Specialist contract (+\$4,000), for a total increase in expenses of \$34,390. The existing revenues have increased slightly, but do not cover these increases in expenses, so the budget requires a General Fund transfer in of \$16,355 in order to balance the budget.

Revenues – Revenue from the sheep grazing lease has increased slightly, if a General Fund contribution is approved, there would be additional monies available for project management.

Personnel – The primary change in personnel is with the re-assignment of the Conway Project from Economic Development to Public Works.

Services & Supplies – Nothing to report.

Fixed Assets – Nothing to report.

FY 2014-2015 STATE FUNDING SUMMARY

Nothing to report.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

Until recently, the program was been managed by the Economic Development Department, under Dan Lyster. The project has now been assigned to Tony Dublino, in the Public Works Department. In consideration of this change, the current budget requests 20% of Mr. Dublino's salary be included in the Conway Ranch budget to cover personnel costs relating to the management of the project.

COUNTY OF MONO
PUBLIC WORKS - CONWAY RANCH BUDGET COMPARISON REPORT

FUND 108: CONWAY RANCH

DEPT 290: CONWAY/MATLY RANCH PROPERTY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
108-17290-14010-00000000	INTEREST INCOME	313	0	135	0	0	0
108-17290-14050-00000000	RENTAL INCOME	8,500.00	17,500.00	8,500.00	18,035.00	18,035.00	0
108-17290-15900-00000000	OTH: OTHER GOVT AGENCIES	31,631.00	0	2,000.00	0	0	0
108-17290-18100-00000000	OPERATING TRANSFERS IN	0	113,300.00	113,300.00	16,355.00	16,355.00	0
Total Revenues		40,444.00	130,800.00	123,935.00	34,390.00	34,390.00	0
Expenditures							
108-17290-21100-00000000	SALARY AND WAGES	0	0	0	13,742.00	13,742.00	0
108-17290-22100-00000000	EMPLOYEE BENEFITS	0	0	0	9,648.00	9,648.00	0
108-17290-31400-00000000	BUILDING/LAND MAINT & REPAIR	488	1,000.00	500	1,000.00	1,000.00	0
108-17290-32450-00000000	CONTRACT SERVICES	7,438.00	26,000.00	23,273.00	10,000.00	10,000.00	0
108-17290-33120-00000000	SPECIAL DEPARTMENT EXPENSE	6,005.00	119,300.00	544	113,300.00	113,300.00	0
108-17290-60100-00000000	OPERATING TRANSFERS OUT	32,239.00	0	0	0	0	0
Total Expenditures		46,170.00	146,300.00	24,317.00	147,690.00	147,690.00	0
Total for DEPT 290: CONWAY/MATLY RANCH PROPERTY		-5,726.00	-15,500.00	99,618.00	-113,300.00	-113,300.00	0

SHERIFF'S DEPARTMENT

100-22440

DEPARTMENTAL FUNCTIONS

The Sheriff's Office provides patrol (cars and boats), civil, coroner, investigative and Sheriff administrative services to the County of Mono.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Completion of our BOS approved Orbacom Project using funding allocated by the CCP.
- ✓ Enhanced security in our custody setting.
- ✓ Continued providing residents and visitors with superior law enforcement while still short man power.
- ✓ Improved department morale by using better communication between Administrative staff and deputies.
- ✓ Expanded inmate work crew details to benefit the county as well as the inmates themselves.
- ✓ Permanently assigned a School Resource Officer to the school campuses.
- ✓ Obtained narcotic K-9 "Tara" to enhance MONET operations.
- ✓ Continued our excellent working relationship with other county departments and agencies.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Be fiscally sound and assist Mono County in reaching budgetary goals.
- Provide quality and responsive law enforcement services.
- Work hand in hand with allied agencies to keep abreast on AB109 mandates.
- Communicate effectively with other county agencies on emergency preparedness.
- Meet or exceed all POST and STC training mandates.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$220 in expenditures, and a decrease of \$299,440 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is increased by \$299,660.

Personnel Costs increased by \$23,788 compared to the FY 2013-2014 Board Approved Budget, due to the calculation of several retirement payouts for sick, vacation and compensated time.

Revenues –The projected FY 14-15 revenue is decreased by \$299,440. The decrease is due to a reallocation of Prop 172 funding to the Paramedic Program, as well as, a predicted decrease in projected Prop 172 revenue after the reallocation.

In May of this year, the Commission on Peace Officer Standards and Training (POST) sent out a revised "Projected POST Budget Deficit" letter stating that they have revised the list of reimbursable plan IV courses. We are looking at a potential shortfall in POST reimbursements this year due to a state deficit, but some courses have been added back to list for reimbursement.

We have budgeted \$55,425 in OHV Grant revenue which has to be spent by the end of the fiscal year, June 30, 2015. The grant requires a 25% match and most of the revenue will be used to cover OHV related overtime costs. The grants program supports "the planning, acquisition, development, maintenance, administration, operation, enforcement, restoration and conservation of trails, trailheads, areas, and other facilities associated with the use of off-highway motor vehicles, and programs involving off-highway motor vehicle safety or education". The deadline to submit final applications is May 5, 2014. The OHMVR Division will be analyzing the final

applications during the month of May and will post Intent to Award on the OHMVR Division website on June 2, 2014.

Personnel – The Sheriff’s Office currently has two vacant deputy positions that were not included in the FY 14-15 budget, as well as, a future vacancy due to a deputy retirement. The personnel savings were offset by vacation, sick and compensated time payouts that were budgeted for potential department retirements. The two deputy vacancies saved the county roughly \$262,342. Without backfilling the third future deputy vacancy the county saves roughly \$110,640 for an overall savings of \$372,982 in salaries and benefits.

The Department’s Requested Budget represents a decrease in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – The increased budget amounts for Contract Services, Professional Services, Training, Office Supplies, Ammunition and Range Supplies increased our budget by \$82,107. The increased Services and Supplies amount does not include the Worker’s Compensation and Liability Insurance expense calculations which increased by \$144,325. After FY 13-14 mid-year review, many of these expenditures items were decreased and as a result, there were over expenditures in these expense accounts. The budgeted amounts are a more accurate reflection of actual expenditures.

Support & Care of Persons – No budgeted items in this area.

Fixed Assets – No budgeted items in this area.

FY 2014-2015 STATE FUNDING SUMMARY

Most of the revenue provided to the Sheriff’s Office is derived from the State. The State Budget has \$489.9 million budgeted for “Enhancing Law Enforcement Activities”. The revenue is stable and we cannot project any increases for the FY 14-15 budget.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

The Sheriff’s Office is asking the Board of Supervisors to consider backfilling the deputy vacancy after the retirement of Deputy Jeff Gordon in September of 2014. The estimated 9 months of salary and benefits will cost the County roughly \$90,782 for the remainder of FY 14-15. In FY 13-14 we were able to maintain our level of service to the County of Mono with two deputy vacancies, but feel that if we leave any other vacancies unfilled we will be subject to using overtime to maintain our level of service.

COUNTY OF MONO
SHERIFF BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 440: SHERIFF

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
Revenues							
100-22440-14010-04400000	INTEREST INCOME	1	0	0	0	0	0
100-22440-14050-04400000	RENTAL INCOME	16,800.00	16,800.00	16,800.00	16,800.00	16,800.00	0
100-22440-15300-04410000	ST: COPS-SHERIFF	62,871.00	100,000.00	95,407.00	100,000.00	100,000.00	0
100-22440-15310-00000000	ST: PUB SAFETY-PROP 172 SALES	972,627.00	644,063.00	551,115.00	577,947.00	577,947.00	0
100-22440-15350-45040000	ST: RURAL LAW ENFORCE ASST (AB	409,904.00	500,000.00	476,649.00	500,000.00	500,000.00	0
100-22440-15410-45050000	ST: OFF-HWY VEHICLE GRANT	39,151.00	54,035.00	32,012.00	55,425.00	55,425.00	0
100-22440-15470-00000000	ST: SHERIFF POST REIMBURSEMENT	67,481.00	25,000.00	23,501.00	24,500.00	24,500.00	0
100-22440-15530-45020000	FED: OES MARIJUANA GRANT (DEA-	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	0
100-22440-15802-45030000	FED: OES CAL-MMET GRANT	204,203.00	122,990.00	117,451.00	122,990.00	122,990.00	0
100-22440-15802-45036001	FED: OES CAL-MMET GRANT -ARRA	10,482.00	0	0	0	0	0
100-22440-15819-00000000	FED: MISC FED GRANTS	3,814.00	3,000.00	3,317.00	2,193.00	2,193.00	0
100-22440-16120-00000000	CIVIL PROCESS SERVICE	4,778.00	4,000.00	4,101.00	5,500.00	5,500.00	0
100-22440-16140-00000000	CONCEALED WEAPONS PERMIT FEES	1,975.00	1,200.00	2,747.00	1,700.00	1,700.00	0
100-22440-16230-00000000	LAW ENFORCEMENT SERVICES	284,103.00	300,430.00	290,508.00	305,775.00	305,775.00	0
100-22440-16231-00000000	LAW ENFORCE FED LAND SERVICES	68,437.00	44,550.00	38,227.00	54,200.00	54,200.00	0
100-22440-17010-04400000	MISCELLANEOUS REVENUE	22,115.00	2,000.00	1,766.00	2,000.00	2,000.00	0
100-22440-17100-00000000	INSURANCE REIMBURSEMENT	4,383.00	0	0	0	0	0
100-22440-18010-00000000	SALE OF SURPLUS ASSETS	8,075.00	0	926	0	0	0
100-22440-18010-45050000	SALE OF SURPLUS ASSETS	3,515.00	0	0	0	0	0
100-22440-18100-04400000	OPERATING TRANSFERS IN	16,635.00	254,266.00	0	3,864.00	3,864.00	0
Total Revenues		2,221,350.00	2,092,334.00	1,674,527.00	1,792,894.00	1,792,894.00	0
Expenditures							
100-22440-21100-00000000	SALARY AND WAGES	2,102,212.00	2,279,291.00	1,796,132.00	2,249,572.00	2,249,572.00	0
100-22440-21120-00000000	OVERTIME	311,828.00	221,709.00	199,882.00	259,093.00	150,000.00	0
100-22440-21120-45010000	OVERTIME - MONET	0	16,000.00	19,975.00	16,000.00	16,000.00	0
100-22440-21120-45030000	OVERTIME - OES CAL-MMET	1,116.00	0	0	0	0	0
100-22440-21120-45050000	OVERTIME-OFF HWY VEH	0	60,724.00	48,039.00	59,142.00	59,142.00	0
100-22440-21410-00000000	HOLIDAY PAY	173,576.00	165,009.00	134,483.00	157,785.00	157,785.00	0
100-22440-22100-00000000	EMPLOYEE BENEFITS	1,449,858.00	1,507,952.00	1,243,382.00	1,532,881.00	1,532,881.00	0

COUNTY OF MONO
SHERIFF BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 440: SHERIFF

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-22440-30120-00000000	UNIFORM ALLOWANCE	24,308.00	24,484.00	19,491.00	22,150.00	22,150.00	0
100-22440-30121-00000000	SPECIAL UNIFORM SUPPLIES	32,373.00	18,000.00	18,071.00	18,000.00	18,000.00	0
100-22440-30280-00000000	TELEPHONE/COMMUNICATIONS	89,856.00	86,000.00	67,330.00	81,250.00	81,250.00	0
100-22440-30500-00000000	WORKERS' COMP INS EXPENSE	0	81,440.00	81,440.00	143,769.00	143,769.00	0
100-22440-30510-00000000	LIABILITY INSURANCE EXPENSE	0	23,892.00	23,892.00	105,888.00	105,888.00	0
100-22440-31200-00000000	EQUIP MAINTENANCE & REPAIR	5,890.00	2,000.00	702	2,000.00	2,000.00	0
100-22440-31200-45050000		0	2,000.00	7,916.00	6,420.00	6,420.00	0
100-22440-31400-00000000	BUILDING/LAND MAINT & REPAIR	6,781.00	4,000.00	3,935.00	4,400.00	4,400.00	0
100-22440-31700-00000000	MEMBERSHIP FEES	5,298.00	6,291.00	6,892.00	6,900.00	6,900.00	0
100-22440-32000-00000000	OFFICE EXPENSE	71,937.00	37,042.00	32,168.00	45,000.00	45,000.00	0
100-22440-32000-45030000	OFFICE EXPENSE - CAL-MMET	81	0	0	0	0	0
100-22440-32000-45036001	OFFICE EXPENSE - CAL-MMET ARRA	27	0	0	0	0	0
100-22440-32450-00000000	CONTRACT SERVICES	31,327.00	25,000.00	24,045.00	32,800.00	32,800.00	0
100-22440-32500-00000000	PROFESSIONAL & SPECIALIZED SER	50,289.00	36,200.00	36,710.00	58,950.00	58,950.00	0
100-22440-32500-45060000	PROFESSIONAL & SPECIALIZED SER-CORONER	33,473.00	31,000.00	29,446.00	44,950.00	44,950.00	0
100-22440-32800-00000000	PUBLICATIONS & LEGAL NOTICES	4,474.00	4,367.00	4,565.00	3,810.00	3,810.00	0
100-22440-32950-00000000	RENTS & LEASES - REAL PROPERTY	5,647.00	829	829	900	900	0
100-22440-32950-45050000	RENTS & LEASES-REAL PROP OHV	1,320.00	1,320.00	1,320.00	1,320.00	1,320.00	0
100-22440-32960-00000000	A-87 INDIRECT COSTS	814,083.00	0	0	0	0	0
100-22440-33010-00000000	SMALL TOOLS & INSTRUMENTS	253	200	0	130	130	0
100-22440-33120-00000000	SPECIAL DEPARTMENT EXPENSE	54,424.00	18,000.00	20,684.00	12,070.00	12,070.00	0
100-22440-33120-45050000	SPECIAL DEPARTMENT EXPENSE-OFF HWY	1,346.00	1,500.00	1,864.00	800	800	0
100-22440-33120-45060000	SPECIAL DEPARTMENT EXPENSE-CORONER	4,404.00	1,100.00	5	2,700.00	2,700.00	0
100-22440-33130-00000000	SPEC DEPT EXPENSE-AMMUNITION	84,705.00	48,000.00	43,818.00	55,000.00	25,000.00	0
100-22440-33132-00000000	SPEC DEPT- DARE PROGRAM	85	400	262	400	400	0
100-22440-33133-00000000	SPEC DEPT EXP-IDENTITY UNIT	7,524.00	10,000.00	6,750.00	5,100.00	5,100.00	0
100-22440-33350-00000000	TRAVEL & TRAINING EXPENSE	73,683.00	45,600.00	52,167.00	59,500.00	59,500.00	0
100-22440-33351-00000000	VEHICLE FUEL COSTS	231,936.00	208,400.00	176,146.00	209,650.00	209,650.00	0
100-22440-33351-45050000	VEHICLE FUEL COSTS- OHV FUEL	1,870.00	2,000.00	2,137.00	1,600.00	1,600.00	0

COUNTY OF MONO
SHERIFF BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 440: SHERIFF

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-22440-33360-00000000	MOTOR POOL EXPENSE	200,971.00	225,500.00	196,262.00	233,190.00	233,190.00	0
100-22440-33600-00000000	UTILITIES	83,506.00	72,000.00	78,289.00	84,350.00	84,350.00	0
100-22440-47010-45030000	CONTRIBUTIONS TO OTHER GOVERNMENT	12,986.00	0	0	0	0	0
100-22440-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	109,924.00	250,000.00	242,896.00	0	0	0
100-22440-53030-45030000	CAPITAL EQUIPMENT, \$5,000+	2,276.00	0	0	0	0	0
100-22440-53030-45050000	CAPITAL EQUIPMENT, \$5,000+	210	0	0	0	0	0
100-22440-60100-00000000	OPERATING TRANSFERS OUT	1,520.00	0	0	0	0	0
100-22440-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	7,895.00	0	0	0
Total Expenditures		6,087,377.00	5,517,250.00	4,629,820.00	5,517,470.00	5,378,377.00	0
Total for DEPT 440: SHERIFF		-3,866,027.00	-3,424,916.00	-2,955,293.00	-3,724,576.00	-3,585,483.00	0

POLICY ITEM REQUEST FORM

Department: Sheriff - 440

Description of Program/Equipment:

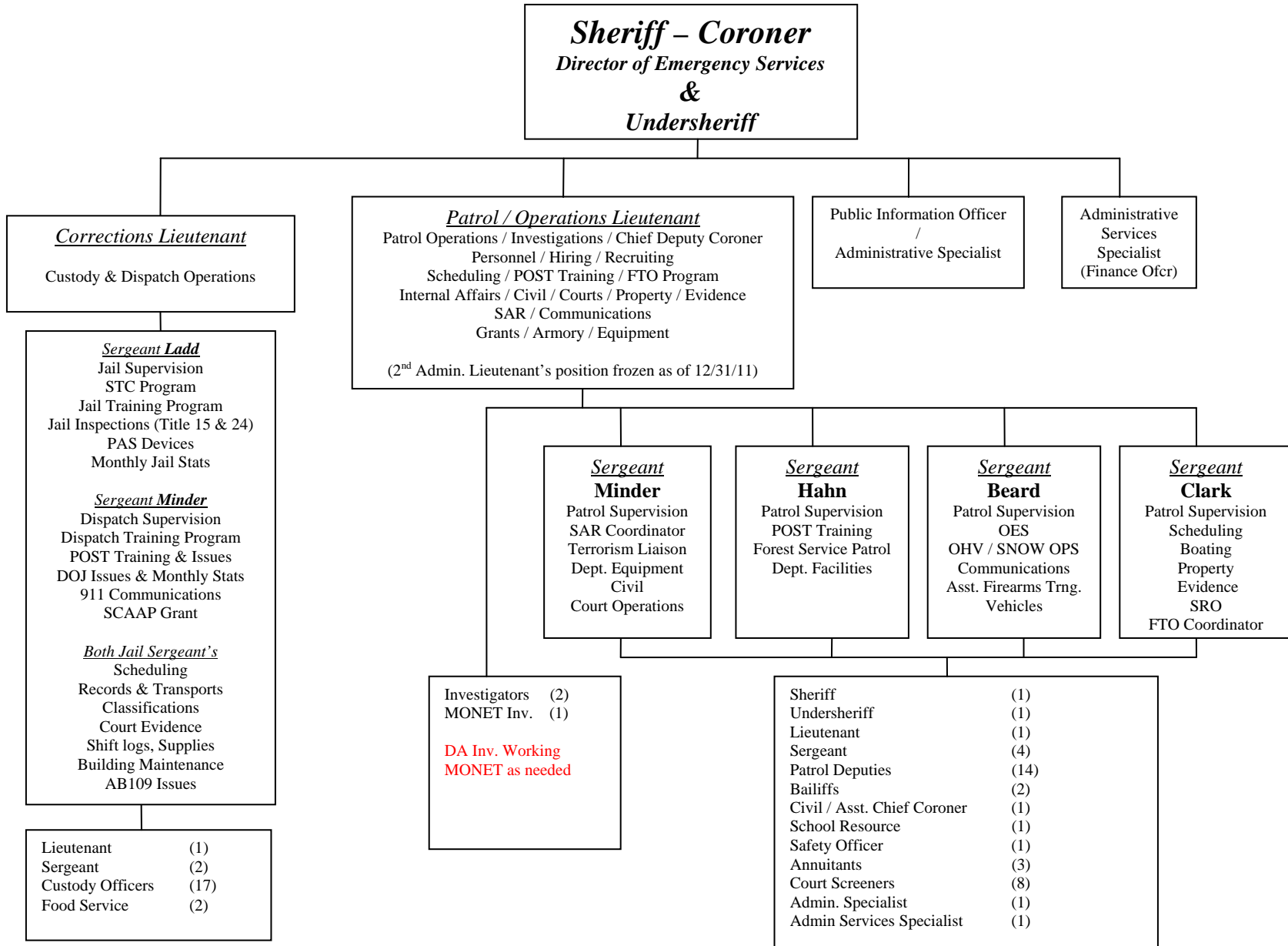
Backfill Deputy II position (54 B) after filling the Court Baliff vacancy.

Cost Components

Salary:	<u>53,809</u>	(9 Months)
Benefits:	<u>36,973</u>	
Supplies:	<u> </u>	(includes vehicle, fuel)
Materials:	<u> </u>	(cell phones, IT, phones)
Communications:	<u> </u>	
Computer:	<u> </u>	
Other:	<u> </u>	
Total On-Going Cost:	<u>90,782</u>	
Vehicle:	<u> </u>	
Equipment:	<u> </u>	
Work Space:	<u> </u>	
Other:	<u> </u>	
Total One-Time Cost:	<u> -</u>	
Total Cost:	<u>90,782</u>	

Revenue: Describe any revenue to offset the cost of the policy item

Mono County Sheriff's Department



SHERIFF – BOATING 100-22445

DEPARTMENTAL FUNCTIONS

Perform boating safety and enforcement activities, as well as provide aid to the Mono County Paramedics and Search and Rescue when needed.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Completed annual Boating Safety Training for department employees.
- ✓ Utilized grant funding to run the entire boating program.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue to run our boating program utilizing only State grant funding.
- Acquire two new dedicated boat patrol vehicles using Federal Equipment Grant funding.
- Replace the bimini top on the Jet Craft using Federal Equipment Grant funding.
- Provide Department of Boating and Waterways approved Basic and Advanced Training to department employees.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$109,333 in expenditures, and an increase of \$109,385 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$52.

Personnel Costs increased by \$2,120 compared to the FY 2013-2014 Board Approved Budget, due to an increase in grant funded overtime costs as well as an increase in total payroll costs.

Revenues –Boating enforcement revenue increased this fiscal year due to a request for Boating Safety and Enforcement Equipment Grant funds. The entire Mono County boating enforcement program is funded using grant awards.

The Boating Safety and Enforcement Financial Aid Program “provides State financial aid to local governmental agencies whose waterways have high usage by transient boaters and an insufficient tax base to fully support a boating safety and enforcement program”. The monies can be used for enforcement of state and local laws, inspection of vessels, supervision or organized on-the-water activities or water events and search and rescue operations. To be eligible for funding, the participating agency has to agree to spend 100% of vessel taxes received by the county for boating safety and enforcement activities prior to receiving State financial aid under the program. The aid application must be submitted to the State by December 31, 2013.

The Boating Safety and Enforcement Equipment Grant provide grants to local government agencies to purchase boating safety and law enforcement equipment. Eligible equipment may include law enforcement boats, marine patrol equipment, personal watercraft, search and rescue equipment and dive gear.

Personnel – The boating program supports one deputy for 6 months with the remainder of the work load paid as overtime to deputies and PSOs on an as needed basis.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – The requested budget reflects an increase of \$8,899. This increase is due to a request for additional training expenses. All expenses will be grant funded.

Support & Care of Persons – Not applicable.

Fixed Assets – The Mono County Sheriff's Office has submitted an application to the California State Parks Division of Boating and Waterways for the Boating Safety and Enforcement Equipment Grant. The grant application requests funding to purchase two boating dedicated tow vehicles to be up-fitted with emergency lighting and equipment.

FY 2014-2015 STATE FUNDING SUMMARY

Existing participating agencies in the BS&E Financial Aid Program continue to receive the same annual allocation. The monies to support the program are funded through the Harbors and Watercraft Revolving Fund.

Funding for the Boating Safety and Enforcement Equipment Grant program is provided by the Federal Trust Fund (Recreational Boating Grant).

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None at this time.

COUNTY OF MONO
SHERIFF - BOATING BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 445: BOATING LAW ENFORCEMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-22445-15420-00000000	ST: BOAT SAFETY	123,507.00	131,065.00	127,195.00	131,065.00	131,065.00	0
100-22445-15801-00004401	CA DEPT OF BOATING & WATERWAYS- FEDERAL	65,900.00	0	29,432.00	109,385.00	109,385.00	0
Total Revenues		189,407.00	131,065.00	156,627.00	240,450.00	240,450.00	0
Expenditures							
100-22445-21100-00000000	SALARY AND WAGES	43,026.00	32,064.00	26,323.00	41,484.00	41,484.00	0
100-22445-21120-00000000	OVERTIME	32,609.00	35,614.00	14,511.00	22,700.00	22,700.00	0
100-22445-21410-00000000	HOLIDAY PAY	4,886.00	3,207.00	2,632.00	4,148.00	4,148.00	0
100-22445-22100-00000000	EMPLOYEE BENEFITS	47,480.00	38,500.00	27,672.00	43,173.00	43,173.00	0
100-22445-30120-00000000	UNIFORM ALLOWANCE	655	467	407	500	500	0
100-22445-30500-00000000	WORKERS' COMP INS EXPENSE	0	693	693	3,795.00	3,795.00	0
100-22445-30510-00000000	LIABILITY INSURANCE EXPENSE	556	1,142.00	1,142.00	1,218.00	1,218.00	0
100-22445-31200-00000000	EQUIP MAINTENANCE & REPAIR	2,802.00	3,312.00	2,196.00	2,500.00	2,500.00	0
100-22445-31200-00004401	EQUIP MAINTENANCE & REPAIR-FED GRNT	30,381.00	0	-794	1,071.00	1,071.00	0
100-22445-32000-00000000	OFFICE EXPENSE	120	150	80	109	109	0
100-22445-32860-00000000	RENTS & LEASES - OTHER	6,558.00	7,200.00	7,200.00	7,200.00	7,200.00	0
100-22445-32960-00000000	A-87 INDIRECT COSTS	10,010.00	0	0	0	0	0
100-22445-33120-00000000	SPECIAL DEPARTMENT EXPENSE	34	1,000.00	0	70	70	0
100-22445-33350-00000000	TRAVEL & TRAINING EXPENSE	666	1,500.00	35	10,000.00	10,000.00	0
100-22445-33351-00000000	VEHICLE FUEL COSTS	4,546.00	4,650.00	2,578.00	4,080.00	4,080.00	0
100-22445-33352-00000000	BOAT FUEL COSTS	3,203.00	3,360.00	2,084.00	2,370.00	2,370.00	0
100-22445-33360-00000000	MOTOR POOL EXPENSE	3,158.00	3,420.00	1,905.00	2,900.00	2,900.00	0
100-22445-33600-00000000	UTILITIES	107	400	288	380	380	0
100-22445-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	98,314.00	98,314.00	0
Total Expenditures		190,797.00	136,679.00	88,952.00	246,012.00	246,012.00	0
Total for DEPT 445: BOATING LAW ENFORCEMENT		-1,390.00	-5,614.00	67,675.00	-5,562.00	-5,562.00	0

SHERIFF - COURT SECURITY

100-22444

DEPARTMENTAL FUNCTIONS

Provide bailiff and courthouse security duties.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Maintained proper court security protocols.
- ✓ Maintained a cohesive working relationship with the Mono County Superior Court.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Work with the Superior Court to keep court security cost within awarded state revenue.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$28,787 in expenditures, and an increase of \$18,359 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is increased by \$10,428. The amount of the requested budget deficit is the cost of Worker's Compensation and Liability Insurance expense. Per GC 30025(f) (4), "moneys in the Trial Court Security Account shall be used exclusively to fund trial court security provided by county sheriffs. No general county administrative costs may be charged to this account, including, but not limited to, the costs of administering the account".

Personnel Costs increased by \$15,095 compared to the FY 2013-2014 Board Approved Budget, due to an enhanced calculation of Court Screener and Bailiff wages. Currently, we have three vacant Court Screener positions. We have several applicants that are in the process of background investigations with the potential for employment in our Court Security Department.

Revenues – The FY 14-15 State Budget allocated \$537.9 million to Trial Court Security. Per Government Code 30029.05, Mono County is to receive 0.0957% of the available funding. Trial Court Security funds are distributed by the State on a monthly basis and held in the County Local Revenue Fund (704) for quarterly distribution into the General Fund.

Personnel – In FY 14-15 the cost of personnel was calculated to include the use of two Court Screeners and two Bailiffs, five days per week, to provide court security in Mammoth Lakes and two Court Screeners and one Bailiff, one day per week, to provide court security in Bridgeport. This is the minimum level of service to abide by our current MOU with the Superior Court for State mandated court security service.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – The requested budget has been increased by \$13,692. The increase is due to the inclusion of Training Expenses as well as a budgeted increase for Uniforms, Professional Services, Special Department Expense and vehicle fuel. We currently have two individuals completing background investigations with the potential for employment which results in increases in the above mentioned expense accounts.

Support & Care of Persons – Not applicable.

Fixed Assets – No budgeted items.

FY 2014-2015 STATE FUNDING SUMMARY

The Court Security allocations received by the State are percentage based, not dollar based, and are dependent on the actual level of sales tax collected by the State. This causes the revenue to fluctuate and makes it hard to predict how much revenue will actually be collected on a monthly basis.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None at this time.

COUNTY OF MONO
SHERIFF - COURT SECURITY BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 444: COURT SECURITY

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
100-22444-15360-00000000	ST: AOC COURT SCREENER CONTRAC	0	0	0	514,766.00	514,766.00	0
100-22444-18100-00000000	OPERATING TRANSFERS IN- COURT SCREENERS	396,216.00	496,407.00	145,386.00	0	0	0
Total Revenues		396,216.00	496,407.00	145,386.00	514,766.00	514,766.00	0
Expenditures							
100-22444-21100-00000000	SALARY AND WAGES	327,370.00	334,418.00	209,647.00	351,601.00	351,601.00	0
100-22444-21120-00000000	OVERTIME	16,702.00	3,000.00	-2,821.00	12,371.00	12,371.00	0
100-22444-21410-00000000	HOLIDAY PAY	13,808.00	13,637.00	10,939.00	13,413.00	13,413.00	0
100-22444-22100-00000000	EMPLOYEE BENEFITS	108,114.00	119,571.00	87,503.00	108,336.00	108,336.00	0
100-22444-30120-00000000	UNIFORM ALLOWANCE	6,054.00	2,000.00	1,482.00	4,290.00	4,290.00	0
100-22444-30280-00000000	TELEPHONE/COMMUNICATIONS	295	300	250	300	300	0
100-22444-30500-00000000	WORKERS' COMP INS EXPENSE	0	5,745.00	5,745.00	6,311.00	6,311.00	0
100-22444-30510-00000000	LIABILITY INSURANCE EXPENSE	0	4,206.00	4,206.00	4,117.00	4,117.00	0
100-22444-31200-00000000	EQUIP MAINTENANCE & REPAIR	384	500	0	1,070.00	1,070.00	0
100-22444-32000-00000000	OFFICE EXPENSE	9	100	52	535	535	0
100-22444-32500-00000000	PROFESSIONAL & SPECIALIZED SER	395	900	1,465.00	3,350.00	3,350.00	0
100-22444-32960-00000000	A-87 INDIRECT COSTS	39,591.00	0	0	0	0	0
100-22444-33120-00000000	SPECIAL DEPARTMENT EXPENSE	0	300	0	2,500.00	2,500.00	0
100-22444-33350-00000000	TRAVEL & TRAINING EXPENSE	2,186.00	0	0	4,800.00	4,800.00	0
100-22444-33351-00000000	VEHICLE FUEL COSTS	5,483.00	4,150.00	2,933.00	5,400.00	5,400.00	0
100-22444-33360-00000000	MOTOR POOL EXPENSE	6,676.00	7,580.00	5,508.00	6,800.00	6,800.00	0
Total Expenditures		527,067.00	496,407.00	326,909.00	525,194.00	525,194.00	0
Total for DEPT 444: COURT SECURITY		-130,851.00	0	-181,523.00	-10,428.00	-10,428.00	0

SHERIFF - EMERGENCY SERVICES

100-27600

DEPARTMENTAL FUNCTIONS

Coordinate all activities of all county departments relating to preparation and implementation of the County's Emergency Operations Plan (EOP), as well as the response efforts of local, state and federal agencies.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Improved attendance to Unified Command Meetings.
- ✓ Assisted with the development of Antelope Valley C.E.R.T.
- ✓ Purchased and put into service, personal body cameras for all deputies using EMPG award funds.
- ✓ Updated the radio site inventory.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Develop a dual EOC in the Town of Mammoth Lakes.
- Work with the Mammoth Lakes Fire Department to enhance OES training.
- Continue to support the development of Antelope Valley C.E.R.T.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$301 in expenditures, and an increase of \$115 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is increased by \$416.

Personnel Costs increased by \$15,459 compared to the FY 2013-2014 Board Approved Budget. The OES Sergeant obtained his Advance POST Certificate, allowing for education pay in the amount of 12.5% of base pay per the DSA MOU.

Revenues – The sole source of revenue for our OES budget comes from EMPG Federal Grant funds. The EMPG program provides federal grants to states to assist in preparing for all hazards. California's funding allocation for FY 2014 is \$27,771,691. The Application submission deadline for FY 14-15 is April 9, 2014. The application review period is April 11, 2014 through May 18, 2014 and the anticipated funding date is June 13, 2014. The grant award has to be spent by September 30, 2014. All County projects approved and funded by the Department of Homeland Security will be spent by the end of FY 14-15. The grant requires a 100% match.

Personnel – The OES budget supports one Emergency Services Coordinator.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – The FY 14-15 budget request reflects a decrease in expenditures of \$14,552 and does not include the Worker's Compensation and Liability Insurance expense calculations.

Support & Care of Persons – Not applicable.

Fixed Assets – No budget items.

FY 2014-2015 STATE FUNDING SUMMARY

The FY 14-15 EMPG award is slightly more than last year. Over the course of several years the funding levels have stayed stagnant.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None at this time.

COUNTY OF MONO
SHERIFF - EMERGENCY SERVICES BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 600: EMERGENCY SERVICES

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-27600-15499-00000000	ST: OFFICE OF EMERGENCY SERVIC	127,657.00	127,950.00	140,386.00	128,065.00	128,065.00	0
100-27600-17020-06000000	PRIOR YEAR REVENUE	0	0	7,126.00	0	0	0
Total Revenues		127,657.00	127,950.00	147,512.00	128,065.00	128,065.00	0
Expenditures							
100-27600-21100-00000000	SALARY AND WAGES	95,066.00	96,708.00	80,590.00	103,608.00	103,608.00	0
100-27600-21120-00000000	OVERTIME	18,699.00	20,000.00	25,373.00	21,000.00	21,000.00	0
100-27600-21410-00000000	HOLIDAY PAY	10,477.00	9,670.00	8,059.00	10,361.00	10,361.00	0
100-27600-22100-00000000	EMPLOYEE BENEFITS	58,824.00	70,631.00	59,876.00	77,499.00	77,499.00	0
100-27600-30120-00000000	UNIFORM ALLOWANCE	1,083.00	1,000.00	833	1,000.00	1,000.00	0
100-27600-30280-00000000	TELEPHONE/COMMUNICATIONS	15,332.00	10,300.00	11,964.00	10,295.00	10,295.00	0
100-27600-30500-00000000	WORKERS' COMP INS EXPENSE	0	693	693	743	743	0
100-27600-30510-00000000	LIABILITY INSURANCE EXPENSE	0	526	526	494	494	0
100-27600-31200-00000000	EQUIP MAINTENANCE & REPAIR	107,100.00	138,550.00	120,184.00	107,100.00	107,100.00	0
100-27600-32000-00000000	OFFICE EXPENSE	2,967.00	100	40	100	100	0
100-27600-32450-00000000	CONTRACT SERVICES	35,340.00	8,700.00	8,700.00	9,000.00	9,000.00	0
100-27600-32860-00000000	RENTS & LEASES - OTHER	6,606.00	3,500.00	3,834.00	3,186.00	3,186.00	0
100-27600-32960-00000000	A-87 INDIRECT COSTS	17,840.00	0	0	0	0	0
100-27600-33120-00000000	SPECIAL DEPARTMENT EXPENSE	67,986.00	16,080.00	13,994.00	31,750.00	31,750.00	0
100-27600-33350-00000000	TRAVEL & TRAINING EXPENSE	517	629	419	650	650	0
Total Expenditures		437,837.00	377,087.00	335,085.00	376,786.00	376,786.00	0
Total for DEPT 600: EMERGENCY SERVICES		-310,180.00	-249,137.00	-187,573.00	-248,721.00	-248,721.00	0

SHERIFF – JAIL DIVISION

100-23480

DEPARTMENTAL FUNCTIONS

Jail operation; booking and release of inmates, maintain records, warrants and criminal history information. Provide dispatch services for the Mono County Sheriff's Office, Mammoth Lakes Police Department, Mono County Paramedics and all County fire departments.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Installed new dispatch control system software.
- ✓ Installed new jail control system.
- ✓ Utilized CCP funding to purchase an inmate work detail trailer as well as equipment to use for County and public projects.
- ✓ Utilized inmate labor for community projects.
- ✓ Met all Standards and Corrections training and facility mandates.
- ✓ Met all fire and life safety mandates.
- ✓ Implemented a new digital Policy and Procedure Manual.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Maintain the orderly operations of the jail.
- Enhance employee safety and jail operations to keep up with AB 109 length of inmate stay issues.
- Work with cooperators to improve our dispatch services.
- Implement new and unique training programs that are designed to reduce inmate recidivism.
- Support Mono County Public Works projects using inmate labor.
- Support our communities, non-profits and allied agencies by providing inmate labor.
- Meet or exceed all STC training requirements with emphasis on employee safety, facility security, legal updates and mandates.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$220,505 in expenditures, and a decrease of \$6,159 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is increased by \$226,664.

Personnel Costs increased by \$190,020 compared to the FY 2013-2014 Board Approved Budget, due to budgeting to fill all allocated positions in the jail as well as accounting for promotions and step increases per the PSOA MOU.

Revenues – There is a slight decrease in revenue due to a decrease in our STC Training reimbursement as well as an anticipated decrease in SCAAP revenue. The projected CCP allocation transfer increased by \$3,213 and reflects the Board of Supervisors authorization to fund the department reclassifications and one PSO position per BOS Resolutions R13-42 and R13-43.

Personnel – The requested budget represents a fully staffed jail. With the implementation of AB 109, we have more inmates and they are housed in our facility for more time. Physical altercations in the jail have increased and it is imperative that we are fully staffed at all times to reduce liability.

One PSO position is fully funded by the CCP per BOS Resolution R13-42. Last fiscal year, per BOS Resolution R13-43, we reclassified some of our staff to include a Jail Lieutenant and two Jail Sergeants. The increase in pay is funded by the CCP. You will see an operating transfer in the amount of \$113,835 to cover these costs.

The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – The budget request increased by \$23,237 from the FY 13-14 mid-year adjusted budget. This is due to an increased budget request for food, medical, office and training expenses. In our efforts to help the County reduce costs, we under budgeted in these areas and saw over expenditures in FY 13-14. The requested budget reflects a more accurate picture of our actual expenses. The calculated increase does not include Worker's Compensation and Liability Insurance Expenses.

Support & Care of Persons – No budget items.

Fixed Assets – No budget items.

FY 2014-2015 STATE FUNDING SUMMARY

We will see a reduction in our SCAAP funding. SCAAP is a formula grant program that reimburses states and local governments for the costs incurred for incarcerating undocumented immigrants convicted of crimes. Congress moved to cut SCAAP funding from \$238 million to \$180 million in 2014. California is one of the states that will be hit the hardest due to our high number of undocumented immigrant criminals serving time in state prison and county jails.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

No policy items.

COUNTY OF MONO
SHERIFF - JAIL BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 480: JAIL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
100-23480-15300-04810000	ST: COPS-JAIL	3,479.00	4,476.00	4,017.00	4,105.00	4,105.00	0
100-23480-15471-00000000	ST:STC TRAINING REIMBURSEMENT-JAIL	11,550.00	12,100.00	10,285.00	11,825.00	11,825.00	0
100-23480-15804-00000000	FED: SCAAP GRANT - STATE CRIMI	28,716.00	33,368.00	33,368.00	26,640.00	26,640.00	0
100-23480-16750-00000000	JAIL PROVIDED MEALS	720	0	0	0	0	0
100-23480-18100-00890000	OPERATING TRANSFERS IN- INMATE	17,655.00	11,450.00	5,560.00	9,452.00	9,452.00	0
	WELFARE						
100-23480-18100-04800000	OPERATING TRANSFERS IN	0	110,622.00	63,098.00	113,835.00	113,835.00	0
Total Revenues		62,120.00	172,016.00	116,328.00	165,857.00	165,857.00	0
Expenditures							
100-23480-21100-00000000	SALARY AND WAGES	1,039,042.00	1,092,228.00	885,579.00	1,155,780.00	1,079,298.00	0
100-23480-21120-00000000	OVERTIME	68,135.00	64,300.00	53,724.00	63,180.00	63,180.00	0
100-23480-21410-00000000	HOLIDAY PAY	101,210.00	103,732.00	100,435.00	110,966.00	106,571.00	0
100-23480-22100-00000000	EMPLOYEE BENEFITS	760,102.00	750,685.00	683,081.00	871,039.00	841,719.00	0
100-23480-30110-00000000	CLOTHING/PERSONAL SUPPLIES	5,128.00	17,000.00	14,584.00	8,000.00	8,000.00	0
100-23480-30120-00000000	UNIFORM ALLOWANCE	17,085.00	20,000.00	9,000.00	20,000.00	19,000.00	0
100-23480-30122-00000000	UNIFORM/SAFETY GEAR	1,096.00	2,500.00	1,813.00	2,400.00	2,400.00	0
100-23480-30280-00000000	TELEPHONE/COMMUNICATIONS	295	300	250	300	300	0
100-23480-30280-00890000	TELEPHONE/COMMUNICATIONS- INMATE	2,440.00	1,800.00	1,826.00	1,992.00	1,992.00	0
	WELFARE						
100-23480-30300-00000000	FOOD EXPENSES	132,789.00	154,150.00	144,712.00	141,505.00	141,505.00	0
100-23480-30350-00000000	HOUSEHOLD EXPENSES	3,276.00	3,500.00	3,416.00	2,900.00	2,900.00	0
100-23480-30500-00000000	WORKERS' COMP INS EXPENSE	0	29,962.00	29,962.00	68,651.00	68,651.00	0
100-23480-30510-00000000	LIABILITY INSURANCE EXPENSE	0	14,385.00	14,385.00	23,824.00	23,824.00	0
100-23480-31200-00000000	EQUIP MAINTENANCE & REPAIR	2,035.00	3,900.00	947	2,900.00	2,900.00	0
100-23480-31200-00890000	EQUIP MAINTENANCE & REPAIR- INMATE	254	900	0	100	100	0
	WELFA						
100-23480-31400-00000000	BUILDING/LAND MAINT & REPAIR	1,496.00	3,500.00	1,394.00	1,200.00	1,200.00	0
100-23480-31400-00890000	BUILDING/LAND MAINT & REPAIR- INMATE WEL	3,536.00	3,500.00	5,196.00	3,900.00	3,900.00	0
100-23480-31530-00000000	MEDICAL/DENTAL & LAB SUPPLIES	132,676.00	100,900.00	128,023.00	92,500.00	92,500.00	0
100-23480-32000-00000000	OFFICE EXPENSE	27,045.00	9,000.00	9,945.00	23,300.00	23,300.00	0

COUNTY OF MONO
SHERIFF - JAIL BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND

DEPT 480: JAIL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
100-23480-32500-00000000	PROFESSIONAL & SPECIALIZED SER	10,128.00	11,400.00	11,746.00	10,416.00	10,416.00	0
100-23480-32500-00890000	PROFESSIONAL & SPECIALIZED SER- INMATE W	0	600	188	250	250	0
100-23480-32501-00000000	INMATE TRANSPORTATION SERVICES	1,706.00	2,000.00	0	1,000.00	1,000.00	0
100-23480-32960-00000000	A-87 INDIRECT COSTS	500,261.00	0	0	0	0	0
100-23480-33010-00000000	SMALL TOOLS & INSTRUMENTS	2,272.00	500	0	1,200.00	1,200.00	0
100-23480-33010-00890000	SMALL TOOLS & INSTRUMENTS-INMATE WELFARE	455	2,050.00	933	750	750	0
100-23480-33120-00000000	SPECIAL DEPARTMENT EXPENSE	4,180.00	2,000.00	2,042.00	3,084.00	3,084.00	0
100-23480-33120-00890000	SPECIAL DEPT EXP- INMATE WELFARE	969	2,600.00	971	2,460.00	2,460.00	0
100-23480-33350-00000000	TRAVEL & TRAINING EXPENSE	37,271.00	35,000.00	33,901.00	39,300.00	39,300.00	0
100-23480-60100-00000000	OPERATING TRANSFERS OUT	28,716.00	0	0	0	0	0
100-23480-60100-00890000	OPERATING TRANSFERS OUT- INMATE WELFARE	10,015.00	0	0	0	0	0
Total Expenditures		2,893,613.00	2,432,392.00	2,138,053.00	2,652,897.00	2,541,700.00	0
Total for DEPT 480: JAIL		-2,831,493.00	-2,260,376.00	-2,021,725.00	-2,487,040.00	-2,375,843.00	0

SHERIFF - SEARCH AND RESCUE

100-27461

DEPARTMENTAL FUNCTIONS

Volunteers work under the Mono County Sheriff's Office and the SAR Coordinator to respond to a wide variety of missions, including searches for the missing in all types of terrain and weather. They perform rescues and evacuations of all sorts.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- ✓ Purchased and put into service a new SAR truck using funding from the sale of the old SAR sprung structure, as approved by the Board of Supervisors.
- ✓ Recruited 26 new SAR volunteers.
- ✓ Attended quarterly OES SAR Coordinators' Meetings.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Host the 2014-15 OES Search Management Course for the State of California.
- Implement Swift Water Rescue Training.
- Continue to recruit new candidates.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$1,125 in expenditures, and no change in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, the Requested Net County Cost is decreased by \$1,125.

Revenues – Not applicable

Personnel – Not applicable

Services & Supplies – The FY 14-15 Budget Request has been reduced by roughly 5%.

Support & Care of Persons – Not applicable

Fixed Assets – No budget items.

FY 2014-2015 STATE FUNDING SUMMARY

Not applicable.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

None at this time.

COUNTY OF MONO
SHERIFF - SEARCH AND RESCUE BUDGET COMPARISON REPORT

FUND 100: GENERAL FUND
DEPT 461: SEARCH AND RESCUE

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
Expenditures							
100-27461-30280-00000000	TELEPHONE/COMMUNICATIONS - SAR	3,277.00	1,850.00	1,884.00	1,700.00	1,700.00	0
100-27461-30300-00000000	FOOD EXPENSES	2,148.00	3,000.00	2,599.00	2,700.00	2,700.00	0
100-27461-31200-00000000	EQUIP MAINTENANCE & REPAIR	275	4,800.00	4,789.00	2,550.00	2,550.00	0
100-27461-31400-00000000	BUILDING/LAND MAINT & REPAIR	0	1,000.00	0	0	0	0
100-27461-32950-00000000	RENTS & LEASES - REAL PROPERTY	546	0	0	0	0	0
100-27461-32960-00000000	A-87 INDIRECT COSTS	4,621.00	0	0	0	0	0
100-27461-33120-00000000	SPECIAL DEPARTMENT EXPENSE	2,942.00	1,072.00	1,489.00	2,500.00	2,500.00	0
100-27461-33350-00000000	TRAVEL & TRAINING EXPENSE	6,522.00	6,200.00	5,795.00	6,675.00	6,675.00	0
100-27461-33351-00000000	VEHICLE FUEL COSTS	3,522.00	3,500.00	4,470.00	5,000.00	5,000.00	0
100-27461-33360-00000000	MOTOR POOL EXPENSE	2,018.00	3,478.00	3,049.00	2,650.00	2,650.00	0
100-27461-60100-00000000	OPERATING TRANSFERS OUT	43,000.00	0	0	0	0	0
Total Expenditures		68,871.00	24,900.00	24,075.00	23,775.00	23,775.00	0
Total for DEPT 461: SEARCH AND RESCUE		-68,871.00	-24,900.00	-24,075.00	-23,775.00	-23,775.00	0

SOCIAL SERVICES
103-51868 AND 103-52870
DSS and DSS AID

DEPARTMENTAL FUNCTIONS

The mission of the Social Services Department is to serve, aid, and protect needy and vulnerable children and adults residing in Mono County in ways that strengthen and preserve families, encourage personal responsibility, and foster independence.

The Social Services Department provides services as an agent of the state. The cost of services provided is shared between the federal and state government and the County.

The Social Services Department includes three program divisions that determine eligibility and human services in accordance with state and federal regulations: **Child and Adult Welfare Services** includes: Child Protective Services (CPS) (Prevention, Intervention, Placement, Foster Care); Adult Protective Services (APS), In-Home Support Services (IHSS), and Conservator case work; **Economic Assistance (Eligibility)** includes: Medi-Cal, County Medical Services Program (CMSP), CalFresh, CalWORKs, and General Assistance; **Employment and Training** includes: Welfare to Work, Workforce Investment Act, and Career Services Centers in Mammoth and Walker.

In addition, the department manages the Mono County Senior Services Program; serves as the Probate Conservator; and, operates county-wide emergency shelters.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- County social services staff successfully enrolled hundreds of county residents into expanded health care insurance, despite significant obstacles encountered in the implementation of the Affordable Care Act.
- Successfully implemented key policy and business process changes necessary to implement Health Care Reform, including integration of entirely new electronic enrollment technology.
- Doubled the number of licensed foster homes in Mono County, from one home to two homes.
- Extended foster care services for youth after 18 years old to enable an improved transition to adulthood.
- Completed the Mono County five-year System Improvement Plan (SIP) regarding how child welfare and probation services will be provided through 2018, and achieved state and county approval.
- Initiated Safety Organized Practice, a framework for assessing safety in partnership with families from referral to post-permanency, to achieve the best possible child welfare outcomes for families.
- Successfully transitioned all In-Home Supportive Services Program (IHSS) providers to the new Case Management Information Payrolling System (CMIPS II), and implemented new business and technical processes necessary for operation of the new system.
- Initiated development of a team process for implementing a trauma-informed system of supports and services for Katie A. subclass members and their families being served jointly by Child Welfare and Behavioral Health.
- Increased accessibility to C4Yourself, CalFresh, MediCal, and other eligibility programs on the Mono County Social Services website page.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Ensure children, families and individuals who are eligible for services in our communities receive needed assistance, to the best of our ability, notwithstanding the continuing challenges in the implementation of the Affordable Care Act.
- Continue to implement policy updates to allow successful implementation of Health Care Reform. Identify and put into place best practices for case load management and implementation of the new electronic enrollment technology, and provide training to staff.
- Participate in voluntary MediCal County Inmate Reimbursement Programs, in order to claim federal medical assistance for eligible inmates' healthcare services where previously the county absorbed 100% of the cost.
- Work to streamline business processes related to MediCal, CalFresh and CalWORKS, and in doing so, improve responsiveness to client needs and overall customer service.
- Implement year one of the Mono County five-year System Improvement Plan (SIP), regarding how child welfare and probation services will be provided through 2018.
- Continue foster family home recruitment – a critical need in Mono County. Partner with the Mono County Child Abuse Prevention Council and other partners to increase the number of licensed family foster homes.
- Expand efforts to extend foster care services for youth after 18 years old to enable an improved transition to adulthood.
- Continue to work on expanding our partnership with Probation and the Sherriff's Department to respond to the public assistance service needs of ex-offenders.
- Transfer Safety Organized Practice learning strategies for assessing safety in partnership with families from referral to post-permanency, to social worker practice to achieve the best possible child welfare outcomes.
- Implement family centered services and services for Katie A. subclass members and their families being served jointly by Child Welfare and Behavioral Health.
- Develop stronger program evaluations and other reporting protocols to better understand client outcomes and inform decisions.
- In partnership with prevention partners, provide support for the creation of a cadre of professional Supervised Visitation providers in Mono County to enhance court-ordered parent-child interaction/visitation.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an increase in expenditures of \$121,934, and an increase of \$124,708 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, there is a \$2,774 decrease in Net Cost to Fund.

Personnel Costs increased by \$7,421 compared to the FY 2013-2014 Board Approved Budget. Salaries increased by \$48,818 due to employee personnel actions and promotion requests, however personnel benefits decreased significantly, by \$56,396, as estimates were more closely aligned with actuals.

A-87 indirect costs increased by \$85,237 (21%) over the previous fiscal year.

Revenues – The Department anticipates receiving approximately \$225,991 less in Federal Public Assistance – Administration funds, based on prior year actuals. 1991 State Realignment is expected to increase (\$153,704) over FY 2013-14 revenues due to increases in the taxes from which realignment funding is sourced, and increases in caseload growth.

Personnel – The Department’s Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Requested position promotions are as follows:

1. Promote two Social Worker I/II positions to Social Worker III positions. Currently, the Department is staffed with a Social Worker Supervisor II (under-filled Program Manager), one Social Worker III, and three Social Worker I/II. This staffing ratio presents a work-load challenge in that only two of the five Social Workers can perform the more complex and difficult cases. There is a need to create additional mid-level Social Workers who can assume a greater distribution of the difficult case load. Restructuring will provide greater flexibility and allow for more even distribution of the Social Worker case load, which in turn will help us better meet the needs of the community. This request would result in the Department having a Social Worker Supervisor II, three SW III positions, and one SW I/II position (entry level). The Department has received approval from Merit System Services to staff the currently occupied positions at the SW III level. Upon Board approval, MSS will conduct an internal promotional recruitment. The difference in the cost between the current positions (SW I/II) and the SW III positions is an annual increase of \$5,680 in salary and benefits, per position (\$11,360 for both). The General Fund share of the annual increase at approximately 8.5% is \$483, per position (\$966 for both).

2. Promotion of a Staff Services Analyst (SSA) II position to an SSA III. Child Welfare Services has shifted at both the federal and state levels to an outcomes-based approach. States require counties to conduct regular assessments of the outcomes and effectiveness of their child welfare systems. The department is lacking a position dedicated to performing these on-going program integrity functions. Examples include: Child and Family Services Review (CSFR) quarterly assessments to determine and review compliance with State Mandated time limits and performance measures; County self-assessments; Peer quality case reviews; and County system improvement plans (SIPs). A Staff Services Analyst III is the advanced-journey/specialist level class in the professional Staff Services series, performing advanced and complex analytical work, appropriate to the above mentioned duties. The Department anticipates approval from Merit System Services to staff the currently occupied position at the SSA III level. Upon Board approval, MSS will conduct an internal promotional recruitment. The difference in the cost between the current position (SSA II) and the SSA III position is an annual increase of \$4,122 in salary and benefits. The General Fund share of the annual increase at approximately 8.5% is \$350.

Services & Supplies – Major changes - include a brief justification.

N/A

Support & Care of Persons – Major changes - include a brief justification.

N/A

Fixed Assets – Brief narrative of item(s) to be acquired and justification for the purchase(s).

N/A

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

Provide a narrative summary of the impact(s) to your budget, which result from meeting the FY 2014-2015 budget parameter guidelines. This section should correspond to your Statement of Underfunding.

N/A

FY 2014-2015 STATE FUNDING SUMMARY

State Realignment funding for the County is projected to increase approximately 26% from FY 13-14 to FY 14-15 due to 1991 Realignment and case load growth. Realignment funding is sourced from a portion of sales tax and Vehicle License Fee revenue. The legislation that enabled 1991 Realignment provided requirements that the funds be spent only on human services programs, and required the state to fund caseload growth in these programs. The 2011 Realignment funding is dedicated to the nonfederal share of Adult Protective Services (APS) and Child Welfare Services including Foster Care, Adoptions, and Child Abuse Prevention. 42% of the department's budget is from State Realignment funding, with the remainder coming from County match, State and Federal funding sources.

With the exception of General Assistance benefits, client eligibility requirements are established by federal and state governments. The County has no influence on the number of people who are eligible, and thus on the corresponding costs. Any additional increases are in continued response to anticipated needs and workload increases due to the Affordable Care Act and Health Care Reform.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

There are no major policy changes and/or considerations presented in this budget.

COUNTY OF MONO
SOCIAL SERVICES BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 868: SOCIAL SERVICES DEPARTMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
103-51868-01702-00000000	PRIOR YEAR REVENUE	0	0	0	0	0	0
103-51868-14010-00000000	INTEREST INCOME	-498	0	-1,098.00	0	0	0
103-51868-14050-00000000	RENTAL INCOME	1,489.00	1,400.00	1,360.00	1,400.00	1,400.00	0
103-51868-15110-00000000	ST: PUBLIC ASSIST-ADMIN	630,994.00	654,987.00	719,822.00	730,000.00	730,000.00	0
103-51868-15120-00000000	ST: PUBLIC ASSIST-PROGRAMS	35,824.00	0	20,254.00	0	0	0
103-51868-15440-00000000	ST: REALIGNMENT-WELFARE TRUST	670,391.00	600,638.00	607,092.00	754,342.00	754,342.00	0
103-51868-15550-00001200	FED: ARRA REVENUE-AMERICAN REC	0	0	0	0	0	0
103-51868-15602-00000000	FED: PUBLIC ASSIST-ADMIN	1,194,876.00	1,554,580.00	957,027.00	1,328,589.00	1,328,589.00	0
103-51868-15610-00000000	FED: PUBLIC ASSIST-PROGRAMS	33,687.00	197,998.00	18,780.00	197,998.00	197,998.00	0
103-51868-15611-00000000	FED: AID RECOUPMENT	1,824.00	1,800.00	21,380.00	18,000.00	18,000.00	0
103-51868-16160-00000000	BIRTH CERTIFICATE FEES (CCTF)	0	0	0	0	0	0
103-51868-17010-00000000	MISCELLANEOUS REVENUE	331	0	176	0	0	0
103-51868-17050-00000000	DONATIONS & CONTRIBUTIONS	0	0	0	0	0	0
103-51868-17151-00000000	CMSP INCENTIVE PAYMENTS	200	0	1,087.00	0	0	0
103-51868-17260-00000000	JUDGMENTS, DAMAGES & SETTLEMEN	0	0	0	0	0	0
103-51868-18100-00000000	OPERATING TRANSFERS IN: DSS	1,265,080.00	1,372,945.00	863,885.00	1,478,727.00	1,478,727.00	0
Total Revenues		3,834,198.00	4,384,348.00	3,209,765.00	4,509,056.00	4,509,056.00	0
Expenditures							
103-51868-21100-00000000	SALARY AND WAGES	1,136,930.00	1,232,210.00	924,624.00	1,281,028.00	1,281,028.00	0
103-51868-21120-00000000	OVERTIME	55,789.00	70,000.00	55,150.00	80,000.00	80,000.00	0
103-51868-22100-00000000	EMPLOYEE BENEFITS	624,217.00	795,838.00	538,931.00	744,441.00	744,441.00	0
103-51868-30270-00000000	ADMINISTRATION EXPENSE	0	0	0	0	0	0
103-51868-30280-00000000	TELEPHONE/COMMUNICATIONS	13,778.00	16,000.00	12,007.00	16,000.00	16,000.00	0
103-51868-30280-12080000	TELEPHONE/COMMUNICATIONS-ADV BRD	2,753.00	2,800.00	2,293.00	2,100.00	2,100.00	0
103-51868-30500-00000000	WORKERS' COMP INS EXPENSE	0	18,289.00	18,289.00	26,187.00	26,187.00	0
103-51868-30510-00000000	LIABILITY INSURANCE EXPENSE	0	9,988.00	9,988.00	18,858.00	18,858.00	0
103-51868-31200-00000000	EQUIP MAINTENANCE & REPAIR	0	500	0	500	500	0
103-51868-31400-00000000	BUILDING/LAND MAINT & REPAIR	0	0	0	0	0	0
103-51868-31700-00000000	MEMBERSHIP FEES	14,505.00	14,994.00	30,291.00	15,694.00	15,694.00	0

COUNTY OF MONO
SOCIAL SERVICES BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 868: SOCIAL SERVICES DEPARTMENT

Account Number	Account Name	2013-14 Budget -			2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised	2013-14 Actual	Requested	Recommended	Final Budget
103-51868-32000-00000000	OFFICE EXPENSE	55,052.00	78,000.00	56,259.00	70,000.00	70,000.00	0
103-51868-32000-12080000	OFFICE EXPENSE-ADV BRD	0	0	0	0	0	0
103-51868-32450-00000000	CONTRACT SERVICES	65,684.00	70,821.00	39,061.00	70,821.00	70,821.00	0
103-51868-32450-12050000	CONTRACT SERVICES - PSSF-LIFE SKILLS	4,358.00	10,000.00	4,570.00	10,000.00	10,000.00	0
103-51868-32450-12060000	CONTRACT SERVICES - IHSS-CSS	116,724.00	120,201.00	107,419.00	120,201.00	120,201.00	0
103-51868-32450-12070000	CONTRACT SERVICES - IHSS ADVISORY BOARD	5,916.00	5,916.00	4,352.00	5,916.00	5,916.00	0
103-51868-32500-00000000	PROFESSIONAL & SPECIALIZED SER	37,725.00	65,000.00	29,213.00	93,000.00	93,000.00	0
103-51868-32600-00000000	INFORMATION TECHNOLOGY SERVICE	34,212.00	48,332.00	9,367.00	40,000.00	40,000.00	0
103-51868-32950-00000000	RENTS & LEASES - REAL PROPERTY	205,515.00	313,026.00	242,507.00	309,866.00	309,866.00	0
103-51868-32960-00000000	A-87 INDIRECT COSTS	462,687.00	0	0	0	0	0
103-51868-33100-00000000	EDUCATION & TRAINING	1,901.00	7,500.00	1,758.00	7,500.00	7,500.00	0
103-51868-33100-12010000	EDUCATION & TRAINING - UC DAVIS TRAINING	24,871.00	47,110.00	31,995.00	47,110.00	47,110.00	0
103-51868-33120-00000000	SPECIAL DEPARTMENT EXPENSE	125	3,000.00	654	3,000.00	3,000.00	0
103-51868-33120-00001200	SPECIAL DEPARTMENT EXPENSE	0	0	0	0	0	0
103-51868-33120-12150000	SPECIAL DEPT EXP - WTW CHILD CARE	11,314.00	15,000.00	7,282.00	15,000.00	15,000.00	0
103-51868-33120-12160000	SPECIAL DEPT EXP -WTW CLIENT MILEAGE	3,712.00	15,000.00	6,495.00	15,000.00	15,000.00	0
103-51868-33350-00000000	TRAVEL & TRAINING EXPENSE	24,621.00	25,000.00	12,930.00	25,000.00	25,000.00	0
103-51868-33351-00000000	VEHICLE FUEL COSTS	17,963.00	18,000.00	10,419.00	18,000.00	18,000.00	0
103-51868-33360-00000000	MOTOR POOL EXPENSE	27,547.00	26,000.00	17,253.00	30,000.00	30,000.00	0
103-51868-33600-00000000	UTILITIES	1,223.00	1,500.00	1,217.00	1,500.00	1,500.00	0
103-51868-41101-12100000	CWS PROGRAM - TRAVEL	9,765.00	9,000.00	5,182.00	9,000.00	9,000.00	0
103-51868-41101-12110000	CWS PROGRAM - ILP INCENTIVE	2,507.00	5,100.00	1,737.00	5,100.00	5,100.00	0
103-51868-41101-12120000	CWS PROGRAM - ILP-TLP	0	1,900.00	46	1,900.00	1,900.00	0
103-51868-41101-12130000	CWS PROGRAM - ILP WORK PROGRAM	25	1,300.00	47	1,300.00	1,300.00	0
103-51868-41101-12140000	CWS PROGRAM - DIRECT MEDICAL PAYMENTS	2,838.00	20,000.00	4,943.00	20,000.00	20,000.00	0
103-51868-41130-00000000	ADULT PROTECTIVE SERVICES	2,325.00	4,000.00	1,476.00	4,000.00	4,000.00	0
103-51868-41131-00000000	ADULT SERVICES IHSS-SOC SERV	0	0	0	0	0	0
103-51868-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	0	0	0
103-51868-60100-00000000	OPERATING TRANSFERS OUT	43,470.00	219,496.00	19,077.00	219,496.00	219,496.00	0

COUNTY OF MONO
SOCIAL SERVICES BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 868: SOCIAL SERVICES DEPARTMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
103-51868-70250-00000000	PRIOR PERIOD ADJUSTMENTS	0	0	0	0	0	0
103-51868-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	4,010.00	0	0	0
103-51868-72960-00000000	A-87 INDIRECT COSTS	0	413,015.00	413,015.00	498,252.00	498,252.00	0
103-56868-21100-00000000	SALARY AND WAGES	0	0	0	0	0	0
103-56868-21120-00000000	OVERTIME	0	0	0	0	0	0
103-56868-22100-00000000	EMPLOYEE BENEFITS	0	0	0	0	0	0
103-56868-30280-00000000	TELEPHONE/COMMUNICATIONS	0	0	0	0	0	0
Total Expenditures		3,010,052.00	3,703,836.00	2,623,857.00	3,825,770.00	3,825,770.00	0
Total for DEPT 868: SOCIAL SERVICES DEPARTMENT		824,146.00	680,512.00	585,908.00	683,286.00	683,286.00	0

COUNTY OF MONO
SOCIAL SERVICES - AID BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 870: AID PROGRAMS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
103-52870-16014-00000000	AID REPAYMENTS	270	0	320	0	0	0
Total Revenues		270	0	320	0	0	0
Expenditures							
103-52870-32960-00000000	A-87 INDIRECT COSTS	0	0	0	0	0	0
103-52870-41100-00000000	SUPPORT & CARE OF PERSONS	609,071.00	601,267.00	447,544.00	601,267.00	601,267.00	0
103-52870-41102-00000000	IN HOME SUPPORT SERVS-IHSS	72,590.00	79,245.00	72,644.00	82,019.00	82,019.00	0
103-52870-72960-00000000	A-87 INDIRECT COSTS	0	0	0	0	0	0
Total Expenditures		681,661.00	680,512.00	520,188.00	683,286.00	683,286.00	0
Total for DEPT 870: AID PROGRAMS		-681,391.00	-680,512.00	-519,868.00	-683,286.00	-683,286.00	0

POLICY ITEM REQUEST - SSA III

Department: Social Services

Description of Program/Equipment:

Promotion of a Staff Services Analyst II position to a Staff Services Analyst III position. Child Welfare Services has shifted at both the federal and state levels to an outcomes-based approach. States require counties to conduct regular assessments of the outcomes and effectiveness of their child welfare systems. The department is lacking a position dedicated to performing these on-going program integrity functions. Examples of some of the on-going functions include: Child and Family Services Review (CSFR) quarterly assessments to determine and review compliance with State Mandated time limits and performance measures; County self-assessments; Peer quality case reviews; and County system improvement plans (SIPs). A Staff Services Analyst III is the advanced-journey/specialist level class in the professional Staff Services series, performing advanced and complex analytical work. NOTE: The figures below represent the increase in cost to salary and benefits for the promotion, and not the entire cost of the salary/benefits.

Cost Components

Salary Increase:	<u>3,048</u>	(full year cost)
Benefits Increase:	<u>1,074</u>	
Supplies:	<u></u>	(includes vehicle, fuel)
Materials:	<u></u>	(cell phones, IT, phones)
Communications:	<u></u>	
Computer:	<u></u>	
Other:	<u></u>	
Total On-Going Cost:	<u>4,122</u>	<i>Increase only, of which approximately \$350 is General Fund share.</i>
Vehicle:	<u></u>	
Equipment:	<u></u>	
Work Space:	<u></u>	
Other:	<u></u>	
Total One-Time Cost:	<u>-</u>	
Total Cost:	<u>4,122</u>	total cost of increase for one position

Revenue: State funds will be used to cover the majority of the increased cost. General Fund dollars will be used to cover a small share of the annual increase (approximately 8.5% which amounts to \$350).

POLICY ITEM REQUEST - SW IIIs

Department: Social Services

Description of Program/Equipment:

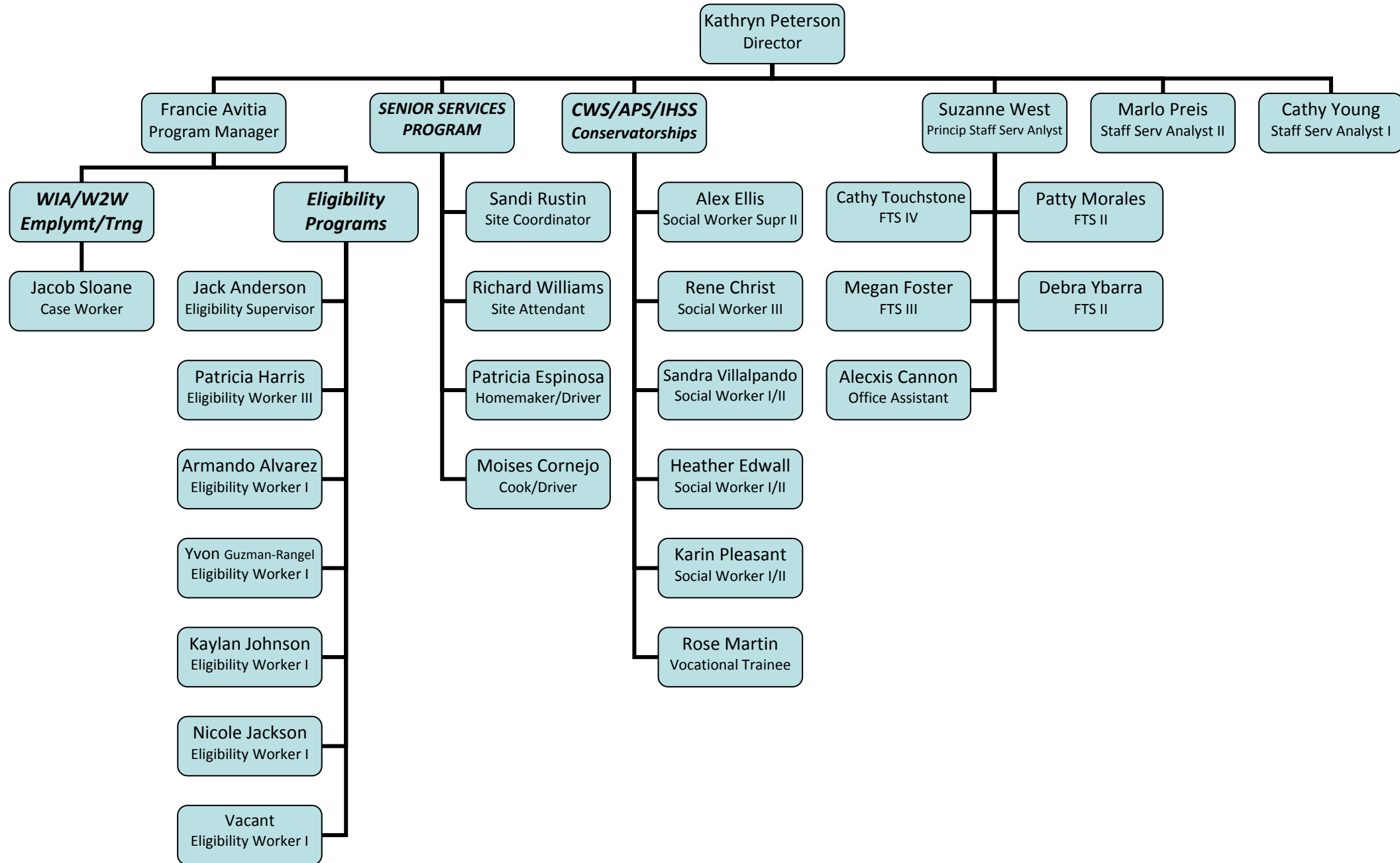
Restructure of the Child and Adult Protective Services Division within the Department of Social Services by promoting two, currently filled Social Worker I/II positions to Social Worker III positions. Currently, the Department is staffed with a Social Worker Supervisor II (under-filled Program Manager), one Social Worker III, and three Social Worker I/II's. This staffing ratio presents a work-load challenge in that only two of the five Social Workers can perform the more complex and difficult cases. There is a need to create additional mid-level Social Workers who can assume a greater distribution of the difficult case load. Restructuring will provide greater flexibility and allow for more even distribution of the Social Worker case load, which in turn will help us better meet the needs of the community. This request would result in the Department having a Social Worker Supervisor II, three SW III positions, and one SW I/II position. NOTE: The figures below represent the increase in cost to salary and benefits for the promotion, and not the entire cost of the salary/benefits.

Cost Components

Salary <i>Increase</i> :	<u>4,200</u>	(full year cost/position)	x 2 positions =	8400
Benefits <i>Increase</i> :	<u>1,480</u>		x 2 positions =	2960
Supplies:	<u>-</u>	(includes vehicle, fuel)		
Materials:	<u>-</u>	(cell phones, IT, phones)		
Communications:	<u>-</u>			
Computer:	<u>-</u>			
Other:	<u>-</u>			
Total On-Going Cost:	<u>5,680</u>	<i>Increase only</i>	x 2 positions =	11,360
				of which approximately \$966 is General Fund share.
Vehicle:	<u></u>			
Equipment:	<u></u>			
Work Space:	<u></u>			
Other:	<u></u>			
Total One-Time Cost:	<u>-</u>			
Total Cost:	<u>11,360</u>			total cost of increase for two positions

Revenue: State funds will be used to cover the majority of the increased cost. General Fund dollars will be used to cover a small share of the annual increase (approximately 8.5% which amounts to \$966).

Mono County Social Services



SOCIAL SERVICES – GENERAL RELIEF
103-53874

DEPARTMENTAL FUNCTIONS

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.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Successful operation of emergency shelters and short-term assistance to indigent adults.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue successful operation of emergency shelters and short-term assistance to indigent adults.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$5,358 in expenditures, and a decrease of \$5,358 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, there is neither an increase nor decrease in Net Cost to Fund.

The General Relief Fund is comprised exclusively of County General funds. The County has no influence on the number of people who are eligible, and thus on the corresponding costs.

Personnel Costs – There are no personnel costs charged to this fund.

Revenues – Revenue decrease of \$5,358 is in line with anticipated decrease in expenditures.

Personnel – There are no personnel costs charged to this fund.

Services & Supplies – Major changes – n/a.

Support & Care of Persons – Major changes – n/a.

Fixed Assets – n/a

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

There are no anticipated impacts to this budget, which result from meeting the FY 2014-2015 budget parameter guidelines.

FY 2014-2015 STATE FUNDING SUMMARY

Funding is 100% General Fund.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

There are no major policy considerations.

COUNTY OF MONO
SOCIAL SERVICES - GENERAL RELIEF BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES
DEPT 874: AID TO INDIGENTS

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
103-53874-16015-00000000	GENERAL ASSISTANCE REPAYMENTS	486	0	609	0	0	0
103-53874-18100-00000000	OPERATING TRANSFERS IN: AID TO INDIGENTS	21,978.00	24,614.00	7,919.00	19,256.00	19,256.00	0
Total Revenues		22,464.00	24,614.00	8,528.00	19,256.00	19,256.00	0
Expenditures							
103-53874-32960-00000000	A-87 INDIRECT COSTS	-1,022.00	0	0	0	0	0
103-53874-33350-00000000	TRAVEL & TRAINING EXPENSE	40	0	0	0	0	0
103-53874-41100-00000000	SUPPORT & CARE OF PERSONS	10,760.00	20,000.00	7,573.00	15,000.00	15,000.00	0
103-53874-41120-00000000	SHELTER SUPPLIES	1,476.00	3,000.00	75	2,000.00	2,000.00	0
103-53874-41210-00000000	INDIGENT CARE	0	0	0	0	0	0
103-53874-72960-00000000	A-87 INDIRECT COSTS	0	1,614.00	1,614.00	2,256.00	2,256.00	0
Total Expenditures		11,254.00	24,614.00	9,262.00	19,256.00	19,256.00	0
Total for DEPT 874: AID TO INDIGENTS		11,210.00	0	-734	0	0	0

SOCIAL SERVICES – SENIOR SERVICES

103-56875

DEPARTMENTAL FUNCTIONS

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 in order to provide access to community resources. In addition, individuals who have been assessed as needing assistance with transportation as a result 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 **Walker Senior Center** is open five days a week and provides congregate meals, senior activities and access to a wide range of information and services.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Achieved service delivery efficiencies without increasing staffing levels (projected numbers based on actuals through April 2014):
 - 20% increase (8,124 meals served) in Meals-on-Wheels (home delivered meals participation)
 - 10% increase (3,535 meals served) in congregate meals
 - 63% increase (240 medical escorts provided) through assisted transportation.
- Increased the number of hot meals available to Tri-Valley seniors through a cooperative partnership with Inyo County Senior Program.
- Collaborated with Inyo County WIC staff for the delivery of nutrition counseling and support to seniors in the county.
- Implemented the *Healthy Ideas* Program, a depression identification and self-management program for seniors, in partnership with the Mono County Department of Behavioral Health.
- Increased client connections to other community-based services/agencies.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue to offer activities and services that help older adults to live as independently as possible; promote healthy aging and community involvement; and link family members to resources to support their vital care giving role.
- Continue implementation of the *Healthy Ideas* Program for seniors, expanding the reach and depth of services to the senior community, while creating greater connection to existing services and supports.
- Continue collaborative partnership with Inyo County through the Eastern Sierra Area Agency on Aging to benefit senior programs and outreach, and achieve program delivery efficiencies where possible.
- Continue to seek assistance from a variety of funding sources to support Senior Program services.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015.

The Department's FY 2014-2015 Requested Budget represents an overall decrease of \$61,591 in expenditures, and a decrease of \$61,591 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, there is neither an increase nor decrease in Net Cost to Fund.

Personnel Costs decreased slightly by \$531 compared to the FY 2013-2014 Board Approved Budget.

Revenues – Requested General Fund contribution to the Senior Budget is decreased from \$159,000 in FY 2013-14 to \$146,579 in FY 2014-15, a decrease of \$12,421 (7.8%). Revenue from the local Mental Health Service Act Fund (Prop 63) is decreased \$50,000 over last fiscal year; however the funds are still adequate when combined with other resources for implementation of the *Healthy Ideas* Program.

Personnel – The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies – Major changes – n/a

Support & Care of Persons – Major changes – n/a

Fixed Assets – n/a

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

Provide a narrative summary of the impact(s) to your budget, which result from meeting the FY 2013-2014 budget parameter guidelines. This section should correspond to your Statement of Underfunding.

N/A

FY 2014-2015 STATE FUNDING SUMMARY

At this time, State Funding through the ESAAA Regional Agreement is estimated to remain the same as last fiscal year (\$74,876).

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

The following items are factors influencing the Senior Program budget in FY 2014-15:

1. Continued collaboration between Social Services, Behavioral Health and Public Health Departments to implement the *Healthy Ideas* Program for seniors in Mono County. \$25,000 in local Mental Health Service Act Funds (Prop 63) will be used to augment the Senior Program budget in FY 2014-15 for continued implementation of this program.
2. A-87 indirect costs decrease; \$73,102 in FY 2013-14 to \$18,214 in FY 2014-15; a total decrease of 75% (\$54,861) over FY 2013-14.
3. Requested General Fund support of the Program is continued, but at a decreased level; 7.8% decrease (\$12,421) from the previous fiscal year. The following allows for a decreased request of General Fund support: decrease in A-87 indirect costs charged to the Senior Program budget; stable funding through ESAAA; and, continued funding from Prop 63 to implement the *Healthy Ideas* Program.

COUNTY OF MONO
SOCIAL SERVICES - SENIOR BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 875: SENIOR SERVICES - ESAAA

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
103-56875-15261-00000000	ST: MEDICAL TRANSPORTS (LTC)-SENIOR PRG	20,000.00	20,000.00	10,000.00	20,000.00	20,000.00	0
103-56875-15900-00000000	OTHER GOV: MED TRANS (LTC)-SENIOR PRG	0	0	0	0	0	0
103-56875-16301-00000000	SENIOR SERVICE FEES	0	0	0	25,000.00	25,000.00	0
103-56875-16502-00000000	ESAAA CONTRACT REVENUE	112,925.00	73,989.00	62,226.00	74,876.00	74,876.00	0
103-56875-16600-00000000	CUSTOMER SERVICE FEES	8,733.00	8,792.00	8,049.00	8,735.00	8,735.00	0
103-56875-18100-00000000	OPERATING TRANSFERS IN: SENIOR SERVICES	159,000.00	234,000.00	159,000.00	146,579.00	146,579.00	0
Total Revenues		300,658.00	336,781.00	239,275.00	275,190.00	275,190.00	0
Expenditures							
103-56875-21100-00000000	SALARY AND WAGES	101,880.00	106,122.00	86,120.00	107,186.00	107,186.00	0
103-56875-21120-00000000	OVERTIME	0	1,064.00	1,063.00	1,000.00	1,000.00	0
103-56875-22100-00000000	EMPLOYEE BENEFITS	65,058.00	64,496.00	52,660.00	64,027.00	64,027.00	0
103-56875-30280-00000000	TELEPHONE/COMMUNICATIONS	2,273.00	2,500.00	1,731.00	2,500.00	2,500.00	0
103-56875-30300-00000000	FOOD EXPENSES	36,066.00	41,048.00	40,226.00	46,000.00	46,000.00	0
103-56875-30350-00000000	HOUSEHOLD EXPENSES	302	3,000.00	1,479.00	3,000.00	3,000.00	0
103-56875-30500-00000000	WORKERS' COMP INS EXPENSE	0	3,468.00	3,468.00	2,971.00	2,971.00	0
103-56875-30510-00000000	LIABILITY INSURANCE EXPENSE	0	2,628.00	2,628.00	1,977.00	1,977.00	0
103-56875-31200-00000000	EQUIP MAINTENANCE & REPAIR	0	0	0	0	0	0
103-56875-31700-00000000	MEMBERSHIP FEES	0	0	0	0	0	0
103-56875-32000-00000000	OFFICE EXPENSE	2,490.00	4,500.00	1,555.00	3,000.00	3,000.00	0
103-56875-32360-00000000	CONSULTING SERVICES	0	0	0	0	0	0
103-56875-32450-00000000	CONTRACT SERVICES	0	4,015.00	4,015.00	0	0	0
103-56875-32500-00000000	PROFESSIONAL & SPECIALIZED SER	9,405.00	9,000.00	4,582.00	4,615.00	4,615.00	0
103-56875-32950-00000000	RENTS & LEASES - REAL PROPERTY	0	0	0	0	0	0
103-56875-32960-00000000	A-87 INDIRECT COSTS	35,457.00	0	0	0	0	0
103-56875-33120-00000000	SPECIAL DEPARTMENT EXPENSE	5,104.00	5,000.00	2,779.00	5,000.00	5,000.00	0
103-56875-33350-00000000	TRAVEL & TRAINING EXPENSE	96	1,838.00	982	1,000.00	1,000.00	0
103-56875-33351-00000000	VEHICLE FUEL COSTS	4,471.00	7,000.00	4,328.00	6,000.00	6,000.00	0

COUNTY OF MONO
SOCIAL SERVICES - SENIOR BUDGET COMPARISON REPORT

FUND 103: SOCIAL SERVICES

DEPT 875: SENIOR SERVICES - ESAAA

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
103-56875-33360-00000000	MOTOR POOL EXPENSE	4,649.00	8,000.00	4,734.00	8,700.00	8,700.00	0
103-56875-33600-00000000	UTILITIES	0	0	0	0	0	0
103-56875-47010-00000000	CONTRIBUTIONS TO OTHER GOVERNMENT	0	0	0	0	0	0
103-56875-53030-00000000	CAPITAL EQUIPMENT, \$5,000+	0	0	0	0	0	0
103-56875-60100-00000000	OPERATING TRANSFERS OUT- SENIOR	0	0	0	0	0	0
103-56875-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	1,255.00	0	0	0
103-56875-72960-00000000	A-87 INDIRECT COSTS	0	73,102.00	73,102.00	18,214.00	18,214.00	0
Total Expenditures		267,251.00	336,781.00	286,707.00	275,190.00	275,190.00	0
Total for DEPT 875: SENIOR SERVICES - ESAAA		33,407.00	0	-47,432.00	0	0	0

SOCIAL SERVICES – WORKFORCE INVESTMENT ACT (ETR) 722-56868

DEPARTMENTAL FUNCTIONS

The Social Services Employment and Training Programs include: Welfare to Work, Workforce Investment Act, and Career Services Centers in Mammoth and Walker. The department helps individuals achieve self-sufficiency through workforce readiness and success, including career counseling, planning and training to assist clients in the development of master applications, resumes, job search skills, interviewing techniques, job retention services and other life skills.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Conducted WIA program orientations in order to educate the public regarding employment and training services available and eligibility for services.
- Increased accessibility for jobseekers and employers to CalJOBS, job search resources and other services on the Mono County Career Service Center website page.
- Initiated development of an On-the-Job (OJT) Training program with Kern Employers' Training Resource personnel and Mono County Counsel.
- Maintained heightened responsiveness to Welfare-to-Work (WTW) program changes and successfully completed re-engagement of participants who were no longer eligible for Child-Under Exemptions.
- Conducted formal outreach presentations at Rotary Club, Chamber of Commerce, and Mammoth Lakes Contractors Associations events to disseminate relevant information to County employers regarding job development services.
- Obtained and used staff services access to CalJOBS from the Employment Development Department (EDD) to provide individual and employer services including helping users register, manage their accounts, maintain profiles, access referral information, create job orders, and develop reports of profile activity.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Implement an On-the-Job (OJT) Training Program with Mono County employers and job seekers. OJT provides clients with an opportunity to build skills while earning money. It also helps businesses by providing a subsidy up to 90%. Training periods can range from weeks to months for every OJT employee.
- Initiate development and use of a bar code scanning system for the Workforce Investment Act (WIA) Program services to track employment services provided in the Mammoth Lakes Career Services Office.
- Partner with community organizations to develop curriculum and conduct job club and life skills workshops as part of the Welfare-to-Work (WTW) and Workforce Investment Act (WIA) Program services.
- Work to expand our partnership with Probation and Sherriff's Departments to respond to the employment service needs of ex-offenders.

- Investigate the development and funding of a Subsidized Employment Program (SEP) for Mono County employers and Welfare to Work Participants. SEP could offer employment in a private or public sector for which the employer receives a subsidy from CalWORKS to offset some or all of the wages and costs of employing a client for up to 6 months.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents neither an increase nor decrease in expenditures and revenues when compared to the FY 2013-2014 Board Approved Budget. There is no change in Net Cost to Fund.

Personnel Costs stayed the same as compared to the FY 2013-2014 Board Approved Budget.

Revenues – Anticipated revenues remain static. No change from the previous fiscal year.

Personnel – The Department's Requested Budget represents no change in the number of fulltime equivalent (FTE) positions that are supported by this budget.

Services & Supplies –

Support & Care of Persons – N/A

Fixed Assets – N/A

FY 2013-2014 REDUCTION IMPACTS TO BASE BUDGET

There are no anticipated impacts to this budget, which result from meeting the FY 2013-2014 budget parameter guidelines.

FY 2013-2014 STATE FUNDING SUMMARY

N/A

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

There are no major policy changes and/or considerations being requested.

COUNTY OF MONO

SOCIAL SERVICES - ETR BUDGET COMPARISON REPORT

FUND 722: WORKFORCE INVESTMENT ACT (ETR)

DEPT 868: SOCIAL SERVICES DEPARTMENT

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept	2014-15 CAO	2014-15 BOS
		2012-13 Actual	Revised		Requested	Recommended	Final Budget
Revenues							
722-56868-14010-00000000	INTEREST INCOME	0	0	0	0	0	0
722-56868-15900-00000000	OTH: OTHER GOVT AGENCIES	47,110.00	155,916.00	26,475.00	155,916.00	155,916.00	0
722-56868-17010-00000000	MISCELLANEOUS REVENUE	0	0	0	0	0	0
722-56868-18100-00000000	OPERATING TRANSFERS IN	0	0	0	0	0	0
Total Revenues		47,110.00	155,916.00	26,475.00	155,916.00	155,916.00	0
Expenditures							
722-56868-21100-00000000	SALARY AND WAGES	15,689.00	30,000.00	5,281.00	30,000.00	30,000.00	0
722-56868-21120-00000000	OVERTIME	0	0	0	0	0	0
722-56868-22100-00000000	EMPLOYEE BENEFITS	7,804.00	23,500.00	2,980.00	23,500.00	23,500.00	0
722-56868-30280-00000000	TELEPHONE/COMMUNICATIONS	2,069.00	4,000.00	1,942.00	4,000.00	4,000.00	0
722-56868-31200-00000000	EQUIP MAINTENANCE & REPAIR	0	1,000.00	0	1,000.00	1,000.00	0
722-56868-32000-00000000	OFFICE EXPENSE	3,274.00	4,300.00	2,023.00	4,300.00	4,300.00	0
722-56868-32450-00000000	CONTRACT SERVICES	0	0	0	0	0	0
722-56868-32950-00000000	RENTS & LEASES - REAL PROPERTY	4,380.00	5,000.00	4,440.00	5,000.00	5,000.00	0
722-56868-32960-00000000	A-87 INDIRECT COSTS	-4,550.00	0	0	0	0	0
722-56868-33100-00000000	EDUCATION & TRAINING	-389	3,000.00	274	3,000.00	3,000.00	0
722-56868-33120-00000000	SPECIAL DEPARTMENT EXPENSE	8,934.00	67,316.00	0	65,130.00	65,130.00	0
722-56868-33350-00000000	TRAVEL & TRAINING EXPENSE	0	3,000.00	0	3,000.00	3,000.00	0
722-56868-33351-00000000	VEHICLE FUEL COSTS	1,943.00	3,500.00	965	3,500.00	3,500.00	0
722-56868-33360-00000000	MOTOR POOL EXPENSE	3,185.00	5,563.00	1,088.00	5,000.00	5,000.00	0
722-56868-33600-00000000	UTILITIES	1,243.00	1,300.00	1,217.00	1,300.00	1,300.00	0
722-56868-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	0	0	0
722-56868-70500-00000000	CREDIT CARD CLEARING ACCOUNT	0	0	0	0	0	0
722-56868-72960-00000000	A-87 INDIRECT COSTS	0	4,437.00	4,437.00	7,186.00	7,186.00	0
Total Expenditures		43,582.00	155,916.00	24,647.00	155,916.00	155,916.00	0
Total for DEPT 868: SOCIAL SERVICES DEPARTMENT		3,528.00	0	1,828.00	0	0	0

SOCIAL SERVICES – WRAP/FOSTER CARE

710-54000

DEPARTMENTAL FUNCTIONS

Wraparound, or WRAP for short, was established in 1997 with Senate Bill 163. It is considered a “promising practice” in the field of child and family professionals. 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 with complex needs using a team approach. It is intended as an alternative to residential care.

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

Target Population: Children who are (1) dependents or probation wards of the court, and (2) either placed in or at imminent risk of placement in group homes at Residential Care Level (RCL) 10-14, (3) Children eligible for AB 3632 services through the education system and, (4) adopted children who receive Adoption Assistance Program benefits, are also be eligible for Wraparound.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

- Implemented the Mono County WRAP Program in partnership with the Departments of Behavioral Health, Probation, and Public Health, with the goal of reducing the risk of out-of-home placement and recidivism of children and youth.

DEPARTMENTAL GOALS FOR FY 2014-2015

- Continue implementation of the Mono County WRAP Program in partnership with the Departments of Behavioral Health, Probation, and Public Health, to reduce the risk of out-of-home placement and recidivism of children and youth.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department’s FY 2014-2015 Requested Budget represents an overall increase of \$42,281 in expenditures, and an overall increase of \$42,281 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, there is neither an increase nor decrease in Net Cost to Fund.

Revenues – SB 163 authorized counties to use the State and county share of foster care placement dollars that would have otherwise been paid to a group home. The State and county share of foster care funds can be used in a flexible manner to provide Wraparound Services.

Mono County WRAP is budgeted for two placements at group home RCL 10 at \$7,677/month each (x 2 placements = \$15,354/month x 12 months = \$184,248 per year).

The State requires counties to ensure that any cost savings realized from utilizing Wraparound Services are reinvested to further expand or enhance services and resources for children and families.

Personnel – There are no Personnel Costs in this budget.

Services & Supplies – Major changes - include a brief justification.

N/A

Support & Care of Persons – Major changes - include a brief justification.

N/A

Fixed Assets – Brief narrative of item(s) to be acquired and justification for the purchase(s).

N/A

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

Provide a narrative summary of the impact(s) to your budget, which result from meeting the FY 2014-2015 budget parameter guidelines. This section should correspond to your Statement of Underfunding.

N/A

FY 2014-2015 STATE FUNDING SUMMARY

SB 163 authorized counties to use the State and county share of foster care placement dollars that would have otherwise been paid to a group home. The State and county share of foster care funds can be used in a flexible manner to provide Wraparound Services.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

There are no major policy changes and/or considerations presented in this budget.

COUNTY OF MONO
DSS-WRAPAROUND BUDGET COMPARISON REPORT

FUND 710: WRAPAROUND (FOSTER CARE)

DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
710-00000-14010-00000000	INTEREST INCOME	0	0	0	0	0	0
710-54000-17010-00000000	MISCELLANEOUS REVENUE	0	0	0	0	0	0
710-54000-18100-00000000	OPERATING TRANSFERS IN	0	141,967.00	5,060.00	184,248.00	184,248.00	0
Total Revenues		0	141,967.00	5,060.00	184,248.00	184,248.00	0
Expenditures							
710-54000-20010-00000000	EXPENDITURES	0	129,496.00	0	184,248.00	184,248.00	0
710-54000-60100-00000000	OPERATING TRANSFERS OUT	0	50,000.00	5,060.00	0	0	0
710-54000-91010-00000000	CONTINGENCY	0	0	0	37,529.00	37,529.00	0
Total Expenditures		0	179,496.00	5,060.00	221,777.00	221,777.00	0
Total for DEPT 000: GENERAL		0	-37,529.00	0	-37,529.00	-37,529.00	0

SOCIAL SERVICES – COUNTY CHILDREN’S TRUST FUND (CCTF) 238-00000

DEPARTMENTAL FUNCTIONS

The Mono County BOS designated the Child Abuse Prevention Council to oversee the County Children’s Trust Fund (CCTF) for the prevention of child abuse.

MAJOR ACCOMPLISHMENTS IN FY 2013-2014

The Mono County Office of Education receives a combination of CCTF funds, and Community Based Child Abuse Prevention (CBCAP) funds that are held within the CCTF, to coordinate and facilitate the work of the Child Abuse Prevention Council (CAPC). CAPC accomplishments in FY 2013-14 include:

- Coordinated efforts to promote the 5 Protective Factors. The 5 Protective Factors is a research based framework proven to help reduce child abuse and neglect.
- Conducted local Strengthening Families Team meetings to further the 5 Protective Factors outreach and messaging, including development and sponsorship of public service announcements for radio.
- Assisted the Department of Social Services with Foster Parent recruitment.
- Provided funding support for students and their families to receive behavioral health counseling at the North Star Counseling Center.
- Sponsored Hispanic/Latino Cultural Awareness Training for Mono County agency staff, school staff and the public.
- Provided organization of, and support for, community members and agency staff to attend Child Abuse and Neglect Mandated Reporter Training-of-Trainers in Sacramento.
- Sponsored Car Seat Technician Training for employees from community based organizations, including local law enforcement.
- Increased CAPC membership and community participation.

CBCAP funds deposited into the County Children’s Trust Fund are also used to fund Wild Iris, a community-based organization, to conduct the following activities: mental health service referrals; outreach, education, parent self-help and follow up services; and, other child abuse and neglect prevention activities.

DEPARTMENTAL GOALS FOR FY 2014-2015

A central goal of the Mono County CAPC in FY 2014-15 will be to increase the number of Child Abuse and Neglect Mandated Reporter Trainings offered in Mono County.

DEPARTMENTAL BUDGET REQUEST FOR FY 2014-2015

The Department's FY 2014-2015 Requested Budget represents an overall increase of \$7,000 in expenditures, and an increase of \$914 in revenues, when compared to the FY 2013-2014 Board Approved Budget. As a result, there is a \$6,086 increase in Net Cost to Fund. There is no increased cost to the General Fund. Expenditures exceed revenues in this Fund; however the Department anticipates a carry forward balance to cover this overage.

There are no Personnel Costs associated with this fund.

Revenues – Revenues are expected to increase slightly due to increases in fees and grant revenues.

Personnel – There are no Personnel Costs associated with this fund.

Services & Supplies – Major changes – N/A

Support & Care of Persons – Major changes – N/A

Fixed Assets – N/A

FY 2014-2015 REDUCTION IMPACTS TO BASE BUDGET

Provide a narrative summary of the impact(s) to your budget, which result from meeting the FY 2014-2015 budget parameter guidelines. This section should correspond to your Statement of Underfunding.

N/A

FY 2014-2015 STATE FUNDING SUMMARY

County Children's Trust Funds must be managed by the County in the following way:

1. 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 state CBCAP funds necessary to bring the trust fund up to twenty thousand dollars (\$20,000). The CBCAP funds deposited into the CCTF must adhere to CBCAP requirements.

2. The balance remaining after (1) is distributed equally among all the counties, up to ten thousand dollars (\$10,000) per county.

3. If state CBCAP funds exist after (1) and (2) have been implemented, the remaining CBCAP funds are apportioned by child population percentages of participating counties. This allocation uses current data from the Department of Finance.

Since Mono County receives less than \$20,000 in child birth certificates fees, the County receives CBCAP funds to bring the CCTF up to \$20,000. The funds deposited into the CCTF through CBCAP must adhere to CBCAP requirements.

MAJOR POLICY CONSIDERATIONS BEING REQUESTED

N/A

COUNTY OF MONO
DSS-CCTF BUDGET COMPARISON REPORT

FUND 238: BIRTH CERT CHILDREN'S TRUST
DEPT 000: GENERAL

Account Number	Account Name	2013-14 Budget -		2013-14 Actual	2014-15 Dept Requested	2014-15 CAO Recommended	2014-15 BOS Final Budget
		2012-13 Actual	Revised				
Revenues							
238-00000-14010-00000000	INTEREST INCOME	88	20	52	50	50	0
238-00000-15462-00000000	ST: CBCAP COMM BASED CHILD ABU	38,813.00	28,813.00	29,570.00	29,570.00	29,570.00	0
238-00000-16160-00000000	BIRTH CERTIFICATE FEES (CCTF)	476	450	619	550	550	0
238-00000-16162-00000000	CA KID'S PLATE FEES	284	284	311	311	311	0
238-00000-17010-00000000	MISCELLANEOUS REVENUE	39	0	25	0	0	0
238-00000-18100-00000000	OPERATING TRANSFERS IN	0	0	0	0	0	0
Total Revenues		39,700.00	29,567.00	30,577.00	30,481.00	30,481.00	0
Expenditures							
238-00000-20010-00000000	EXPENDITURES	0	0	0	0	0	0
238-00000-32450-00000000	CONTRACT SERVICES	22,225.00	30,000.00	21,710.00	30,000.00	30,000.00	0
238-00000-32500-00000000	PROFESSIONAL & SPECIALIZED SER	0	3,000.00	0	10,000.00	10,000.00	0
238-00000-33350-00000000	TRAVEL & TRAINING EXPENSE	1,734.00	0	0	0	0	0
238-00000-60100-00000000	OPERATING TRANSFERS OUT	0	0	0	0	0	0
Total Expenditures		23,959.00	33,000.00	21,710.00	40,000.00	40,000.00	0
Total for DEPT 000: GENERAL		15,741.00	-3,433.00	8,867.00	-9,519.00	-9,519.00	0