



Recommended Budget

Fiscal Year 2020/21

**County of Mono County
 Recommended Budget
 Fiscal Year 2020 – 21**

TABLE OF CONTENTS

Budget Transmittal Letter.....	i-ix
2019-2024 Mono County, CA Strategic Plan.....	2
Mono County-Wide Organization Chart	3
Director of Public Officials	4
 Charts and Graphs	
Budget Summary – All Funds and Accounts	5
Budget Summary – General Fund	6
Trend – Amended Budget Surplus (Deficit) – General Fund 2012 – 2021	7
General Fund – Estimated Revenues by Type	8
General Fund – Recommended Expenditures by Department	9
General Fund – Recommended Expenditures by Object Type.....	10
 Recommended Budget by Department	
Administration.....	11-24
Finance	25-45
County Counsel.....	46-53
Animal Control.....	54-58
Assessor	59-62
Behavioral Health Services	63-71
Clerk / Recorder.....	72-81
Community Development.....	82-101
District Attorney	102-112
Economic Development	113-129
Emergency Medical Services	130-135
Information Technology.....	136-144
Probation.....	145-159
Public Health	160-170
Public Works.....	171-197
Sheriff	198-212
Social Services	213-231
Capital Projects.....	232-235
 Position Allocation List	 236-240
 Appendices	
Budget Policy.....	242-245
Budget Glossary	246-249



DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Kim Bunn
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

Gerald Frank
Assistant Finance Director
Treasurer-Tax Collector

August 28, 2020

Board members, Colleagues, and Community Members

We are pleased to present the County of Mono \$121.3 million fiscal year (FY 2020-2021) Recommended Budget. While the County Budget Act refers to this as the County Administrative Officer's recommended budget, it is a collaborative effort between the CAO's Office, Finance, and Departments. It is compiled with critical input from all stakeholders who participated in this year's process. As in previous years, we are reminded that we have an extraordinarily competent team of people who consistently strive to create the best Mono County imaginable. We are sincerely thankful for the tremendous effort from everyone to make this year's budget the best it can be during fiscally challenging times.

Importance of the Annual County Budget

The most crucial policy setting action the Mono County Board of Supervisors performs every year is the adoption of our annual budget. Budget planning takes six or more months, requiring collaboration from all 17 departments to work together with the County's budget team and the Board in proposing an integrated spending plan that delivers public services over the next twelve months. Through this process, we first estimate taxpayer resources available for appropriation, which set the limit for paying for required and discretionary expenditures that support delivering these public services. The budget communicates to Mono County citizens our priorities for meeting their needs because the County's business is to provide public services on their behalf. It focuses all our efforts and ultimately drives employee behavior and decision making.

"Nothing is more effective than the rules and results of the budget. Nothing."¹

We are reminded of this as we set the context about how important this budget communicates to our communities about the work the County plans to deliver over the next twelve months using scarce taxpayer resources.

Fiscal Resiliency Reminder

Your Board set fiscal resiliency as a strategic focus area and priority. Adopting a structurally balanced budget where recurring expenditures are fully paid for with recurring revenues with no reliance on carryover balances is a critical step towards achieving this goal, as well as continuing to build our reserve balances. We are again reminded that this takes patience and a commitment to stay disciplined. It takes discipline to make tough decisions, and strength to say something like, "that's a great proposal, but not now."

¹ Klein, A. (2019). *City on the Line: How Baltimore Transformed It's Budget to Beat the Great Recession and Deliver Outcomes*. Lanham, MD: Rowman & Littlefield.
P.O. Box 556, Courthouse Annex II, Bridgeport CA 93517

County leadership emphasizes how having a strong fiscal foundation enables the County to spring back, adapt and grow when the next recession hits. News Flash! The next recession officially arrived in July 2020 as the U.S. Commerce Department announced second quarter 2020 GDP fell an historic 32.9%. The next recession is here, abruptly sooner than anticipated. While the recommended budget we present to your Board today is not fully indicative of resiliency, it does preserve core county services with no negative impact on the County's workforce and limits depletion of existing reserve balances except General Fund carryover balance.

This Year's Budget Journey

This budget characterizes revenue losses caused directly by the COVID-19 pandemic measures. Hiring decisions are delayed where possible to achieve one-time budget savings. And every single department found ways to reduce, and often delay, non-critical services and supply spending.

Budget forecasts for revenues and workforce expenditures are at maximum precision possible currently. Budgeting with precision moves us closer to a structurally balanced budget without raising taxes or cutting services. But it also lessens the gap between budgets and actual results, and we know from experience this reduces the amount of carryover available for funding future budget deficits. We must be reminded of this so that we make specific plans to increase reserve balances first before spending down unanticipated surplus funds.

The various budget balancing measures this Recommended Budget incorporates cause departments concern about continuity of important public services beyond the immediate budget year. Department Heads acknowledge that some of the reductions in their budgets may impact operations in future years, and that unmet needs continue to exist.

Over the past two months, the CAO and the budget team met individually with every department, all working together to propose a budget that fits within our available spending resources and without spending down our explicit reserve balances to meet current operational needs. At this time, reserve balances total nearly \$5.4 million, or 13.3% of GF annual spending. This recommended budget demonstrates everyone's commitment to these objectives despite the sudden onset of the recession. It presents a spending plan that preserves county services without negatively impacting our workforce. This is despite the loss of over \$3 million in countywide recurring operating revenues. We primarily accomplish this by being more precise at estimating services and supplies, continuing preciseness in modeling workforce costs, and by delaying certain non-essential expenditures until subsequent recovery years.

One consequence arising from budgeting with greater precision is a larger need and frequency of accessing expenditure contingencies. This recommended budget includes a GF contingency budget of \$539,924, which is an increase of \$140,000 over the previous year contingency budget and exceeds the policy minimum.

Available General Fund Carryover Balance for Spending in FY 2020-21

One important outcome of this year's budget process is achieving a General Fund operating budget deficit of no more than \$2,423,178, the amount conservatively projected as available for

spending in our GF carryover balance. Accounting work to close the FY 2019-20 fiscal records by recording all receivables and payables is incomplete currently. We previously estimated GF carryover balance available for spending at \$2,423,178, comprised of the following:

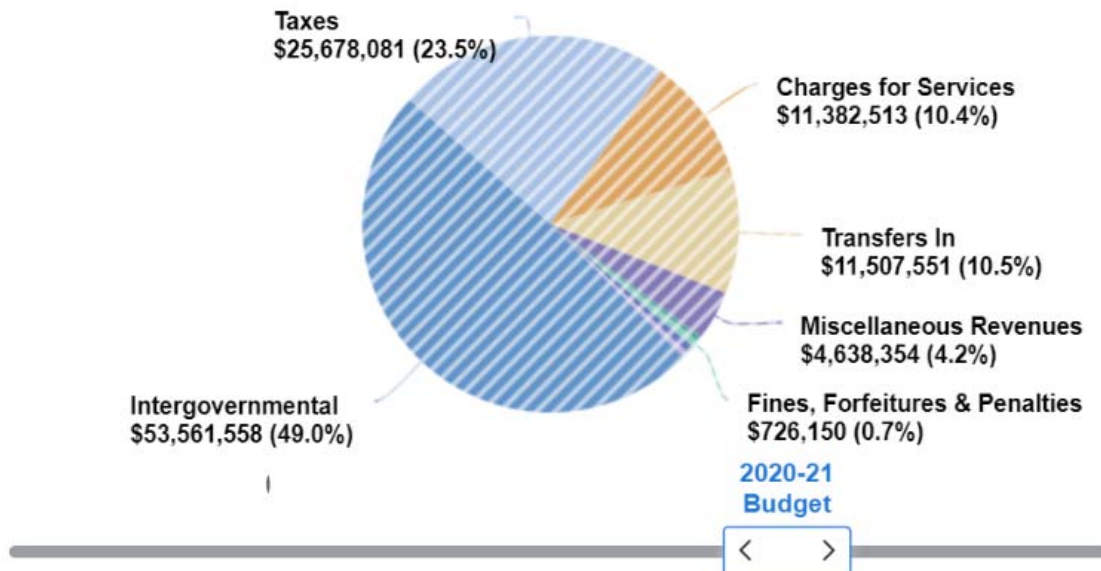
FUND BALANCE AT BEGINNING OF YEAR (JULY 1, 2019)	\$6,481,000
NOT AVAILABLE FOR SPENDING	
Advances to Solid Waste fund	(369,000)
CDBG/HOME loans	(887,000)
Prepays and inventory	(72,000)
Jail Project – Local Match	(810,000)
FY 2019-20 FORECASTED SURPLUS (DEFICIT)	(1,919,000)
AVAILABLE FOR SPENDING IN FY 2020-21	\$2,424,000

Of course, the County likely will benefit from a FY 2019-20 actual deficit (or surplus) which is less than shown above and resulting in a higher carryover balance into this next fiscal year budget, but we cannot comfortably predict this at this time. Any differential could be used to augment County reserve balances later or fund one-time spending initiatives such as investing in our radio infrastructure.

The two pie charts below illustrate the countywide recommended budget, as proposed.

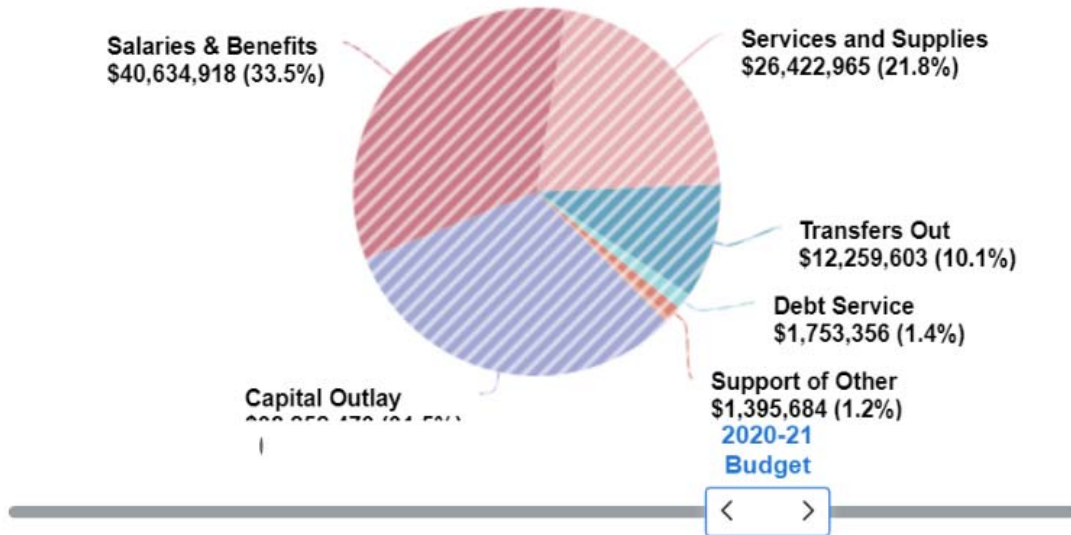
2020-21 Countywide Revenues by Type

Visualization



2020-21 Countywide Expenditures by Type

Visualization



Overview of the GF Recommended Budget

The current recommended General Fund budget, excluding the transfer of carryover balance to the Jail Facility Capital Project fund, is balanced slightly less than our target as shown below:

	FY 2019-20 AMENDED BUDGET	FY 2020-21 BASE BUDGET	FY 2020-21 RECOMMENDED BUDGET
RECURRING REVENUES			
Taxes	25,989,600	24,643,944	25,253,961
Intergovernmental	4,564,523	4,330,318	4,304,195
Charges for Services	4,743,654	5,204,570	5,728,433
Transfers in	884,334	855,390	952,940
Fines, Forfeitures & Penalties	830,209	683,150	683,150
All other Revenues	742,577	606,492	629,831
TOTAL RECURRING REVENUES	\$37,754,897	\$36,323,864	\$37,552,510
RECURRING SPENDING			
Salaries and other compensation	15,987,939	16,399,019	16,977,964
Benefits	10,104,290	10,397,793	10,139,663
Services and supplies	10,980,676	9,993,331	10,101,527
Support of others	537,160	318,779	334,039
Transfers out	1,537,082	1,245,765	1,333,619
Contingency	227,095	383,239	539,924
TOTAL RECURRING SPENDING	\$39,193,817	\$38,737,926	\$39,426,736
OPERATING DEFICIT	\$(1,438,920)	\$(2,414,062)	\$(1,874,226)
NON-RECURRING SPENDING			
Capital outlay	(239,116)	(9,116)	(150,000)
CARB	(730,600)	--	(395,000)
Payoff debt obligation	(161,693)	--	--
First Five visit program	(150,000)	--	--
Mammoth Lakes FSC	(30,425)	--	--
Transfer jail matching funds	--	--	(707,137)
Transfer to reserves	(543,000)	--	--
DEFICIT	\$(3,293,754)	\$(2,423,178)	\$(3,126,363)

General Fund Budget Analysis

Revenues

Property taxes are projected to increase by \$502,000 and charges for services by \$985,000, for a combined total of \$1,478,000 of new revenue to offset increased operational spending. However, revenue losses are projected at a combined \$1,817,000, making this one of the most challenging budgets in many years. While revenues are stagnant, spending continues to climb.

Changes in significant revenue categories are summarized in the table below.

SIGNIFICANT REVENUE CATEGORY	BUDGETARY IMPACT
Current secured, unsecured and unitary property tax revenues (excludes delinquencies)	Increased 2.65% to produce \$502,000 of new revenues. The assessed rolls are 4.6% to 15% higher but offset by expectations that delinquency rates will increase.
Transient occupancy taxes (excluding the amount allocated to tourism)	Decrease of \$1.3 million, or 40.3% of the prior year budget, is equal to a loss of near 4% of all GF revenues. There is no data available to accurately measure the pandemic's impact on TOT revenues. The first two quarters are estimated to be less by at least 50% and 60%, respectively, with the remaining two quarters at historical averages excluding this past fiscal year.
Bradley-Burns local sales tax (1%)	Projecting revenue dropping by \$143,158, or 20.7% of last year's sales tax budget. Excludes point of sale transactions within the jurisdictional town limits.
Proposition 142 public safety dedicated revenues	This year's estimate is \$195,000, or 13.1%, less than the prior year.
Excess ERAF	County policy is to budget \$500,000 of this revenue to fund operations with excess amounts being directed towards reserves. The budget was increased \$150,000 purposefully to pay for hiring a consultant to prepare a multi-year financial projection and conduct a county-wide fee study
Charges for services	Projected at \$984,779, or 20.7%. Of this amount, \$661,176 is additional A87 reimbursement. Another \$250,000 is from ambulance fees resulting from both new fees and anticipated fee increases. The remainder is primarily the increase in property tax administrative fees.
Court fines and penalties, vehicle code fines	We project a loss of \$146,000, or 17.7%, of this type of revenue.

Expenditures

GF total spending has been held to an insignificant change of \$232,919, or 0.6%, over spending levels in FY 2019-20. Salary and benefit spending are higher by \$1,025,398, but departments were successful in finding savings of \$879,149 in their services and supply budget line items. Yet, this budget includes some discretionary spending one might expect would be eliminated during a recessionary year, such as nearly \$104,000 for fish enhancement spending and \$44,000 to continue financially supporting local community organizations.

Changes in significant expenditure objects are summarized in the next table.

SIGNIFICANT EXPENDITURE OBJECTS	BUDGETARY IMPACTS
Salaries	Salaries are higher by \$990,000, or 6.2%. A portion of the increase is from promised COLAs, which have been preserved in the budget thus far. Last year, there were 17 vacant positions in the GF. This year, there are only 9 positions being recruited for a total cost of \$930,532. Budget savings of \$188,192 was achieved by including the anticipated date of hire subsequent to July 1 into the workforce costing model.
Benefits	Increase of only \$34,743. The higher pension cost of about \$425,000 is offset by discontinuing pre-funding of retiree medical and lower health care spending.
Facility	Significantly higher, by \$403,485, or twice the prior year, because of the move into the Civic Center and the change in calculating the rent apportioned to residing departments.
Supplies	Spending reduced by \$26,691, with attempts to budget closer to actual historical spending in this category.
Insurance	Budget is stable with a less than ½% increase over the prior year budget.
Training	First spending category to be reduced. This year’s training budget is reduced by 1/3rds. This is not sustainable post-COVID 19 if the Board’s strategic goal is to maintain a superior workforce.

What this Recommended Budget includes

If it is included in the budget, then it gets done. If it is not included in the budget, then it does not get done.

The Recommended Budget is balanced, as required by law, using \$3,126,363 of carryover for the General Fund (GF) and \$8,863,681 of carryover from non-general funds, the majority of which is the accumulation of unspent grants and state and federal revenue allocations.

While the following list is not all inclusive, this Recommended Budget includes sufficient resources to achieve the following extensive list:

- Provide core services including public safety, public health, community safety net services, road and infrastructure repairs and improvements, community and economic development services, and governance and administration.
- Funding for all positions with recruitment efforts underway as well as opportunities for staff promotions.
- An appropriation of \$150,000 for hiring a consultant firm(s) to prepare multi-year fiscal projections and conduct a countywide fee study.
- Continue EMS expansion in the Tri-Valley region at \$252,000.
- Contribution of \$395,000 towards the replacement of heavy equipment/vehicles under CARB regulations.
- Transfer of \$707,137 from General Fund carryover to the Criminal Justice Facility Capital Projects fund (new jail). With this transfer, the County has accumulated the \$1,494,000 required local match to receive SB 844 \$25,000,000 bond proceeds.

- Continue GF contribution to First Five Commission, this year at \$107,573, for the home visiting program.
- Continues same level of community grant funding of \$44,000.
- Continues same level of fish enhancement funding of \$103,737.
- Distribution of \$150,000 of proposition 47 public safety funding to our first responder agencies, the same as in previous years, despite revenue losses passed on by the State to the County.
- Hiring a housing manager or director funded partially with the Whole Persons Care Grant but ultimately will be a GF obligation when funding runs out unless other grant resources are identified. The local rental subsidy program of \$155,000 is also included, also funded with the Whole Persons Care grant.
- Collection of Civic Center rents from departments residing in the Civic Center and appropriations of \$1,266,675 to make our first year of debt service on the 2019 Civic Center Certificates of Participation obligation.
- CARES Act funding of \$1,373,000, less the amount estimated to reimburse the County for eligible costs incurred for COVID-19 activities from March 1 to June 30, 2020. CARES Act funding is prioritized to cover salaries and benefits for personnel who meet the eligibility criteria, additional cleaning services to meet new sanitizing standards, and other COVID-19 driven purchases of supplies and services.
- Continued funding of the EOC operations funded with 75% FEMA revenues with the other 25% paid for with a transfer from general reserve. The joint EOC operations was opened in mid-March to respond to the pandemic emergency which continues into the next fiscal year.
- Home grant award of \$500,000 for loan gap financing and rent subsidies.
- The Public Health budget includes three COVID-19 special funding aggregating to \$677,728 to be used to defray public health spending in responding to COVID-19 emergency.
- Hiring a new position, the permanent recreation coordinator. In accordance with our MOU, the County will receive partial reimbursement from the Town of Mammoth Lakes with the remainder of the funding come from geothermal royalties. Additional spending of \$30,000 is included to pay for miscellaneous recreational projects.
- Replacement of vehicles costing \$1,364,000 paid with previously collected capital charges from participating departments (users) plus the replacement of three additional sheriff vehicles using dedicated restricted funding sources.
- Road fund budget deficit is reduced from \$122,000 in the previous year down to \$50,000, with no additional subsidy from the GF except for the SB1 required MOE contribution.
- Construction of a shade structure at the Whitmore Animal Shelter, paid for with donations.

While the above programs are worth highlighting, this budget provides for the delivery of many additional, ongoing services and programs that enhance the quality of life for our citizens and guests. Despite the loss of core revenues caused by the COVID-19 pandemic, this budget hallmarks elements of resilience because of its ability to continue providing and improving public services for our communities during an economic downturn. In the Recommended Budget book, you will find spending plans for each County Department. We encourage readers to review the narrative, organization charts, and next year's goals that each Department provides to assist readers about what each of them plan to accomplish this next year.

What this Recommended Budget does not include

County budgets require give and take and there is never enough money to go around. This is especially true and painfully felt during a year such as we will experience in FY 2020-2021. We anticipate and built this budget expecting the double impact of a recessionary economy and the need for this County to continue responding to COVID-19 effects which we expect to continue into the later months of this next fiscal year. With the strategic priority of fiscal resiliency, any additional, even critical, expenditures that enhance County fiscal health, fulfill mandates, or satisfy stakeholder funding requests need to be postponed until excess carryover is identified, unanticipated revenues are realized, or expenditure contingencies are reasonably anticipated to not be needed to close out the spending plan of our core programs for the year.

To highlight a few items, while still noteworthy, for which this Recommended Budget did not include:

- Unfreezing of two Deputy Sheriff Officer and two Public Safety Officer in the Sheriff Department, and seven other positions which Department's have offered to remove from the Position Allocation List. Currently, the Position Allocation List closely aligns with the Recommended Budget.
- Funding above the base line amount of \$150,000 to pay for upgrades to our Radio Infrastructure system. Capital improvements of \$150,000 is included in the recommended budget for the Radio budget.
- Any appropriation for the Air Subsidy. Last year, \$35,000 was approved.
- Contributions to GF contingency reserves that include the general reserve, economic stabilization, and unassigned carryover balance.
- Funding for future investment beyond a pay as you go approach in the County's CARB compliant equipment replacement program.
- Funding for new capital improvement projects.
- Resources to sustain on a permanent basis affordable housing in the unincorporated area of the County. At this time, resources totaling \$985,630 are accumulated to start the fiscal year but likely to be depleted over the next three years.
- Does not address setting aside additional resources to pay down the County's unfunded pension liability of approximately \$51.8 million.

Concluding Comments

This COVID-19 pandemic illustrates how important the work to adopt a structurally balance budget and reach a target GF reserve balance of \$10.2 million (25% of annual GF spending) is towards being prepared and resilient in the face of economic downturns. Despite significant revenue losses, the recommended budget presented here preserves core services and the workforce without spending down reserve balances. One concern is the number of budget reducing strategies while resolving the immediate budget gap presents a challenge in future years when these strategies are not sustainable or repeatable with the same results. These strategies are "near term treatments" and may not fully and holistically solve structural budget imbalances for the long-term.

One bright aspect of this year's budget efforts is arriving at a structural budget deficit for the GF of \$1,874,226, and how possible it is to achieve a structural balance during recovery years with a combination of revenue enhancements and expenditure reductions, especially through cross-cutting efficiency efforts.

Recommended Budget Snapshot

Below is a snapshot of the Recommended Budget. The data below shows that available resources fall short, yet our team of dedicated staff and County leaders continue to advance our County mission, *"To support all our communities by providing superior services while protecting our unique rural environment."*

<i>FUND TYPE</i>	<i>REVENUES</i>	<i>APPROPRIATIONS</i>	<i>FUND BALANCE SURPLUS (USED)</i>
General Fund	\$37,552,510	\$40,678,872	\$(3,126,363)
Reserves	--	113,048	(113,048) ²
Special Revenue	35,275,786	41,780,884	(6,505,098)
CSAs	363,010	733,925	(370,915)
Capital Projects	26,280,137	27,670,275	(1,390,138)
Debt Service	1,917,694	1,433,121	484,573
Enterprise Activities	3,384,075	3,664,853	(280,778)
Internal Service Fund Activities	4,500,664	5,188,943	(688,277)
Total Recommended	\$109,273,876	\$121,263,920	\$(11,990,044)

To learn more about the budget, please visit our website at <https://www.monocounty.ca.gov/auditor/page/2020-2021-budget-portal>. If you have any questions, please contact me at jdutcher@mono.ca.gov.

Respectfully Submitted,

The Mono County Budget Team



Janet Dutcher, CPA, CGFM, MPA
Finance Director
County of Mono



Megan Mahaffey (Aug 27, 2020 16:14 PDT)

Megan Mahaffey
Accountant II
County of Mono



Robert Lawton
County Administrative Office
County of Mono

² Amount needed to provide 25% local match towards FEMA reimbursements.

**INTRODUCTION
AND
BUDGET OVERVIEW**



2019 - 2024

MONO COUNTY, CA STRATEGIC PLAN

VISION

Mono County: Outstanding Community Services; Quality of Life Beyond Compare

MISSION

To support all our communities by delivering superior services while protecting our unique rural environment.

VALUES

Collaboration; Customer Service; Excellence; Innovation; Integrity; Results Oriented



Scan me

more information at <https://bit.ly/MonoCountyStrategicPlan>

MONO COUNTY ELECTORATE

BOARD OF SUPERVISORS

COUNTY ADMINISTRATION
Robert Lawton

COUNTY COUNSEL
Stacey Simon

ASSESSOR
Barry Beck

DISTRICT ATTORNEY
Tim Kendall

Victim-Witness

SHERIFF
Ingrid Braun

Boating

Coroner

Court Security

Emergency Services

Jail

Search & Rescue

ANIMAL CONTROL
Vacant

CLERK-RECORDER
Shannon Kendall

ECONOMIC DEVELOPMENT
Alicia Vennos

INFORMATION TECHNOLOGY
Nate Greenberg

PROBATION
Karin Humiston

PUBLIC WORKS
Tony Dublino

BEHAVIORAL HEALTH
Robin Roberts

COMMUNITY DEVELOPMENT
Wendy Sugimura

FINANCE
Janet Dutcher

EMERGENCY MEDICAL SERVICES
Chris Mokracek

PUBLIC HEALTH
Lynda Salcido (Interim)

SOCIAL SERVICES
Kathy Peterson

Human Resources

Risk Management

Mental Health Services Act

Alcohol and Other Drug Services

Elections

Clerk of the Board

Building Inspection

CDBG

Housing

Code Enforcement

Geothermal

Planning

Auditor-Controller

Treasurer-Tax Collector

Tourism

Fish Enhancement

Adult Probation

Juvenile Probation

Environmental Health

Bioterrorism

Health Education

Campgrounds

Engineering

Motor Pool

Solid Waste

Capital Improvement

Facilities

Road

Zones of Benefit

ETR

Foster Care

General Relief

County Of Mono



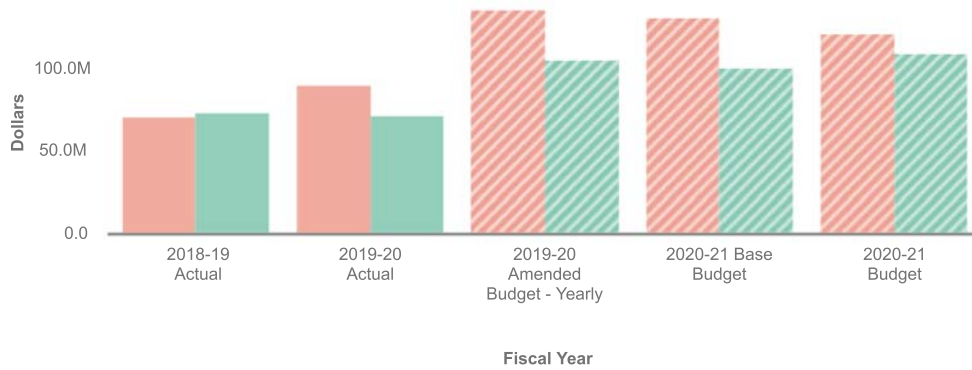
COUNTY OF MONO
DIRECTORY OF PUBLIC OFFICIALS
 July 1, 2020

DEPARTMENT	DEPARTMENT OFFICIAL
ELECTED OFFICIALS	
Board of Supervisors	
District #1	Jennifer Kreitz, Vice-Chair
District #2	Fred Stump
District #3	Bob Gardner
District #4	John Peters
District #5	Stacy Corless, Chair
Assessor	Barry Beck
District Attorney	Tim Kendall
Sheriff-Coroner	Ingrid Braun
Combined Court	Mark G. Magit
Superintendent of Schools	Stacey Alder
APPOINTED OFFICIALS	
County Administrative Officer	Robert Lawton
County Counsel	Stacey Simon
Behavioral Health Director	Robin Roberts
Clerk-Recorder/Clerk of the Board	Shannon Kendall
EMS Chief	Chris Mokrcek
Finance Director	Janet Dutcher, CPA, CGFM, MPA
Health Officer	Tom Boo, MD
Probation Chief	Karin Humiston
Public Health Director	Lynda Salcido, Interim
Public Works Director	Tony Dublino
Social Services Director	Kathy Peterson

Budget Summary - All Funds and Accounts



Visualization



Sort **Large to Small**

- Expenses
- Revenues

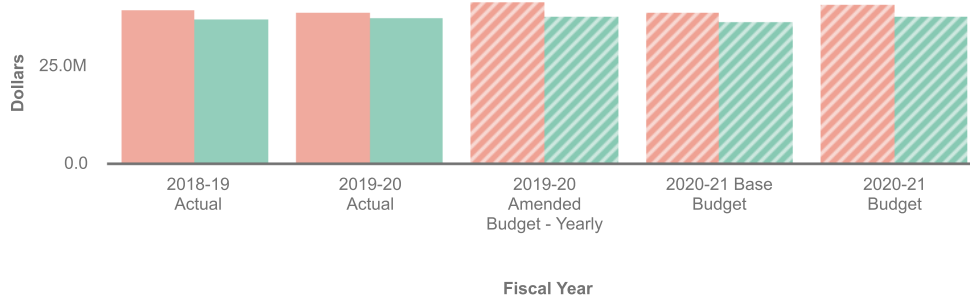
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 73,805,191	\$ 72,110,952	\$ 105,309,708	\$ 100,570,546	\$ 109,273,876
▶ Intergovernmental	22,684,522	21,819,736	52,394,357	51,021,013	53,561,558
▶ Taxes	25,460,486	26,607,145	26,502,930	25,157,274	25,678,081
▶ Charges for Services	11,150,887	10,154,855	10,287,684	10,547,423	11,382,513
▶ Transfers In	7,243,524	7,360,848	8,957,241	7,216,733	11,507,551
▶ Miscellaneous Revenues	3,077,497	2,509,355	3,529,875	3,163,340	4,638,354
▶ Interest & Rents	2,039,003	1,447,740	685,291	660,291	536,786
▶ Other Financing Sources	536,338	705,064	1,331,000	1,331,000	522,250
▶ Fines, Forfeitures & Penalties	837,847	764,890	903,209	756,150	726,150
▶ Licenses, Permits & Franchises	775,088	741,317	718,121	717,322	720,634
▼ Expenses	71,454,737	89,965,626	134,949,977	131,186,084	121,263,921
▶ Salaries & Benefits	36,102,991	37,303,890	38,621,509	41,641,498	40,634,918
▶ Capital Outlay	8,272,360	20,845,938	56,391,139	55,499,565	38,252,470
▶ Services and Supplies	21,609,308	21,252,197	26,705,571	24,263,651	26,422,965
▶ Transfers Out	7,243,524	7,904,073	9,421,420	6,275,260	12,259,603
▶ Debt Service	646,117	1,428,028	1,775,640	1,613,947	1,753,356
▶ Support of Other	868,051	1,231,500	1,572,574	1,306,396	1,395,684
▶ Other Expenses	1,378,436	0	462,124	585,768	544,924
▶ Depreciation	-4,666,049	0	0	0	0
Revenues Less Expenses	\$ 2,350,454	\$ -17,854,674	\$ -29,640,269	\$ -30,615,538	\$ -11,990,044

Data filtered by Types, Funds, No Project and exported on August 26, 2020. Created with OpenGov

Budget Summary - General Fund



Visualization



Sort **Large to Small**

- Expenses
- Revenues

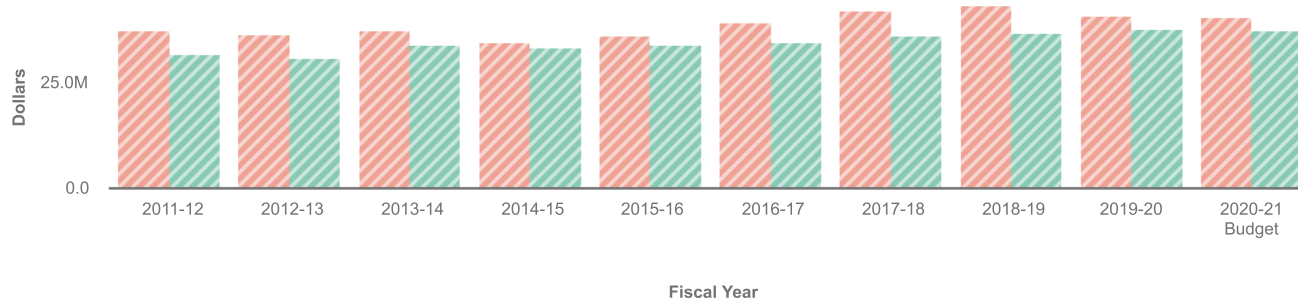
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 36,915,132	\$ 37,194,191	\$ 37,754,897	\$ 36,323,864	\$ 37,552,510
▶ Taxes	24,944,231	26,130,471	25,989,600	24,643,944	25,253,961
▶ Charges for Services	4,981,726	4,725,628	4,743,654	5,204,570	5,728,433
▶ Intergovernmental	4,602,103	4,267,527	4,564,523	4,330,318	4,304,195
▶ Transfers In	941,271	754,444	884,334	855,390	952,940
▶ Fines, Forfeitures & Penalties	758,901	696,393	830,209	683,150	683,150
▶ Licenses, Permits & Franchises	341,500	317,181	312,400	312,400	316,400
▶ Interest & Rents	314,508	301,548	291,092	281,092	292,431
▶ Miscellaneous Revenues	30,893	999	139,085	13,000	21,000
▼ Expenses	39,341,374	38,740,758	41,048,651	38,747,042	40,678,872
▶ Salaries & Benefits	24,852,762	25,755,019	26,092,229	26,796,812	27,117,626
▶ Services and Supplies	10,032,392	9,361,377	10,980,676	9,993,331	10,101,527
▶ Transfers Out	4,025,446	2,982,221	2,990,682	1,245,765	2,435,756
▶ Support of Other	222,434	476,633	537,160	318,779	334,039
▶ Other Expenses	0	0	227,095	383,239	539,924
▶ Debt Service	116,347	161,693	161,693	0	0
▶ Capital Outlay	91,993	3,815	59,116	9,116	150,000
Revenues Less Expenses	\$ -2,426,242	\$ -1,546,567	\$ -3,293,754	\$ -2,423,178	\$ -3,126,363

Data filtered by Types, GENERAL FUND, No Project and exported on August 26, 2020. Created with OpenGov

Trend - Amended Budget Surplus (Deficits) - General Fund



Visualization



Sort **Large to Small**

- Expenses
- Revenues

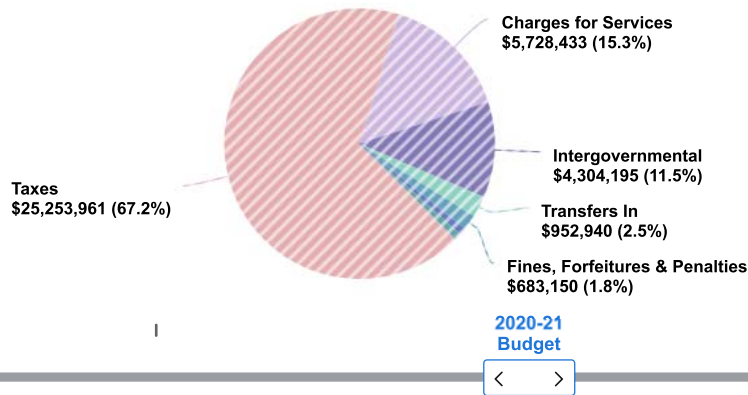
Expand All	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21 Budget
▶ Revenues	\$ 32,052,645	\$ 30,849,418	\$ 33,982,760	\$ 33,450,660	\$ 34,051,277	\$ 34,788,846	\$ 36,351,782	\$ 37,040,722	\$ 37,754,897	\$ 37,552,510
▶ Expenses	37,442,890	36,714,505	37,434,022	34,624,140	36,318,882	39,356,346	42,119,146	43,194,665	41,048,651	40,678,872
Revenues Less Expenses	\$ -5,390,245	\$ -5,865,087	\$ -3,451,262	\$ -1,173,480	\$ -2,267,605	\$ -4,567,500	\$ -5,767,364	\$ -6,153,943	\$ -3,293,754	\$ -3,126,363

Data filtered by Types, GENERAL FUND, No Project and exported on August 26, 2020. Created with OpenGov

General Fund - Estimated Revenues by Type



Visualization



Sort Large to Small

- Taxes
- Charges for Services
- Intergovernmental
- Transfers In
- Fines, Forfeitures & Penalties
- Licenses, Permits & Franchises
- Interest & Rents
- Miscellaneous Revenues

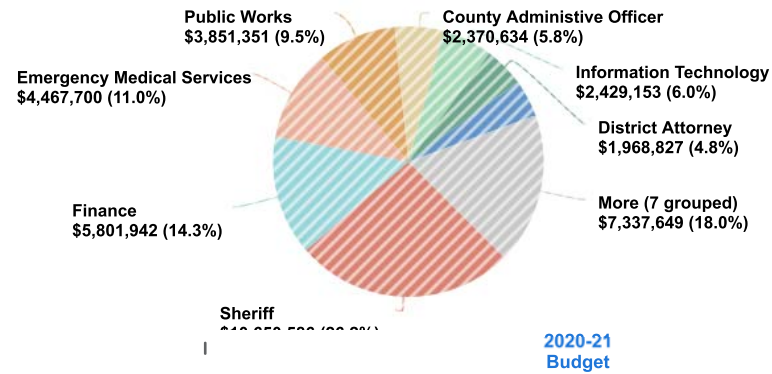
Expand All	2020-21 Base Budget	2020-21 Budget
▶ Taxes	\$ 24,643,944	\$ 25,253,961
▶ Charges for Services	5,204,570	5,728,433
▶ Intergovernmental	4,330,318	4,304,195
▶ Transfers In	855,390	952,940
▶ Fines, Forfeitures & Penalties	683,150	683,150
▶ Licenses, Permits & Franchises	312,400	316,400
▶ Interest & Rents	281,092	292,431
▶ Miscellaneous Revenues	13,000	21,000
Total	\$ 36,323,864	\$ 37,552,510

Data filtered by Revenues, GENERAL FUND, No Project and exported on August 26, 2020. Created with OpenGov

General Fund - Recommended Expenditures by Department



Visualization



Sort Large to Small

- Sheriff
- Finance
- Emergency Medical Services
- Public Works
- County Administrative Officer
- Information Technology
- District Attorney
- Probation
- More (7 grouped)

2020-21 Budget

Expand All	2020-21 Base Budget	2020-21 Budget
▶ Sheriff	\$ 10,596,280	\$ 10,650,586
▶ Finance	4,461,887	5,801,942
▶ Emergency Medical Services	4,241,658	4,467,700
▶ Public Works	3,727,880	3,851,351
▶ County Administrative Officer	2,392,416	2,370,634
▶ Information Technology	2,187,794	2,429,153
▶ District Attorney	2,042,999	1,968,827
▶ Probation	2,137,991	1,801,032
▶ Community Development	1,910,606	1,952,960
▶ Clerk / Recorder / Elections	1,345,869	1,386,820
▶ Assessor	1,169,095	1,254,173
▶ County Counsel	1,109,585	1,147,822
▶ Economic Development	530,040	589,442
▶ Animal Control	509,704	466,509
▶ Contingency	383,239	539,924
Total	\$ 38,747,042	\$ 40,678,872

Data filtered by Departments, GENERAL FUND, No Project, Expenses and exported on August 26, 2020. Created with OpenGov

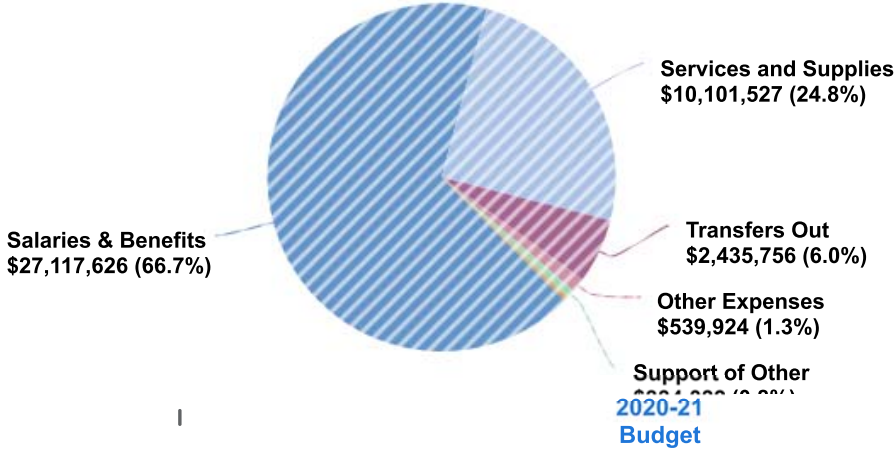
General Fund - Recommended Expenditures by Object Type



Visualization

Sort Large to Small

- Salaries & Benefits
- Services and Supplies
- Transfers Out
- Other Expenses
- Support of Other
- Capital Outlay



Expand All	2020-21 Base Budget	2020-21 Budget
▶ Salaries & Benefits	\$ 26,796,812	\$ 27,117,626
▶ Services and Supplies	9,993,331	10,101,527
▶ Transfers Out	1,245,765	2,435,756
▶ Other Expenses	383,239	539,924
▶ Support of Other	318,779	334,039
▶ Capital Outlay	9,116	150,000
Total	\$ 38,747,042	\$ 40,678,872

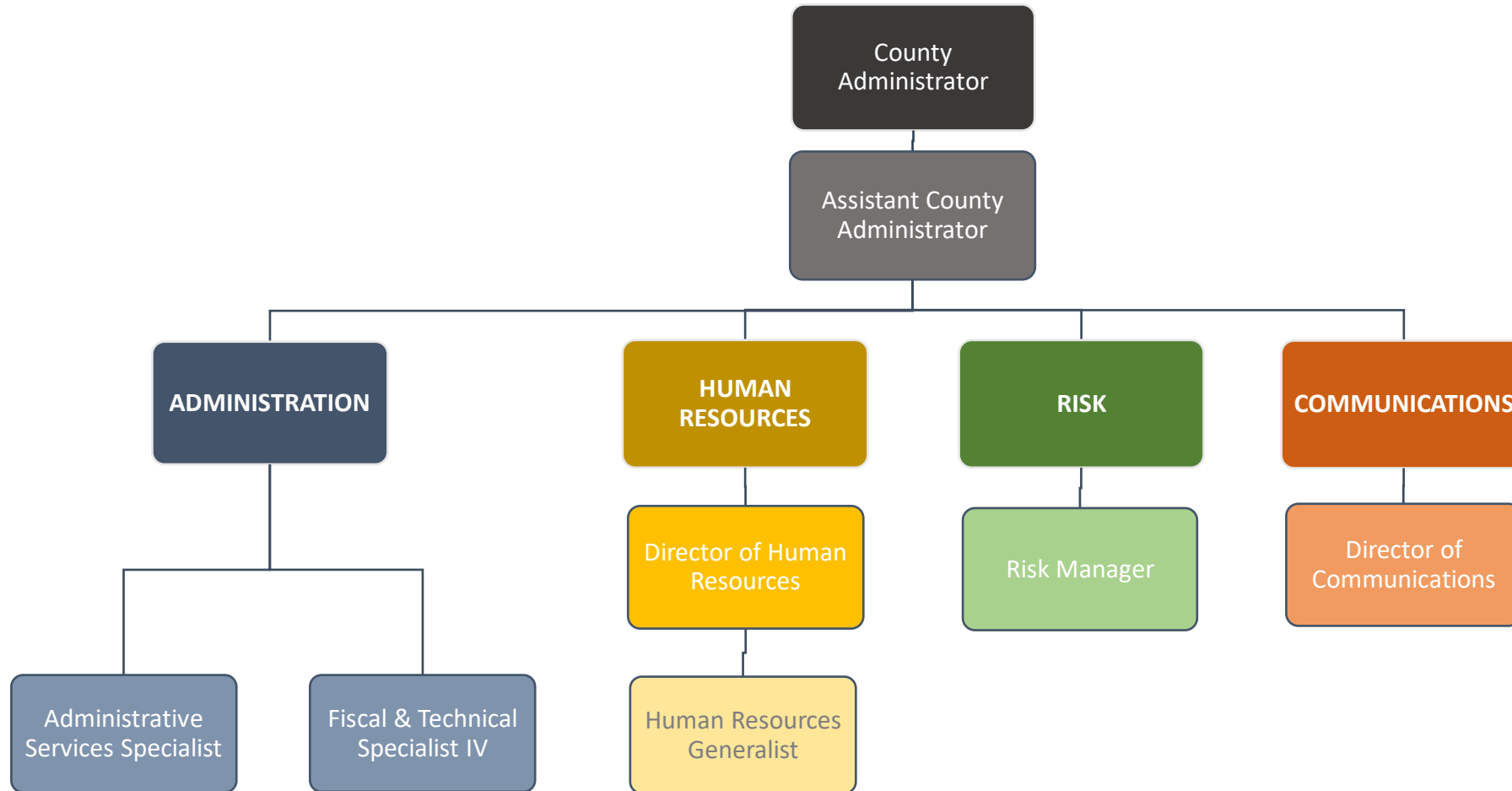
Data filtered by Expenses, GENERAL FUND, No Project and exported on August 26, 2020. Created with OpenGov

ADMINISTRATION



ADMINISTRATION

Departmental Organizational Chart



DEPARTMENT NAME

Core Services

		Mandated?	
1	ADMINISTRATION	Plan, Monitor, & Oversee County Operations	N
		Formulate Short & Long Range Plans & Budgets	N
		Supervise County Departments & Related Government Entities	N
		Develop County Culture	N

		Mandated?	
2	BOARD OF SUPERVISORS	Ensure Policy Implementation	N
		Monitor & Recommend Programs, Services, & Budgets	N
		Report & Advise on Current Events & Relevant Issues	N
		Prepare & coordinate Board agendas	N

3	PERSONNEL ADMINISTRATION	Conduct Employee Bargaining Unit Negotiations	Y
		Recruiting, Testing, & Selection	N
		Maintain Personnel Files & Allocation List	Y
		Investigate & Advise on Disiplinary Action & Litigation	N

4	EMPLOYEE SERVICES	Administration of benefits for employees & retirees	N
		Orientation & ongoing provision of employee services	N
		Act as liason between parties	N

5	SAFETY	Safety Program Coordination	Y
		Hazard & Accident Reporting	Y
		Corrective Action	Y
		Loss Prevention	N

6	CONTRACT REVIEW	Insurance Procurement	N
		Appropriate Policy Types & Limits	N
		Insurance & Risk Transfer	N
		Indemnification	N

7	WORKER'S COMPENSATION	Claims Management & Oversight	Y
		Accommodations/Early Return to Work	Y
		Claim Closures	Y
		Recommendations to Departments for Improved Outcomes	N

8	GENERAL LIABILITY	Claims Management & Oversight	Y
		Litigation	Y
		Settlement	Y
		Prevention/Corrective	Y

9	TRINDEL & CSAC EIA BOARD	Cost Effective Policy Structures	Y
		Uncovered Losses	Y
		Policy Improvements	Y
		Pooling and SIR	Y

10	LEADERSHIP & TRAINING	Development of Next Generation	N
		Improve Current Leadership	N
		Countywide Safety	Y
		Liability, Training, & Loss Prevention	Y

COUNTY ADMINISTRATIVE DEPARTMENT

County Administrative Office – 100-11-020

Public Defender – 100-21-076

Grand Jury – 100-21-077

Veterans Services – 100-55-073

Farm Advisor – 100-63-072

Agriculture Commissioner - 100-26-074

Affordable Housing – 188-27-251

Insurance ISF – 652-10-300

Workforce Development – 659-10-300

DEPARTMENT MISSION STATEMENT

Planning and directing the day-to-day operation of County government, while ensuring that federal, state and local laws and directives Board policies and directives are executed in an effective, efficient, and accountable manner.

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

Key challenges for the County Administration Department during FY2020-2021 include:

- Supporting at all levels the County workforce during a time of unprecedented uncertainty;
- Continued mitigation of, and response to, the COVID-19 pandemic;
- Stewardship of County resources during the ongoing economic downturn;
- Vacancies in senior staff positions; and,
- Addressing the ongoing need for additional workforce housing throughout Mono County.

CORE SERVICE AND PROGRAM DESCRIPTION

The primary role of the County Administrative Office (CAO) is to work with the Board of Supervisors and department heads to provide the highest level of service to the people of Mono County. The Office is responsible for ensuring the policies of, and directions from the Board of Supervisors are implemented. The Office of the County Administrator, in conjunction with the Office of the Director of Finance, prepares and presents the annual County Budget.

Other functions of the CAO are to:

- * Plan, monitor, and oversee County operations, ensuring that Board policies are carried out in the most cost-effective manner;
- * Formulate short and long range plans and budgets;
- * Review, monitor, and recommend County structure, programs, services and budgets;
- * Recommend, interpret, and execute Board policies;
- * Supervise the administration of all department heads and units of government for which the Board of Supervisors is responsible;

- * Prepare and coordinate Board agendas;
- * Review legislation for potential impacts to the County and prepare appropriate recommendations; and,
- * With Board direction, conduct negotiations with all employee bargaining units.

The Human Resources Division provides personnel services including coordinating the recruitment, testing and selection processes used to fill vacancies or new positions created by the Board of Supervisors. The HR Division also provides orientation and on-going services to all employees in the areas of benefits and personnel rules.

The Division maintains personnel files for all employees and maintains the official personnel allocation list. Human Resources conducts personnel investigations, advises departments on personnel disciplinary issues and serves as a liaison between employees and management, manages employee benefit administration including PERS, health insurance, vision, dental, including educating new and existing employees on what is available, and helps existing and retired employees resolve benefit-related issues.

The Risk Management Division administers the County's risk management program, including general liability, workers' compensation, property, watercraft, landfill, Bond/Crime, airport, and medical malpractice policies. The Division reviews contracts for risk identification, makes recommendations on types and limits of insurance, and ensures compliance with risk transfer techniques. The Risk Manager reviews and analyzes reports of industrial injuries, motor vehicle accidents, and reports on non-employee accidents to enhance loss control.

Other responsibilities include reviewing the status of workers' compensation claims with third-party administrator, serving as liaison with departments, making recommendations for settlement, and coordinating the return to work and modified duty program. The Risk Manager also develops, implements, interprets, monitors, and administers policies and procedures in accordance with state and federal regulations. The Division also facilitates training of County staff to reduce County losses and to improve County leadership.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

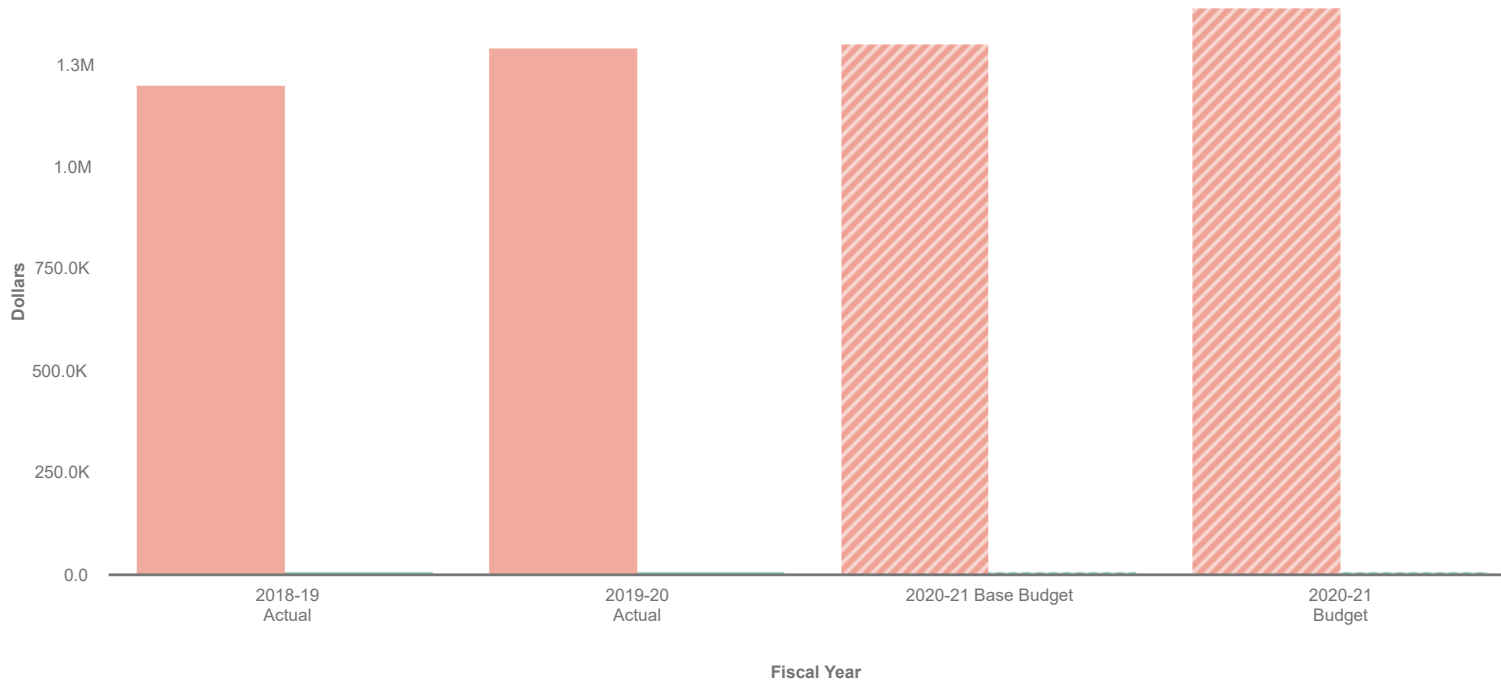
During FY2020-2021, the County Administration Office will:

- Fill key leadership vacancies in the existing positions of Assistant County Administrative Officer and Public Health Director, as well as the newly-created position of Housing Coordinator;
- Recommend to the Board of Supervisors an organizational strategy to ensure effective supervision and management of the Department of Animal Control;
- Recommend to the Board of Supervisors a strategy to create a Department of Human Resources and Risk Management within existing resource allocations;
- Obtain, in time for preparation of the FY2020-2021 Midyear Projections, long-term (three year) financial projections prepared by an external professional;
- Obtain, in time for preparation of the FY2021-2022 Proposed Budget, a comprehensive, Countywide Fee Schedule prepared by an external professional; and,
- Support the Finance Department in preparation of a County Budget meeting the criteria for the Government Finance Officers' Association Distinguished Budget Presentation Award

1. County Administrative Office 100-11-020



Visualization



Sort **Large to Small**

- Expenses
- Revenues

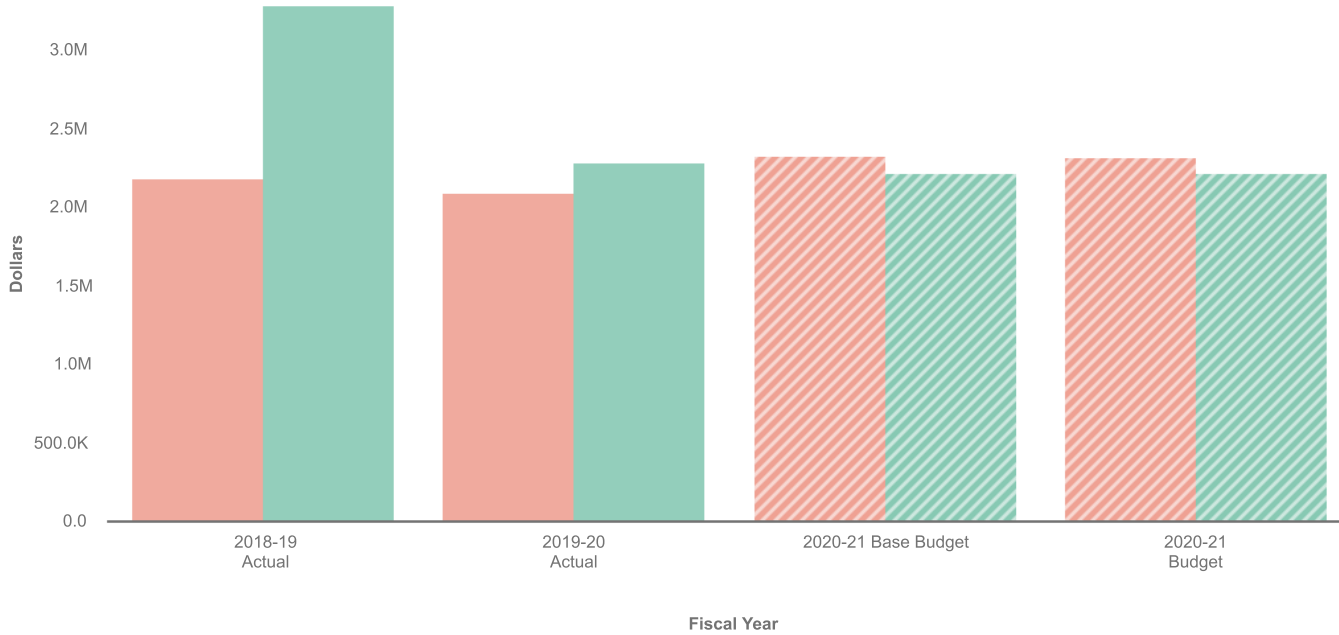
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 10,264	\$ 10,844	\$ 8,200	\$ 8,200
▶ Interest & Rents	8,445	8,682	5,000	5,000
▶ Licenses, Permits & Franchises	1,450	1,450	2,400	2,400
▶ Charges for Services	291	591	800	800
▶ Miscellaneous Revenues	78	121	0	0
▼ Expenses	1,199,824	1,293,579	1,302,694	1,387,578
▶ Salaries & Benefits	924,557	1,044,801	1,079,653	1,099,736
▶ Services and Supplies	275,267	248,778	223,041	287,842
Revenues Less Expenses	\$ -1,189,560	\$ -1,282,735	\$ -1,294,494	\$ -1,379,378

Data filtered by Types, GENERAL FUND, GENERAL-LEGISLATIVE AND ADMIN, ADMINISTRATIVE OFFICER, No Project and exported on July 29, 2020. Created with OpenGov

2. Insurance ISF 652-10-300



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 3,280,795	\$ 2,284,558	\$ 2,220,293	\$ 2,219,293
▶ Miscellaneous Revenues	2,437,932	2,262,697	2,200,293	2,200,293
▶ Interest & Rents	772,862	11,861	10,000	9,000
▶ Charges for Services	70,000	10,000	10,000	10,000
▼ Expenses	2,183,725	2,097,318	2,327,826	2,322,463
▶ Services and Supplies	1,838,296	1,960,195	2,188,122	2,181,834
▶ Salaries & Benefits	145,430	137,123	139,704	140,629
▶ Transfers Out	200,000	0	0	0
Revenues Less Expenses	\$ 1,097,069	\$ 187,240	\$ -107,533	\$ -103,170

Data filtered by Types, INSURANCE INTERNAL SERVICE FUND and exported on July 30, 2020. Created with OpenGov

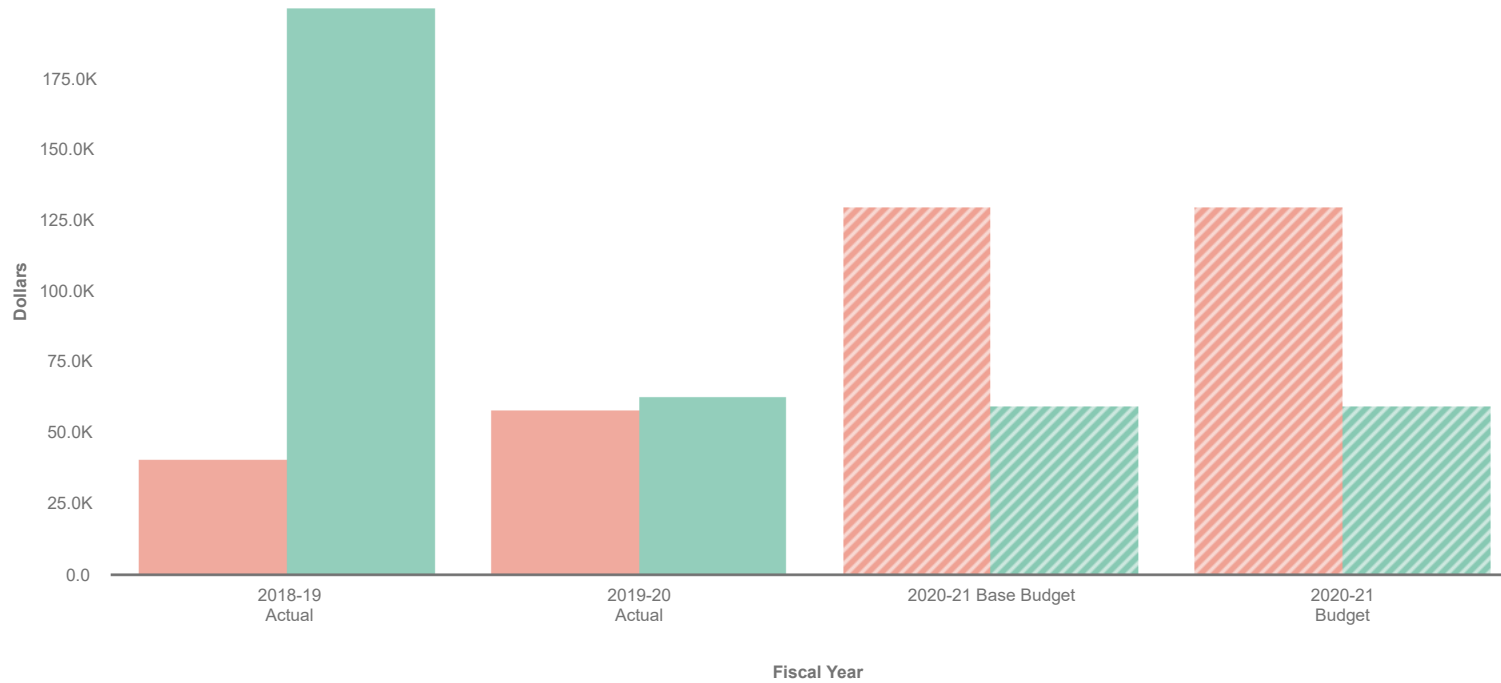
3. Workforce Development 659-10-300



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 199,893	\$ 63,094	\$ 60,000	\$ 60,000
▶ Transfers In	200,000	0	0	0
▶ Miscellaneous Revenues	0	0	60,000	60,000
▶ Charges for Services	0	60,000	0	0
▶ Interest & Rents	-107	3,094	0	0
▼ Expenses	40,968	58,521	130,000	130,000
▶ Services and Supplies	40,968	58,521	130,000	130,000
Revenues Less Expenses	\$ 158,925	\$ 4,573	\$ -70,000	\$ -70,000

Data filtered by Types, Workforce Development, No Project and exported on July 28, 2020. Created with OpenGov

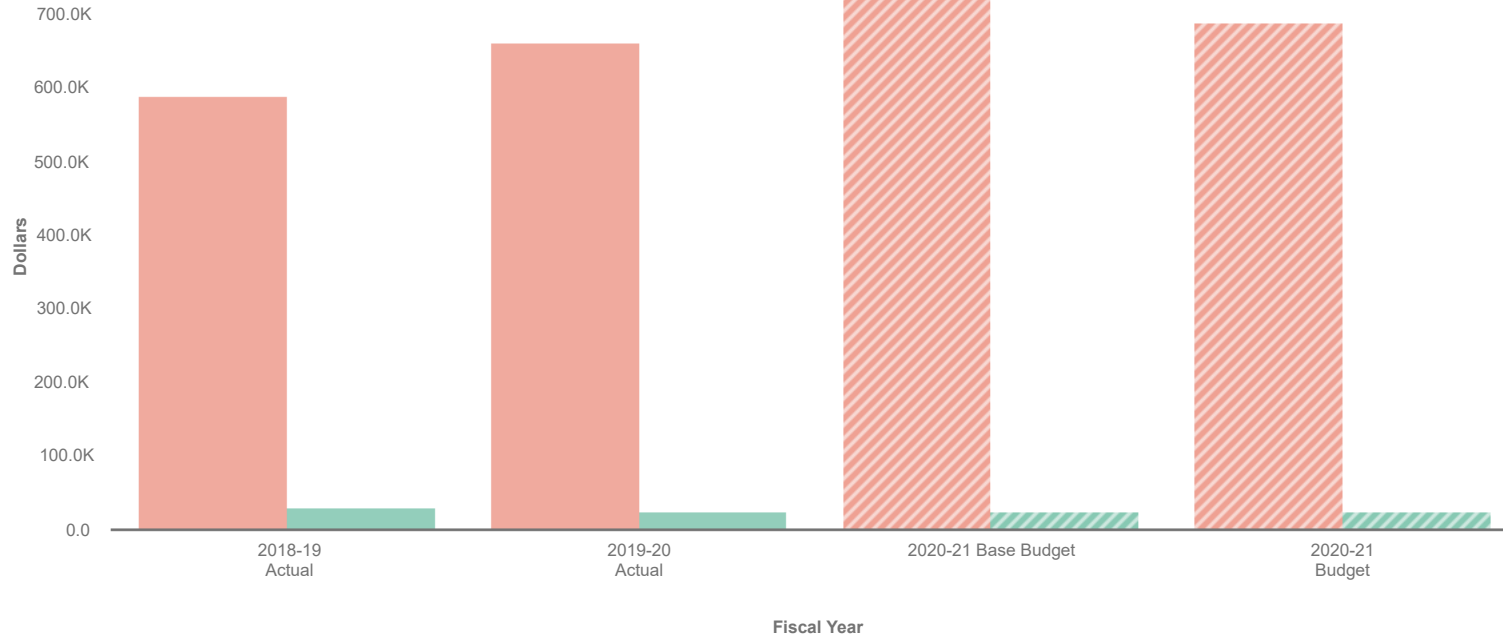
4. Public Defender 100-21-076



Visualization

Sort **Large to Small**

- Expenses
- Revenues



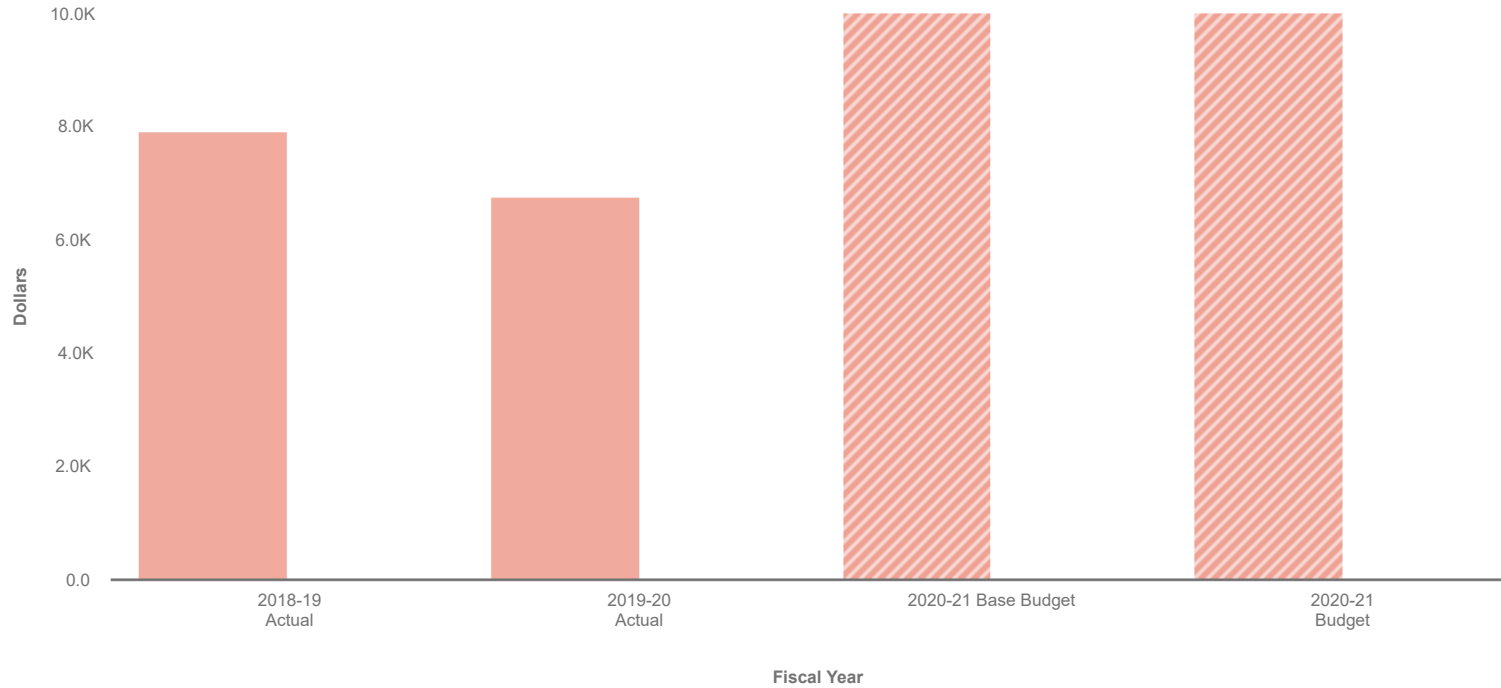
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 31,531	\$ 24,971	\$ 26,150	\$ 26,150
Charges for Services	25,947	18,852	21,350	21,350
(16980) Public Defender Contract Fees	10,838	11,940	12,750	12,750
(16050) Legal Services	15,110	6,912	8,600	8,600
Intergovernmental	5,256	5,602	4,500	4,500
(15443) St: 2011 Realignment	5,256	5,602	4,500	4,500
Fines, Forfeitures & Penalties	328	518	300	300
(13070) Small Claims Advice -Court Fin	328	518	300	300
Expenses	588,824	662,327	768,500	689,420
Services and Supplies	588,824	662,327	768,500	689,420
Services	588,824	662,327	768,500	689,420
Revenues Less Expenses	\$ -557,292	\$ -637,356	\$ -742,350	\$ -663,270

Data filtered by Types, Funds, PUBLIC DEFENDER, No Project and exported on July 28, 2020. Created with OpenGov

5. Grand Jury 100-21-077



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 0	\$ 0	\$ 0	\$ 0
▼ Expenses	7,918	6,761	10,000	10,000
► Services and Supplies	7,918	6,761	10,000	10,000
Revenues Less Expenses	\$ -7,918	\$ -6,761	\$ -10,000	\$ -10,000

Data filtered by Types, Funds, GRAND JURY, No Project and exported on July 28, 2020. Created with OpenGov

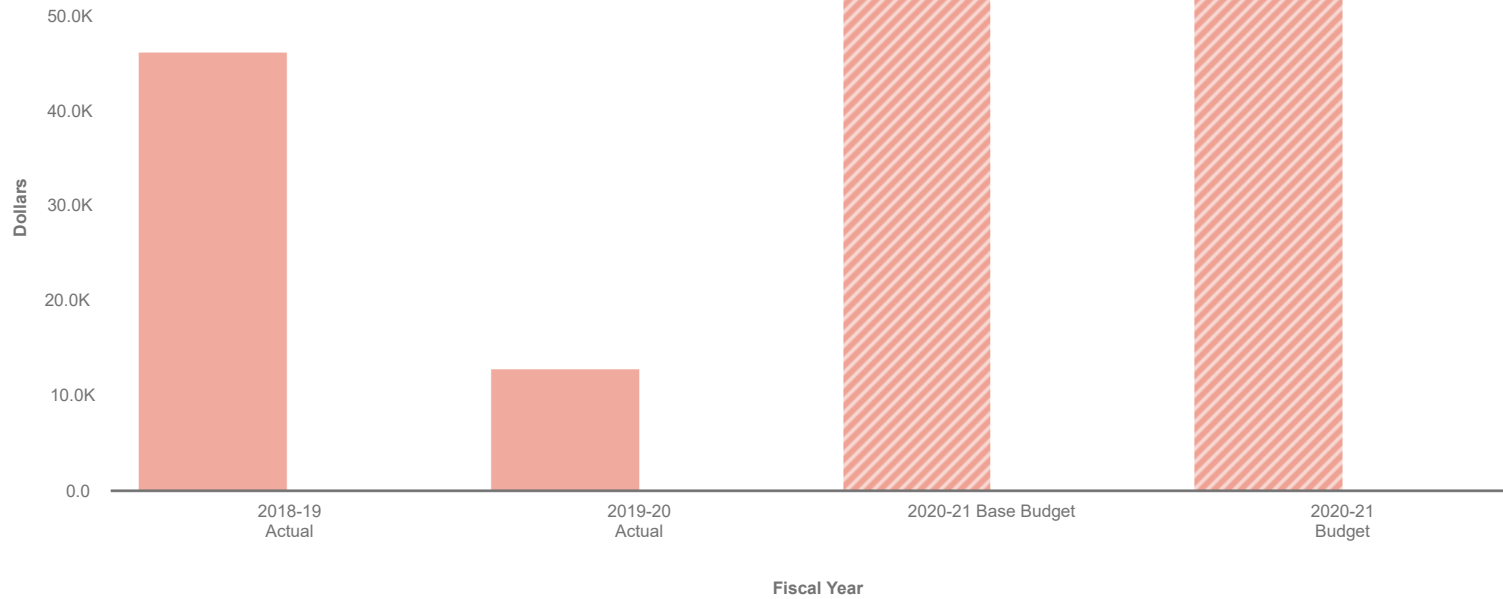
6. Veterans Services 100-55-073



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 0	\$ 0	\$ 0	\$ 0
▼ Expenses	46,272	12,981	51,922	59,710
► Support of Other	46,272	12,981	51,922	59,710
Revenues Less Expenses	\$ -46,272	\$ -12,980	\$ -51,922	\$ -59,710

Data filtered by Types, Funds, VETERANS SERVICES OFFICER, No Project and exported on July 28, 2020. Created with OpenGov

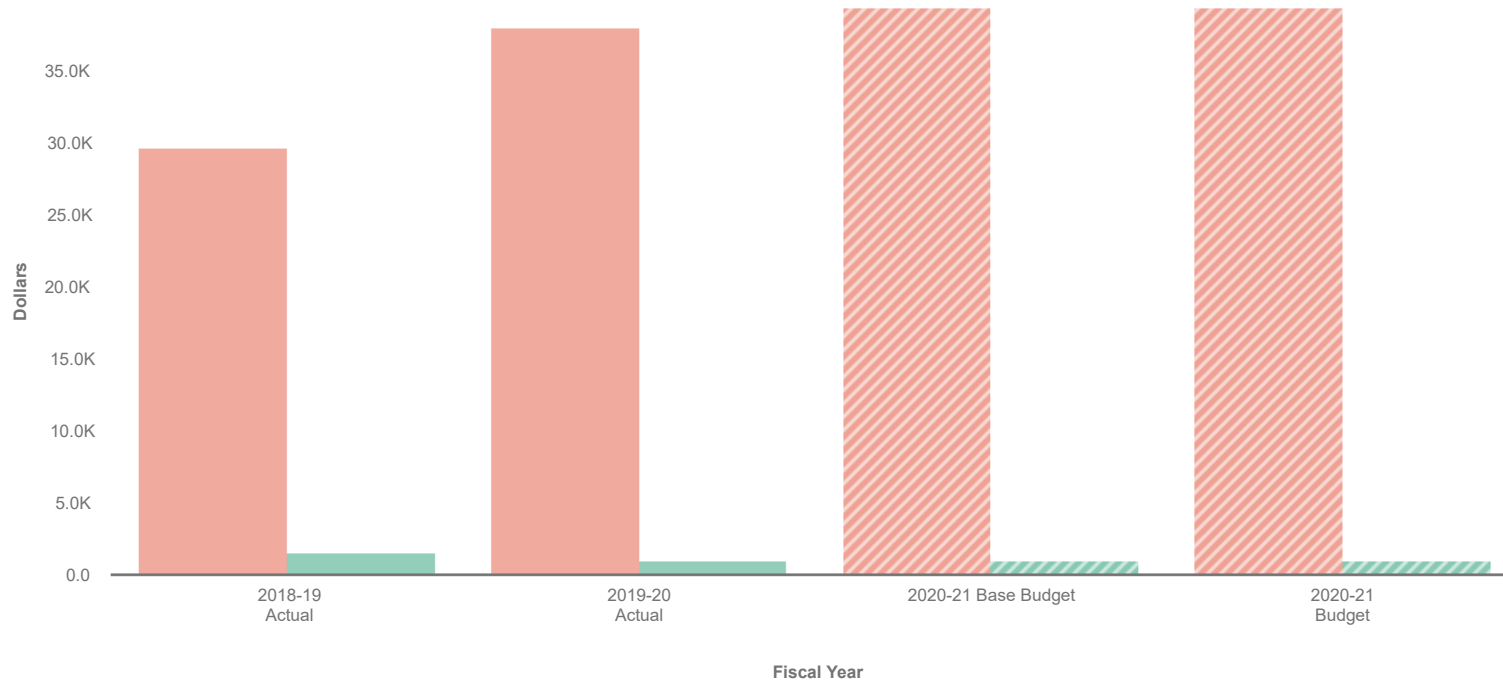
7. Farm Advisor 100-63-072



Visualization

Sort **Large to Small**

- Expenses
- Revenues



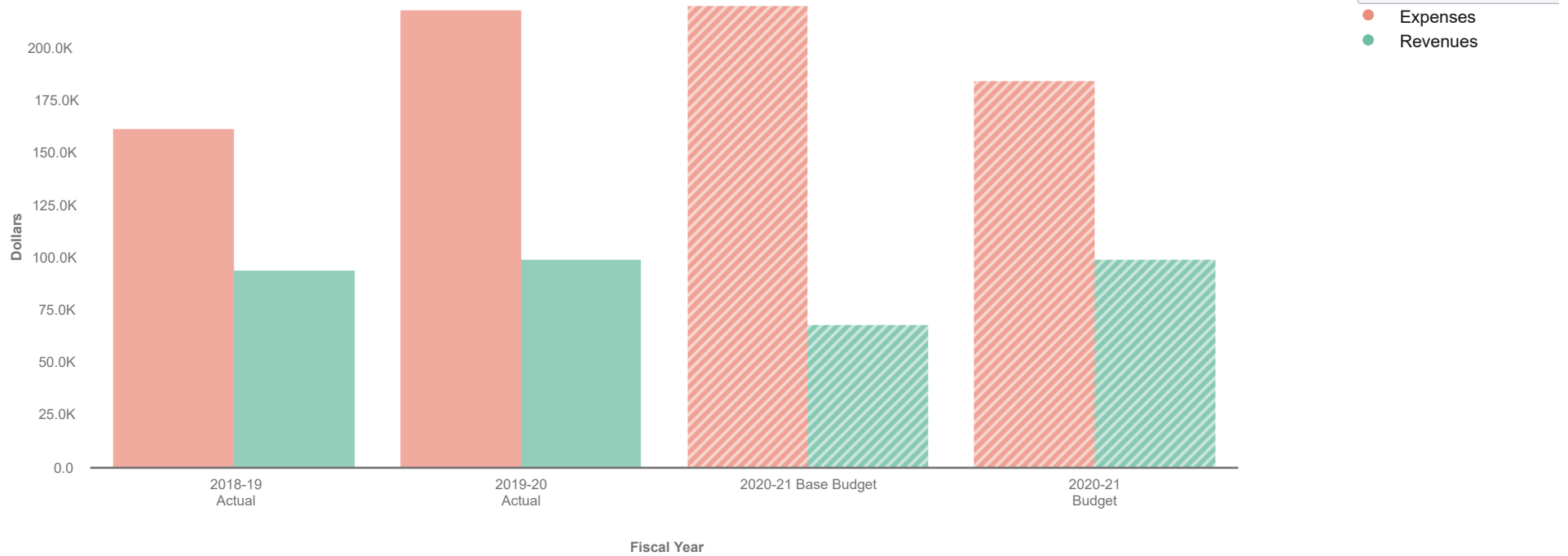
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,598	\$ 1,002	\$ 1,000	\$ 1,000
▶ Intergovernmental	1,598	1,002	1,000	1,000
▼ Expenses	29,635	38,008	39,300	39,300
▶ Services and Supplies	29,635	38,008	39,300	39,300
Revenues Less Expenses	\$ -28,037	\$ -37,005	\$ -38,300	\$ -38,300

Data filtered by Types, Funds, FARM ADVISOR, No Project and exported on July 28, 2020. Created with OpenGov

8. Ag Commission 100-26-074



Visualization



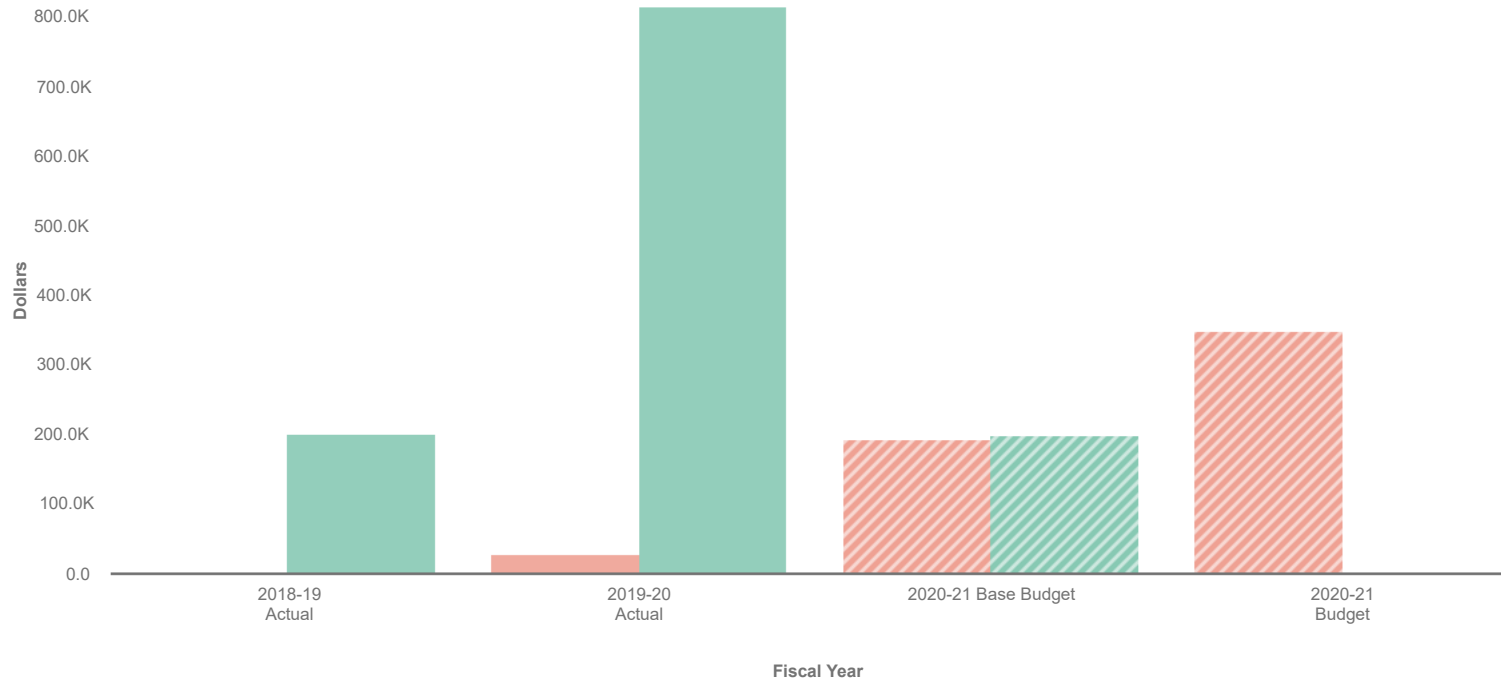
	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Collapse All				
▼ Revenues	\$ 94,458	\$ 99,548	\$ 68,500	\$ 99,548
▶ Intergovernmental	94,458	99,548	68,500	99,548
▼ Expenses	161,807	218,433	220,000	184,625
▶ Services and Supplies	161,807	218,433	220,000	184,625
Revenues Less Expenses	\$ -67,349	\$ -118,885	\$ -151,500	\$ -85,077

Data filtered by Types, Funds, SEALER WEIGHTS- MEASURES/AG CO, No Project and exported on July 28, 2020. Created with OpenGov

9. Affordable Housing 188-27-251



Visualization



Sort Large to Small

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 200,745	\$ 813,177	\$ 200,000	\$ 0
▶ Transfers In	200,000	200,000	200,000	0
▶ Intergovernmental	0	448,634	0	0
▶ Other Financing Sources	0	159,188	0	0
▶ Interest & Rents	745	5,355	0	0
▼ Expenses	0	28,292	192,831	349,038
▶ Salaries & Benefits	0	0	192,831	194,038
▶ Support of Other	0	0	0	155,000
▶ Services and Supplies	0	28,292	0	0
Revenues Less Expenses	\$ 200,745	\$ 784,886	\$ 7,169	\$ -349,038

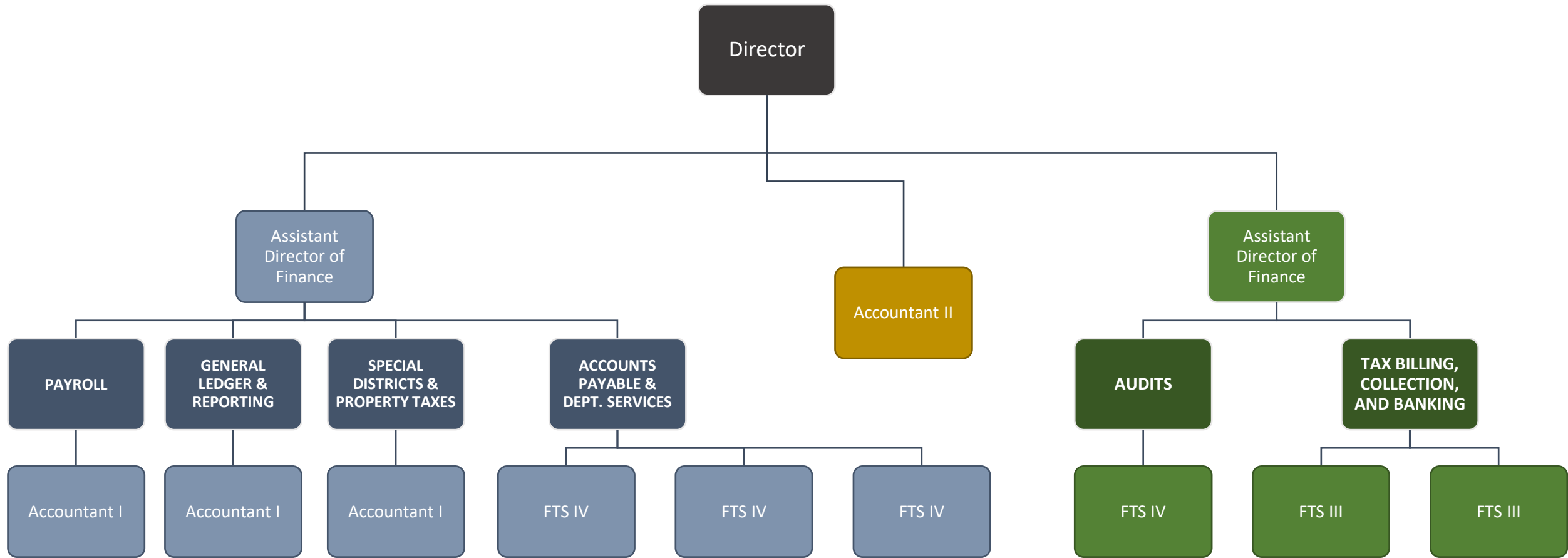
Data filtered by Types, AFFORDABLE HOUSING RESERVE, No Project and exported on July 28, 2020. Created with OpenGov

FINANCE



FINANCE

Departmental Organizational Chart



FINANCE DEPARTMENT - Auditor/Controller Division

Core Services

		Mandated?	
1	Receivables / Payables (Deposits / A/P)	Receive, audit, & process deposits	Y
		Audit & process payments	Y
		Credit card &/ contract processing & maintenance	Y
		Federal & State reporting (1099/sales tax/withholding)	Y

		Mandated?	
2	Training & Education	Professional development & growth	N
		Peer mentoring	N
		Procedure manuals	N
		Knowledge sharing database	N

3	Payroll	Audit & process bi-weekly payroll	Y
		Federal & State reporting (W2, Calpers, CA Gov Comp Report, DOL)	Y
		Maintenance of EE & Vendor records	Y
		Implement changes (EE requested, policy & agreement changes, benefit updates)	Y

4	Financial Accounting & Reporting	General ledger maintenance	Y
		Federal & State reporting (Cost Plan, PTA, SB90, FTRs, TC-31)	Y
		Annual audits (County, Special Districts)	Y
		Account mangement (funds, bank, captial assets)	Y

5	Budget	Development and Adoption	Y
		State reporting	Y
		Adjustments	Y
		Monitoring	Y

6	Property Tax Accounting	Tax roll maintenance	Y
		Rate calculations	Y
		Apportionment process	Y
		State reporting	Y

7			

8			

9			

10			

DEPARTMENT OF FINANCE DEPARTMENT 100-12-070

DEPARTMENT MISSION STATEMENT

The Office of the Auditor-Controller Division of the Department of Finance is to provide independent accounting, reporting, and auditing services to County departments, special districts, and schools in accordance with federal, state, and local laws in an efficient and cost-effective manner, thus maximizing their value to the people of Mono County.

The Treasurer-Tax Collector Division of the Department of Finance is to invest public funds in a way that ensures security of principal, sufficient liquidity to meet operating cash flow needs of pool participants, and to receive a market rate of return while adhering to all applicable laws, statutes, and resolutions. Additionally, the office is to provide high quality customer service to taxpayers and businesses in the course of collecting taxes and licenses while exercising consistent due process in following all federal, state, and local tax laws and ordinances.

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

Employing and retaining trained and experienced staff in both divisions who can anticipate and solve problems, recognize non-compliance and instruct users on how to fix the underlying causes, and meet deadlines on time and without errors is the Department's chief challenge. Issues arise when our users and taxpayers' desires for expediency, flexibility, and/or exceptions to rules and policy conflict with ensuring all transactions comply with federal, state, and local rules and policy. Key opportunities for substantive improvement in our operations is the development of knowledge-based library resources and using technology to offer staff relevant educational training.

CORE SERVICE AND PROGRAM DESCRIPTION

The Auditor-Controller division provides accounting and property tax administration services to County departments, the Town of Mammoth, schools, courts, and special districts. The division monitors budgets, issues warrants, deposits revenues, processes payroll and accounts for assets, liabilities, accounts receivable/payable and long-term debt. Annually, the division prepares the County's Comprehensive Annual Financial Report (CAFR). In the role of the County's chief accounting office, this division is mandated by law for an assortment of activities, including assessing, apportioning and performing other administrative property tax duties, making long-term debt payments for the County and educational entities, ensuring certain mandatory audits are performed and complying with state fiscal reporting requirements. This budget includes an appropriation of \$150,000 to engage an outside consultant to prepare multi-year financial forecasts and conduct a county-wide fee study. The division does not have capacity to perform these services, yet these services are critical to enabling the County to reach fiscal resiliency. Still, there may be insufficient financial resources for outsourcing these initiatives.

The Treasurer-Tax Collector division is a combined office that includes the Treasurer and the Tax Collector. The Treasurer serves as the depository for all funds belonging to county, schools, and other special districts, and handles all banking and investment functions. The Tax Collector office is responsible for the billing, collection, and reporting of property tax revenues levied in the County, and transient occupancy taxes. This division is mandated by state law to function as a depository for certain other County jurisdictions and all property tax activities are governed by the California Revenue and Taxation codes.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

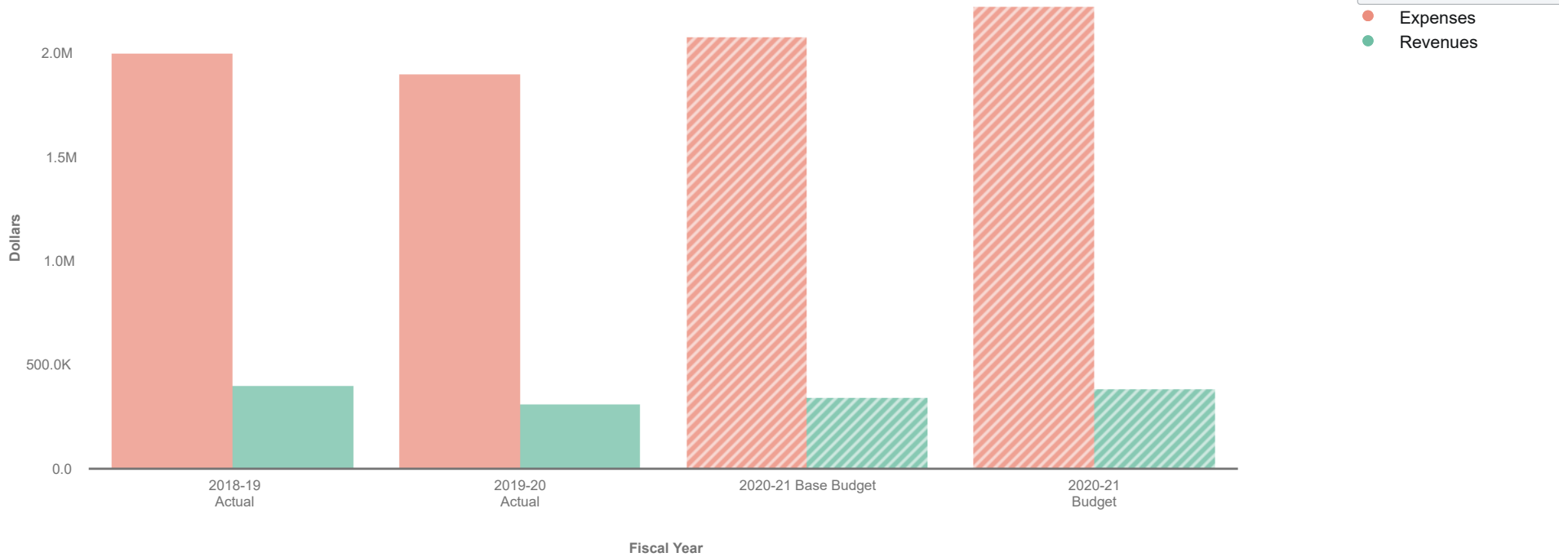
The Department of Finance plans to achieve the following during this next budget cycles:

- Within 30 days after the end of each fiscal quarter, present a quarterly financial report to the Board of Supervisors automated using the OpenGov stories platform, beginning with the quarter ending December 31, 2020.
- Complete semi-annual reporting to the Board of Supervisors on status of tasks enumerated in the Building a Financial Resilient Mono County project.
- By January 2021, articulate the desired competencies for each of our core services, identify training opportunities and establish individual training plans with each of the Department's employees.
- By the end of the fiscal year, create and maintain a shared knowledge database of job-related information, along with procedural manuals.
- By September 30, 2021, migrate capital asset accounting from the current stand-alone depreciation software to the capital asset module integrated with the County's accounting system.
- By fourth quarter FY 2020-21, implement the TOT public portal for our operators allowing the electronic filing of quarterly TOT returns.

1. Finance 100-12-070



Visualization



Sort Large to Small

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 401,585	\$ 314,486	\$ 346,792	\$ 387,381
▶ Charges for Services	248,872	192,796	179,700	206,750
▶ Interest & Rents	120,386	139,095	139,092	149,631
▶ Licenses, Permits & Franchises	19,628	17,219	18,000	18,000
▶ Miscellaneous Revenues	12,698	-34,625	10,000	13,000
▼ Expenses	2,003,562	1,904,836	2,082,934	2,225,526
▶ Salaries & Benefits	1,402,115	1,396,493	1,621,786	1,593,777
▶ Services and Supplies	533,038	508,343	461,148	631,749
▶ Debt Service	68,410	0	0	0
Revenues Less Expenses	\$ -1,601,978	\$ -1,590,351	\$ -1,736,142	\$ -1,838,145

Data filtered by Types, Funds, DEPARTMENT OF FINANCE, No Project and exported on July 28, 2020. Created with OpenGov

**Internal Service Fund
Copiers
DEPARTMENT 655-10-335**

DEPARTMENT MISSION STATEMENT

To provide superior service and support to all departments on all equipment handled by the internal service fund.

DEPARTMENTAL (or Division) OVERVIEW

The Copier Pool is responsible for providing all copiers and other processing machines to Mono County Offices.

CHALLENGES, ISSUES and OPPORTUNITIES

The largest challenge is keeping the machine rates billed to the departments as low as possible. Opportunities to lower costs are always considered when renegotiating maintenance contracts and replacing machines.

CORE SERVICE AND PROGRAM DESCRIPTION

The pool handles all new copier purchases and keeps maintenance contracts on all existing machines. The pool also handles postage machines and inserting machines, which are used by multiple departments.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

- Renegotiate new service contracts on all machines.
- Replace four older copy machines with new more reliable and energy efficient machines.
- Ensure each department's copier needs are met with dependable machines.
- Look for additional ways to reduce costs.

2. Copier Pool 655-10-305



Visualization



Sort **Large to Small**

- Revenues
- Expenses

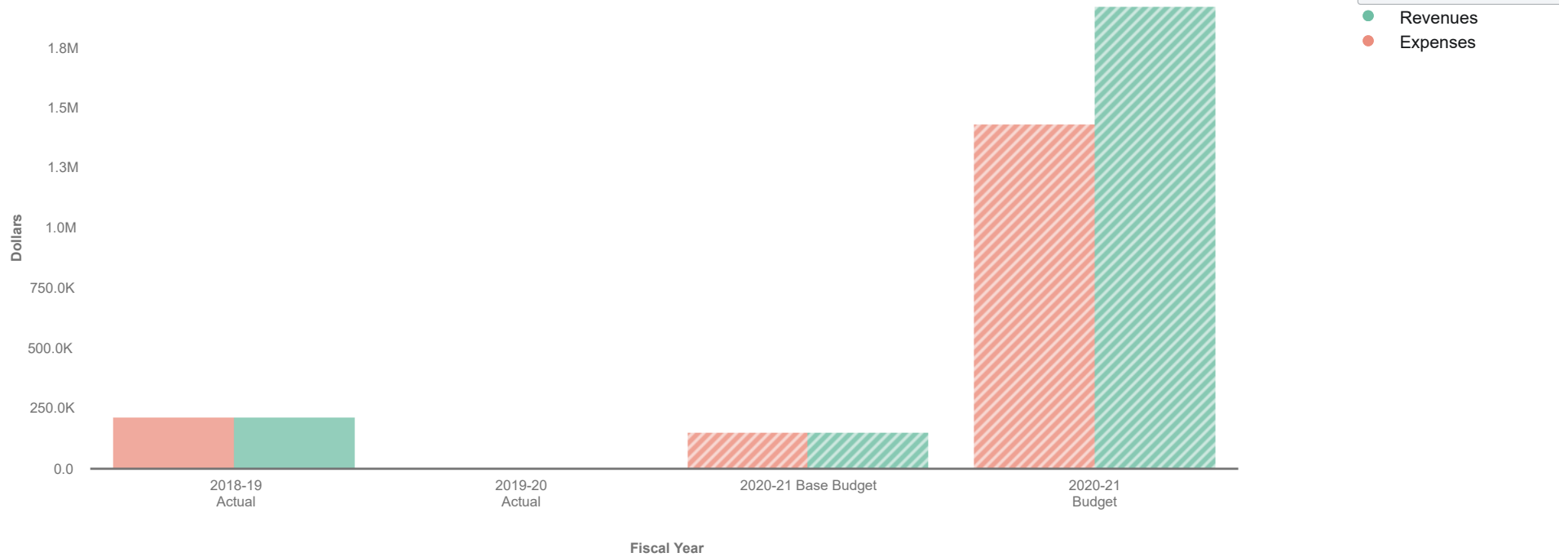
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 113,615	\$ 85,858	\$ 125,275	\$ 117,975
▶ Services and Supplies	80,806	75,536	97,275	92,775
▶ Capital Outlay	28,308	10,321	28,000	25,200
▶ Depreciation	4,500	0	0	0
▼ Revenues	128,564	87,050	126,100	118,020
▶ Charges for Services	127,637	86,201	125,700	117,020
▶ Interest & Rents	927	849	400	1,000
Revenues Less Expenses	\$ 14,949	\$ 1,192	\$ 825	\$ 45

Data filtered by Types, COPIER POOL, No Project and exported on July 28, 2020. Created with OpenGov

3. Debt Service Fund 198-10-001



Visualization



Sort **Large to Small**

- Revenues
- Expenses

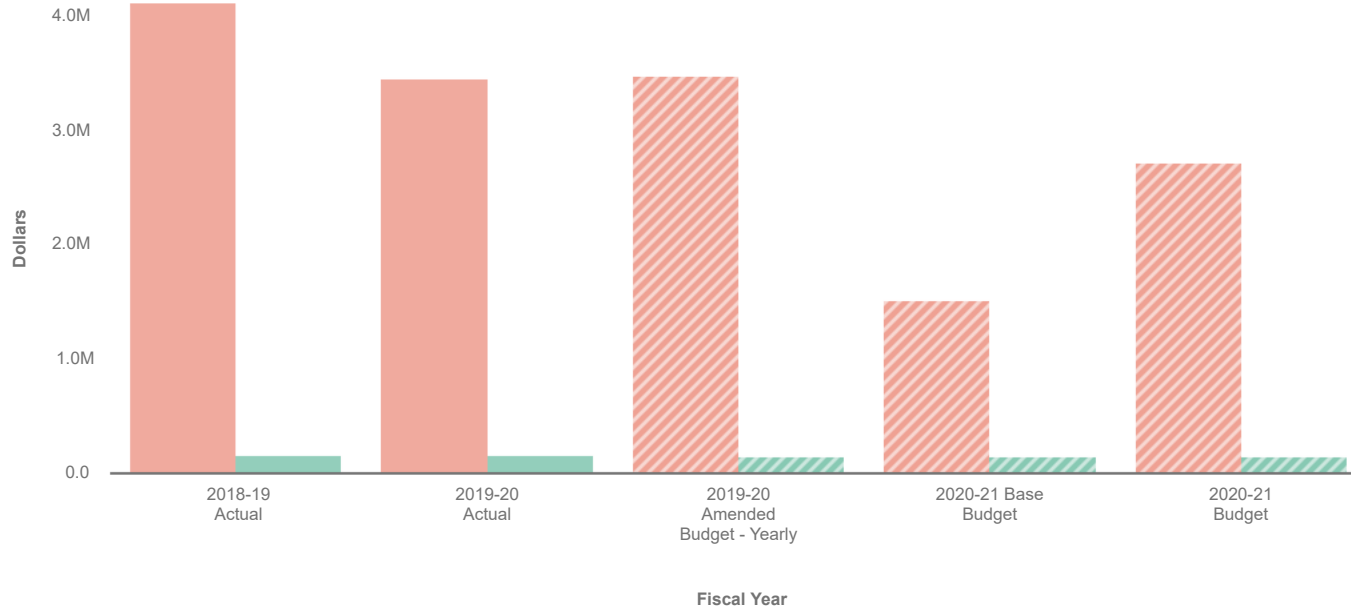
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 215,631	\$ 0	\$ 153,367	\$ 1,917,694
▶ Miscellaneous Revenues	215,631	0	153,367	1,705,419
▶ Transfers In	0	0	0	212,275
▼ Expenses	216,331	591	153,367	1,433,121
▶ Debt Service	215,631	0	152,612	1,424,866
▶ Services and Supplies	700	591	755	8,255
Revenues Less Expenses	\$ -700	\$ -591	\$ 0	\$ 484,573

Data filtered by Types, DEBT SERVICE FUND, No Project and exported on July 28, 2020. Created with OpenGov

4. GF Operating Transfers 100-10-071



Visualization



Sort Large to Small

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 164,875	\$ 159,439	\$ 150,000	\$ 150,000	\$ 150,000
▶ Intergovernmental	164,875	150,000	150,000	150,000	150,000
▶ Miscellaneous Revenues	0	9,439	0	0	0
▼ Expenses	4,101,222	3,445,873	3,475,918	1,512,622	2,710,085
▶ Transfers Out	3,925,060	2,982,221	2,990,682	1,245,765	2,435,756
▶ Support of Other	176,162	463,652	485,236	266,857	274,329
Revenues Less Expenses	\$ -3,936,347	\$ -3,286,434	\$ -3,325,918	\$ -1,362,622	\$ -2,560,085

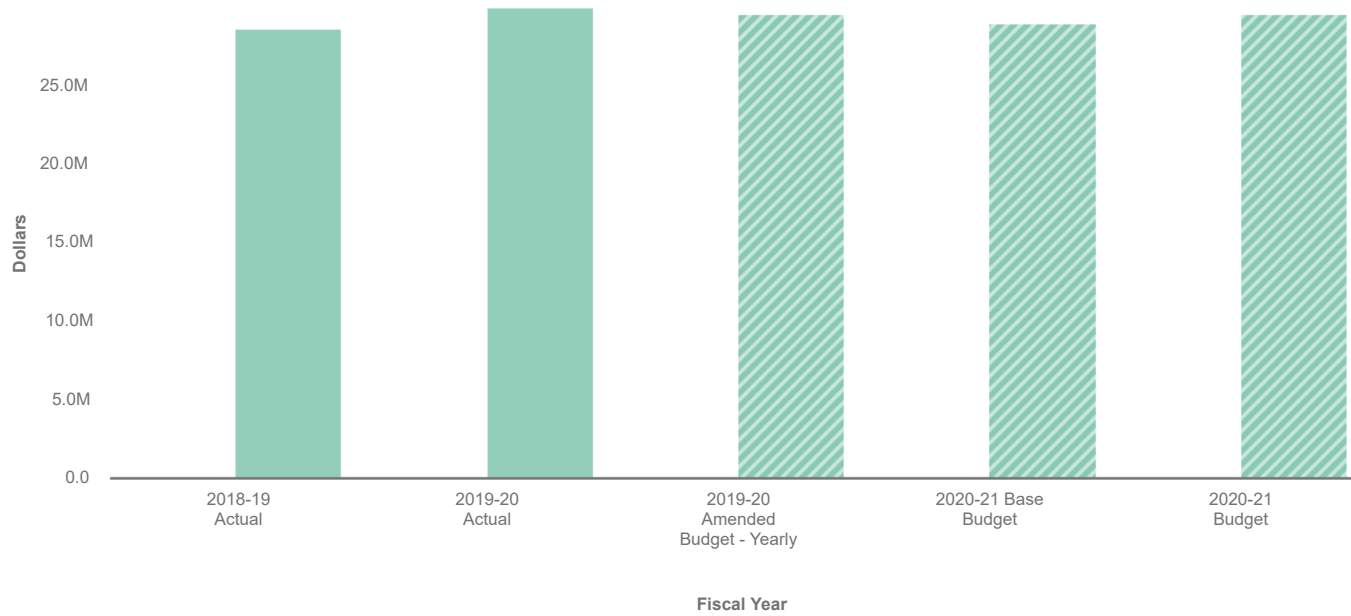
Data filtered by Types, GENERAL FUND, GENERAL-OTHER GENERAL, GF OPERATING TRANSFERS, No Project and exported on August 20, 2020. Created with OpenGov

g/l object	Description	FY 2019-20 Amended Budget	FY 2020-21 Proposed for Base Budget	FY 2020-21 Budget Proposal as of July 21, 2020	
60100: transfer out	roads	622,033	522,033	522,033	SB 1 MOE, minimum required to participate in
60100: transfer out	general reserves	-	-	-	
60100: transfer out	economic stabilization	343,000	-	-	
60100: transfer out	CARB compliance	730,600	-	395,000	FY 2021 purchases, after applying unspent carryover
	Remainder of GF Jail Project matching funds	-	-	707,137	set aside in GF carryover
60100: transfer out	affordable housing	200,000	-	-	
60100: transfer out	Civic center	65,000	-	-	
60100: transfer out	tourism: film commission marketing	5,000	-	-	
60100: transfer out	tourism: CA state fair	5,000	-	-	
60100: transfer out	Community Support: local programming	20,000	-	20,000	proposed by economic development
60100: transfer out	Community Support: air service subsidy	35,000	-	-	
60100: transfer out	Community Support: historical societies	6,000	-	6,000	proposed by economic development
60100: transfer out	Community Support:: Interagency visitor center	5,000	-	5,000	proposed by economic development
60100: transfer out	Community Support:: Community arts grants	10,000	-	10,000	proposed by economic development
60100: transfer out	Community Support: Youth sports	8,000	-	8,000	proposed by economic development
60100: transfer out	Fish enhancement	103,737	100,000	103,737	proposed by economic development
60100: transfer out	Conway Ranch	95,651	88,583	104,683	increased to include Justin Nadler's time
60100: transfer out	Cemeteries	22,488	-	-	
60100: transfer out	Law Library	-	-	-	
60100: transfer out	Social Services - MOE	353,500	353,500	266,557	reduced for amount to fund public guardian
	Public Guardian (DSS)	-	-	83,443	new for fy 2021
60100: transfer out	Senior Program	159,024	160,000	74,444	reduced for one-time funding
60100: transfer out	General Relief	14,500	14,500	15,000	
60100: transfer out	Behavioral Health	7,149	7,149	7,149	required MOE
60100: transfer out	IT Refresh: VOIP system	180,000	-	-	
47010: contributions to other govts	PT admin refunds	20,000	20,000	20,000	
47010: contributions to other govts	OVGWMA: County	65,000	68,067	75,514	per FY 2021 invoice from Inyo County
47010: contributions to other govts	OVGWMA: Tri-Valley	23,000	-	-	
47010: contributions to other govts	OVGWMA: Wheeler Crest	23,000	-	-	
47010: contributions to other govts	ESCOG Contribution	16,300	25,100	25,100	Per FY 2021 adopted budget
47010: contributions to other govts	LAFCO	3,690	3,690	3,715	adopted by LAFCO board
47010: contributions to other govts	First Five visiting program	150,000	-	107,573	request from First Five
47010: contributions to other govts	Transfer CASP revenue	3,821	-	-	
47020: contributions to non-profit o	First responder aid	150,000	150,000	150,000	
47020: contributions to non-profit o	MLFSC contribution	30,425	-	-	
		3,475,918	1,512,622	2,710,085	

5. General Revenues 100-10-001



Visualization



Sort **Large to Small**

- Revenues
- Expenses

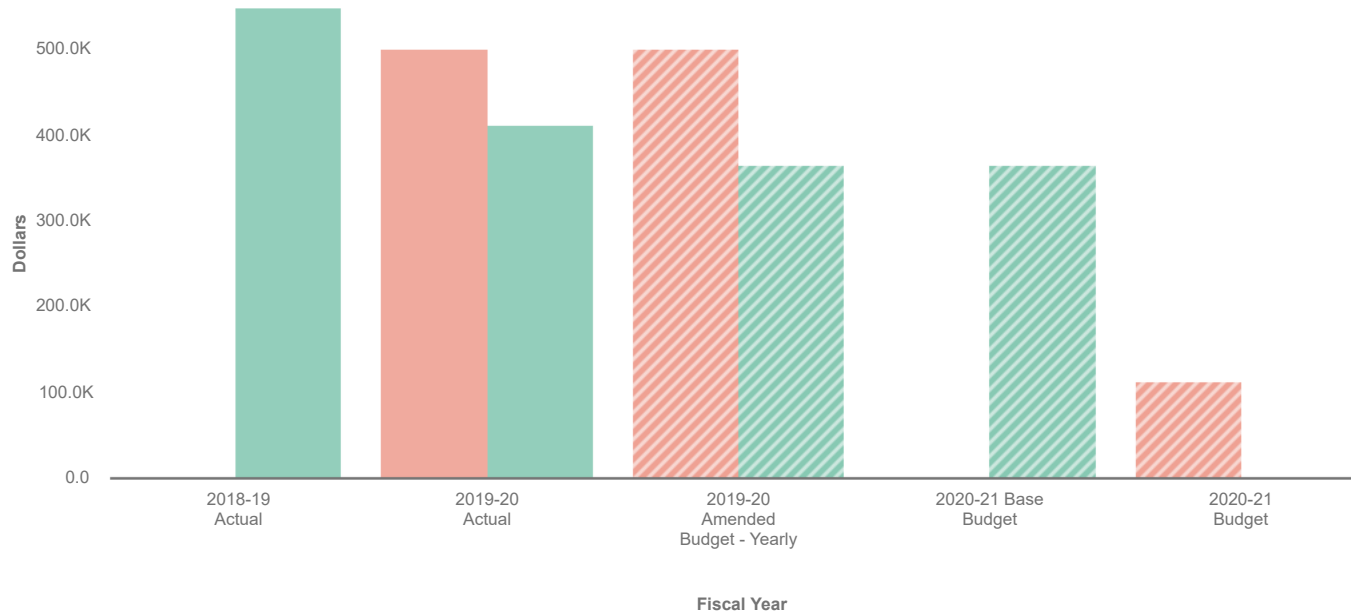
Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 28,583,800	\$ 29,890,021	\$ 29,586,951	\$ 28,989,392	\$ 29,578,224
▶ Taxes	24,356,856	25,698,479	25,405,800	24,308,624	24,894,456
▶ Charges for Services	1,558,353	1,731,376	1,516,236	2,169,412	2,169,412
▶ Intergovernmental	1,561,821	1,487,721	1,529,756	1,533,256	1,533,256
▶ Fines, Forfeitures & Penalties	756,239	695,022	827,159	680,100	680,100
▶ Licenses, Permits & Franchises	199,833	195,426	192,000	192,000	195,000
▶ Interest & Rents	150,127	78,794	116,000	106,000	106,000
▶ Miscellaneous Revenues	571	3,203	0	0	0
Revenues Less Expenses	\$ 28,583,800	\$ 29,890,021	\$ 29,586,951	\$ 28,989,392	\$ 29,578,224

Data filtered by Types, GENERAL FUND, GENERAL-OTHER GENERAL, GENERAL-OTHER, No Project and exported on August 20, 2020. Created with OpenGov

6. General Reserve Fund 101-10-001



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 546,878	\$ 411,475	\$ 364,470	\$ 364,470	\$ 0
▶ Transfers In	500,000	364,470	364,470	364,470	0
▶ Interest & Rents	46,878	47,005	0	0	0
▼ Expenses	0	500,000	500,000	0	113,048
▶ Transfers Out	0	500,000	500,000	0	113,048
Revenues Less Expenses	\$ 546,878	\$ -88,525	\$ -135,530	\$ 364,470	\$ -113,048

Data filtered by Types, GENERAL RESERVE FUND, GENERAL-OTHER GENERAL, GENERAL-OTHER, No Project and exported on August 20, 2020. Created with OpenGov

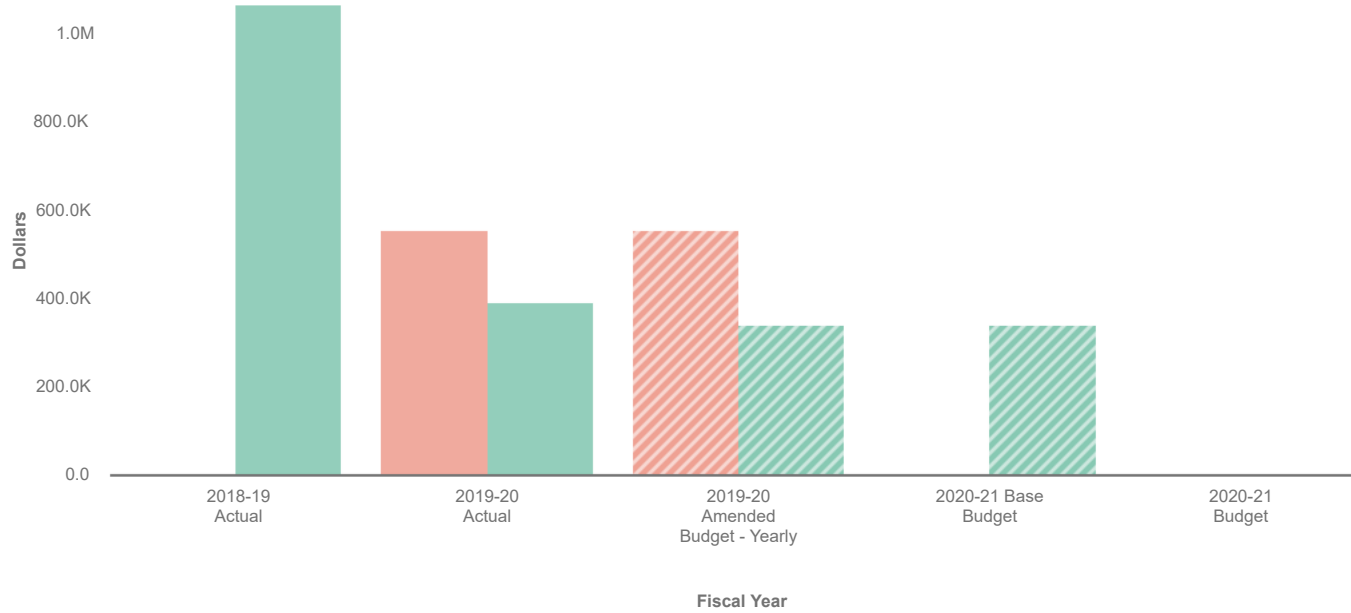
7. Economic Stabilization Fund 151-10-001



Visualization

Sort **Large to Small** ▾

- Revenues
- Expenses



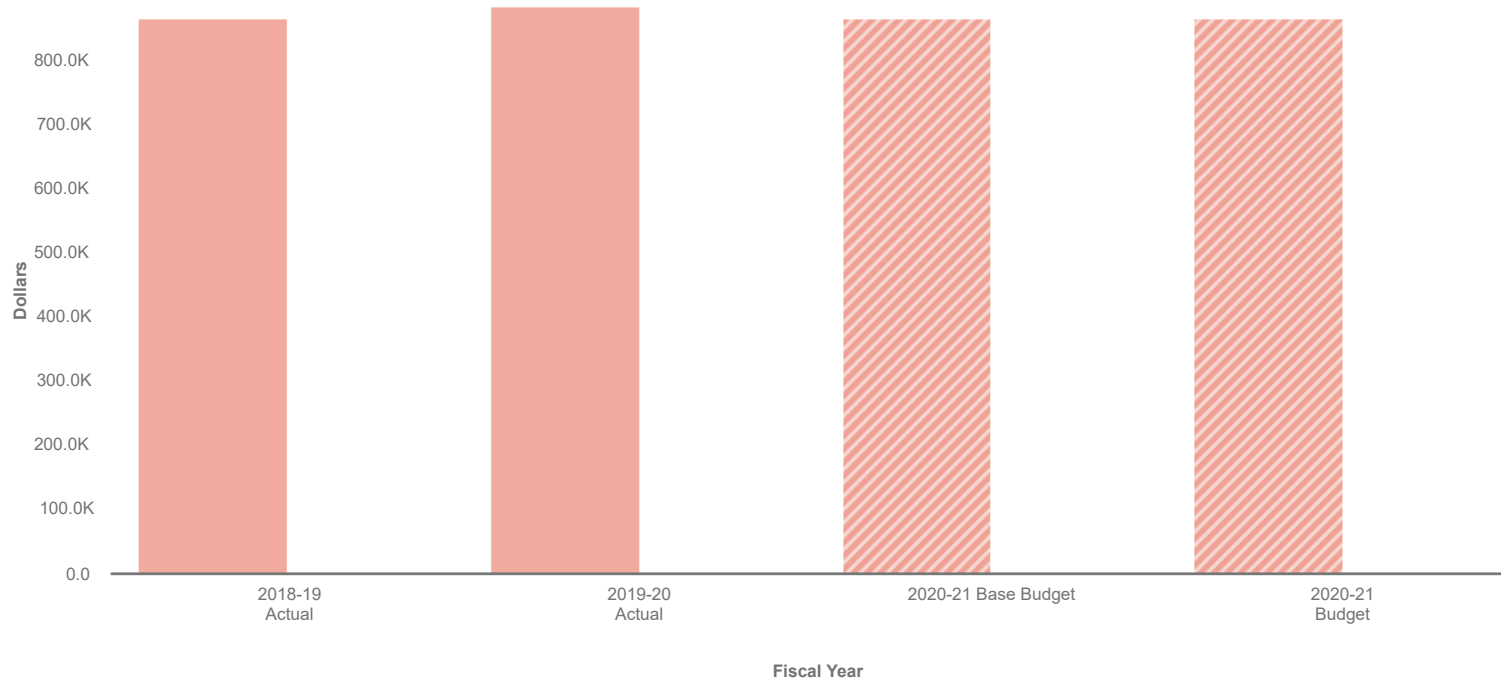
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,064,616	\$ 393,868	\$ 343,000	\$ 343,000	\$ 0
▶ Transfers In	1,024,180	343,000	343,000	343,000	0
▶ Interest & Rents	40,436	50,868	0	0	0
▼ Expenses	0	555,000	555,000	0	0
▶ Transfers Out	0	555,000	555,000	0	0
Revenues Less Expenses	\$ 1,064,616	\$ -161,132	\$ -212,000	\$ 343,000	\$ 0

Data filtered by Types, ECONOMIC STABILIZATION, GENERAL-OTHER GENERAL, GENERAL-OTHER, No Project and exported on August 20, 2020. Created with OpenGov

8. Court MOE 100-21-075



Visualization



Sort **Large to Small**

- Expenses
- Revenues

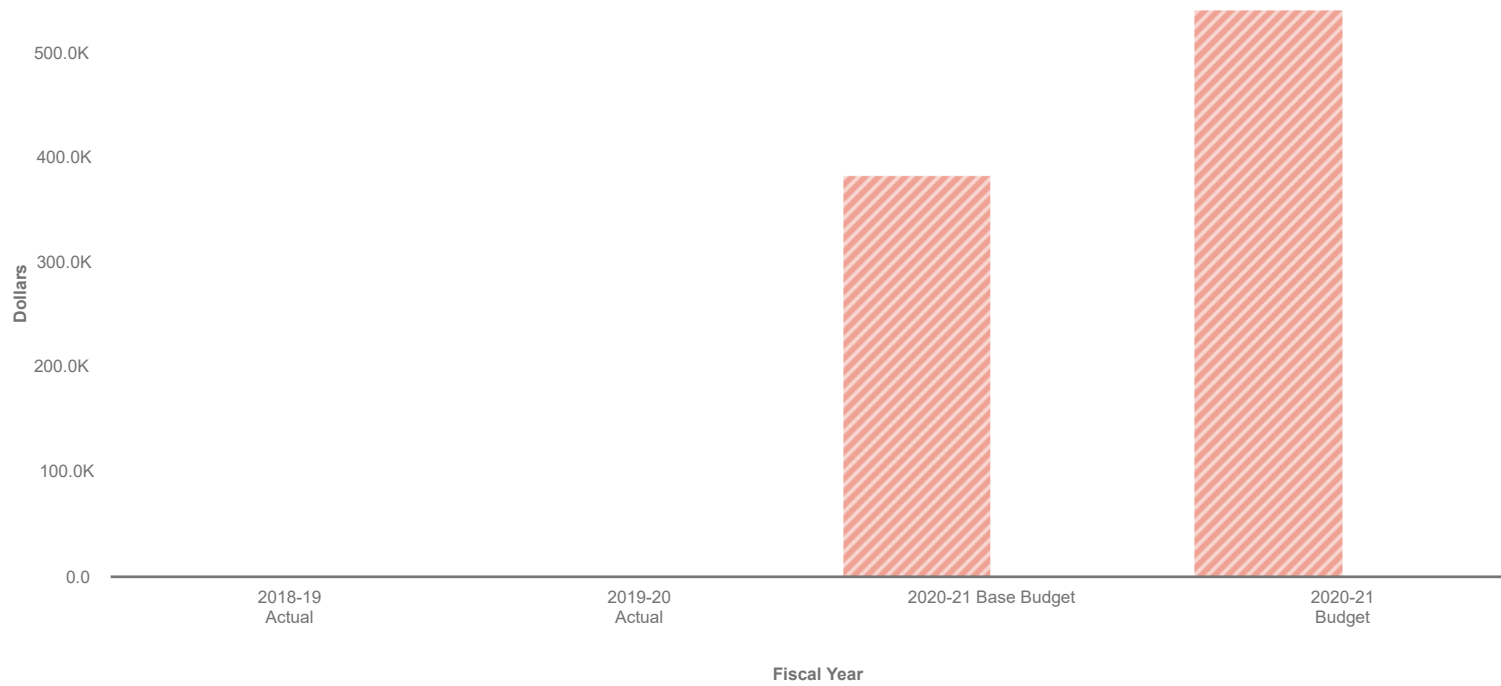
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 0	\$ 0	\$ 0	\$ 0
▼ Expenses	865,925	882,378	866,331	866,331
► Services and Supplies	865,925	882,378	866,331	866,331
Revenues Less Expenses	\$ -865,925	\$ -882,378	\$ -866,331	\$ -866,331

Data filtered by Types, Funds, COUNTY MOE, No Project and exported on July 28, 2020. Created with OpenGov

9. GF Contingency 100-10-330



Visualization



Sort **Large to Small**

- Expenses
- Revenues

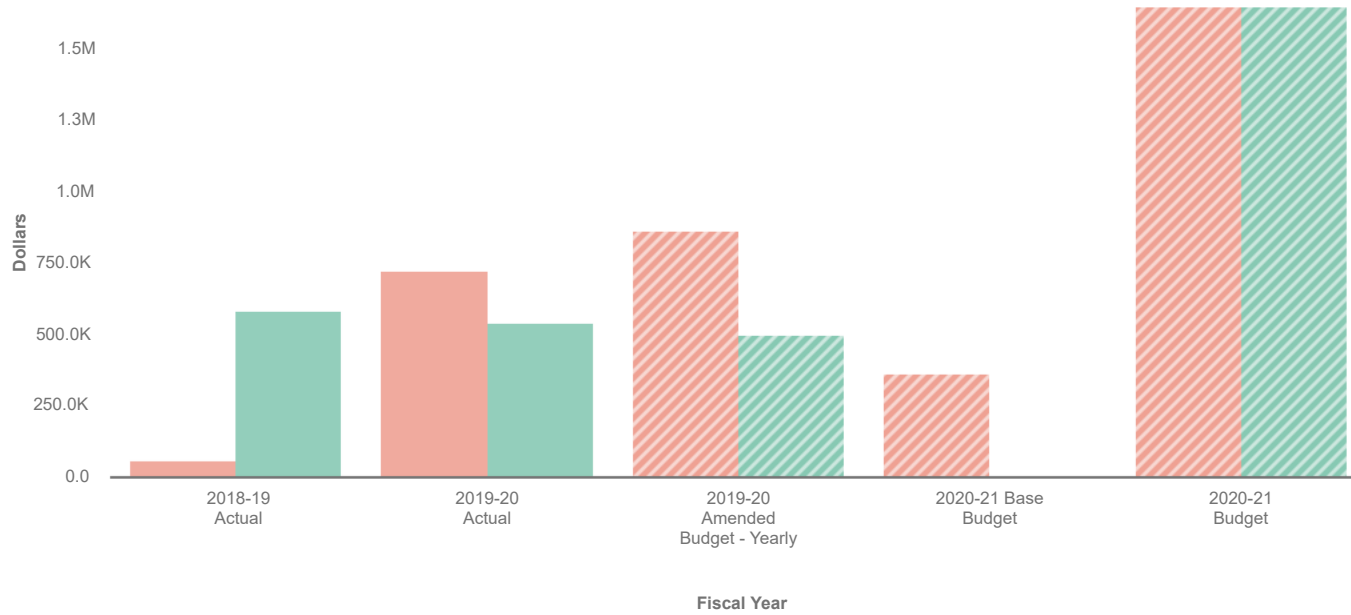
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 0	\$ 0	\$ 0	\$ 0
▼ Expenses	0	0	383,239	539,924
► Other Expenses	0	0	383,239	539,924
Revenues Less Expenses	\$ 0	\$ 0	\$ -383,239	\$ -539,924

Data filtered by Types, GENERAL FUND, GENERAL-OTHER GENERAL, CONTIGENCY FUND, No Project and exported on July 29, 2020. Created with OpenGov

10. Disaster Assistance Fund 179-10-001



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 581,333	\$ 539,924	\$ 500,000	\$ 0	\$ 1,642,972
▶ Intergovernmental	573,031	26,349	0	0	1,529,924
▶ Transfers In	0	500,000	500,000	0	113,048
▶ Interest & Rents	8,302	13,575	0	0	0
▼ Expenses	58,530	724,134	864,470	366,012	1,642,972
▶ Services and Supplies	0	178,885	500,000	1,542	1,419,383
▶ Transfers Out	0	364,470	364,470	364,470	0
▶ Salaries & Benefits	0	180,779	0	0	223,589
▶ Capital Outlay	58,530	0	0	0	0
Revenues Less Expenses	\$ 522,803	\$ -184,210	\$ -364,470	\$ -366,012	\$ 0

Data filtered by Types, Disaster Fund, GENERAL-OTHER GENERAL, No Project and exported on August 20, 2020. Created with OpenGov

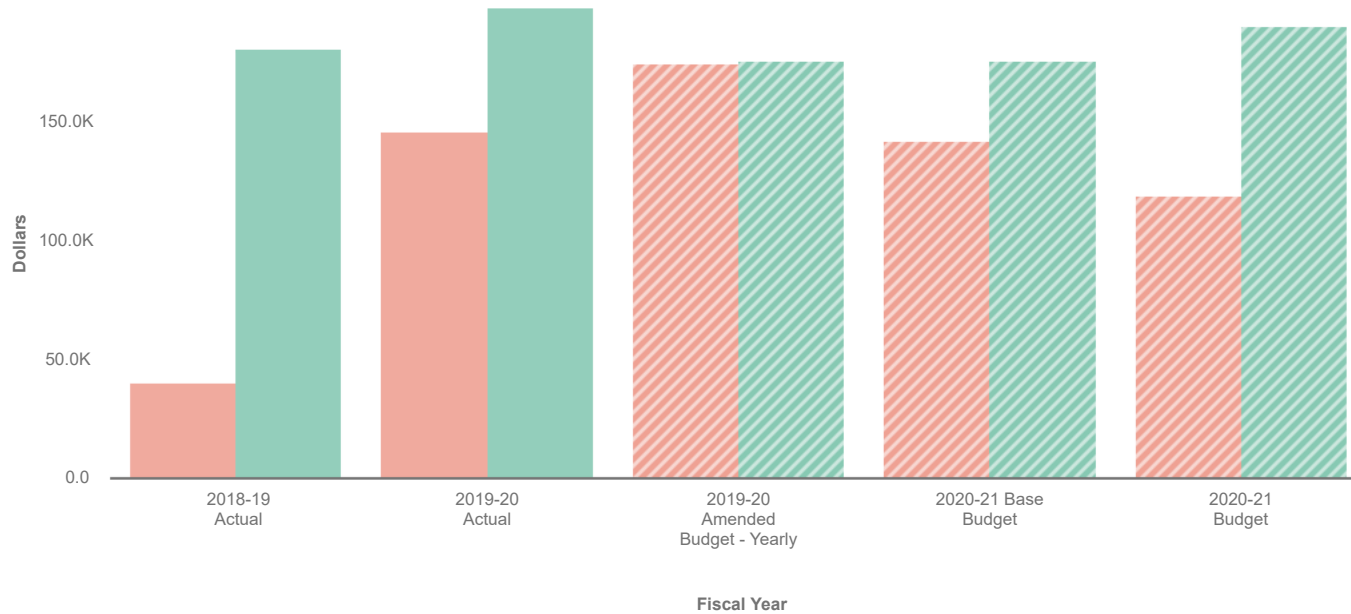
11. County Service Area #1 - Crowley 160-10-225



Visualization

Sort **Large to Small**

- Revenues
- Expenses



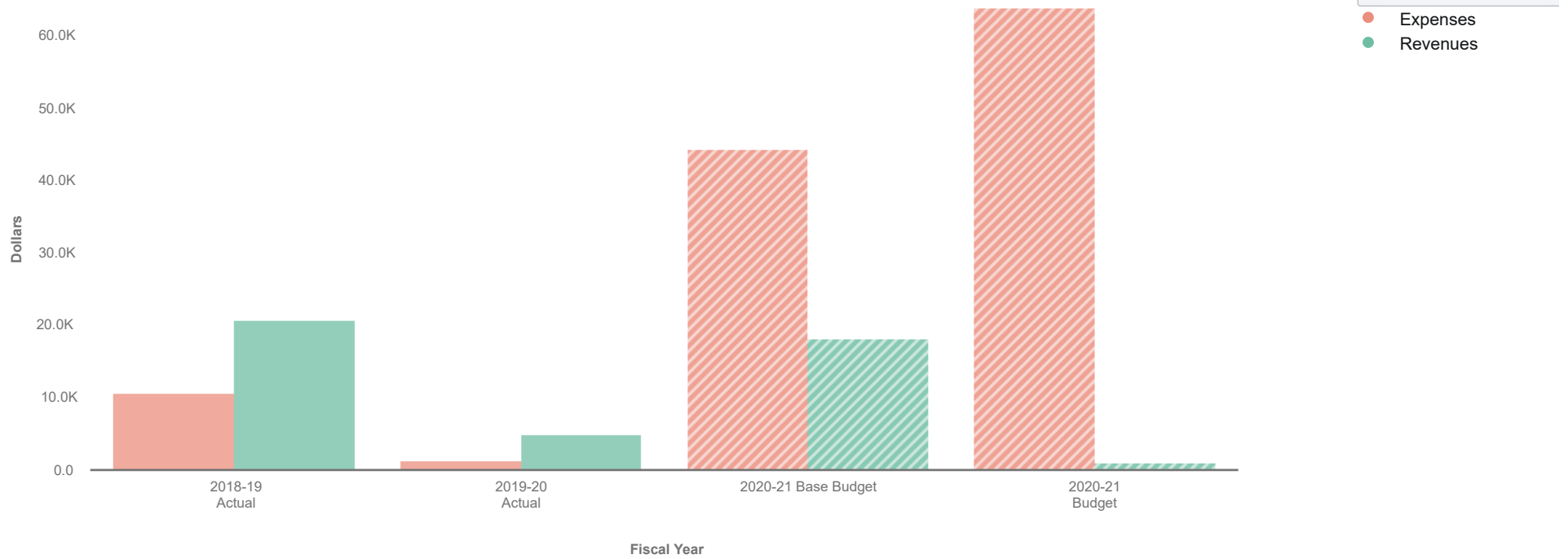
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 181,003	\$ 197,677	\$ 175,500	\$ 175,500	\$ 190,340
▶ Taxes	168,949	182,929	166,700	166,700	177,200
▶ Interest & Rents	6,943	8,286	3,000	3,000	7,640
▶ Miscellaneous Revenues	4,900	6,397	5,100	5,100	5,000
▶ Charges for Services	210	65	700	700	500
▼ Expenses	40,237	146,284	174,594	142,094	118,825
▶ Services and Supplies	31,332	28,719	59,025	109,025	76,625
▶ Transfers Out	0	107,315	50,000	0	30,000
▶ Salaries & Benefits	8,904	10,250	28,069	28,069	7,200
▶ Other Expenses	0	0	37,500	5,000	5,000
Revenues Less Expenses	\$ 140,766	\$ 51,393	\$ 906	\$ 33,406	\$ 71,515

Data filtered by Types, COUNTY SERVICE AREA #1 CROWLEY, GENERAL-OTHER GENERAL, CSA #1, No Project and exported on August 20, 2020. Created with OpenGov

12. County Service Area #2 Benton 162-10-226



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 20,678	\$ 4,888	\$ 18,238	\$ 1,000
▶ Charges for Services	16,041	825	17,238	0
▶ Interest & Rents	4,637	4,063	1,000	1,000
▼ Expenses	10,616	1,313	44,300	63,700
▶ Services and Supplies	10,616	1,313	44,300	63,700
Revenues Less Expenses	\$ 10,062	\$ 3,574	\$ -26,062	\$ -62,700

Data filtered by Types, COUNTY SERVICE AREA #2 BENTON, GENERAL-OTHER GENERAL, CSA #2, No Project and exported on July 29, 2020. Created with OpenGov

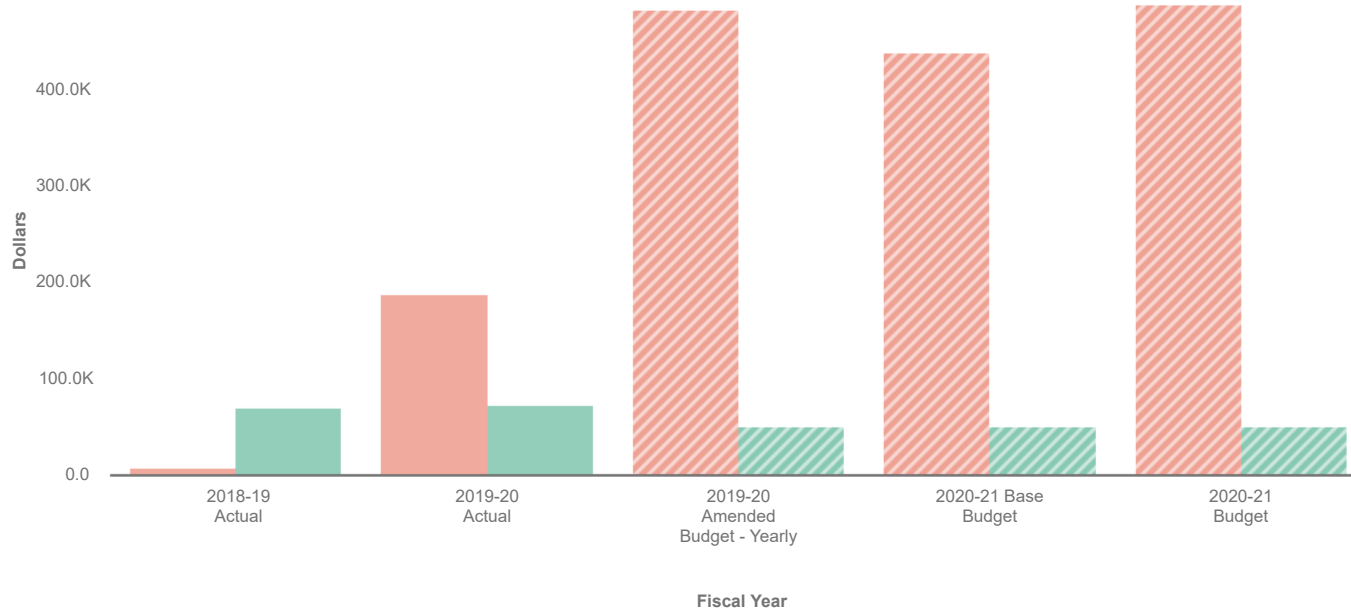
13. County Service Area #5 - Bridgeport 163-10-227



Visualization

Sort **Large to Small**

- Expenses
- Revenues



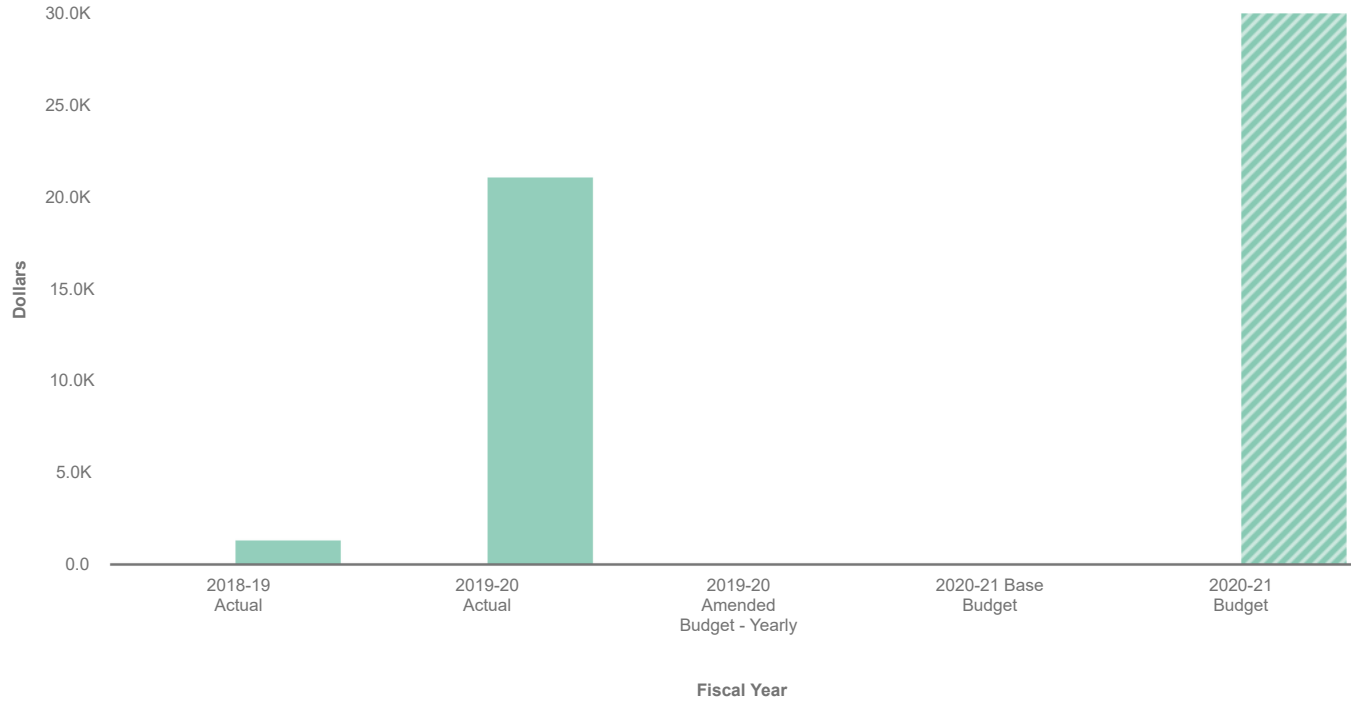
Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 71,135	\$ 73,649	\$ 51,420	\$ 51,420	\$ 51,420
▶ Taxes	52,385	56,875	46,920	46,920	46,920
▶ Interest & Rents	13,903	11,442	4,500	4,500	4,500
▶ Miscellaneous Revenues	4,847	5,332	0	0	0
Expenses	8,329	188,821	483,000	438,000	487,000
▶ Capital Outlay	0	123,131	333,000	333,000	0
▶ Transfers Out	0	45,000	55,000	0	390,000
▶ Services and Supplies	8,329	20,690	95,000	105,000	97,000
Revenues Less Expenses	\$ 62,806	\$ -115,172	\$ -431,580	\$ -386,580	\$ -435,580

Data filtered by Types, COUNTY SERVICE AREA #5 BRIDGEPORT, GENERAL-OTHER GENERAL, CSA #5, No Project and exported on August 20, 2020. Created with OpenGov

14. Cannabis Taxes 150-10-001



Visualization



Sort Large to Small

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,415	\$ 21,141	\$ 0	\$ 0	\$ 30,000
► Taxes	1,409	21,004	0	0	30,000
► Interest & Rents	5	137	0	0	0
Expenses	0	0	0	0	0
Revenues Less Expenses	\$ 1,415	\$ 21,141	\$ 0	\$ 0	\$ 30,000

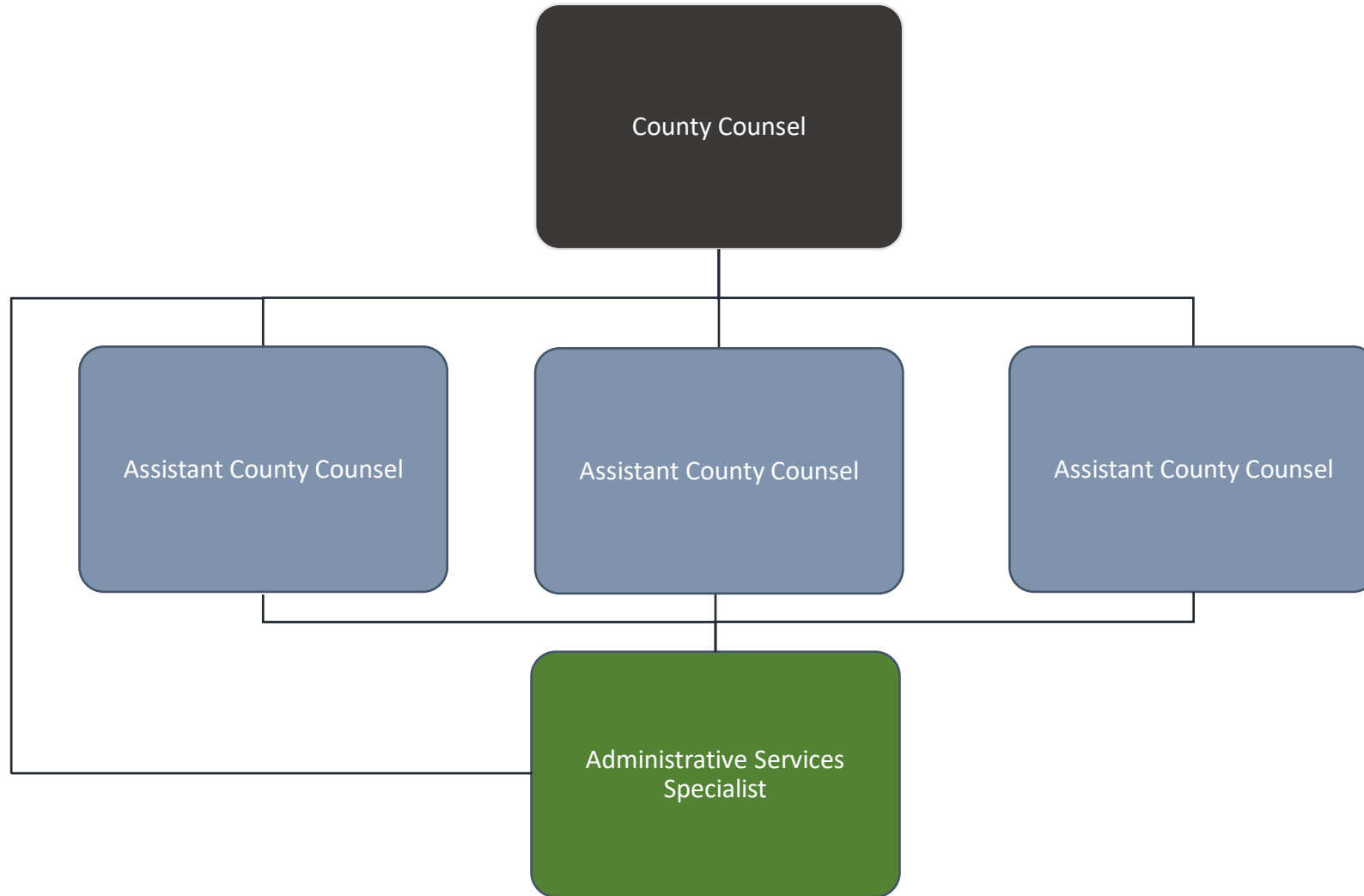
Data filtered by Types, Cannabis Tax Fund, GENERAL-OTHER GENERAL, No Project and exported on August 20, 2020. Created with OpenGov

COUNTY COUNSEL



County Council

Departmental Organizational Chart



COUNTY COUNSEL

Core Services

		Mandated?	
1	LEGAL DOCUMENT REVIEW	Provide thorough review of every document approved by county	Y
		Provide clear guidance, revisions or suggestions	Y
		Provide a timely response	Y
		Provide resources and training to non-legal staff	N

		Mandated?	
2	LEGAL RESEARCH AND ADVICE	Conduct thorough research	Y
		Provide clear and concise advice	Y
		Produce clearly written legal opinions	Y
		Provide a timely response	Y

3	BROWN ACT COMPLIANCE	Attend meetings of Brown Act-covered bodies	Y
		Be prepared to answer basic questions on the spot	Y
		Advise if more research needed	Y
		Review all agendas and agenda materials	Y

4	PUBLIC RECORDS ACT COMPLIANCE	Provide a timely and complete response	Y
		Coordinate among departments where request involves multiple	Y
		Stay up-to-date on legal developments	Y
		Provide accurate advice to clients re county obligations	Y

5	CHILD PROTECTIVE SERVICES	Draft petitions, warrants, court orders and misc. legal documents	Y
		Respond to emergencies	Y
		Attend court hearings and related meetings	Y
		Review social worker reports	Y

6	GENERAL LITIGATION AND CLAIMS	Timely file all pleadings and other materials	Y
		Supervise work of all outside counsel	Y
		Conduct thorough research & analysis to make informed decisions	Y
		Keep Board apprised of status	Y

7	STAFF WELLNESS, TRAINING AND SUPPORT	Regularly meet with staff regarding projects and workload	N
		Conduct timely performance evaluations	N
		Provide training and resources	N
		Review work product and provide advice and assistance re tactics	N

8	PROPERTY TAX - IMPOSITION AND COLLECTION	Represent Assessor, Assessment Appeals Board and Treasurer/Tax C.	Y
		Stay up-to-date on legal developments	Y
		Attend all property tax appeal hearings	Y
		Draft findings and orders (AAB)	Y

9	CODE COMPLIANCE ENFORCEMENT	Provide legal advice and document review for CC officers	N
		Draft pleadings or other legal documents	N
		Negotiate re resolution of violations	N
		Pursue collection of fines	N

10	LABOR NEGOTIATIONS	Attend labor negotiations	Y
		Stay up-to-date on legal developments	Y
		Draft MOUs, resolutions, rules and policies	Y
		Review and analyze proposals	Y

Mandated?

Mandated?

1 1	PERSONNEL	Advise HR and CAO regarding employment and labor laws	Y
		Stay up-to-date on legal developments	Y
		Draft or review disciplinary and other employment notices	Y

1 2	EMERGENCY PREPAREDNESS	Draft declarations of emergency, Mutual Aid agreements and related materials	Y
		Stay up-to-date on legal developments	Y
		Advise UC and other emergency responders	

1 3	CONSERVATORSHIPS AND ADULT PROTECTIVE SERVICES	Draft petitions, reports and other court documents	Y
		Attend court hearings and related meetings	y
		Stay up-to-date on legal developments	y

1 4	ELECTIONS	Advise Elections Official regarding election procedures/requirements	Y
		Review all elections materials	Y
		Draft impartial analyses for ballot measures	Y
		Stay up-to-date on legal developments	Y

1 5	LAND USE AND PLANNING	Attend all Planning Commission meetings	Y
		Ensure compliance with CEQA and other laws	Y

1 6			

1 7			

1 8			

1 9			

2 0			

COUNTY COUNSEL DEPARTMENT 120

DEPARTMENT MISSION STATEMENT

The Mono County Counsel's Office provides the highest quality legal representation and advice to the County, its Board of Supervisors, the County Administrative Officer, all County Departments, boards, agencies, and certain special districts in a manner which conserves financial resources, reduces the County's exposure to liability, and supports the delivery of outstanding government services to the public.

DEPARTMENTAL OVERVIEW

The Office of the County Counsel is in-house legal counsel for the County of Mono, the Board of Supervisors, County officers, departments, commissions and other entities within County government, and also provides support to the Civil Grand Jury. Legal services are additionally provided to some special districts and other entities outside County government on a cost-recovery or courtesy basis.

CHALLENGES, ISSUES and OPPORTUNITIES

The single largest challenge the County Counsel's Office faces is a workload that exceeds staff capacity. Second to that is the increasing complexity and specialization in the law which requires more use of outside legal counsel specializing in narrow practice areas. To address these challenges, this Office requested, and received, additional funds in the 2019-20 budget for outside counsel services. The additional flexibility to utilize outside counsel services has assisted in addressing the top two challenges, and should be continued and expanded in 2020-21, if economically possible.

CORE SERVICE AND PROGRAM DESCRIPTION

The Office's core service is to ensure legal compliance by all components of Mono County. To accomplish this, we draft and review contracts, ordinances, resolutions, employee MOUs, policies, correspondence, agendas and other materials related to the conduct of County business; remain current with applicable laws and regulations, including tracking developments in caselaw and statute; attend Board and other County meetings to provide legal counsel and guidance; and represent the County in State and federal court in all civil matters and in child protection and conservatorship matters.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

There are many projects which the County Counsel's Office is already involved with which will continue into the 2020-21 fiscal year. These include (but are not limited to):

- COVID-19 Response – advising and representing County w/r to COVID-19 response and activities including personnel rules, business guidance, legal compliance, contracting, etc.
- Radio System Upgrades – drafting and/or reviewing contracts, financial documents, etc.
- Bridgeport Jail Construction – drafting and/or reviewing contracts, bonds, bid packages, etc.
- Long Valley Litigation – continuing representation of County in litigation
- Opioid Litigation – continuing representation of County in litigation

- Conway Ranch – advising as to legal options for long and short-term uses of land and water, drafting and reviewing contracts, leases and other documents
- Solid Waste Transition – preparing documents and providing advice related to the closure of Benton Crossing Landfill and conversion to a different system for solid waste handling
- Code Enforcement Matters – prosecuting code enforcement matters requiring court action and through administrative processes
- Affordable Housing– preparing documents and providing advice related to the development of affordable and permanent supportive housing
- Personnel Matters – providing advice and counsel to Human Resources, the CAO and Department Heads regarding various ongoing personnel matters
- Child Protective Services – representing DSS in child protection cases
- Conservatorships – representing DSS and BH in conservatorship matters
- Redistricting – advising regarding legal requirements for 2021 supervisorial redistricting
- Elections – advising regarding legal requirements for November 3 election, preparing and reviewing documents

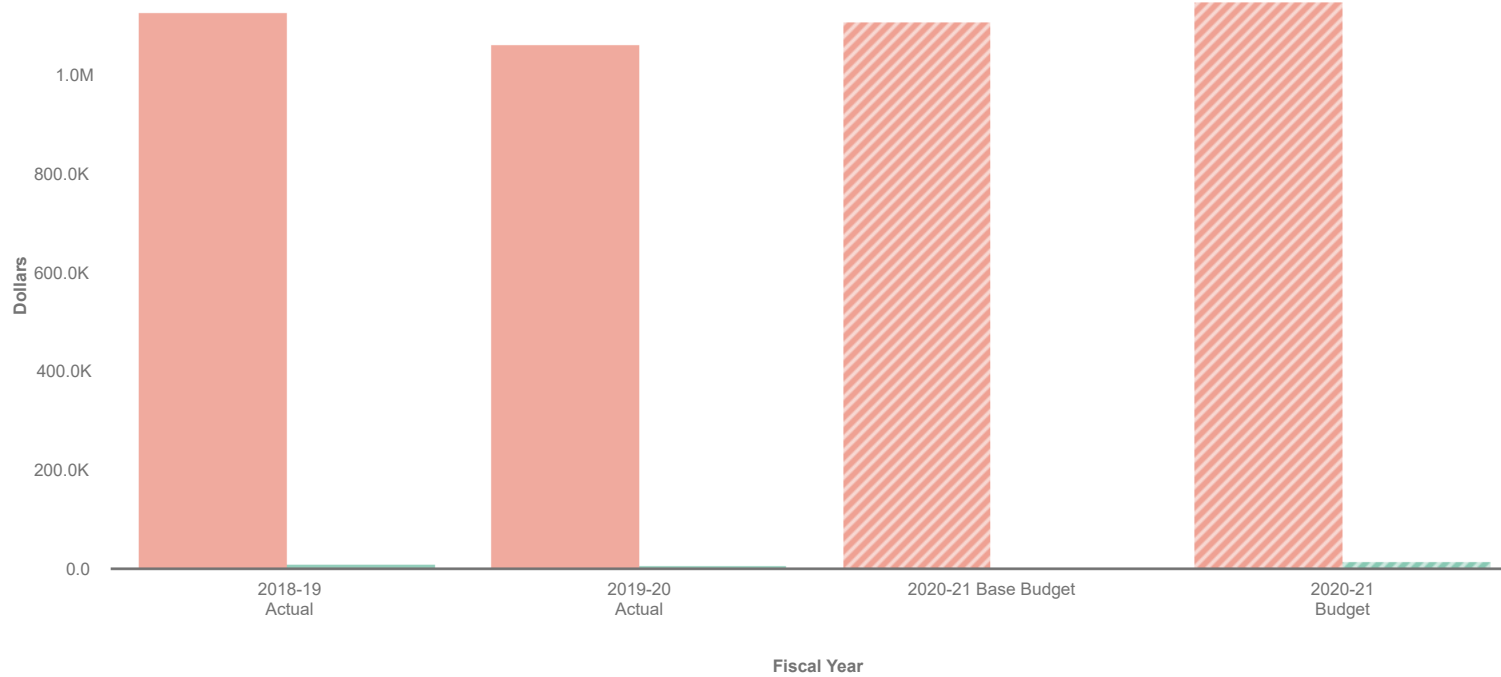
In addition to projects such as the examples listed above which keep the entire office quite busy, the following are overarching goals which are part of our action plan for 2020-21:

- Address workload and workflow – this involves outreach to departments to identify situations where our time is not being efficiently used (i.e., where we are performing department work); as well as further work within the department to increase efficiency and flow.
- Continue to enhance knowledge base, experience and expertise of staff through training, mentoring, collaboration and review.

1. County Counsel 100-13-120



Visualization



Sort **Large to Small**

- Expenses
- Revenues

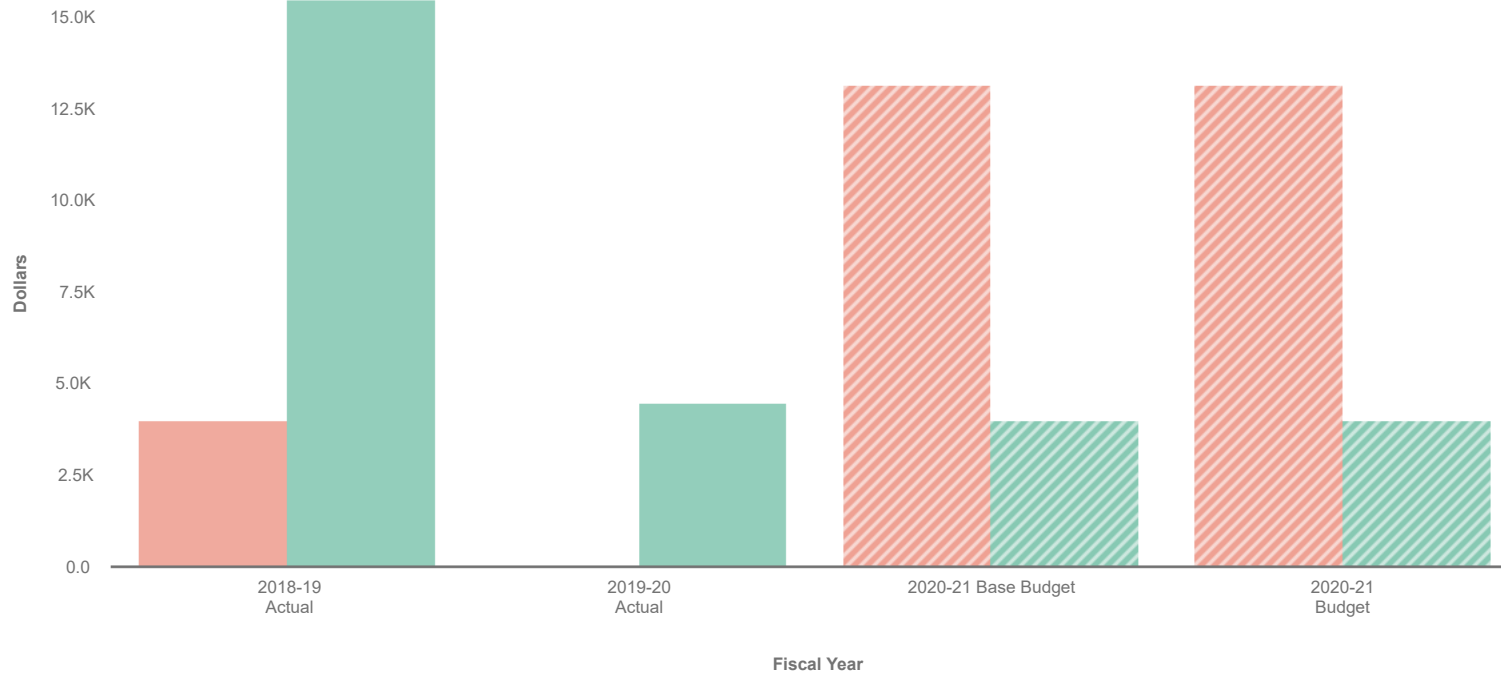
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 11,931	\$ 6,922	\$ 5,000	\$ 15,922
▶ Charges for Services	10,731	5,922	5,000	15,922
▶ Miscellaneous Revenues	1,200	0	0	0
▶ Intergovernmental	0	1,000	0	0
▼ Expenses	1,127,653	1,063,946	1,109,585	1,147,822
▶ Salaries & Benefits	956,624	907,384	932,030	954,059
▶ Services and Supplies	171,028	156,562	177,555	193,763
Revenues Less Expenses	\$ -1,115,722	\$ -1,057,024	\$ -1,104,585	\$ -1,131,900

Data filtered by Types, GENERAL FUND, GENERAL-COUNSEL, COUNTY COUNSEL, No Project and exported on July 29, 2020. Created with OpenGov

2. Law Library 156-21-078



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 15,455	\$ 4,475	\$ 4,000	\$ 4,000
▶ Miscellaneous Revenues	5,436	3,934	4,000	4,000
▶ Transfers In	9,150	0	0	0
▶ Interest & Rents	869	541	0	0
▼ Expenses	4,000	0	13,150	13,150
▶ Services and Supplies	4,000	0	13,150	13,150
Revenues Less Expenses	\$ 11,455	\$ 4,475	\$ -9,150	\$ -9,150

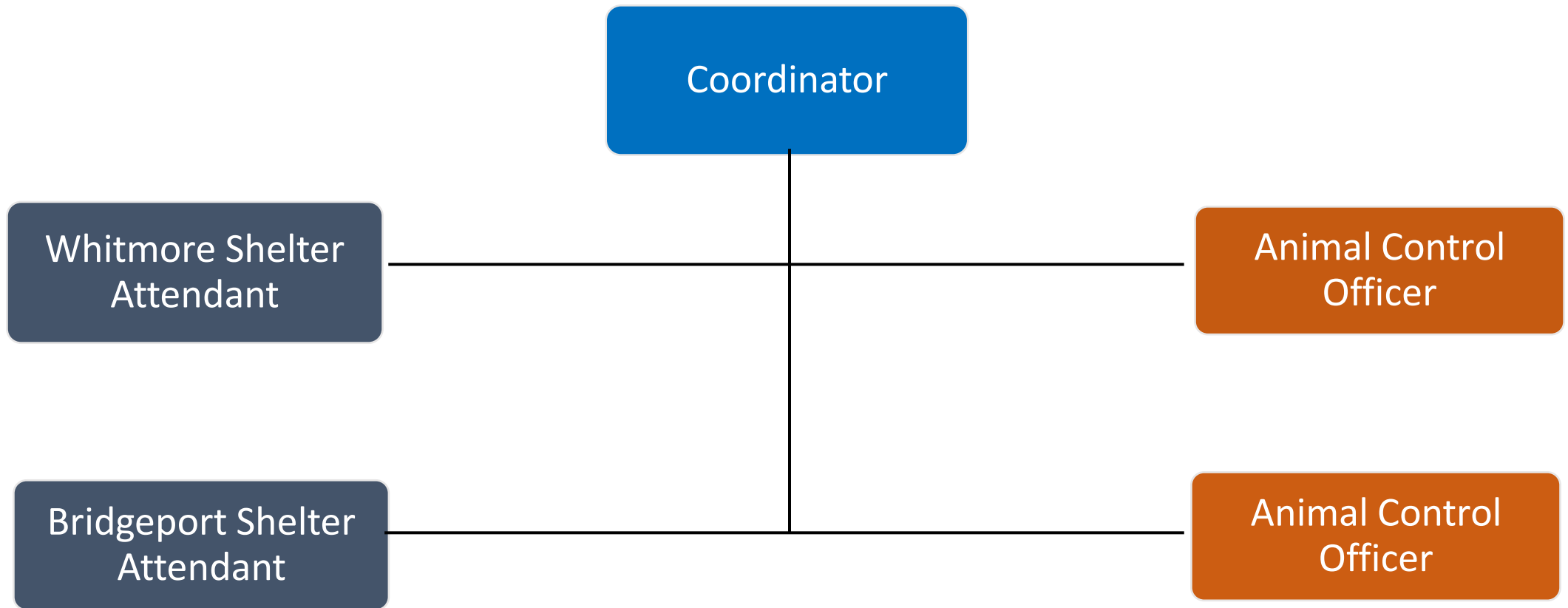
Data filtered by Types, Funds, LAW LIBRARY, No Project and exported on July 28, 2020. Created with OpenGov

ANIMAL CONTROL



Animal Control

Departmental Organizational Chart



Animal Control

Core Services

		Mandated?	
1	Maintain a Licensing program to monitor rabies vaccinations	Yearly licensing program	Y
		monitor current and expired rabies vaccines	Y
		yearly low cost vaccination and licensing clinics	Y
		Effort	N

		Mandated?	
2	Maintain and keep animal shelter for strays, impounds and adoptions	feed and clean dogs and cats at our shelters	Y
		Maintain lost animal reports so folks can retrieve their lost animals	Y
		Be available for adoptions of shelter animals	Y
		Have available space for animals placed on quarantine and after hours impounds	Y

3	Patrol areas of Mono County to pick up strays and handle complaints from citizens	Respond to calls for service ie: barking dogs, nuisance	Y
		Respond to and handle dog bites on citizens	Y
		Quarantine animals involved in human bites	Y

4	Trap Feral cats	We loan and remove feral cats from peoples property	N

5	Euthanize animals	Euthanize the untreatable, and those with behavioral issues that put citizens at risk	Y
		We must make room for every stray, even if that means euthanizing an adoptable animal	Y
			N
			N

6	Investigate animal cruelty. Potentially vicious and vicious dogs	Work with DA and Sheriff's dept to investigate and bring to court cruelty cases	Y
		Work with DA and Sheriff's Dept . To bring to court potentially vicious or vicious dogs to court	Y

7			

8			

9			

10			

ANIMAL CONTROL DEPARTMENT

DEPARTMENT MISSION STATEMENT

The mission of Mono County Animal Control is to protect public safety of residents and visitors, to protect animals through sheltering, education, and adoption while promoting their humane treatment.

DEPARTMENTAL OVERVIEW

Animal Control operates two shelters in Mono County, located in Whitmore and Bridgeport, and employs two full time Animal Control Officers. Department staff responds to complaints, resolves issues of animal neglect or cruelty, adopts dogs and cats to suitable homes, and administers pet licensing and rabies clinics.

CHALLENGES, ISSUES and OPPORTUNITIES

With an area of over 3,000 square miles and a single animal control officer typically on duty it can be challenging to respond timely to calls for service. We are currently in the implementation phase of PetPoint software. When fully implemented this will contain the data base for all licensed animals, microchip data and field contact information which is invaluable when responding to calls for service or routine patrol. This will permit Shelter Attendants and Animal Control Officers to be more efficient in their routine duties and present a more professional interface with the public we serve.

CORE SERVICE AND PROGRAM DESCRIPTION

In the Whitmore and Bridgeport animal shelter the attendants are responsible for the daily care and feeding of the animals, providing medical care when necessary, Since we operate no kill shelters it is important for the animals to be socialized and work with the public in facilitating suitable adoptions.

Animal Control Officers are responsible for routine patrols throughout the county, responding to complaints related to stay animals, mediating disputes between neighbors related to animal encroachment, barking or aggressive dogs, stray dogs, or animals abandoned due to injury or death of an owner. Officers work with law enforcement and the District Attorney to investigate and act in cases of animal cruelty or abuse.

All department staff work collaboratively to conduct annual low-cost vaccination clinics throughout Mono County. A characteristic shared by all Animal Control Department staff is a desire for humane treatment of animals in our community and in our care.

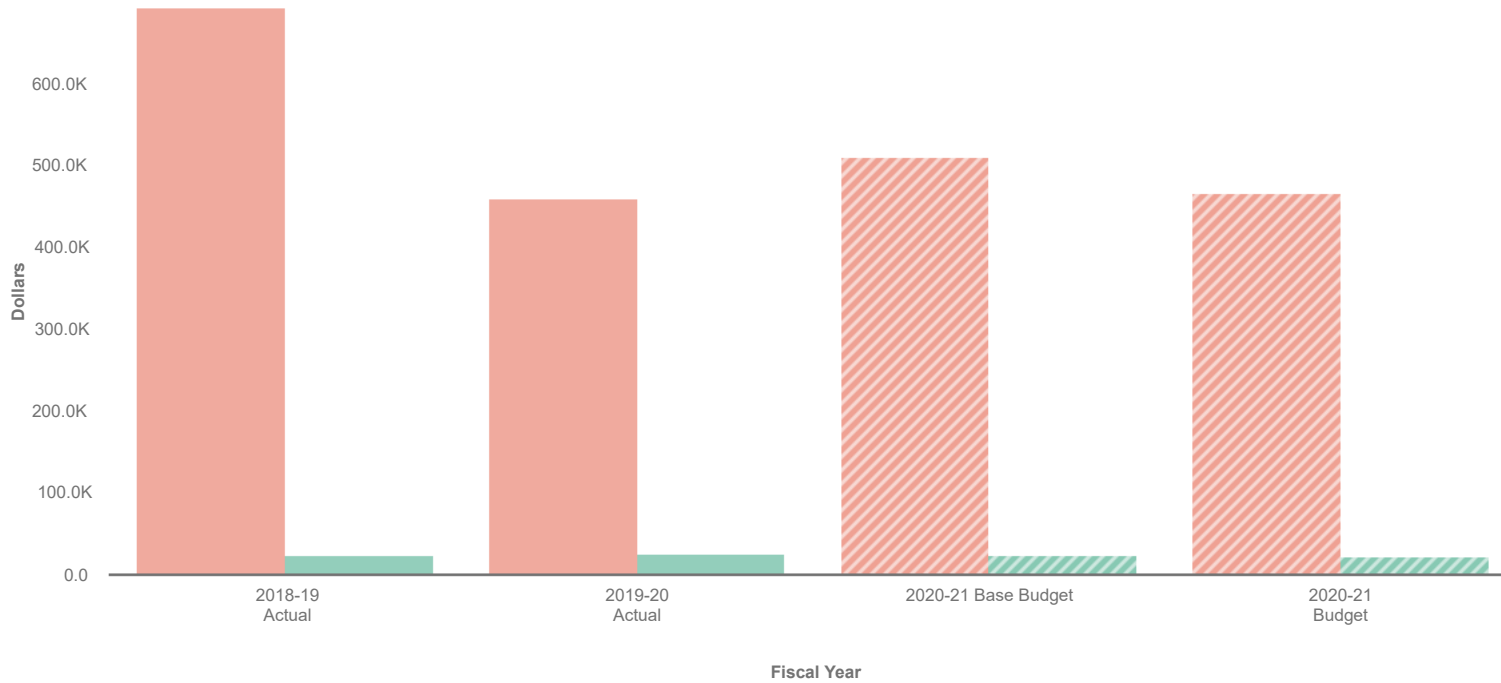
DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

Recruit a new Animal Control Coordinator to manage the program and supervise staff. Fully implement the PetPoint software and leverage its capabilities for microchipping dogs, creating, and maintaining a data base of all negative field contacts or complaints, and supporting the licensing and vaccination clinics. Once we move past the COVID-19 restrictions we will permit volunteers to once again visit the shelters to socialize the animals and create a more suitable environment for adoptions. We will provide training to new staff members related to safety around animals that might become aggressive. We also plan to update the Animal Control policy and procedure manual which will fill information gaps and provide staff with information for a more efficient and professional department operation.

1. Animal Control 100-27-205



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 691,506	\$ 460,682	\$ 509,704	\$ 466,509
▶ Salaries & Benefits	401,150	331,098	412,496	362,157
▶ Services and Supplies	274,077	129,584	97,208	104,352
▶ Capital Outlay	16,279	0	0	0
▼ Revenues	24,731	26,597	24,000	23,000
▶ Licenses, Permits & Franchises	14,775	18,995	16,000	17,000
▶ Charges for Services	8,638	5,924	8,000	6,000
▶ Miscellaneous Revenues	1,318	1,678	0	0
Revenues Less Expenses	\$ -666,775	\$ -434,085	\$ -485,704	\$ -443,509

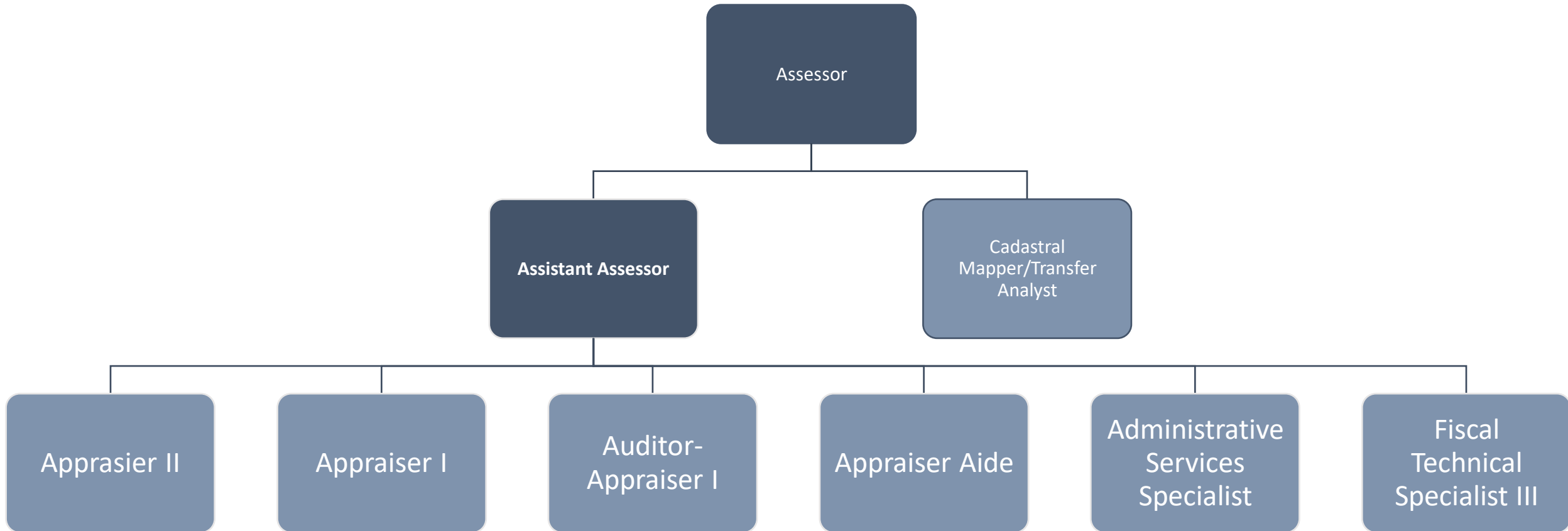
Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-OTHER, ANIMAL CONTROL, No Project and exported on July 29, 2020. Created with OpenGov

ASSESSOR



Assessor

Departmental Organizational Chart



ASSESSOR DEPARTMENT

DEPARTMENT MISSION STATEMENT

Our mission is to provide a complete, accurate, and equitable local assessment roll in a timely and professional manner as provided by the California Constitution.

DEPARTMENTAL OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

Covid-19 continues to be a challenge to work around while maintaining the safety of office staff. The Assessor's Office is not well suited for remote work. Recruitment also continues to be challenging; the office currently has two vacant appraiser positions, and few qualified applicants, and most other county assessors in California are reporting similar difficulties in recruitment. Propositions 15 and 19, both slated for the November ballot, remain a concern for all assessors. The very conservative budget is a challenge that currently prevents the office from pursuing the opportunity to implement the next stage of the scanning/paperless project. The office has also worked with Deckard Technologies on a project to discover property escaping assessment or proper assessment, on a contingency basis.

CORE SERVICE AND PROGRAM DESCRIPTION

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

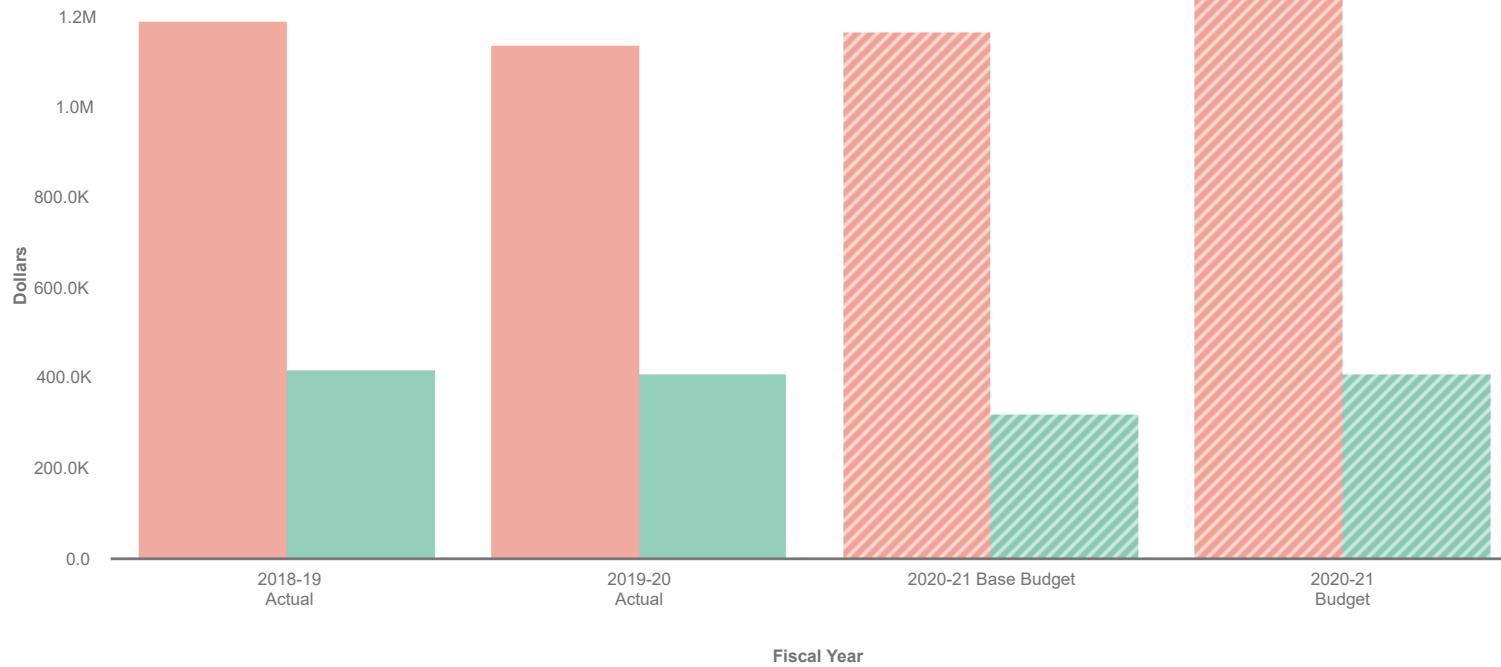
DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

The Assessor's Office has begun the process of completing the assessment roll for the 2020-2021 roll year, and this process will be the focus of the office until complete. The Assessor's Office resolved all assessment appeals with Mammoth Mountain Ski Area (MMSA), and processed the change in control dated July 31, 2017. All MMSA valuation work has been completed, and MMSA currently has no unresolved appeals in Mono County. The Assessor's Office anticipates that in the current fiscal year the number of unresolved appeals by all applicants will be at or near zero.

Assessor 100-12-100



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 420,400	\$ 410,971	\$ 323,000	\$ 410,885
▶ Charges for Services	416,866	407,885	320,000	407,885
▶ Miscellaneous Revenues	3,534	3,086	3,000	3,000
▼ Expenses	1,192,736	1,137,657	1,169,095	1,254,173
▶ Salaries & Benefits	973,421	962,345	1,059,929	1,041,630
▶ Services and Supplies	219,315	175,312	109,166	212,543
Revenues Less Expenses	\$ -772,336	\$ -726,686	\$ -846,095	\$ -843,288

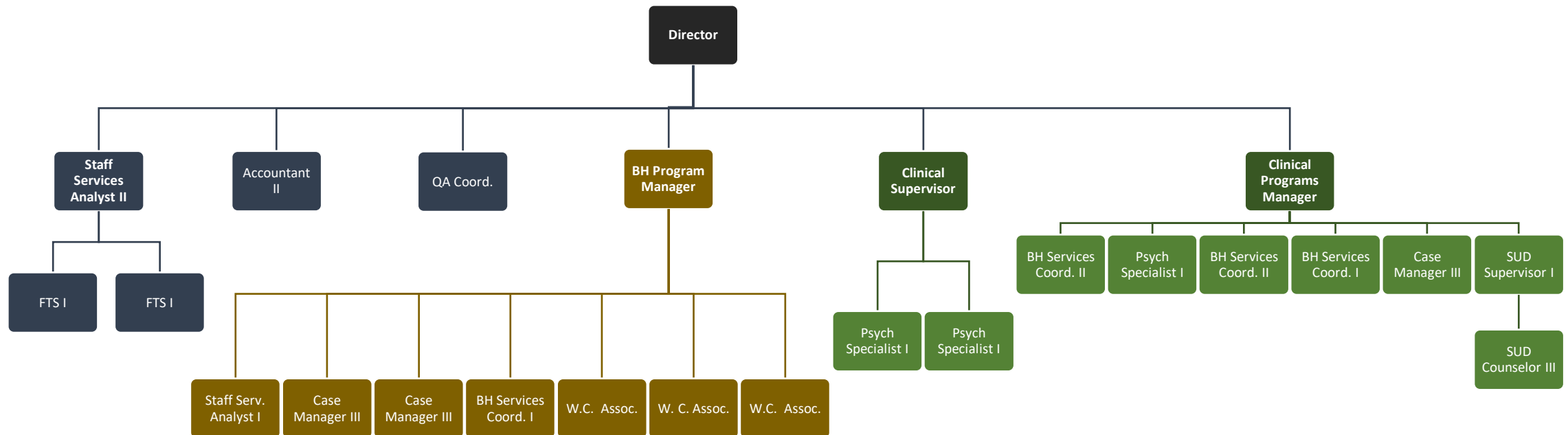
Data filtered by Types, Funds, ASSESSOR, No Project and exported on July 28, 2020. Created with OpenGov

BEHAVIORAL HEALTH SERVICES



Behavioral Health

Departmental Organizational Chart



DEPARTMENT NAME

Core Services

		Mandated?
1	Mental Health Services	Provide services to individuals, families, groups. Counseling, Case management, telepsychiatry, rehabilitation aide, support groups. Y
		Provide linkage to Social Services and Public Health Y
		Crisis Team to evaluate persons with psychiatric emergencies in the Mammoth Emergency Room. Follow up once a person is placed in locked facility Y
		Implement Cultural Competence Plan Y

		Mandated?
2	Substance Abuse Treatment	Provide services to residents. Counseling, intensive out patient, Case Management, groups. Linkage to in patient treatment when needed. Y
		Provide mandated services. DUI first and multi-offender, 52-week Batterers Intervention group and individual. Spanish and English. Y
		Continued expansion of harm reduction project Y
		Provide group and individual counseling in the county jail. N

3	Mental Health Services Act (MHSA)	Outreach and engagement to outlying communities. Y
		Housing support for those who meet regulations Y
		Innovation projects-- Multi-County Technology Collaborative, Crisis Now Learning Collaborative Y
		Workforce Training and Development Y

4	Expanded Services	WRAParound for 'at-risk' youth and families. Collaboration with probation and child welfare for Child and Family Teams, including using the CANS instrument Y
		Housing project in Mammoth Lakes to provide affordable and Permanent Supportive Housing N
		Partner with DSS to expand services for isolated seniors. N
		Partner with Public Health to provide tandem services related to COVID-19 health needs. N

5	Prevention/Early Intervention	Life Skill Training Substance Use Prevention curriculum in all schools Y
		Funding for PeaPod through First Five N
		Develop campaign to reduce mental health stigma and promote connection. N
		Develop innovative prevention strategies relevant during COVID-19 ?

6			

Behavioral Health Department

DEPARTMENT MISSION STATEMENT

Our mission at Mono County Behavioral Health (MCBH) is to encourage, and help facilitate recovery through Whole Person Care and community connectedness. Our services are strengths-based and client-centered. We strive to create a safe and welcoming environment to serve all with dignity, respect and compassion.

Our vision is to promote healthy living and improve the quality of life for all members of our community.

DEPARTMENTAL (or Division) OVERVIEW

Mono County Behavioral Health (MCBH) offers mental health and substance use disorder (SUD) treatment services throughout Mono County. In addition to these services, MCBH provides community programming with the goals of reducing stigma, increasing access to services and promoting wellness. S

CHALLENGES, ISSUES and OPPORTUNITIES

Mono County Behavioral Health continues to grow programs in all of our communities. We have added staff dedicated to the northern part of Mono County to provide wellness programs, enhance school mental health responses, and increasing services for Seniors. With our recent departmental restructure, we have increased mental health, SUD, and telepsychiatry services for individuals and families.

Mono County Behavioral Health (MCBH) has taken the lead in addressing the disparities in our Latino and Native communities. We have developed a Cultural Outreach Committee and a Covid-specific Latino Outreach program to respond to the needs of our communities, and begin our county's desire for an anti-racism 'dialogue' with the Board of Supervisors, and all county staff.

We are in the process of creating a Training and Professional Development Institute within our department. Our Institute will provide all state mandated trainings for all staff, and provide learning opportunities to enhance professional development. Our Institute will also be dedicated to offering trainings to other county departments and community partners, when appropriate.

We continue to build a robust Harm Reduction program. We have dedicated staff to this program in an effort to meet the concerns about increased overdoses, and to provide these services in our outlying areas.

Much of our work overlaps with other county entities which allows us to work collaboratively with Public Health, Child Welfare, Social Services, Probation, Sheriff, Medics, related to WRAP and provide crisis responses for the county.

We are set to begin the Crisis Now program (creating a response system to address psychiatric crises in remote areas) with the Sheriff's Department and Medics, with MCBH taking the lead for this program.

Specifically related to Covid, MCBH has dedicated staff to the EOC and JIC. MCBH's staff is also participating in Contact Tracing as requested by the Public Health Department. This places an extra strain

on our system, but we are addressing this issue as we continue to meet all requirements and mandates, while we simultaneously monitor any extra strain on our staff and department resources.

CORE SERVICE AND PROGRAM DESCRIPTION

MCBH provides the following core services: therapy, case management, telepsychiatry, rehab aide, SUD counseling, mandated services (DUI and Batterers Intervention), Harm Reduction services, services for those in our jail, in-patient SUD placement, evaluation for psychiatric emergencies and other crisis, WRAP around services, school based services, and prevention and early intervention. We are committed to provide all of our services in Spanish by bi-lingual, bi-cultural providers. As well as being the LPS Conservator, overseeing those who are unable to care for themselves related to a mental health condition, MCBH provides help with housing those who are chronically homeless and/or living with insecure housing. The department is actively working with a development partner to construct 8-12 units of permanent supportive housing in Mammoth Lakes for individuals with mental illness.

MCBH also offers a variety of programs including Wellness Centers in Walker and Mammoth, community socials, school-based counseling, SUD prevention, suicide prevention, staff training and professional development, transitional housing, housing development, response to COVID-19 through social media and responding to other community needs.

MCBH will continue to expand services throughout the county as needed.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

MCBH is committed to providing services throughout the county and is adjusting, along with other county departments, around the needs and changes that are connected to living during a pandemic.

- Maintain all required services through out the county and adapt to Covid-19 related needs throughout the year
- Increase stakeholder engagement in each community to tailor services and programs related to changes in communities related to Covid-19
- Work closely with community and county partners to address needs within the working community, including underserved or economically disadvantaged.
- Continue housing projects in Mammoth Lakes and Walker, CA
- Begin Innovation Project, Crisis Now, in partnership with Mono County Medic and Sheriff departments
- Work on Racial Equity within the department and county through our Cultural Outreach Committee
- Provide staff to work on EOC and JIC as needed
- Work with partners on County Wellness projects
- Work with all three school districts to adapt school-based services to a remote, web based product
- Provide daily community wellness programs via Facebook Live

1. Behavioral Health Services 120-41-840



Visualization

Sort **Large to Small**

- Expenses
- Revenues



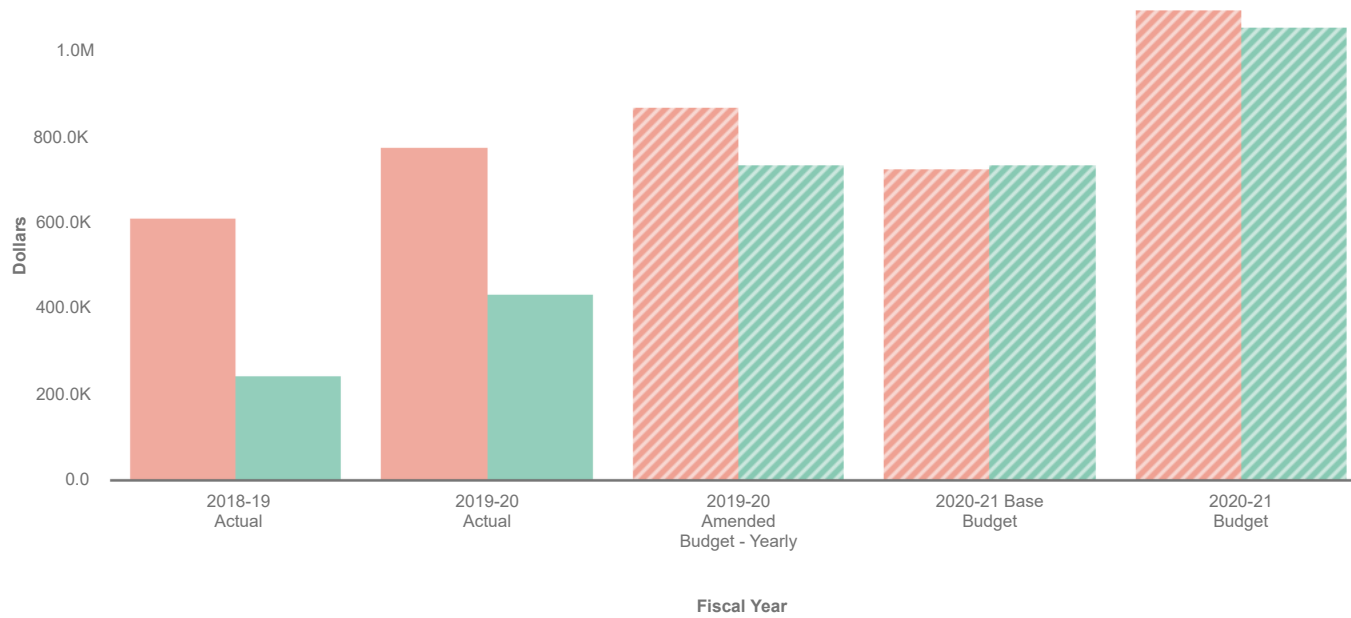
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,141,954	\$ 1,036,111	\$ 1,126,573	\$ 1,064,943
▶ Intergovernmental	1,055,114	950,842	1,027,170	979,689
▶ Charges for Services	47,351	81,380	27,254	85,254
▶ Transfers In	24,902	0	72,149	0
▶ Interest & Rents	14,586	3,889	0	0
▼ Expenses	1,148,449	1,252,724	2,870,380	1,027,856
▶ Salaries & Benefits	543,356	453,303	2,191,047	661,847
▶ Services and Supplies	605,093	799,421	679,333	366,009
Revenues Less Expenses	\$ -6,495	\$ -216,613	\$ -1,743,807	\$ 37,087

Data filtered by Types, BEHAVIORAL HEALTH, HEALTH&SANITATION-HEALTH, BEHAVIORAL HEALTH, No Project and exported on July 29, 2020. Created with OpenGov

2. Alcohol & Drug Program 120-41-845



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 245,627	\$ 435,181	\$ 735,332	\$ 735,332	\$ 1,056,583
▶ Intergovernmental	113,144	313,619	420,641	420,641	422,157
▶ Transfers In	30,702	32,149	238,691	238,691	558,426
▶ Charges for Services	95,057	81,119	71,000	71,000	71,000
▶ Fines, Forfeitures & Penalties	6,724	8,144	5,000	5,000	5,000
▶ Miscellaneous Revenues	0	150	0	0	0
▼ Expenses	610,682	777,276	870,370	726,102	1,093,670
▶ Salaries & Benefits	410,169	510,302	443,915	443,915	634,441
▶ Services and Supplies	200,514	266,974	426,455	282,187	459,229
Revenues Less Expenses	\$ -365,055	\$ -342,096	\$ -135,038	\$ 9,230	\$ -37,087

Data filtered by Types, BEHAVIORAL HEALTH, HEALTH&SANITATION-HEALTH, ALCOHOL & DRUG ABUSE SERVICES, No Project and exported on August 20, 2020. Created with OpenGov

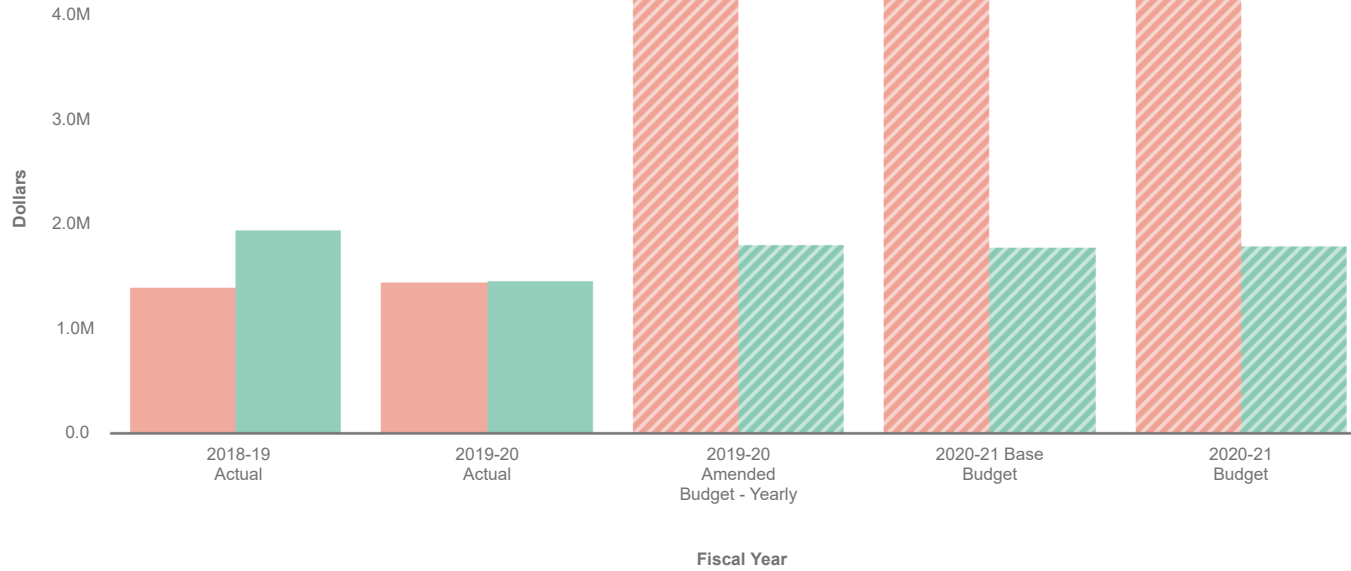
3. Mental Health Services Act 121-41-841



Visualization

Sort **Large to Small**

- Expenses
- Revenues



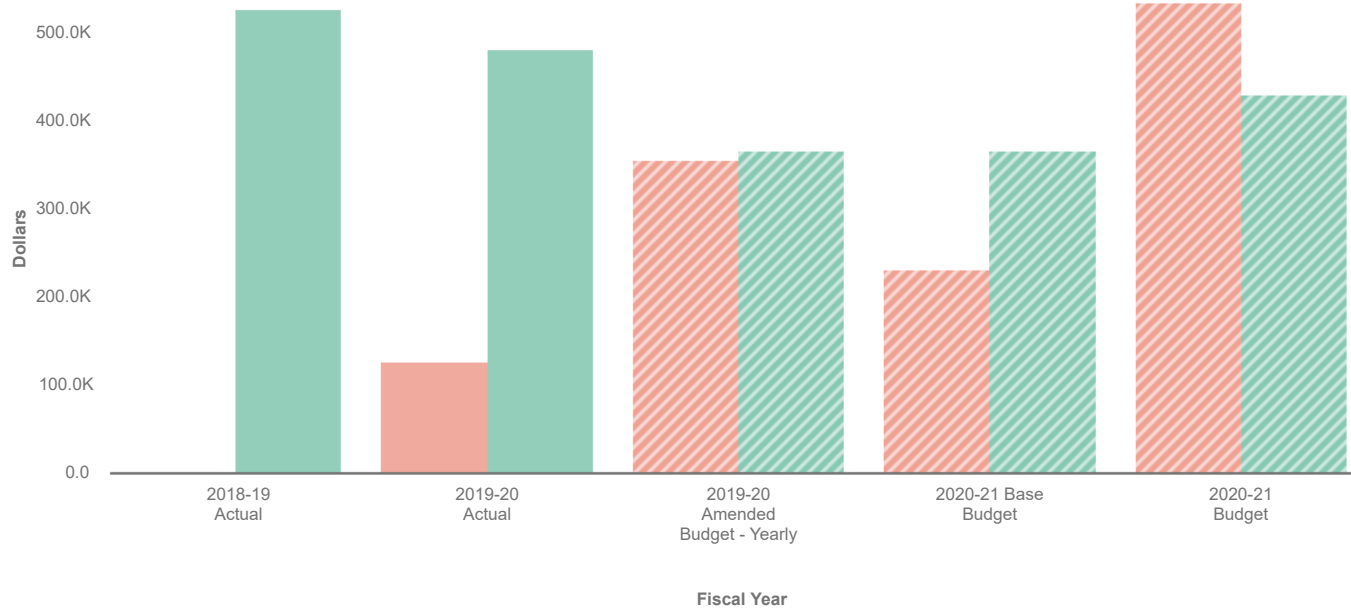
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,954,365	\$ 1,469,255	\$ 1,806,009	\$ 1,791,009	\$ 1,793,242
▶ Intergovernmental	1,818,872	1,345,886	1,761,009	1,761,009	1,713,242
▶ Interest & Rents	135,493	123,369	45,000	30,000	30,000
▶ Transfers In	0	0	0	0	50,000
▼ Expenses	1,397,244	1,452,059	4,487,453	4,247,290	4,210,395
▶ Capital Outlay	32,630	50,373	2,557,397	2,507,397	1,640,000
▶ Salaries & Benefits	930,208	971,436	1,113,329	1,113,329	1,219,550
▶ Services and Supplies	434,406	430,249	656,727	466,564	1,230,845
▶ Other Expenses	0	0	160,000	160,000	0
▶ Transfers Out	0	0	0	0	120,000
Revenues Less Expenses	\$ 557,120	\$ 17,197	\$ -2,681,444	\$ -2,456,281	\$ -2,417,153

Data filtered by Types, BEHAVIOR HEALTH - MENTAL HEALTH SERVICES ACT, HEALTH&SANITATION-HEALTH, MENTAL HEALTH SERVICES ACT MHS, No Project and exported on August 20, 2020. Created with OpenGov

4. Behavioral Health 2011 Realignment 122-41-840



Visualization



Sort **Large to Small**

- Revenues
- Expenses

	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Collapse All					
▼ Revenues	\$ 526,646	\$ 481,934	\$ 367,224	\$ 367,224	\$ 430,397
▶ Intergovernmental	480,487	435,037	367,224	367,224	430,397
▶ Interest & Rents	46,159	46,898	0	0	0
▼ Expenses	0	127,813	356,542	231,542	533,426
▶ Transfers Out	0	0	231,542	231,542	533,426
▶ Capital Outlay	0	127,813	125,000	0	0
Revenues Less Expenses	\$ 526,646	\$ 354,121	\$ 10,682	\$ 135,682	\$ -103,029

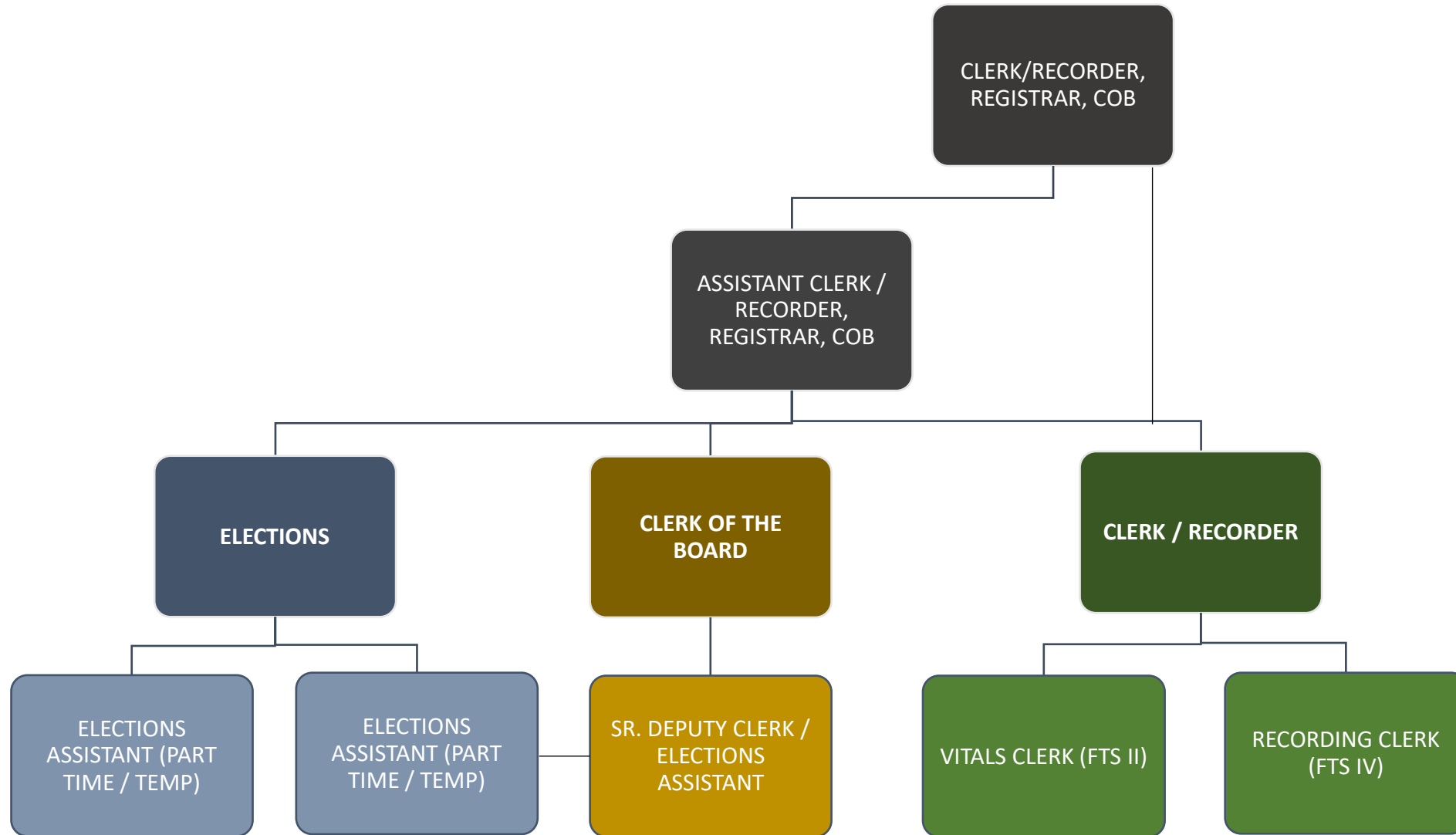
Data filtered by Types, BH 2011 Realignment, HEALTH&SANITATION-HEALTH, BEHAVIORAL HEALTH, No Project and exported on August 20, 2020. Created with OpenGov

**CLERK / RECORDER
CLERK OF THE BOARD**



CLERK / RECORDER, REGISTRAR, CLERK OF THE BOARD

Departmental Organizational Chart



CLERK-RECORDER

Core Services

		Mandated?	
1	Recording	Record all property/other documents as required; index same	Y
		Offer E-Recording to customers	N
		Assist at front counter with requests	Y
		Telephone and other research performed for customers as requested	Y

		Mandated?	
2	Vital Statistics	Issue Marriage Licenses; index same	Y
		Issue certified copies of birth, death and marriage certificates	Y
		Assist at front county with requests; telephone assistance; do research	Y
		Perform Marriages	Y

3	Other Services	Issue and Index all Fictitious Business Name licenses	Y
		Keep track of and collect all Form 700 forms for county and other agencies	Y
		Post and process all CEQA documents	Y
		Maintain public rosters for agencies; maintain and index all contracts	Y

4	Ex-officio Clerk of the Board	Manage/Prepare agenda packets	N
		Attend meetings, prepare minutes, process minutes orders, etc.	N
		Update BOS website	N
		Clerk other county and other boards as required/requested	N

5			

6			

7			

8			

9			

10			

CLERK RECORDER DEPARTMENT #180

DEPARTMENT MISSION STATEMENT

N/A

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

As with the other two budget units within our Department, due to the COVID-19 pandemic, we are now facing the challenge of continuing to provide excellent customer service in an uncertain environment. We are prepared for and are working toward reinstating all counter services (using appropriate social distancing, barriers, sanitization, masks, etc.). We know that going forward, these precautions will continue to be required for the unforeseeable future, but our team is dedicated to doing whatever it takes to serve the public. We are obviously in uncertain economic times as well (as reflected by budget cuts across the County), and that means tackling new projects is a bit prohibitive. We are currently down one staff person but hope to have the vacant position filled as soon as possible. Even with all the challenges we are likely to face in the coming fiscal year, we will also have opportunities to become more efficient and find solutions to problems not thought of before. We have a good team in place (and hope to add another quality staff member soon) that steps up, works diligently to solve problems and looks for ways to make the department better.

CORE SERVICE AND PROGRAM DESCRIPTION

Recording/maintaining property documents (we offer E-recording, a valuable and time saving service); processing/maintaining/providing vital records (birth/death records, and marriage licenses – available online through VitalChek or at the counter/by mail); Fair Political Practices Commission (FPPC) Form 700 filing office; processing/maintaining Fictitious Business Name (FBN) applications; processing variety of notices (i.e. California Environmental Quality Act (CEQA) Notices); maintaining roster of County Public Agencies; maintaining all County Contracts; serve as Clerk of the Board of Supervisors; perform marriages; keep website updated; prepare budget. The Clerk-Recorder's Office implements and follows new laws as they become approved.

DEPARTMENTAL ACTION PLAN FOR 2020-2021

As mentioned above, we will work towards working within the COVID-19 requirements to carry on and provide excellent customer service. Although we do not anticipate spending money on any large project, we can and will begin researching ways to implement an online search engine for recorded documents to be used by the public. We will involve IT in this research and look for ways to do this in a very cost-effective way – even if it cannot be completed till next fiscal year. We are also very interested in taking part/assisting in the county fee restructure which I know is an ongoing project. Increasing our fees would help with revenue which would then assist in being able to work on some of our tactics.

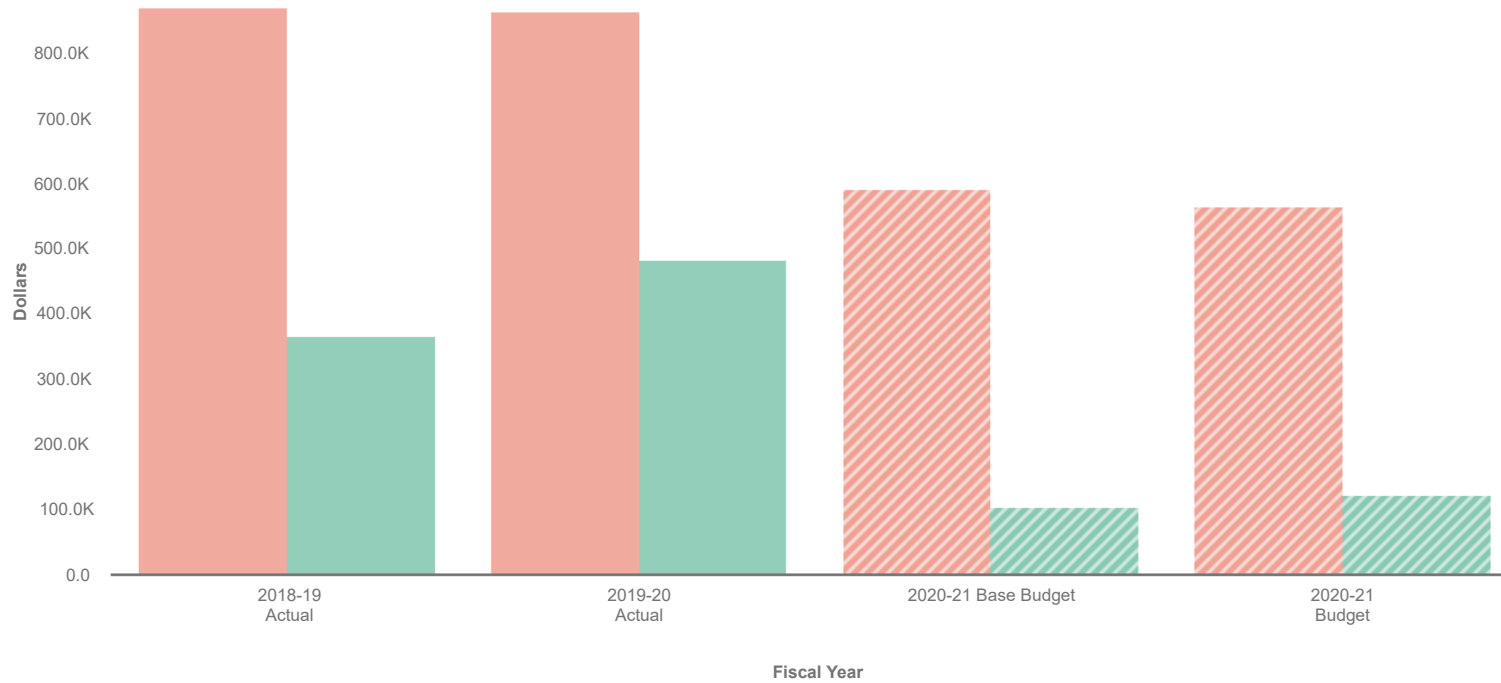
1. Clerk Recorder 100-27-180



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 366,643	\$ 482,709	\$ 104,500	\$ 123,598
▶ Charges for Services	332,377	440,035	104,500	123,598
▶ Miscellaneous Revenues	29,523	37,916	0	0
▶ Interest & Rents	4,743	4,759	0	0
▼ Expenses	868,285	863,917	591,934	566,086
▶ Salaries & Benefits	529,780	535,194	550,756	510,944
▶ Services and Supplies	338,505	328,723	41,179	55,142
Revenues Less Expenses	\$ -501,642	\$ -381,207	\$ -487,434	\$ -442,488

Data filtered by Types, COUNTY CLERK/RECORDER, No Project and exported on July 28, 2020. Created with OpenGov

Board of Supervisors

Core Services

		Mandated?
1	Clerk to Board of Supervisors	Managing/preparing agendas N
		Attending meetings, preparing minutes, etc. N
		Website updates N
		Clerking other meetings as required/requested N

		Mandated?
2	Provide Administrative support to BOS members	Prepare and monitor BOS budget N
		Work with BOS members on travel and training arrangements N
		Assist BOS with any/all requests to help them perform their duties N
		Assist constituents in communicating with BOS and in processing requests. N

3		

4		

5		

6		

7		

8		

9		

10		

BOARD OF SUPERVISORS DEPARTMENT #010

DEPARTMENT MISSION STATEMENT

N/A

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The COVID-19 pandemic has posted many challenges for the Clerk of the Board. With all meetings becoming virtual in nature, our office has had to perform duties in an entirely different way. We anticipate these challenges to continue or recur if we have a new wave of COVID this fall/winter.

Unfortunately, there is not extra money in this year's budget to do any big projects. Last FY, we approached the Board with the possibility of implementing some type of fund to help build fees to then use to digitize all Board related documents. While this idea was met with enthusiasm, we were not able to get any momentum between preparing for and conducting the General Election in November of 2019, the March 2020 Primary *and* dealing with the COVID-19 pandemic. We feel this is a worthwhile project, but also know that funds are going to be tight this FY. We plan to keep this as a potential future project when economic times are not so uncertain.

CORE SERVICE AND PROGRAM DESCRIPTION

Clerk of the Board functions include: managing/preparing agendas and packets, attending meetings, preparing minutes, processing minutes orders, resolutions and ordinances, updates to BOS website, assisting Board members as needed and budget preparation. We also clerk other meetings as required/requested. These services are not mandated.

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

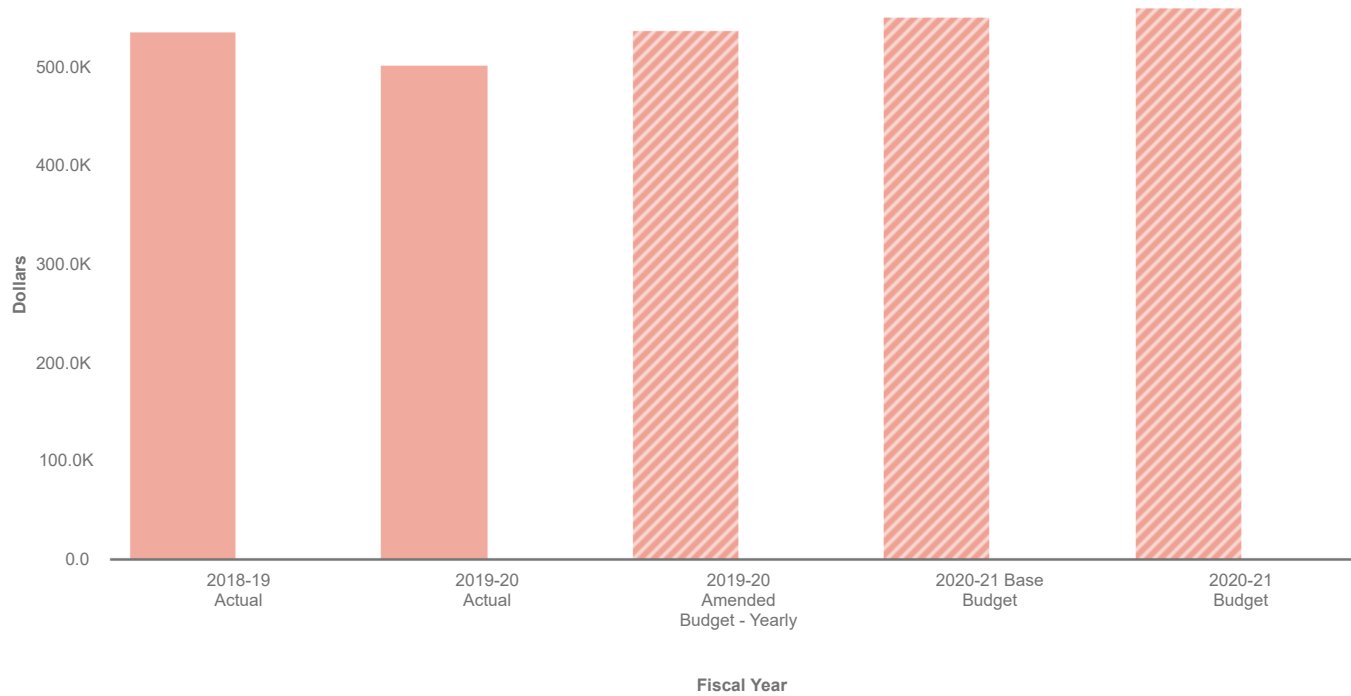
DEPARTMENTAL ACTION PLAN FOR 2020-2021

For this fiscal year, and in light of the ongoing COVID-19 requirements, the Clerk of the Board needs to continue focusing on producing legally sound agendas, providing proper in-person meeting options, clerking additional meetings and providing continued/ongoing support for the Board members. We are interested in continuing to pursue digitizing board documents (perhaps using fees that could get put into an account monthly over time) as well as researching a new agenda platform, due to Novus becoming obsolete in the not too distant future. We are, however, cognizant of the budget restraints for this fiscal year. So, while we can research these projects and gather information to give to the board, we don't anticipate being able to complete any this fiscal year.

2 . Board of Supervisors 100-11-010



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 354	\$ 1,636	\$ 450	\$ 450	\$ 1,636
▶ Charges for Services	354	1,636	450	450	1,636
▼ Expenses	537,026	503,450	538,450	551,419	560,138
▶ Salaries & Benefits	446,270	426,624	437,852	416,968	420,156
▶ Services and Supplies	90,756	76,826	100,598	134,451	139,982
Revenues Less Expenses	\$ -536,672	\$ -501,814	\$ -538,000	\$ -550,969	\$ -558,502

Data filtered by Types, GENERAL FUND, GENERAL-LEGISLATIVE AND ADMIN, BOARD OF SUPERVISORS, No Project and exported on August 25, 2020. Created with OpenGov

ELECTIONS DEPARTMENT #181

DEPARTMENT MISSION STATEMENT

N/A

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The November 2020 General Election is going to be extremely challenging due to the COVID-19 pandemic. While we will be mailing ballots to every voter in our county (as required by the State), we will also be asked to offer in-person voting opportunities based on our number of registered voters. This will likely also include early voting days at these in-person voting locations up to three days prior to the election. This means we will have to staff these locations with volunteers, who at the present time are not all that anxious to be AT a polling location. While the in-person voting options will be minimal, we will still be required to follow state guidelines at any poll places we offer in our county. This will include social distancing, PPE, plexiglass, sanitizing agents, etc. This will be a stretch for our small county and will require some innovative and creative solutions. We will work with the State, the Board, other county departments, fellow Registrars, and each other to ensure the November 2020 Election is handled efficiently, safely, and transparently.

CORE SERVICE AND PROGRAM DESCRIPTION

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

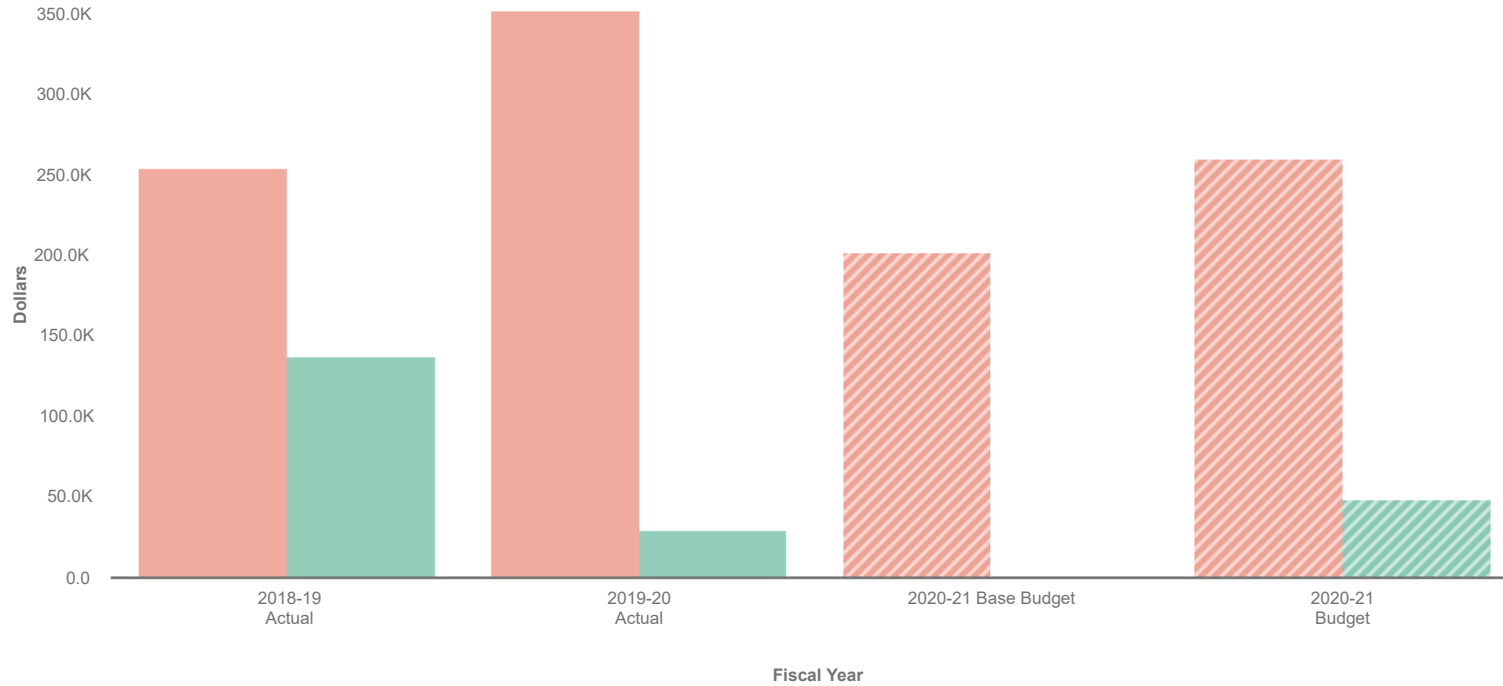
DEPARTMENTAL ACTION PLAN FOR 2020-2021

For the one scheduled election this fiscal year, the November General Election, we will be taxed with providing an extensive outreach and education campaign to encourage voters to vote by mail to maintain social distancing for everyone's safety. This will require lots of radio ads, print ads and appearing via any virtual and in-person meetings we can in order to saturate our county with information. We will work to instill confidence in voting by mail. We will further explain the required in-person voting availability. We should be able to measure these things based on our vote by mail return percentage and voter's experience at the polls. As mentioned in the other narratives, we will not be attempting any large projects this fiscal year due to all the budget constraints but we will certainly be working hard to pull off an error-free, transparent and rewarding election in November.

3. Elections 100-11-010



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 137,794	\$ 29,979	\$ 1,500	\$ 49,100
▶ Intergovernmental	123,587	10,170	0	43,100
▶ Charges for Services	14,208	19,810	1,500	6,000
▼ Expenses	254,043	351,361	202,515	260,595
▶ Services and Supplies	93,834	106,393	92,477	140,116
▶ Salaries & Benefits	112,272	83,275	110,038	120,479
▶ Debt Service	47,937	161,693	0	0
Revenues Less Expenses	\$ -116,249	\$ -321,382	\$ -201,015	\$ -211,495

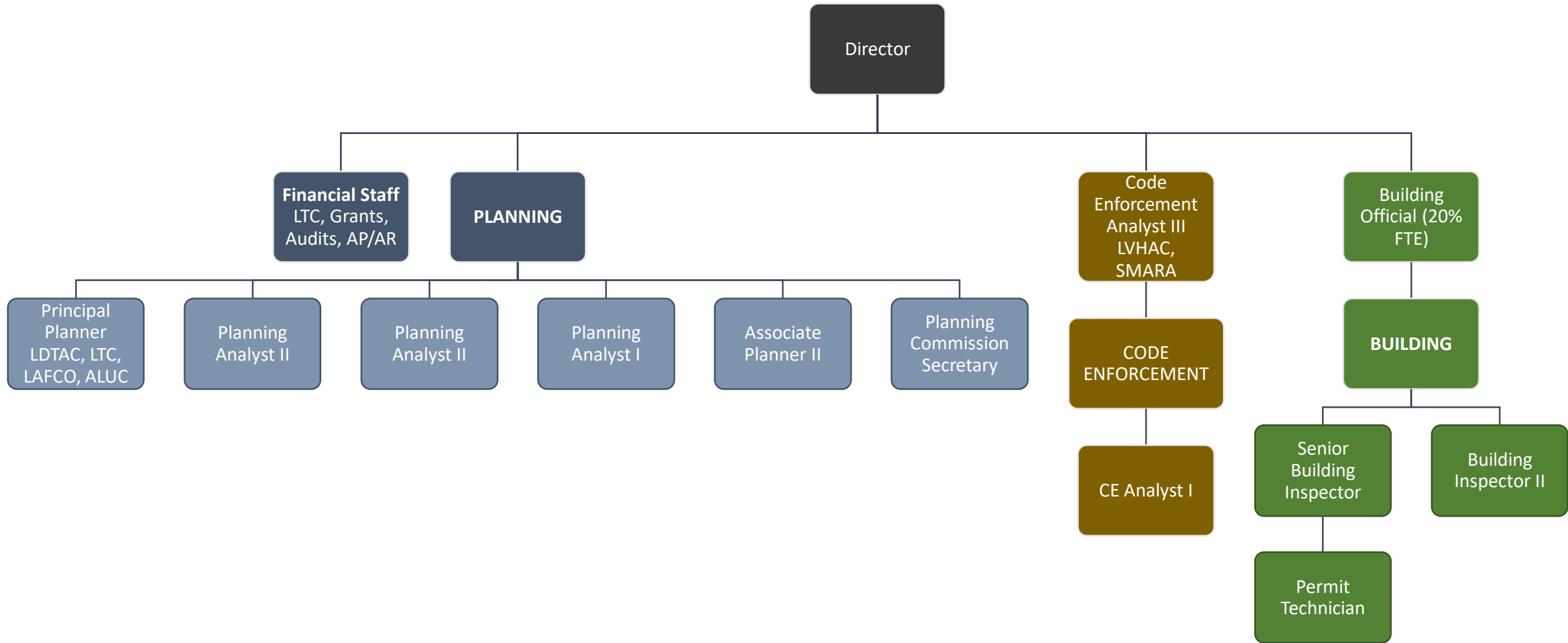
Data filtered by Types, ELECTION DIVISION, No Project and exported on July 28, 2020. Created with OpenGov

COMMUNITY DEVELOPMENT



Community Development

Departmental Organizational Chart



COMMUNITY DEVELOPMENT DEPARTMENT

Core Services

		Mandated?				Mandated?	
1	Maintain an up-to-date General Plan	Maintain current General Plan Elements (7 mandated)	Y	2	Implement General Plan	Process/maintain/monitor Specific Plans, subdivisions, planning permits and approvals. CIP	Y
		Studies/plans required by law and to update the General Plan in response to legislation	Y			Respond to land use issues with a legal nexus	Y
		Studies/plans to update the General Plan in response to community/ political issues and best practices	N			Respond to community/political land use issues within authority and consistent with GP policies	N
		Maintain/support required commissions: Planning Commission, ALUC, LVHAC, OVGA, etc.	Y			Respond to natural resource issues within authority and consistent with GP policies	N
3	Local Transportation Commission (LTC)	Implement Overall Work Plan	Y	4	Local Agency Formation Commission (LAFCO)	Process annexations/changes in district boundaries	Y
		Maintain & Implement Regional Transportation Plan	Y			Respond to issues within LAFCO law and authority	Y
		Implement Regional Transportation Improvement Program and MOU projects	Y			Maintain up-to-date boundaries and spheres of influence	Y
		Respond to transportation requirements, laws, and issues	Y/N			Maintain up-to-date municipal service reviews	Y
5	Comply with the California Environmental Quality Act	Ensure private development proposals comply with CEQA	Y	6	Customer Service	Provide one-stop shop for clerk, tax and other N. County services	N
		When requested, assist with CEQA compliance for County projects	Y			Provide one-stop shop for permit review (Land Development Technical Advisory Committee)	N
		Monitor and review CEQA on other projects outside of County's purview	N			Provide one-stop shop for building permit processing	N
			N			Respond in a timely, helpful and courteous manner to public inquiries	N
7	Public Engagement & Community-Based Planning	Convene RPACs to foster community-based planning	N	8	Collaboration & Regional Initiatives	Convene & participate in committees and engage with state and federal partners	N
		Follow best practices for community engagement and empowerment	N			Work collaboratively across departments to deliver customer service and County services	N
		Facilitate complex processes with communities to foster consensus around difficult planning issues	N			Engage in projects and programs with other agencies, departments, and entities	N
		Accurately represent community feedback to decision makers	N				
9	Code Compliance	Respond to violations threatening public health & safety	Y	10	Building Division	Manage building permit process to ensure compliance with CA Building Code	Y
		Respond to citizen complaints about violations	Y			Perform field inspections to ensure compliance with CBC	Y
		Assist other departments with compliance issues (e.g., TOT)	Y			Stop unauthorized and/or unpermitted construction work	Y
		Monitoring of permit and/or project conditions, including LVHAC	Y			Collaborate with other entities to ensure Mono County and Special District regulations are met	Y

1 1	Staff Development and Training	Participate in technical training opportunities to ensure we are up to date with current legislation and best practices	N
		Participate in training on "soft skills" and leadership to support collaboration and building relationships	N
		Foster a team environment	N

COMMUNITY DEVELOPMENT
Planning & Transportation
DEPARTMENT 250

DEPARTMENT MISSION STATEMENT

Provide efficient, responsive, and innovative public service through teamwork.

DEPARTMENTAL (or Division) OVERVIEW

The Planning Division provides the services specified in Government Code §65103, including processing land use development applications pursuant to the General Plan and other adopted regulations and engaging in long-range community-based planning to develop policies and regulations that support development compatible with local communities and environmental values. The Planning Division serves as lead agency under the California Environmental Quality Act (CEQA) for applications, conducts studies on and prepares plans for specialized topics as needed, and staffs other legislative bodies with separate authority that often function independently in other jurisdictions, including the Local Transportation Commission (LTC), Airport Land Use Commission (ALUC), Local Agency Formation Commission (LAFCO), Collaborative Planning Team (CPT), Bi-State Sage-Grouse committees, Housing Authority and Owens Valley Groundwater Authority (OVGA). The Division also staffs commissions and committees under Mono County’s authority, including the Planning Commission, Regional Planning Advisory Committee (RPAC), Land Development and Technical Advisory Committee (LDTAC), and provides South County services for the Clerk Recorder office and Tax Collector.

CHALLENGES, ISSUES and OPPORTUNITIES

The main challenge to the department is the capacity to process workload and a steep learning curve for a relatively young staff. State requirements related to mandated General Plan elements and changes, CEQA evaluation, and planning procedures have been increasing significantly over the past few years, resulting in outdated planning documents. In addition, the development cycle is currently very hot and both the number and controversial nature of applications, which consume a tremendous amount of staff time, typically mean work must be prioritized and some projects will be delayed. The complexity of projects, especially those that are controversial, requires significant previous experience to manage and results in supervisory oversight limitations. Other than increasing staffing, the only available solution is to prioritize, set reasonable expectations, and then work hard to meet those expectations. The opportunity is that the current young staff is sharp, motivated and doing a fantastic job, and provide a strong and bright future for the department.

CORE SERVICE AND PROGRAM DESCRIPTION

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

- **Current Planning:** process applications for development projects and permits; environmental review; assist with project development; respond to inquiries, public assistance request, and inter-departmental and interagency collaboration/coordination.
- **Long-Range Planning:** General Plan updates, maintenance, and environmental review; development of policies and regulations; special studies and projects.
- **Public Engagement & Collaboration:** Support and manage the previously mentioned commissions and committees.

- **Transportation Planning:** Manage the Local Transportation Commission and transportation projects and funding jointly with the Town of Mammoth Lakes and the Mono County Public Works Department.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

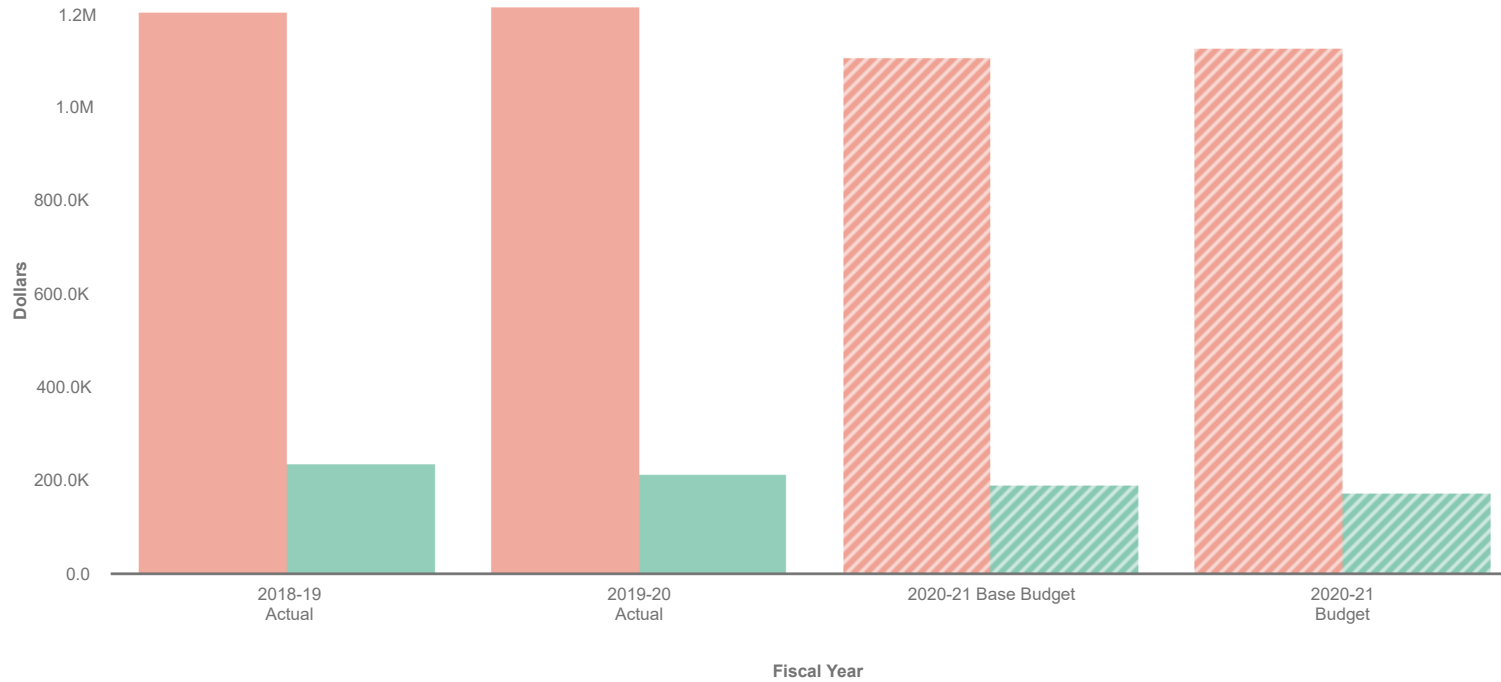
The Planning Division Goal for FY 20-21 is to continue delivering our mission statement and core services and programs with professionalism, enthusiasm, and high-quality work. Performance measurements include the following:

- Remain within scope, on time, and within budget for grant projects, including the Walker Lake Water Transfer project, SB2 housing programs, and the June Lake Loop Active Transportation Plan.
- Within 30 days of receiving a development application, review for completeness and either accept the application at an LDTAC meeting or send an incomplete application notice detailing deficiencies.
- Within 30 days of accepting a development application, determine the appropriate type of environmental analysis that applies to the project.
- Meet 100% of applicable noticing requirements for every project.
- Hold the following minimum number of meetings to provide for collaboration and community engagement:
 - Six RPAC meetings in the Antelope Valley, Bridgeport Valley, Mono Basin and June Lake, and two in Long Valley and Tri-Valley.
 - Six Planning Commission meetings
 - Three Collaborative Planning Team meetings
 - 18 LDTAC meetings
 - Eight Local Transportation Commission meetings
- Complete an Annual General Plan Update, update the Safety Element and Accessory Dwelling Unit policies as mandated by state law, and complete a new Environmental Justice Element as mandated by state law.
- Initiate and complete at least 50%:
 - Update the County's greenhouse gas emissions inventory
 - Complete a vehicle miles traveled analysis to streamline CEQA analysis for future projects

1. Planning & Transportation 100-27-250



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 238,803	\$ 216,189	\$ 191,000	\$ 176,000
▶ Charges for Services	211,182	202,528	166,000	166,000
▶ Intergovernmental	17,289	13,662	25,000	10,000
▶ Transfers In	10,332	0	0	0
▼ Expenses	1,206,647	1,214,617	1,108,032	1,128,230
▶ Salaries & Benefits	951,571	988,942	891,982	848,476
▶ Services and Supplies	255,076	225,674	216,050	279,754
Revenues Less Expenses	\$ -967,844	\$ -998,428	\$ -917,032	\$ -952,230

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-OTHER, PLANNING & TRANSPORTATION, No Project and exported on July 29, 2020. Created with OpenGov

COMMUNITY DEVELOPMENT
Planning Commission
DEPARTMENT 253

DEPARTMENT MISSION STATEMENT

The Planning Commission’s authority is defined in the California Government Code (§65100).

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

Planning is a complex and interdisciplinary topic subject to politically charged situations. The main challenges are for Planning Commissioners to have sufficient technical knowledge to act on quasi-adjudicatory and policy matters, as well as public forum skills to convey that public comments and testimony are being heard even if the decision is not in the favor of the majority of commenters.

CORE SERVICE AND PROGRAM DESCRIPTION

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

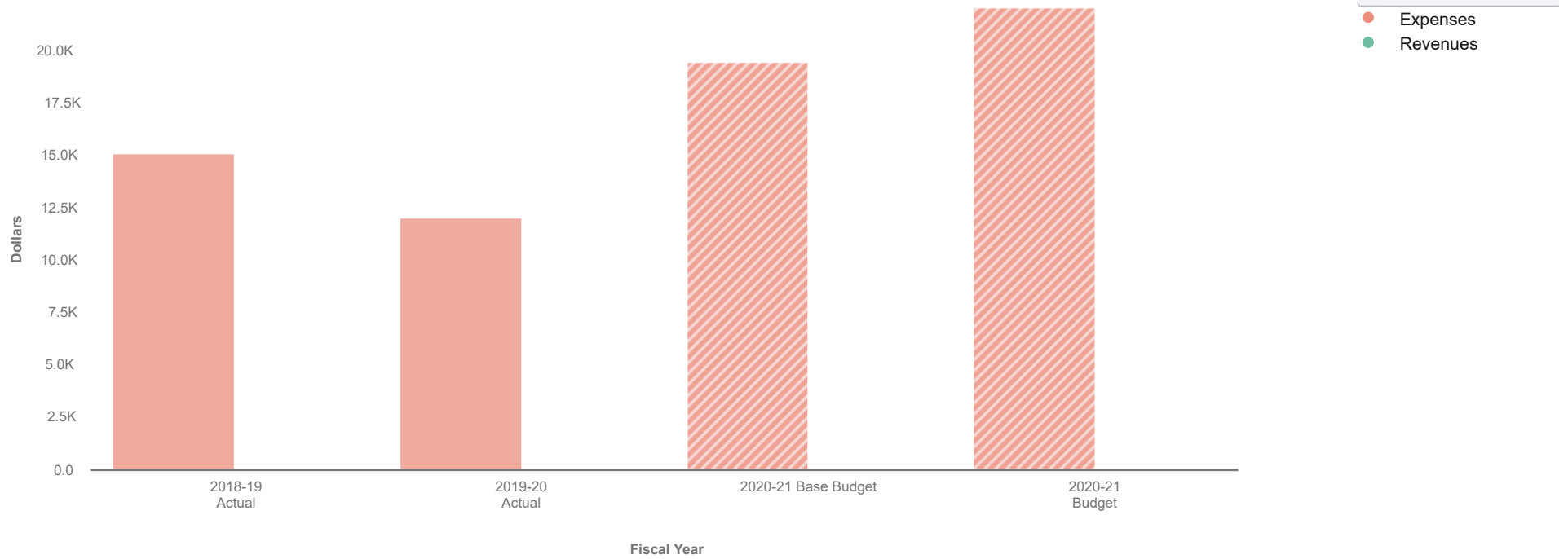
DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

- Meet at least six times to provide for public engagement and timely consideration of permit applications.
- Provide one Brown Act training.
- Make Planning Commissioner training accessible and register at least two Commissioners.

2. Planning Commission 100-27-253



Visualization



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Expenses	15,096	12,017	19,440	22,006
Services and Supplies	11,205	8,955	14,273	13,573
Salaries & Benefits	3,892	3,062	5,167	8,433
Revenues Less Expenses	\$ -15,096	\$ -12,017	\$ -19,440	\$ -22,006

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-OTHER, PLANNING COMMISSION, No Project and exported on July 28, 2020. Created with OpenGov

COMMUNITY DEVELOPMENT
Building Division
DEPARTMENT 255

DEPARTMENT MISSION STATEMENT

1. To serve as a partner to citizens who undertake construction projects within Mono County. These citizens include first and foremost the individual, but also the development and business communities.
2. To use our knowledge and expertise to guide, instruct, and direct our citizens through the development process as smoothly and expeditiously as possible.
3. To protect the current and future residents of Mono County through consistent and judicious application of the governing codes.

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The main challenges include permitting infrastructure and resources, staffing levels, and the general politics that accompany a regulatory mandate. To reduce permitting infrastructure costs, an effort was made a few years ago to convert to different software but the impact of processing inefficiencies on staff time outweighed the cost savings. The plan set scanner is also obsolete, and the current budget includes funding for a replacement. The division has covered the lack of a full-time Building Official with solid teamwork, internal expertise, and minimal contracting, and the current budget continues to propose the same. Finally, the mandates and perceived burden of the building code can result in public negativity toward the department, and the staff has done remarkably well addressing concerns and issues with professionalism and empathy, typically generating more compliments than complaints.

CORE SERVICE AND PROGRAM DESCRIPTION

- **Building plan check services:** Coordinate departments to provide a “one-stop shop” for the public. Reviews included coordination with Public Works, Environmental Health, Planning, Building, and agencies/special districts, such as CalFire, Forest Service, public utility districts, fire districts, community services districts, etc.
- **Building inspection services:** Provide for next-day inspections countywide.
- **High-quality customer service:** Includes timely responses, technical assistance, coordination with staff from different departments, in-house plan reviews, etc. Mono County staff can respond to technical issues, but does not engage in designing projects.
- **Staff the Building Appeals Board.**
- **Collaborate:** Participate in Land Development Technical Advisory Committee (LDTAC) meetings, review permit language to ensure consistency with building codes, and participate in policy development as applicable.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

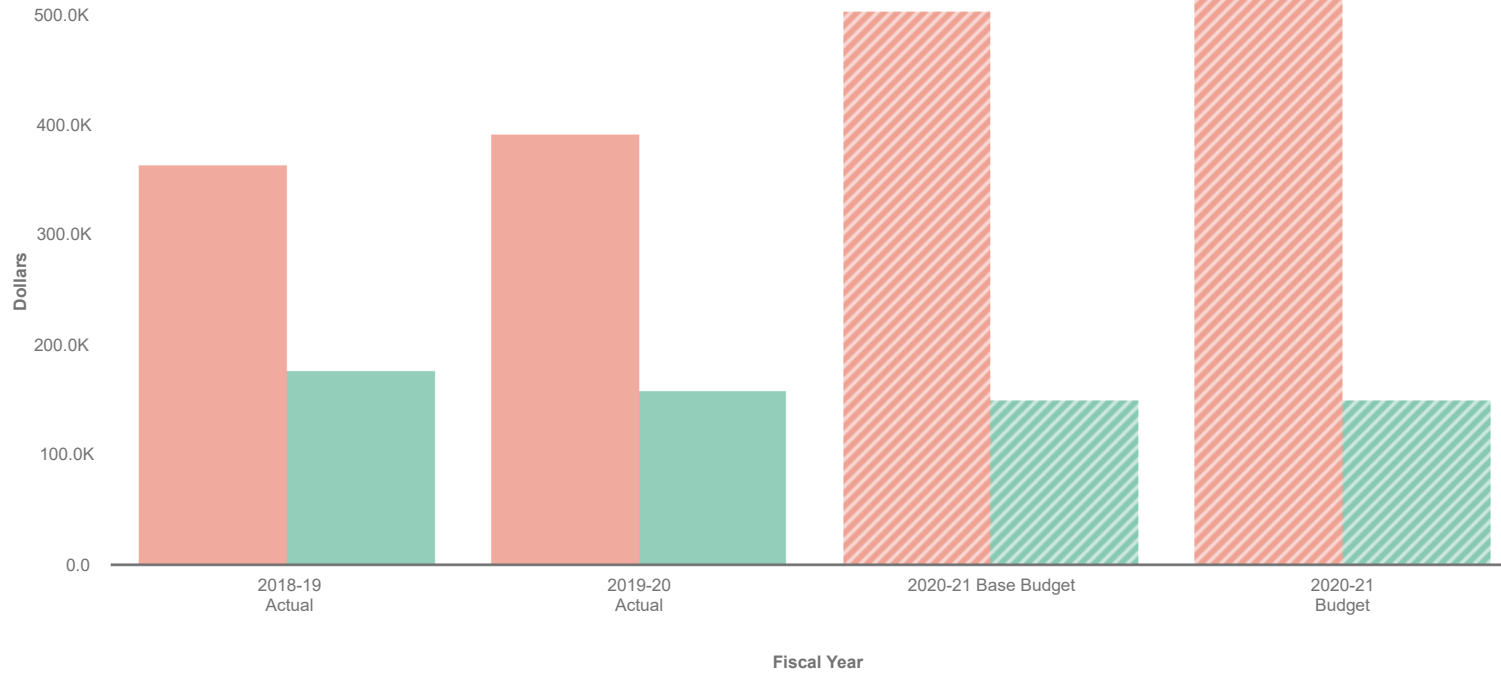
The Building Division Goal for FY 20-21 is to continue delivering our mission statement and core services and programs with professionalism, enthusiasm, and high-quality work. Performance measurements include the following:

- Initial building permit plan check completed within 30 days of complete submittal.
- Back-checks on building permit plan checks completed within 10 working days.
- 100% of timely inspection requests scheduled for the next business day.
- Routing of plan check assignments within five business days of receipt of application.
- Complete to 50%: Development of prescriptive designs for Accessory Dwelling Units by participating in SB2 grant implementation

3. Building Inspector - 100-27-255



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 363,820	\$ 392,591	\$ 504,125	\$ 514,736
▶ Salaries & Benefits	270,852	302,617	381,194	399,860
▶ Services and Supplies	92,968	89,974	122,931	114,876
▼ Revenues	177,036	159,059	150,000	150,000
▶ Licenses, Permits & Franchises	100,506	79,383	80,000	80,000
▶ Charges for Services	76,530	79,676	70,000	70,000
Revenues Less Expenses	\$ -186,784	\$ -233,532	\$ -354,125	\$ -364,736

Data filtered by Types, GENERAL FUND, Function/Activity, BUILDING INSPECTOR, No Project and exported on July 28, 2020. Created with OpenGov

COMMUNITY DEVELOPMENT
Code Enforcement Division
DEPARTMENT 252

DEPARTMENT MISSION STATEMENT

The Planning Commission’s authority is defined in the California Government Code (§65100).

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The main challenge is the capacity to process workload. An enforcement case, if not resolved through voluntary compliance, can become time consuming for staff. The number of cases, especially with the addition of COVID-19, and the attempt to educate and problem-solve prior to issuing violation notices are also time consuming. Other than increasing staffing, the only available solution is to prioritize, set reasonable expectations, and then work hard to meet those expectations.

CORE SERVICE AND PROGRAM DESCRIPTION

- **Enforcement:** Investigate and process code enforcement complaints, enforce permit conditions, attempt education and voluntary compliance first, then issue Notices of Violation and Administrative Citations to gain compliance. Collect and document evidence concerning code enforcement cases.
- **Surface Mining and Reclamation Act (SMARA):** Serve as lead staff including financial review, inspections, reporting and enforcement.
- **Collaborate:** Land Development Technical Advisory Committee (LDTAC) meetings to review project conditions for compliance with Mono County Code and General Plan standards, assist all County departments with land use compliance issues, review permit language to ensure consistency with County land use regulations.
- **Business licenses:** Review license applications to ensure compliance with land use regulations.
- Participate in drafting County ordinances and General Plan work, including specific plans.
- **Short-term rentals:** Monitor for illegal rentals and take enforcement action as necessary; renew Short-Term Rental Activity Permits; review, process and enforce Vacation Home Rental Permits in coordination with Finance.
- **Cannabis:** Monitor for illegal cannabis activity and take enforcement action as necessary, and renew Cannabis Operations Permits
- **California Statewide Groundwater Elevation Monitoring (CASGEM):** Perform well monitoring and reporting to maintain Mono County’s well data in the California Department of Water Resources’ (DWR’s) statewide database per the County’s approved Water Level Monitoring Plan and for the purposes of the Sustainable Groundwater Management Act (SGMA).
- **Long Valley Hydrologic Advisory Committee (LVHAC):** Conduct oversight of well monitoring for Cooperative Management Program with U.S. Geological Survey (USGS), including coordinating Joint Funding Agreement contracts; monitors permit conditions for

approved geothermal projects; and serve as lead staff to the Long Valley Hydrologic Advisory Committee (LVHAC).

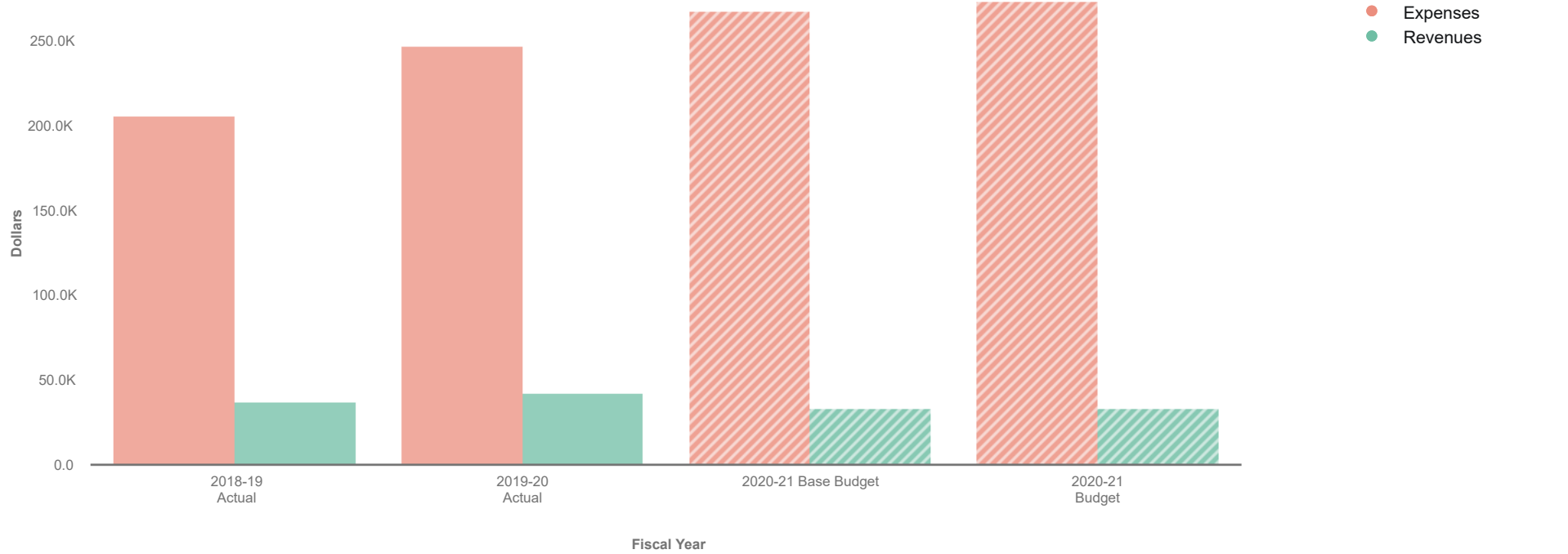
DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

- Review 100% of business license applications.
- Hold at least one LVHAC meeting
- Perform 100% of CASGEM monitoring and report to DWR.
- Process and make a determination on all Short-Term Rental Activity Permit renewals by October 31.
- Process and make a determination on all Cannabis Operation Permit renewals by October 31.

4. Code Enforcement 100-27-252



Visualization



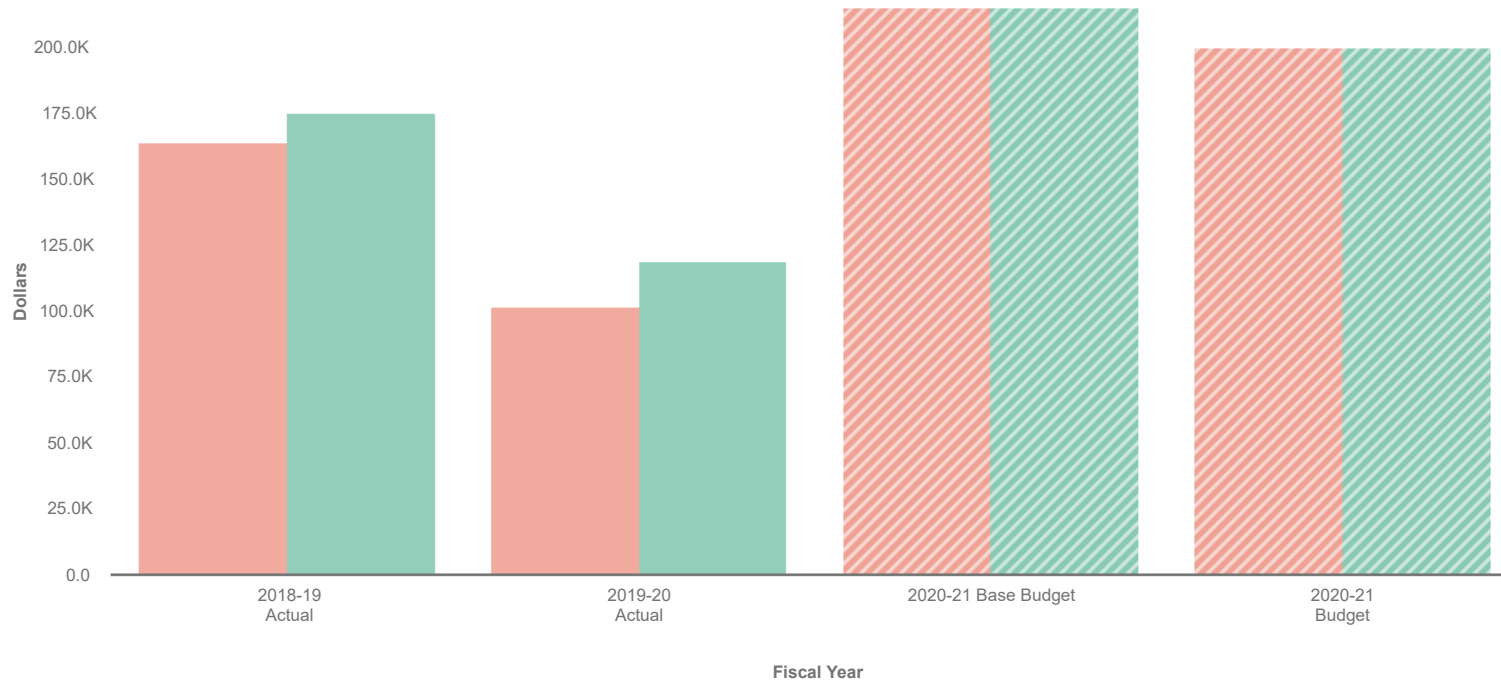
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 37,432	\$ 42,554	\$ 33,800	\$ 33,800
▶ Intergovernmental	25,000	25,000	25,000	25,000
▶ Licenses, Permits & Franchises	5,309	4,708	4,000	4,000
▶ Charges for Services	3,713	1,238	4,800	4,800
▶ Miscellaneous Revenues	2,000	10,250	0	0
▶ Interest & Rents	1,411	1,359	0	0
▼ Expenses	206,298	247,111	268,008	272,988
▶ Salaries & Benefits	190,083	225,903	248,342	249,882
▶ Services and Supplies	16,215	21,208	19,666	23,106
Revenues Less Expenses	\$ -168,865	\$ -204,557	\$ -234,208	\$ -239,188

Data filtered by Types, Funds, CODE ENFORCEMENT and exported on July 28, 2020. Created with OpenGov

5. Geothermal Monitoring 107-27-194



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▸ Revenues	\$ 175,294	\$ 118,786	\$ 214,580	\$ 200,000
▸ Expenses	164,115	101,570	214,580	200,000
Revenues Less Expenses	\$ 11,179	\$ 17,216	\$ 0	\$ 0

Data filtered by Types, GEOTHERMAL, No Project and exported on July 28, 2020. Created with OpenGov

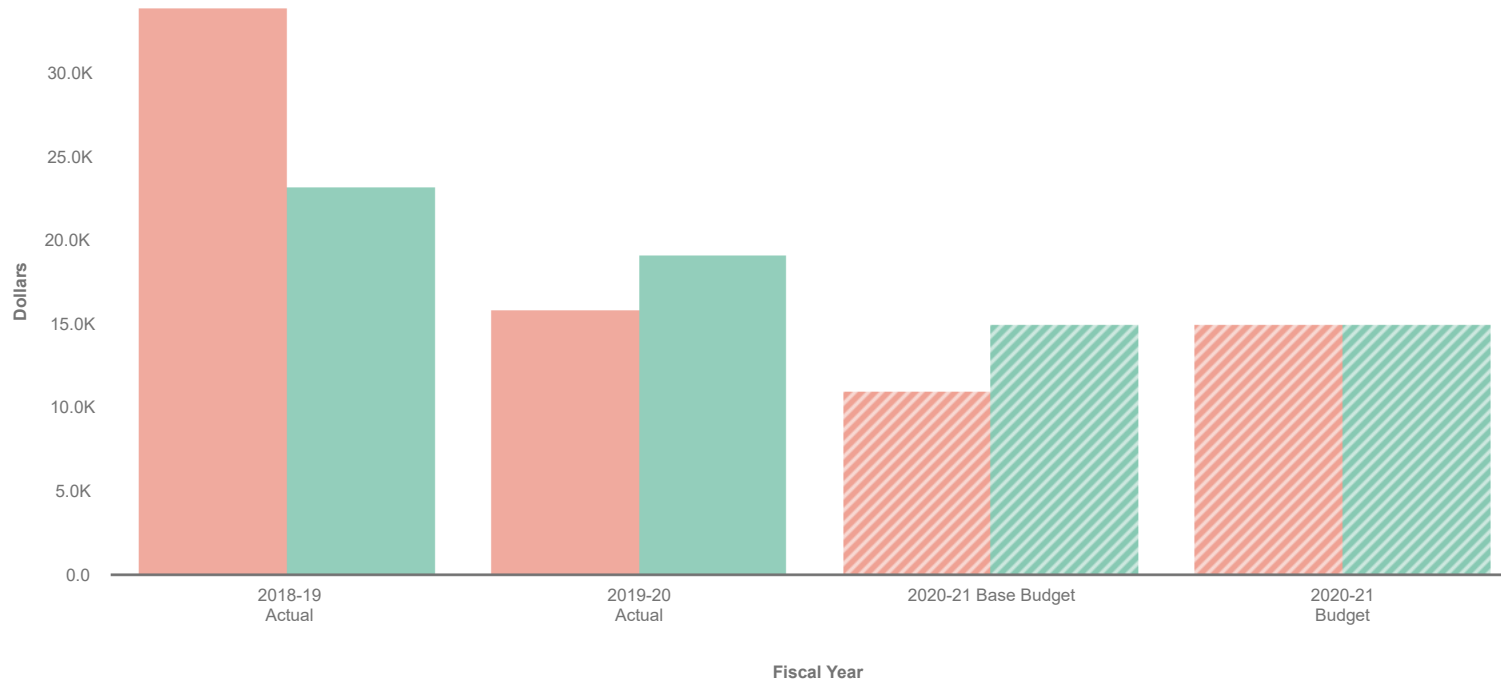
6. Housing Development 100-27-251



Visualization

Sort **Large to Small**

- Expenses
- Revenues



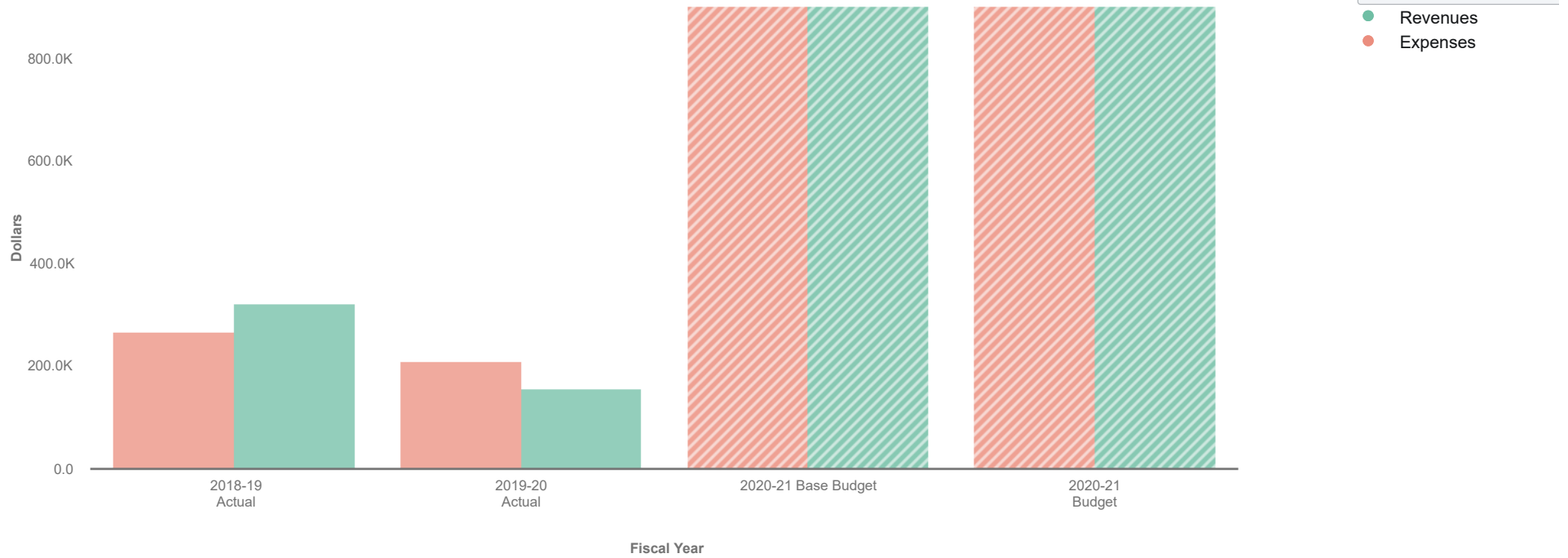
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 23,244	\$ 19,188	\$ 15,000	\$ 15,000
▶ Interest & Rents	18,750	15,000	15,000	15,000
▶ Transfers In	4,494	4,188	0	0
▼ Expenses	33,879	15,869	11,000	15,000
▶ Services and Supplies	12,439	6,225	11,000	15,000
▶ Salaries & Benefits	21,441	9,644	0	0
Revenues Less Expenses	\$ -10,635	\$ 3,319	\$ 4,000	\$ 0

Data filtered by Types, GENERAL FUND, Function/Activity, HOUSING DEVELOPMENT, No Project and exported on July 28, 2020. Created with OpenGov

7. CDBG HOME Grant 185-00-000



Visualization



Sort Large to Small

- Revenues
- Expenses

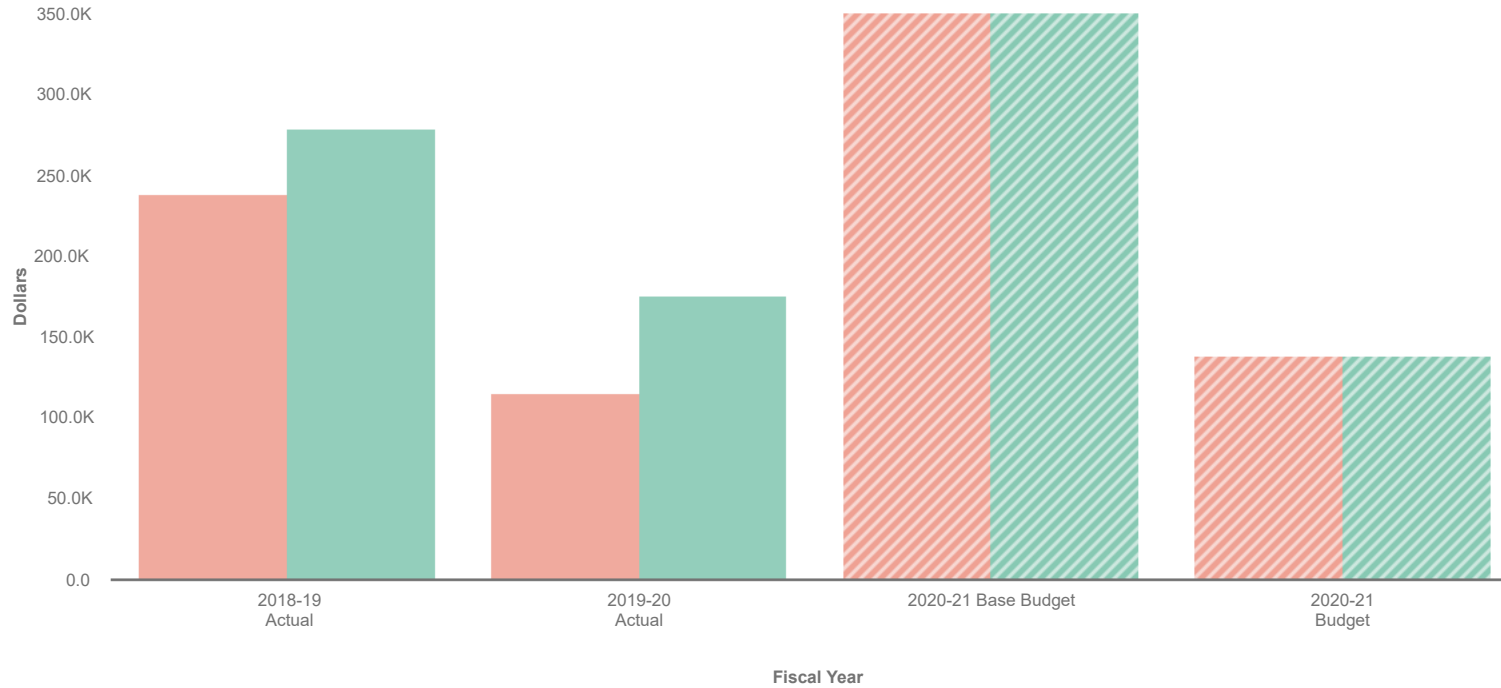
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 322,006	\$ 156,768	\$ 900,000	\$ 900,000
▶ Intergovernmental	323,165	157,435	900,000	900,000
▶ Interest & Rents	-1,159	-667	0	0
▼ Expenses	268,048	209,493	900,000	900,000
▶ Services and Supplies	253,222	203,377	891,278	891,278
▶ Transfers Out	14,826	6,115	0	0
▶ Salaries & Benefits	0	0	8,722	8,722
Revenues Less Expenses	\$ 53,958	\$ -52,725	\$ 0	\$ 0

Data filtered by Types, HOME/CDBG Fund, No Project and exported on July 28, 2020. Created with OpenGov

8. CDD Grants 187-27-250



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▸ Revenues	\$ 279,238	\$ 175,471	\$ 350,000	\$ 138,414
▸ Expenses	238,219	115,308	350,000	138,414
Revenues Less Expenses	\$ 41,019	\$ 60,163	\$ 0	\$ 0

Data filtered by Types, Comm Dev Grants Fund, No Project and exported on July 28, 2020. Created with OpenGov

9. CASP 148-27-255



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 2,948	\$ 2,701	\$ 5,321	\$ 0	\$ 1,500
▶ Charges for Services	2,948	2,640	1,500	0	1,500
▶ Transfers In	0	0	3,821	0	0
▶ Interest & Rents	0	61	0	0	0
▼ Expenses	0	3,691	5,000	0	1,500
▶ Services and Supplies	0	3,691	5,000	0	1,500
Revenues Less Expenses	\$ 2,948	\$ -990	\$ 321	\$ 0	\$ 0

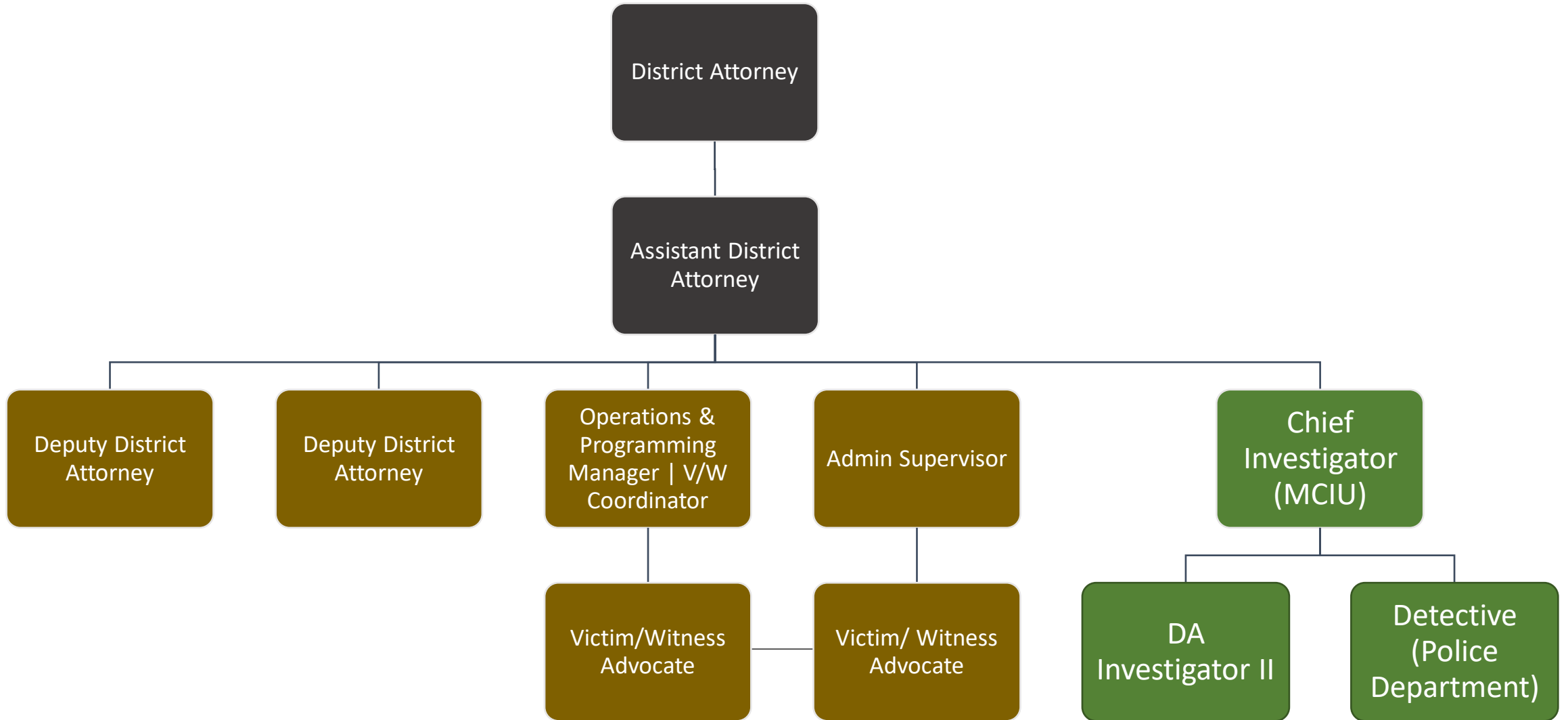
Data filtered by Types, CASp (Certified Access Specialist Program), PUBLIC PROTECTION-OTHER, BUILDING INSPECTOR, No Project and exported on August 20, 2020. Created with OpenGov

DISTRICT ATTORNEY



DISTRICT ATTORNEY

Departmental Organizational Chart



DISTRICT ATTORNEY

Core Services

		Mandated?	
1	PROSECUTION	COMPASIONATE AND EFFECTIVE PROSECUTION OF CRIMES	Y
		APPROPRIATE AND EFFECTIVE TRAINING	Y
		BALANCED JUSTICE	Y
		SUPPORT ALLIED AND OTHER DEPARTMENTS	N

		Mandated?	
2	INVESTIGATIONS	TIMELY AND EFFECTIVE RESPONSE	Y
		EFFICIENT AND SUPPORTIVE TO VICTIMS	Y
		APPROPRIATE TRAINING TO DEVELOP EXPERTISE FOR COURT	Y
		SUPPORT ALLIED AND OTHER DEPARTMENTS	N

3	VICTIM/WITNESS SERVICES	TIMELY AND EFFECTIVE RESPONSE	Y
		KNOWLEDGE OF SERVICES THAT CAN BE PROVIDED	Y
		CERT. FORENSIC TRAINING FOR DOMESTIC VIOLENCE AND SEXUAL ASSULT	Y
		SUPPORT VICTIMS AND WITNESS OF CRIME THROUGHOUT PROCESS	Y

4	PUBLIC ADMINSTRATOR	RESPECTFULLY HANDLE INDIGENT DEATHS AND THEIR ESTATE.	Y
		STATE AND FEDERAL COMPLIANCE.	Y
		STATUTORY REQUIRED TRAINING AND CERTIFICATIONS.	Y
			Y

5		Y
		Y
		Y
		Y

6		

7		

8		

9		

10		

DISTRICT ATTORNEY DEPARTMENT 430, 433 & 435

DEPARTMENT MISSION STATEMENT

To vindicate the rights of crime victims, witnesses, and persons accused of crime while seeking to achieve impartial justice and ensure that the guilty are punished and the innocent are freed while safeguarding the rule of law and treating all persons involved in the criminal justice system with fairness, dignity, and respect.

DEPARTMENTAL (or Division) OVERVIEW

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

The Office is divided into three separate divisions which include:

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

CHALLENGES, ISSUES and OPPORTUNITIES

Trial budget was reduced this year from 10 trials a year to 8, but we are now seeing a tremendous increase in the trails being set by the current public defenders. Anticipate that we will have to come back to the board for additional funding.

CORE SERVICE AND PROGRAM DESCRIPTION

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

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

Currently, the Office of the District Attorney staffs 4 prosecutors with a collective 66 years of prosecution experience. They are supported by two District Attorney Investigators along with assigned detectives from the Mammoth Lakes Police Department. The Office also staffs 2 administrative positions and 1 part-time administrative position that operate the North County Office in Bridgeport and the South County Office in Mammoth Lakes. Along with 1 full-time Victim/Witness Advocate, the administrative positions assist in the administration of the Victim/Witness Program which provides constitutionally mandated services to victims of crime. The current budget request currently supports the functions described above but is subject to sever fluctuations based on the county's crime trends.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

Effectively and efficiently dispense justice and make victims whole. This is connected to the county's public safety and wellness goal and is measured by satisfaction of victims and gauging the perception of safety by the public.

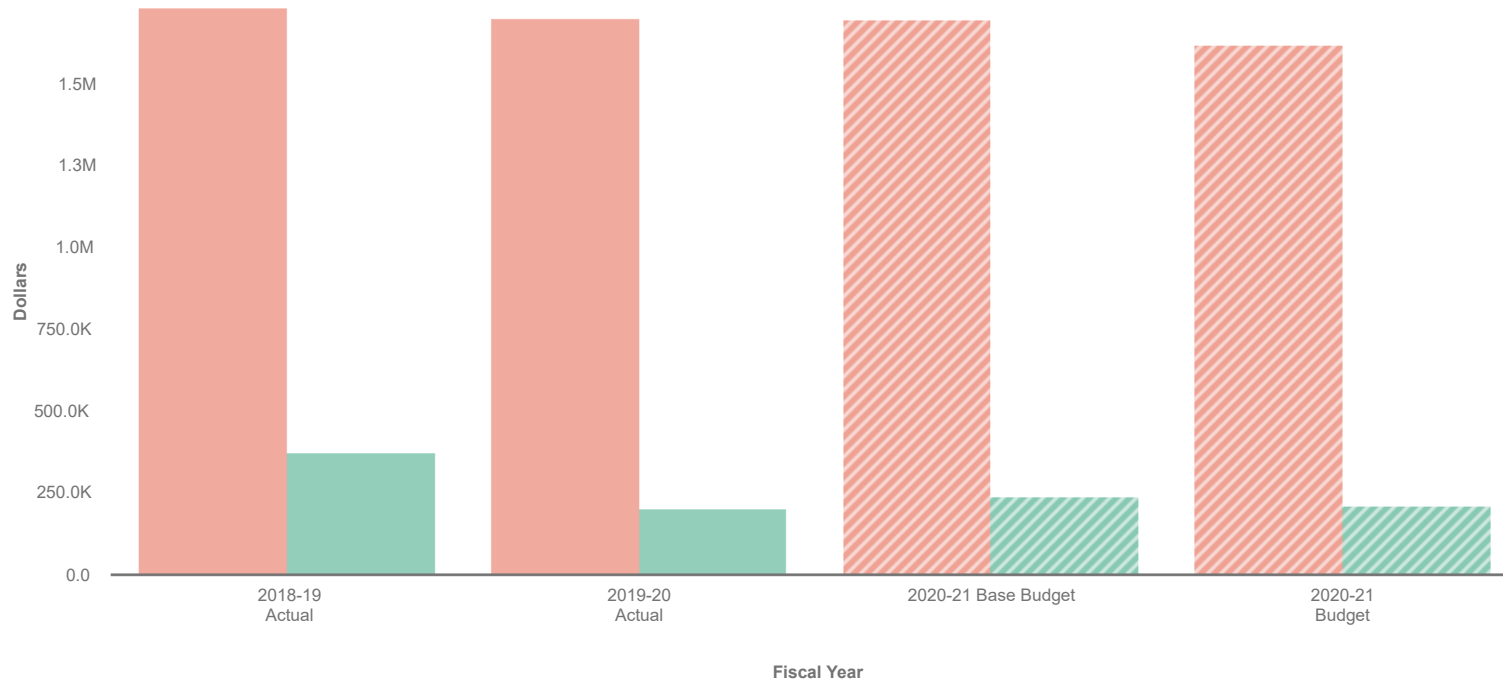
1. District Attorney - Prosecution 100-21-430



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 377,259	\$ 204,541	\$ 241,450	\$ 213,738
▶ Intergovernmental	172,269	148,871	139,775	153,388
▶ Transfers In	154,600	5,500	51,325	0
▶ Charges for Services	50,390	50,170	50,350	60,350
▼ Expenses	1,730,285	1,703,252	1,698,621	1,621,847
▶ Salaries & Benefits	1,324,255	1,332,505	1,296,301	1,291,775
▶ Services and Supplies	406,030	370,747	402,320	330,072
Revenues Less Expenses	\$ -1,353,027	\$ -1,498,711	\$ -1,457,171	\$ -1,408,109

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-JUDICIAL, DISTRICT ATTORNEY-PROSECUTION, No Project and exported on July 29, 2020. Created with OpenGov

2. Victim Witness 100-56-433



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 119,121	\$ 397,137	\$ 340,405	\$ 340,405
▶ Expenses	267,647	268,252	340,405	340,405
Revenues Less Expenses	\$ -148,526	\$ 128,885	\$ 0	\$ 0

Data filtered by Types, GENERAL FUND, PUBLIC ASSISTANCE-OTHER ASSIST, VICTIM/WITNESS, No Project and exported on July 28, 2020. Created with OpenGov

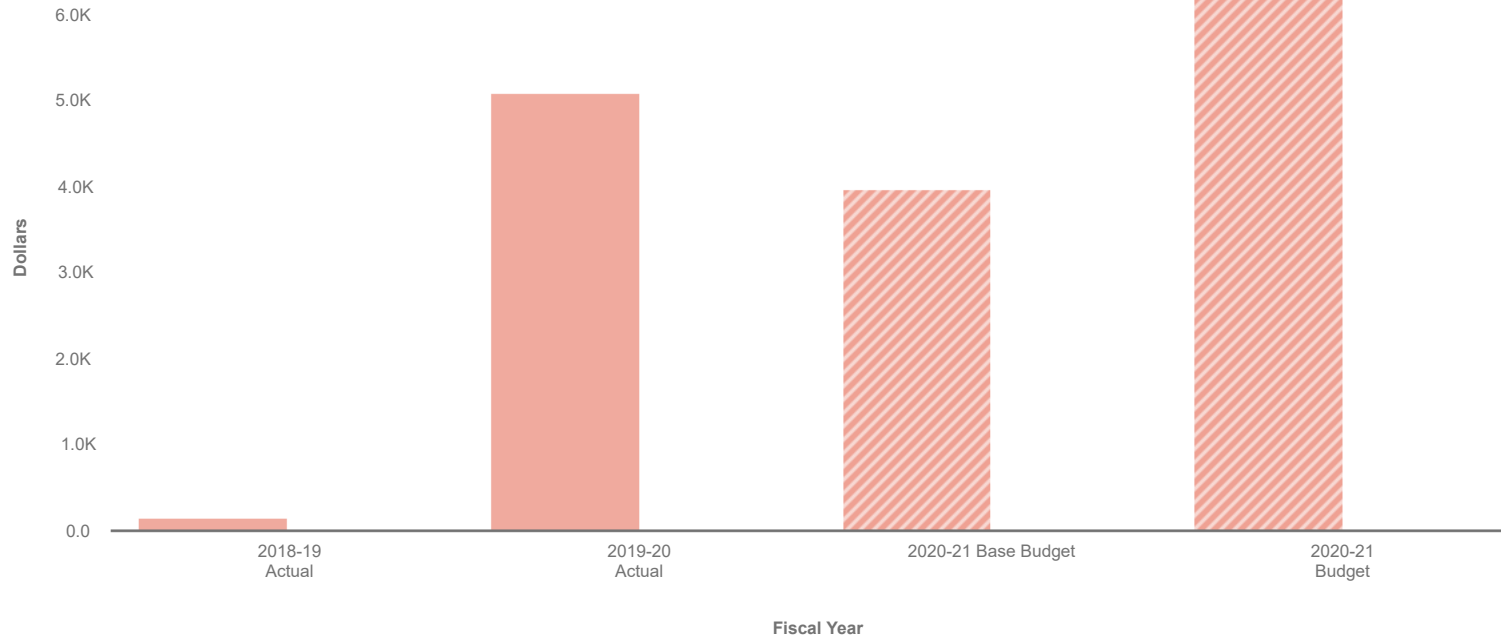
3. Public Administrator 100-21-435



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 150	\$ 5,092	\$ 3,973	\$ 6,575
▶ Services and Supplies	150	5,092	3,973	6,575
Revenues Less Expenses	\$ -150	\$ -5,092	\$ -3,973	\$ -6,575

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-JUDICIAL, Public Administrator, No Project and exported on July 28, 2020. Created with OpenGov

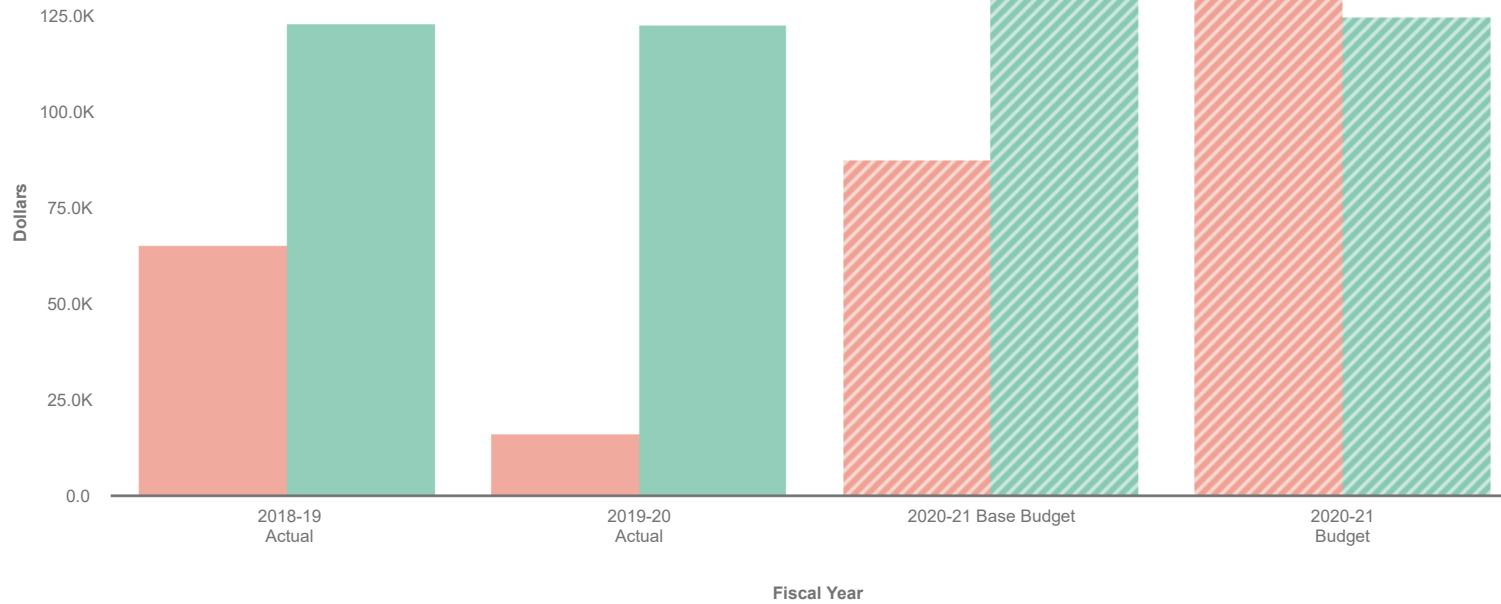
4. DA Grant Programs 106-21-430



Visualization

Sort **Large to Small**

- Revenues
- Expenses



	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Collapse All				
▼ Revenues	\$ 123,060	\$ 122,860	\$ 139,000	\$ 125,000
▶ Intergovernmental	123,060	122,860	139,000	125,000
▼ Expenses	65,459	16,267	87,675	147,500
▶ Services and Supplies	18,503	8,211	37,675	90,500
▶ Salaries & Benefits	46,956	0	50,000	57,000
▶ Capital Outlay	0	8,056	0	0
Revenues Less Expenses	\$ 57,601	\$ 106,593	\$ 51,325	\$ -22,500

Data filtered by Types, GENERAL FUND GRANT PROGRAMS, Public Protection, DISTRICT ATTORNEY-PROSECUTION, No Project and exported on July 28, 2020. Created with OpenGov

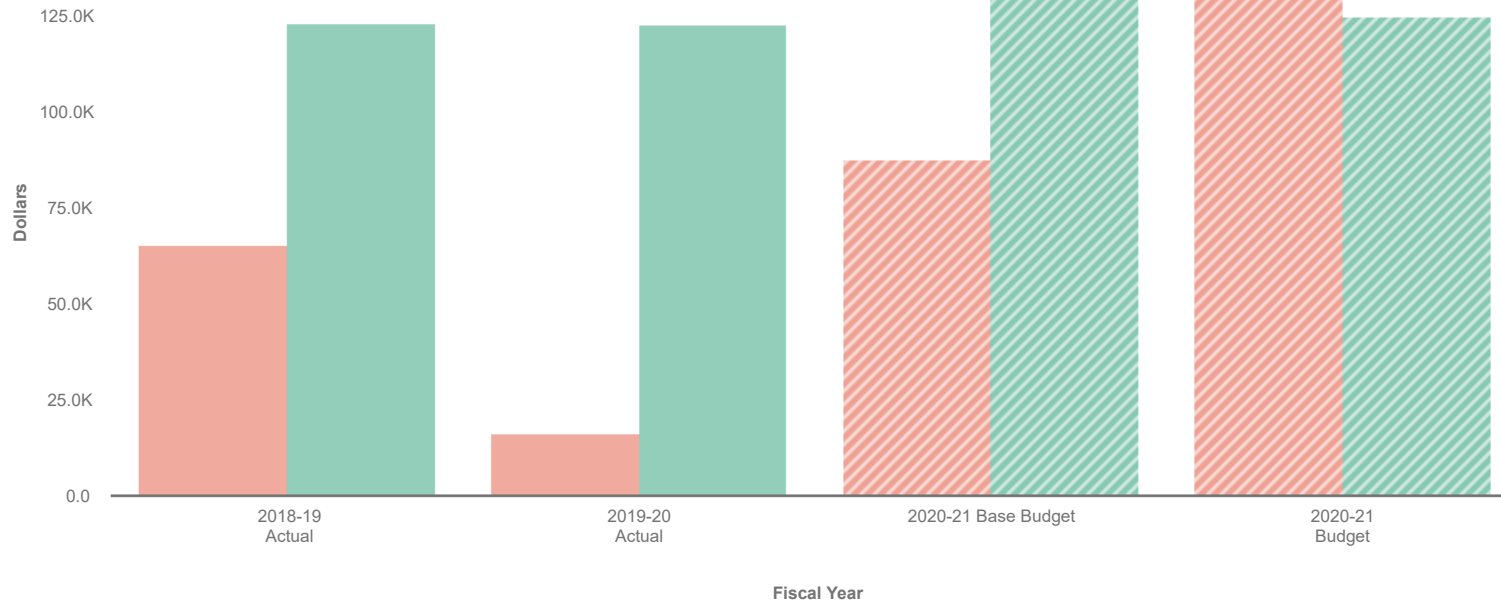
4. DA Grant Programs 106-21-430



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 123,060	\$ 122,860	\$ 139,000	\$ 125,000
▶ Intergovernmental	123,060	122,860	139,000	125,000
▼ Expenses	65,459	16,267	87,675	147,500
▶ Services and Supplies	18,503	8,211	37,675	90,500
▶ Salaries & Benefits	46,956	0	50,000	57,000
▶ Capital Outlay	0	8,056	0	0
Revenues Less Expenses	\$ 57,601	\$ 106,593	\$ 51,325	\$ -22,500

Data filtered by Types, GENERAL FUND GRANT PROGRAMS, Public Protection, DISTRICT ATTORNEY-PROSECUTION, No Project and exported on July 28, 2020. Created with OpenGov

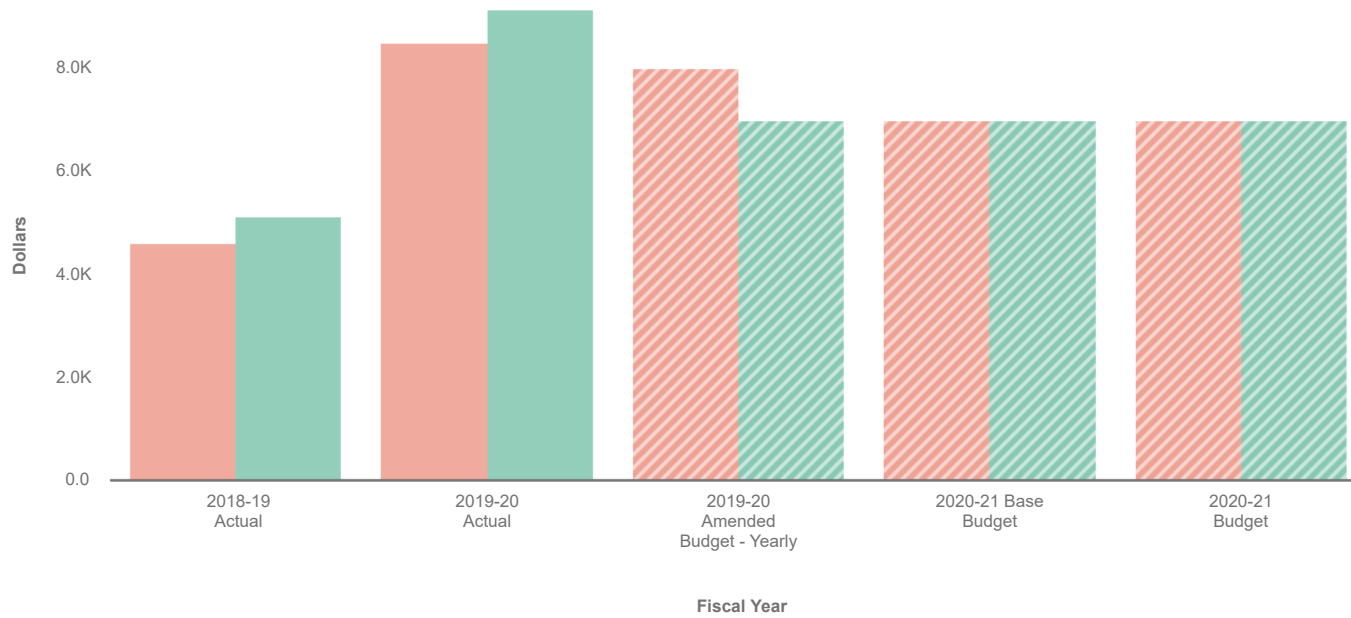
5. DA Diversion Program 155-21-430



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 5,123	\$ 9,122	\$ 7,000	\$ 7,000	\$ 7,000
▶ Expenses	4,600	8,500	8,000	7,000	7,000
Revenues Less Expenses	\$ 523	\$ 622	\$ -1,000	\$ 0	\$ 0

Data filtered by Types, DA PRE-DIVERSION PROGRAM FUND, PUBLIC PROTECTION-JUDICIAL, DISTRICT ATTORNEY-PROSECUTION, No Project and exported on August 20, 2020. Created with OpenGov

ECONOMIC DEVELOPMENT



Economic Development

Departmental Organizational Chart



DEPARTMENT NAME

Core Services

		Mandated?
1 TOURISM MARKETING	Communicate Mono County Brand, Image, Primary Messaging	N
	Drive overnight visitation to help increase lodging occupancy, average daily rate, and Transient Occupancy Tax revenues	N
	Diversify and grow visitor base	N
	Augment visitor communication regarding COVID-19 public health/safety protocols, what to expect, responsible travel and sustainable tourism	N

		Mandated?
2 ECONOMIC DEVELOPMENT GROWTH	Strengthen existing business sectors; help preserve and build year-round viability/jobs	N
	Business Retention & Expansion programs to support local business - including timely communication of all local/state/federal assistance programs to support businesses through pandemic recovery phases	N
	Develop/implement Business Attraction marketing campaigns	N
	Conduct business and market research, visitor profile/spending	N

3 FILM COMMISSION	Support and promote film production in Mono County	N
	Collaborate/support land management agencies with permits	N
	Communicate COVID-19 health and safety requirements to film productions	

4 COLLABORATIVE PARTNERSHIPS	Head up EOC Economic Recovery Branch; participate in Joint Information Center	N
	Sit on Boards of relevant, active agencies and organizations	N
	Staff ED, Tourism & Film Commission and Fish & Wildlife Commission	N
	Work collaboratively with regional and local agencies and organizations	

5 FISH ENHANCEMENT	Bolster fishing economy through fish stocking and sustainable practices	N
	Plan and manage resources from Fish Fine Fund	N

6 TRAINING & EDUCATION	Professional development & growth for staff / commissioners	N
	Training, technical assistance, seminars, workshops and webinars for businesses - focus on COVID-19 financial assistance, public health/safety guidelines, employee training resources, and recovery measures for rebuilding/diversifying	N
		N

7 COMMUNITY SUPPORT	Assist local non-profits to provide programs that benefit community	N

8 DELIVER EXCEPTIONAL CUSTOMER SERVICE	Establish/maintain personal outreach with business community	N
	Professional, helpful, friendly, expeditious response to inquiries	N
	Provide seminars/workshops for local business communities	N

9	NEW FUNDING SOURCES	Explore viability of potential tax increases/TBID	N
		Work with Finance to develop a COVID-19 business assistance program using Coronavirus Relief Funds/CARES Act	N

10			

ECONOMIC DEVELOPMENT DEPARTMENT

100-19-190

DEPARTMENT MISSION STATEMENT

Our mission is to support a thriving, sustainable year-round economy for Mono County by strengthening existing business sectors, providing leadership and resources for business attraction, retention and expansion while preserving our vibrant quality of life and generating “living wage” employment opportunities for residents.

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

Due to the pandemic, and for the foreseeable future, staff will continue to be heavily involved with EOC work – Alicia Vennos leads the Economic Recovery Branch, with Jeff Simpson second in command. Jeff is also on the Joint Information Center staff. The department has been short-staffed by 33% since mid-February. Approval to hire a temporary replacement for the Economic Development assistant (on family leave) has been received and the position will be flown the last week of July.

The COVID-19 public health crisis has created an economic crisis of devastating proportions. The current forecast for tourism business levels is a projected loss of approximately 45% for FY 20-21. Support for businesses throughout this jagged pandemic “recovery” continues to be intense; staff is on-call seven days a week to disseminate constantly changing information and to assist businesses in a 1:1 capacity. The department is continually pivoting and shifting focus and messaging to address and assist with frequent changes to the business guidelines, reopening/reclosing status, as well as to respond with immediacy to the ongoing and changing needs of both the visitor and business community.

CORE SERVICE AND PROGRAM DESCRIPTION

- Strengthen existing business sectors, primarily Tourism and Agriculture, to help preserve and build year-round economic viability for all county communities and support job creation.
- Develop Business Retention & Expansion programs to support local businesses throughout the pandemic “recovery” phases, including research, timely communication, and assistance of all available local, state, and federal relief programs.
- Develop and implement Business Attraction plan and marketing campaigns to diversify economic base.
- Conduct business research/surveys to help guide tactical and strategic plans.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

The Economic Development action items include objectives and tactics that align primarily with the following Mono County Strategic Priorities – *Promote a Fiscally Healthy County and Regional Economy* and *Enhance Quality of Life for County Residents*

Public Health and Safety Support – The primary messaging for Economic Development will continue to focus on public health requirements for businesses to operate safely and remain open. Staff continues to work with EOC and Public Health to review/modify local business guidelines.

Business Assistance –Continue to research pandemic relief programs and ensure local business community understands and can access all available state/federal and local business assistance programs. Staff will also work with Finance to source funds for a county financial business assistance program. Additionally, and in partnership with the CSU Bakersfield SBDC, staff will administer USDA rural development grant to provide free business assistance/consulting/customer service to any business or start-up in Mono County.

Business Retention/Expansion – Maintain close communication with the business sector to render support to struggling businesses. Use research findings to address priority needs of the business community. Grow shoulder seasons to support year-round workforce and sustainability for communities.

Business Attraction – Promote Mono County as a viable place for business relocation and leverage gigabit broadband capacity as an asset/direct benefit for relocation strategy, with a focus on non-tourism sectors including Tech, Wellness and Outdoor Recreation. Encourage and assist developers, investors, and new business owners in navigating the county/town permit processes.

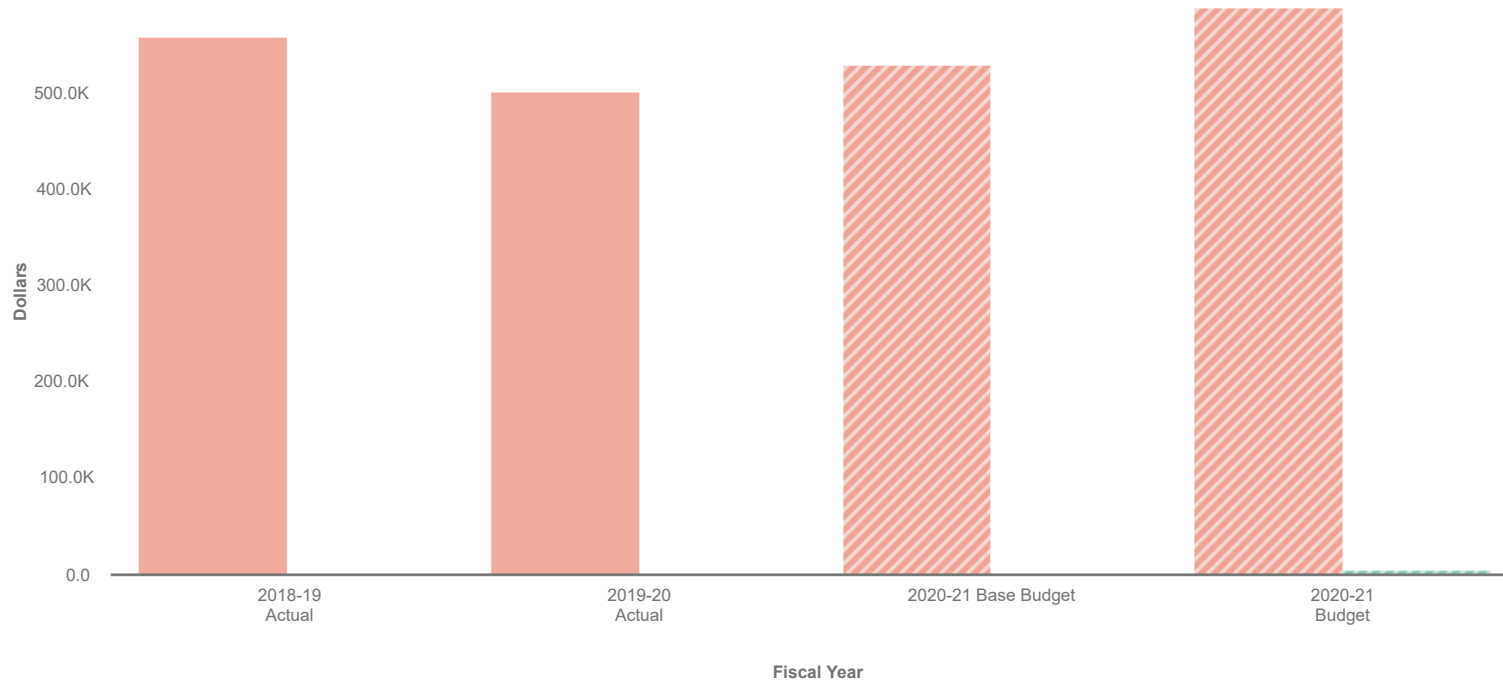
Remote Workers Campaign– The pandemic “stay at home” experience for many individuals and corporations across the state and the country appears to have created an urban-based workforce that has suddenly become more mobile. Migration from urban centers to rural areas of people who have embraced working from home has already begun and ED will take advantage of this phenomenon by promoting Mono County as the ideal location for those with mobile careers – when safe to do so. This migration will result in an increase in real estate sales and thus support property tax revenue for the County.

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

1. Economic Development 100-19-190



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 5,000
▶ Charges for Services	0	0	0	5,000
▼ Expenses	558,364	501,235	530,040	587,722
▶ Salaries & Benefits	435,974	436,178	404,496	463,147
▶ Services and Supplies	122,390	65,057	125,544	124,575
Revenues Less Expenses	\$ -558,364	\$ -501,235	\$ -530,040	\$ -582,722

Data filtered by Types, GENERAL FUND, GENERAL-PROMOTION, ECONOMIC DEVELOPMENT, No Project and exported on July 28, 2020. Created with OpenGov

ECONOMIC DEVELOPMENT DEPARTMENT

Tourism 105

DEPARTMENT MISSION STATEMENT

The Tourism vision that Mono County becomes one of the premiere, sustainable year-round mountain recreation destinations in the country will be achieved by promoting responsible enjoyment of Mono County's diverse outdoor recreational opportunities, scenic beauty, and natural and cultural wonders.

DEPARTMENTAL (or Division) OVERVIEW

One of the primary goals of the Economic Development Department is to strengthen the existing tourism sector which is the county's primary economic driver, generating over \$600 million in direct local spending by visitors, as well as providing a significant portion of local employment. The department staffs the Economic Development, Tourism & Film Commission, supports filming and works to bring film productions to the region.

CHALLENGES, ISSUES and OPPORTUNITIES

Due to the pandemic and for the foreseeable future, staff will continue to be heavily involved with EOC work – Alicia Vennos leads the Economic Recovery Branch, with Jeff Simpson second in command. Jeff is also on the Joint Information Center staff. The department has been short-staffed by 33% since mid-February. Approval to hire a temporary replacement for the Economic Development Assistant (on family leave) has been received, and the position will be flown the last week of July.

The COVID-19 public health crisis has created a local economic crisis of devastating proportions. The current forecast for tourism business levels is a projected loss of approximately 45% for FY 20-21. Support for businesses throughout this jagged pandemic "recovery" continues to be intense; staff is on-call seven days a week to disseminate constantly changing information and to assist businesses in a 1:1 capacity. The department is continually pivoting and shifting focus and messaging to address and assist with frequent changes to the business guidelines, reopening/reclosing status, as well as to respond with immediacy to the ongoing and changing needs of both the visitor and business community.

Once the pandemic has subsided – timeline unknown – our mountain recreation destination with its wide open, natural space, beautiful landscape, small safe communities and fresh air will be positioned well for stable recovery. International visitation and domestic destination markets will be slow to resume, but the drive markets should result in steady visitation. Other opportunities involve migration of an increased number of remote workers which are projected to bolster property taxes through real estate sales.

CORE SERVICE AND PROGRAM DESCRIPTION

- Communicate Mono County brand, image, and primary messaging (focus on COVID-19 public health/safety protocols, what visitors can expect, responsible travel and sustainable tourism)
- Drive overnight visitation to help increase lodging occupancy, average daily rate, and Transient Occupancy Tax revenues
- Diversify and grow visitor base
- Development and optimization of all marketing/communication outlets including website, social platforms, public/media relations, advertising, and visitor guides.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

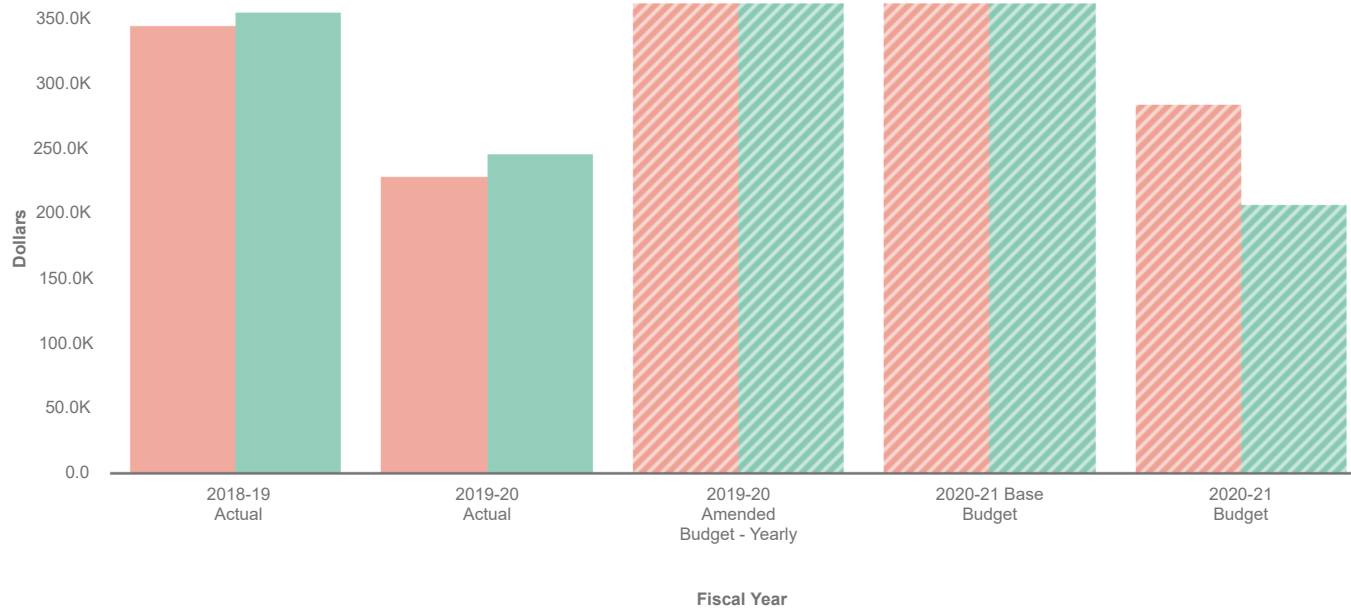
The Tourism action items include objectives and tactics that align primarily with the following Mono County Strategic Priorities – *Promote a Fiscally Healthy County* and *Regional Economy and Support the County Workforce*.

- Continue to work with Emergency Operations Center, Economic Recovery Branch and Joint Information Center, on phased reopening of the economy.
- Adjust tourism messaging through all available platforms to meet the needs of both the visitor base, residents and business community as pandemic ‘recovery’ phases dictate. Focus includes COVID-19 Public Health/Safety requirements; how to recreate and visit responsibly; sustainable tourism, “Mountain Manners” and stewardship of the lands, what to expect when visiting (availability of services, etc.).
- Maintain consistent communication of the Mono County brand and voice.
- Drive visitation to fall/winter/spring shoulder seasons when safe and viable to do so.
- Resume outreach to international markets when safe and viable to do so.
- Work closely with collaborative partners/agencies in the Eastern Sierra and Yosemite Gateway region, as well as the local Chambers of Commerce, Mammoth Lakes Tourism, USFS/BLM, State Parks, Visit California, Visit USA, YARTS, High Sierra Visitors Council, California Film Commission, etc.

2. Tourism 105-19-191



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 354,945	\$ 246,157	\$ 361,410	\$ 361,410	\$ 207,000
▶ Taxes	293,511	215,866	299,710	299,710	170,000
▶ Charges for Services	44,824	16,975	41,500	41,500	31,000
▶ Transfers In	10,000	10,000	15,000	15,000	5,000
▶ Miscellaneous Revenues	2,819	0	4,700	4,700	0
▶ Interest & Rents	3,791	3,315	500	500	1,000
▼ Expenses	344,741	228,637	361,410	361,410	284,092
▶ Services and Supplies	338,741	228,637	351,410	351,410	274,092
▶ Support of Other	6,000	0	10,000	10,000	10,000
Revenues Less Expenses	\$ 10,204	\$ 17,520	\$ 0	\$ 0	\$ -77,092

Data filtered by Types, TOURISM COMMISSION, GENERAL-PROMOTION, TOURISM, No Project and exported on August 20, 2020. Created with OpenGov

ECONOMIC DEVELOPMENT DEPARTMENT
Community Support Division
109-19-190

DEPARTMENT MISSION STATEMENT

The Community Support grant fund serves to assist local non-profit organizations within communities countywide to develop, enhance and expand services and programs for the benefit of both residents and visitors.

DEPARTMENTAL (or Division) OVERVIEW

Community Support grant programs are administered by Economic Development. These grants and contributions have been in place for many years and as of last year, have a separate fund account called Community Support Programs. The initiatives include:

- **Community Event Marketing Fund** (\$20,000) – Assisting communities in marketing their local events outside the Eastern Sierra generates incremental TOT which positively impacts local business levels both now and in the future. Building successful events takes time so this request for continued funding is a longer-term investment. CEMF program is a foundational initiative that requires a multi-year commitment to see success.
- **Historical Societies Grant Fund** (\$6,000) – More than ever cultural tourism is an important piece of the industry, giving our county the opportunity to share our roots and our culture with visitors from around the world. as the aging baby boomers increasingly head into retirement and more leisure travel. The grant allows new websites to be built, software to be purchased, and fundraising projects and events to take place.
- **Performing & Visual Arts Grant Fund** (\$10,000) – This fund assists established non-profit Arts & Culture organizations in Mono County to implement eligible projects and programs related to Fine Arts. Mono County’s Arts organizations play an important role in providing quality programs for the community which contributes both to the visitor experience and to the quality of life for residents.
- **Youth Sports** (\$8,000) – Aiding youth sports programs is important for healthy communities and is an annual contribution the county has traditionally supported.
- **Eastern Sierra Interagency Visitor Center** (\$10,000) – Support for the Interagency Visitor Center in Lone Pine has been traditionally shared by the Mono County Economic Development, Tourism & Film Commission and the Mono County Board of Supervisors for many years. The IAVC is a popular stop for visitors at the gateway to the Eastern Sierra and visitor center staff disseminates information on behalf of Mono County.
- **Air Service** – There is no request by Mammoth Lakes Tourism for air service this year.

CHALLENGES, ISSUES and OPPORTUNITIES

Community Support grants were allocated countywide to nine Community Event Marketing Fund applicants, six Performing & Visual Arts Grant applicants and four Historic Societies Grant Fund applicants. Every community in Mono County received funding through the grant program.

Unfortunately, due to the pandemic, numerous grant-funded events were forced to cancel. The Economic Development, Tourism & Film Commission requests that the addition of \$15,350 (unspent funds due to cancellation) be carried over for FY20-21 to help support the economic recovery efforts within local communities as they strive to rebuild events/programs and augment visitation next year.

CORE SERVICE AND PROGRAM DESCRIPTION

- Please see above.

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

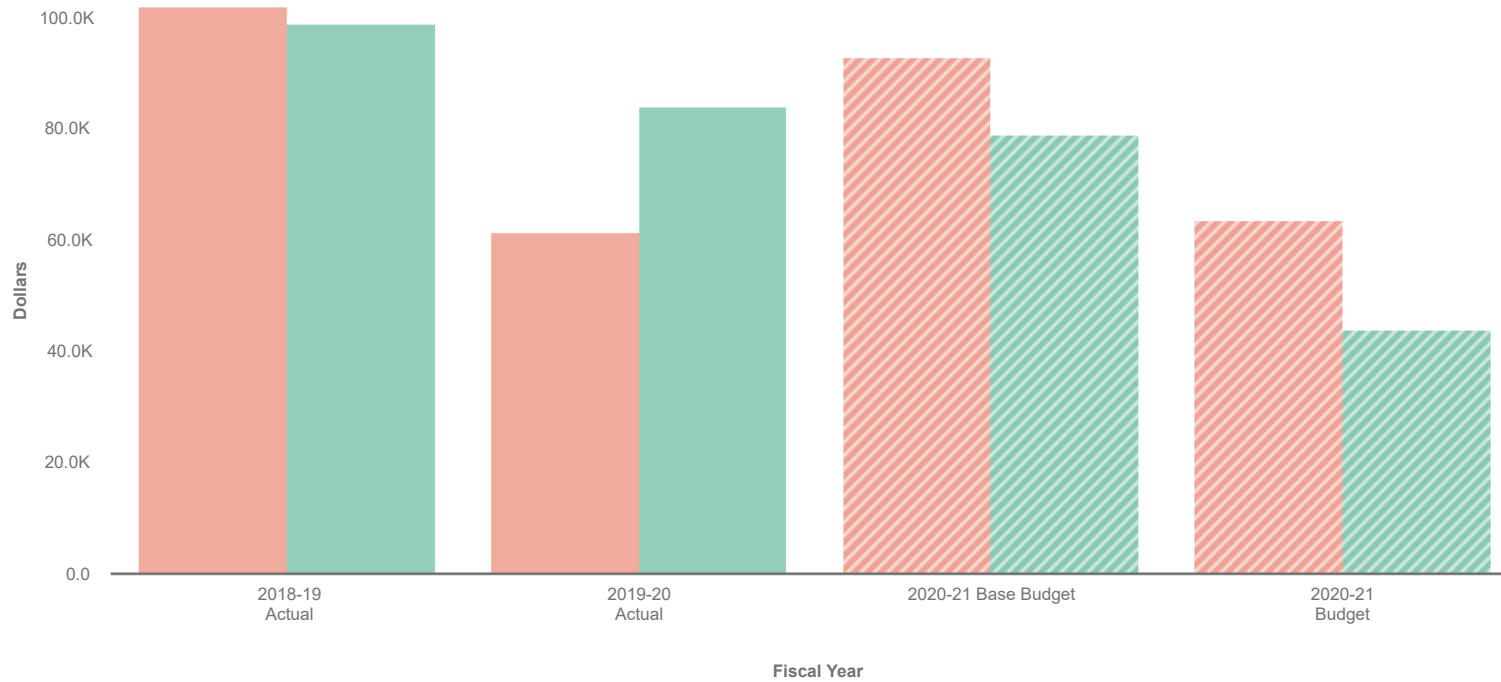
The Community Support action items include objectives and tactics that align primarily with the following Mono County Strategic Priorities – *Promote a Fiscally Healthy County and Regional Economy* and *Enhance Quality of Life for County Residents*.

- Revisit and refine, as necessary, the grant parameters application process, and scoring rubric with the Economic Development, Tourism and Film Commission.
- Continue to assist community non-profits/organizations to provide specific programs, events, projects, and services which contribute both to enhancing the visitor experience, and to the quality of life for residents. Additionally, assist with the organizations' marketing efforts outside the Eastern Sierra, primarily with respect to events.

3. Community Support Groups 109-19-190



Visualization



Sort Large to Small

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 99,000	\$ 84,000	\$ 79,000	\$ 44,000
▶ Transfers In	99,000	84,000	79,000	44,000
▼ Expenses	101,826	61,585	93,017	63,589
▶ Support of Other	101,826	61,585	93,017	63,589
Revenues Less Expenses	\$ -2,826	\$ 22,415	\$ -14,017	\$ -19,589

Data filtered by Types, COMMUNITY SUPPORT PROGRAMS, ECONOMIC DEVELOPMENT, No Project and exported on July 28, 2020. Created with OpenGov

Economic Development
Fish Enhancement
Fish Enhancement - 102

DEPARTMENTAL OVERVIEW

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

PROGRAMS AND SERVICES

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

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

N/A

4. Fish Enhancement 102-19-192



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 104,289	\$ 104,253	\$ 103,737	\$ 103,737
▶ Transfers In	103,737	103,737	103,737	103,737
▶ Interest & Rents	552	516	0	0
▼ Expenses	100,965	99,904	103,737	103,737
▶ Services and Supplies	100,965	99,904	103,737	103,737
Revenues Less Expenses	\$ 3,325	\$ 4,349	\$ 0	\$ 0

Data filtered by Types, FISH ENHANCEMENT, GENERAL-PROMOTION, FISH ENHANCEMENT, No Project and exported on July 28, 2020. Created with OpenGov

ECONOMIC DEVELOPMENT
Fish and Game Fine Fund
DEPARTMENT 104

DEPARTMENTAL (or Division) OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

None at this time.

CORE SERVICE AND PROGRAM DESCRIPTION

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

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

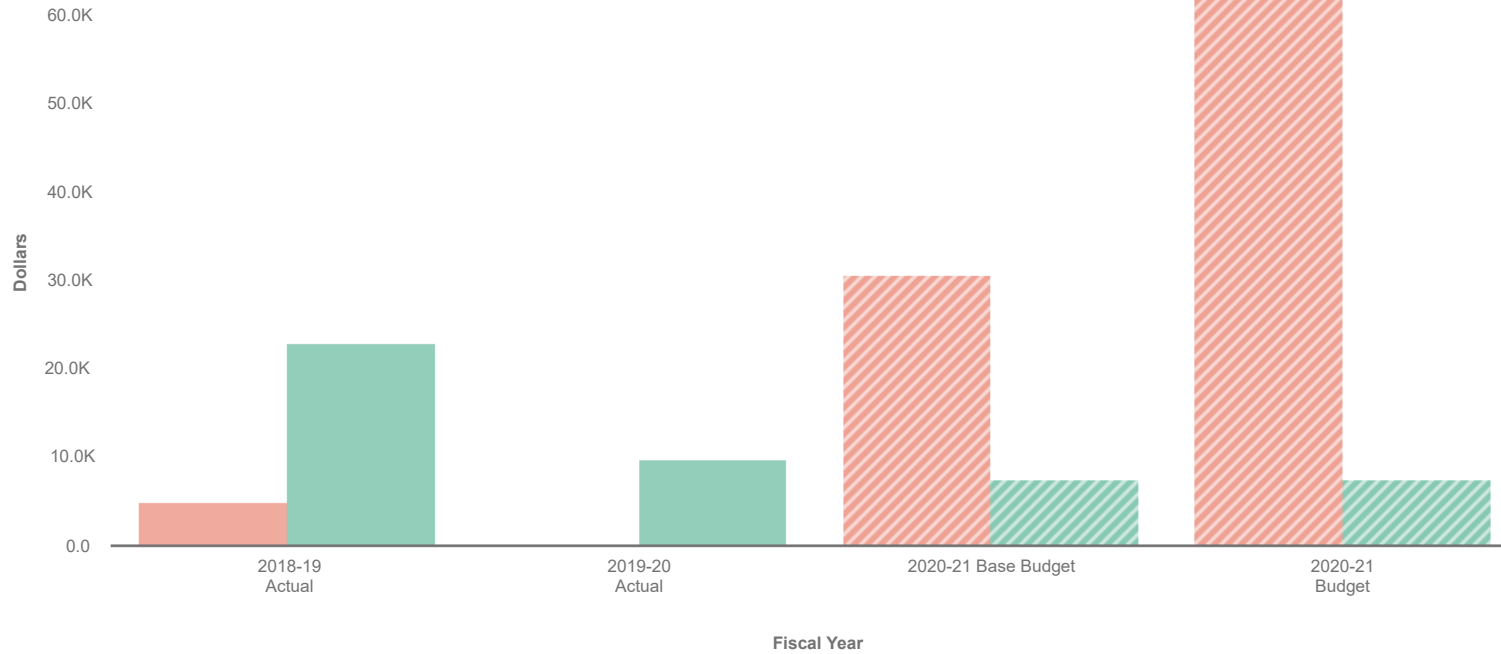
The Fish & Game Fine Fund action items include objectives and tactics that align primarily with the following Mono County Strategic Priorities – *Promote a Fiscally Healthy County and Regional Economy* and *Enhance Quality of Life for County Residents*.

- Work with the Mono County Fish & Wildlife Commission to bring applicable programs to the Board of Supervisors for funding approval.
- Administer the Wildlife Eastern Sierra contact, supported with Fine Fund dollars.

5. Fish & Game Propagation 104-27-193



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 5,000	\$ 0	\$ 30,600	\$ 64,000
▶ Services and Supplies	5,000	0	30,600	64,000
▼ Revenues	23,013	9,815	7,600	7,600
▶ Fines, Forfeitures & Penalties	22,178	8,908	7,500	7,500
▶ Interest & Rents	835	907	100	100
Revenues Less Expenses	\$ 18,013	\$ 9,815	\$ -23,000	\$ -56,400

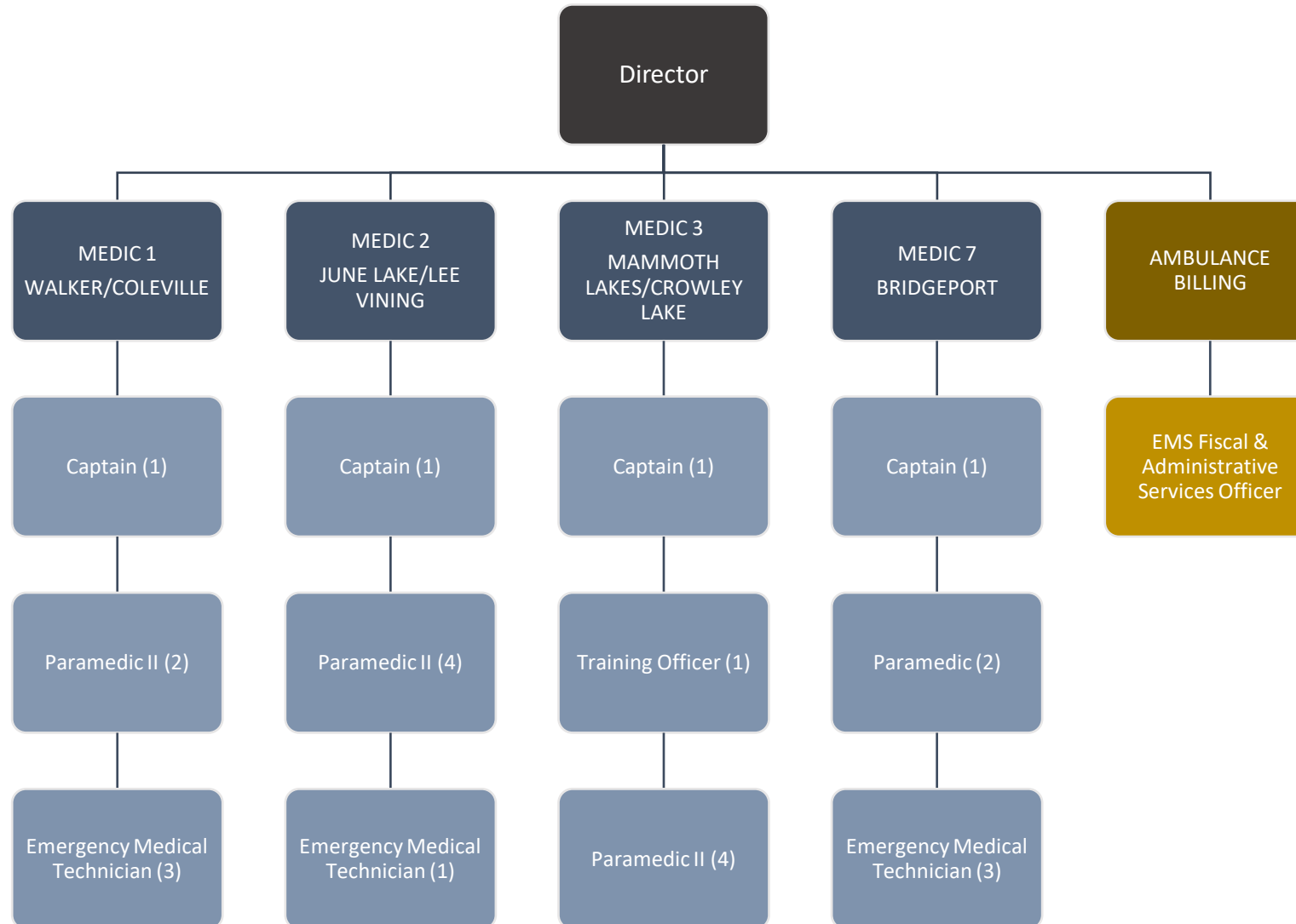
Data filtered by Types, FISH AND GAME FINE FUND, PUBLIC PROTECTION-OTHER, FISH & GAME PROPAGATION, No Project and exported on July 28, 2020. Created with OpenGov

EMERGENCY MEDICAL SERVICES



EMERGENCY MEDICAL SERVICES

Departmental Organizational Chart



EMERGENCY MEDICAL SERVICES

Core Services

		Mandated?	
1	LEVEL OF PATIENT CARE/TRANSPORT	Advanced Life Support (ALS)	N
		Basic Life Support (BLS)	N
		Intra-Facility Transports	N
		Critical Care Transports	N

		Mandated?	
2	INSTRUCTION	Firs Aid/CPR	N
		Pediatric Advanced Life Support	N
		Advanced Cardiac Life Support	N
		EMT/Paramedic Level Continuing Education	N

3	RESCUE	Swift Water First Responder	N
		Ice Rescue Awareness	N
		Low Angle Rope Rescue	N
		Backcountry Access	N

4	AMBULANCE BILLING/REVENUE SERVICES	HIPAA Compliance	Y
		Medical Insurance Billing	N
		Court Ordered Restitution Collection	N
		Maddy Fund Management	N

5	COMMUNITY PROGRAMS	Automated External Defibrillator	N
		Narcan Distribution	N
		Blood Pressure/Wellness Checks	N
		Ambulance Membership	N

6	DIASASTER RESPONSE	All Hazard Incident Management Team Member - Incident Command	N
		Medical and Health Operational Area Coordinator - EMS	N
		NIMS Compliance	Y
		COVID-19 Unified Command - Operations	N

7			

8			

9			

10			

EMERGENCY MEDICAL SERVICES DEPARTMENT 855

DEPARTMENT MISSION STATEMENT

The mission of Mono County Emergency Medical Services is to provide quality services to the County which preserve life, reduce suffering, improve health and promote the safety of citizens and visitors who live, work and play in our County.

DEPARTMENTAL OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The worldwide COVID-19 pandemic has impacted Mono County EMS in many ways. Our top priority is the health, safety and well-being of our personnel and the communities we serve. Our “normal” operations have changed significantly, as we continue to plan for and respond to this community-wide disease. Personnel Protective Equipment (PPE) is critically important to protect our first responders and we are working hard to ensure we have the needed equipment to keep our first responders safe. We are working to access all forms of federal, regional and local funding sources to help offset the costs of the current pandemic and prepare for future needs.

CORE SERVICE AND PROGRAM DESCRIPTION

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

DEPARTMENTAL ACTION PLAN FOR 2020-2021

In FY2020, EMS ran 1,710 calls County-wide with 912 billable transports. We experienced a 30% decrease in call volume for the months of March, April and May due to the COVID-19 pandemic. This will have a significant impact on our 4th quarter ambulance revenue.

Goals for FY2021:

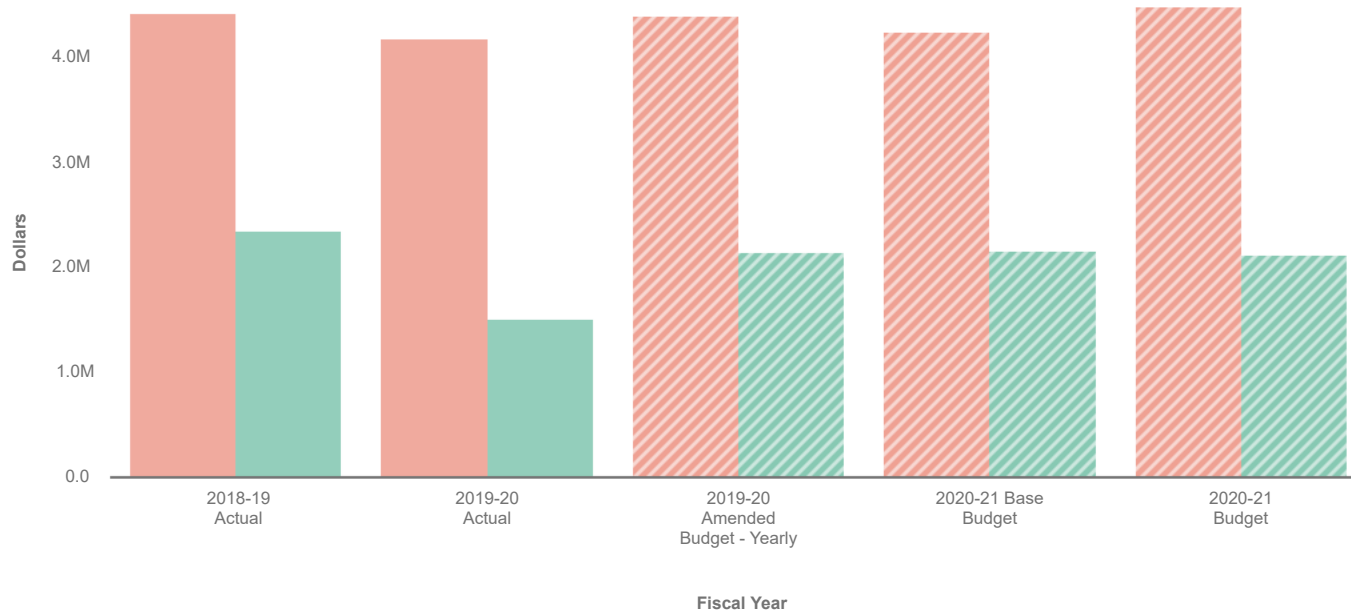
- Increase ambulance fee base rate by 25%
- Promote Ambulance Subscription Program
- Timely filling of staff vacancies to reduce overtime accumulation
- Reduce ambulance out-of-service time by replacing high mileage ambulance in Mammoth Lakes

COVID-19 has reduced our community outreach programs due to reduced gathering sizes and the risk of exposure to EMS staff. Sustainability, adaptability and revenue enhancement will be the priorities moving forward into FY2021.

1. Emergency Medical Services 100-42-855



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 2,349,217	\$ 1,510,892	\$ 2,139,800	\$ 2,154,820	\$ 2,118,755
Charges for Services	1,357,406	748,616	1,215,000	1,225,000	1,467,500
Taxes	587,375	431,992	583,800	335,320	359,505
Intergovernmental	404,437	330,284	341,000	594,500	291,750
Expenses	4,421,727	4,174,363	4,393,931	4,241,658	4,467,700
Salaries & Benefits	3,734,612	3,511,497	3,634,802	3,369,610	3,690,704
Services and Supplies	673,325	662,866	754,129	872,048	776,996
Capital Outlay	13,790	0	5,000	0	0
Revenues Less Expenses	\$ -2,072,509	\$ -2,663,471	\$ -2,254,131	\$ -2,086,838	\$ -2,348,946

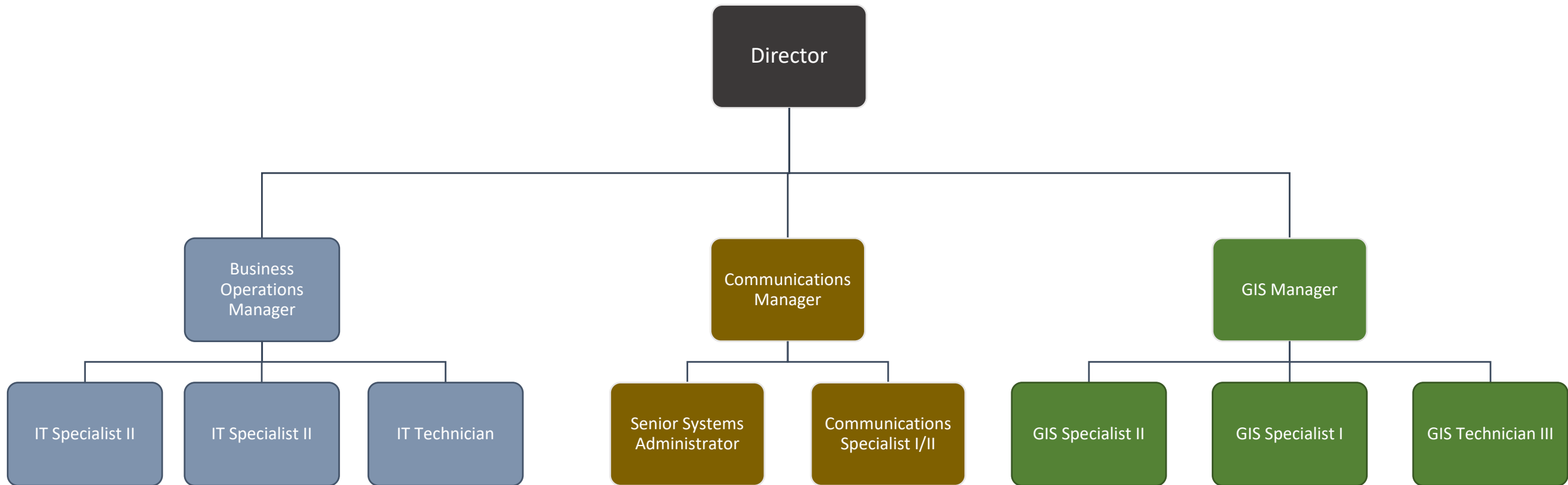
Data filtered by Types, GENERAL FUND, HEALTH&SANITATION-HOSP CARE, PARAMEDIC PROGRAM, No Project and exported on August 20, 2020. Created with OpenGov

INFORMATION TECHNOLOGY



INFORMATION TECHNOLOGY

Departmental Organizational Chart



INFORMATION TECHNOLOGY

Core Services

		Mandated?	
1	USER SUPPORT & HELP DESK	Timely & effective response	N
		Quality engagement experiences for users	N
		Work Order Management	N
		Self Help Portal	N

		Mandated?	
2	INFRASTRUCTURE	Lice-cycle Management	N
		Standardized & integrated systems	N
		Cores Service Business Continuity	N
		Disaster Response & Recovery	N

3	COMMUNICATIONS	Stable network & reliable fast internet	N
		Intergrated voice, cideo, chat communications	N
		Disaster ready communications systems	N
		Interoperable radio communications	N

4	SECURITY & COMPLIANCE	Data and network protection	N
		Patches & updates	N
		State & Federal Compliance	Y
		Security training & education	N

5	BUSINESS OPERATIONS & APPLICATIONS	Davices: Laptop, Desktop, Tablet...	N
		Project Management / Business Process Improvement	N
		Industry standard application suites	N
		System integration & design	N

6	TECHNOLOGY FOR PUBLIC ENGAGEMENT	Beautiful, modern website	N
		Intuitive civic engagement opportunities	N
		Open and transparent government resources	N
		Highly leveraged GIS for storytelling	N

7	TRAINING & EDUCATION	Tech Resources Library	N
		On-Boarding	N
		Professionnal development & growth	N
		Peer mentoring	N

8	POLICY, PRACTICE & LEADERSHIP	Develop and maintain modern IT policies	N
		Look toward and implement best practices	N
		Maintain awareness of emerging trends	N
		Innovation	N

9	SERVICE CATEGORY	Effort	N
		Effort	N
		Effort	N
		Effort	N

10	SERVICE CATEGORY	Effort	N
		Effort	N
		Effort	N
		Effort	N

INFORMATION TECHNOLOGY DEPARTMENT 150, 151, 653

DEPARTMENT MISSION STATEMENT

"Empower our community by providing exceptional technology and customer service."

DEPARTMENTAL OVERVIEW

The Mono County IT Department is a Tier 2 - Essential Services department which provides the core technology, data, and communications infrastructure for Mono County and the Town of Mammoth Lakes. The Department is comprised of 12.5FTE employees who are spread between three business lines: Infrastructure, Services, and Geographic Information Systems. In addition to the core IT services which are provided to our users, the IT Department is responsible for management of the Radio & Communications Division (151) which is primarily focused on maintaining and improving Mono County's Public Safety & Administration Land-Mobile Radio System (LMRS).

CHALLENGES, ISSUES and OPPORTUNITIES

As the IT Department continues to work toward supporting the overall strategic vision of the individuals and departments within the County and Town, we are constantly faced with evolving and changing priorities and are forced to balance a high demand of work with a limited staff. Luckily, the department is appropriately funded and capable of implementing technology effectively and efficiently thanks to high caliber personnel. Of significant challenge is maintaining and working to overhaul the County & Town's 30+ year old public safety radio system which is prone to regular failure and requires a significant financial investment to replace.

CORE SERVICE AND PROGRAM DESCRIPTION

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

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

The IT Department is in the second year of its three-year strategic plan which includes six Strategic Initiatives: Customer Success; Infrastructure & Security; Communications; Engaged & Empowered Users; Usability & Access; and Data Quality & Availability. We are continuing to work toward the achievement of a number of goals and intended results, which can be clearly seen at

<https://on.mono.ca.gov/ITStrategicPlan>.

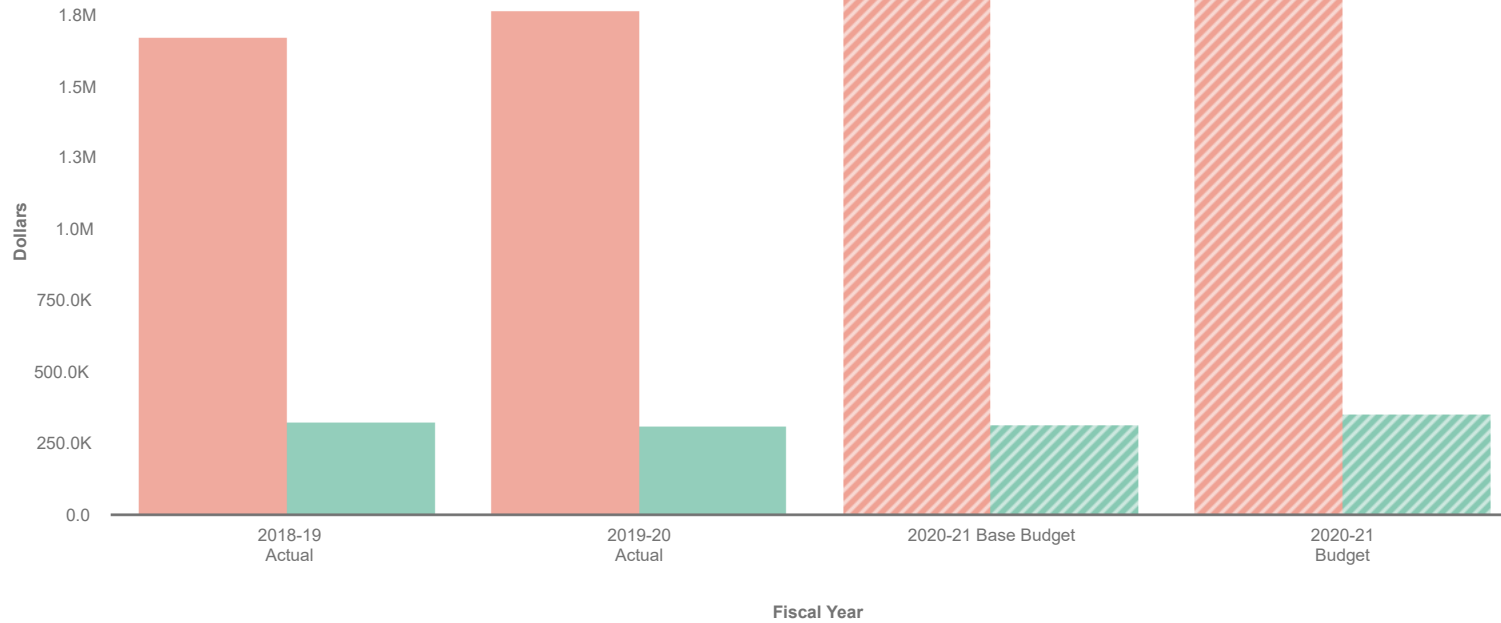
1. Information Technology 100-17-150



Visualization

Sort **Large to Small**

- Expenses
- Revenues



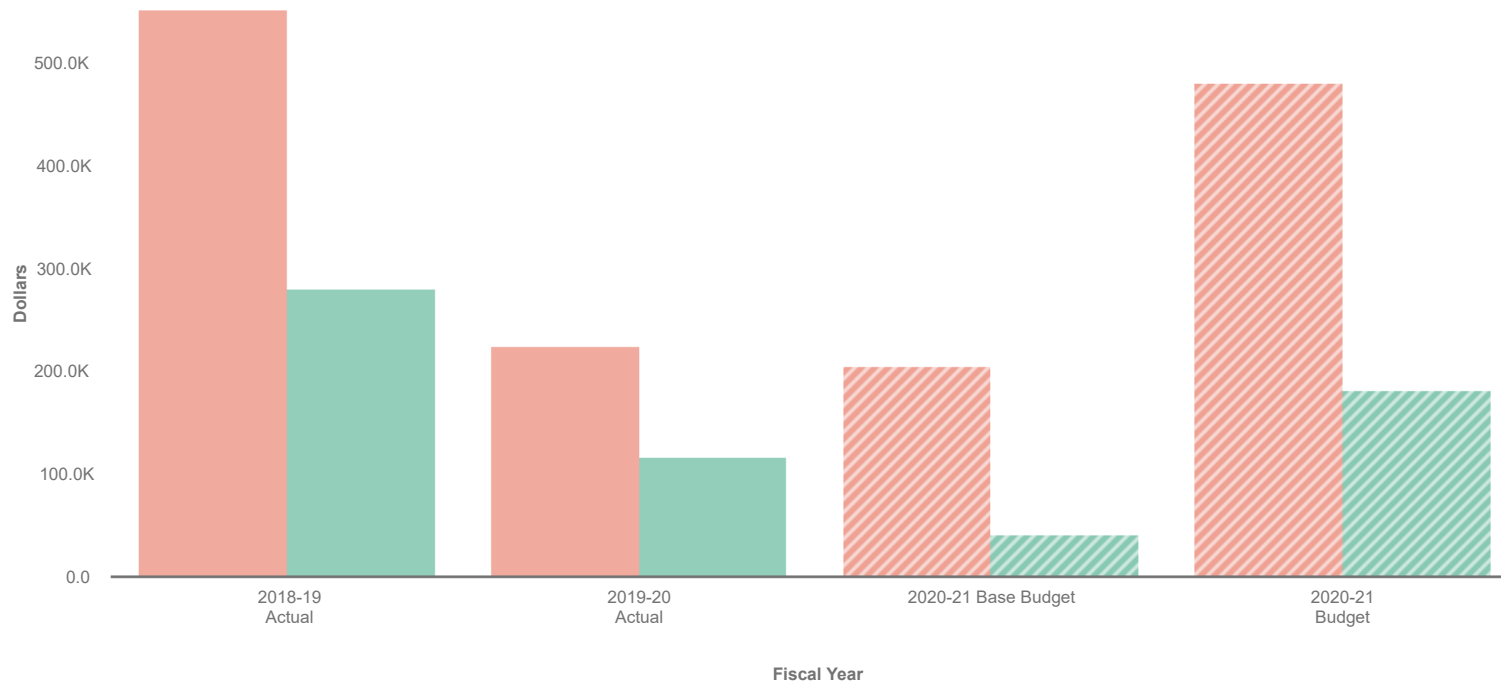
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 325,423	\$ 313,780	\$ 318,620	\$ 355,620
▶ Charges for Services	325,423	313,780	318,620	355,620
▼ Expenses	1,671,658	1,769,487	1,982,597	1,948,493
▶ Salaries & Benefits	1,411,993	1,534,487	1,706,969	1,641,047
▶ Services and Supplies	259,665	235,000	275,628	307,446
Revenues Less Expenses	\$ -1,346,235	\$ -1,455,707	\$ -1,663,977	\$ -1,592,873

Data filtered by Types, GENERAL FUND, GENERAL-PROPERTY MANAGEMENT, INFORMATION TECHNOLOGY, No Project and exported on July 29, 2020. Created with OpenGov

2. IT Radio 100-17-151



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 281,341	\$ 117,186	\$ 41,000	\$ 181,800
▶ Transfers In	139,791	100,386	0	100,000
▶ Intergovernmental	124,750	0	0	0
▶ Charges for Services	0	0	25,000	65,000
▶ Interest & Rents	16,800	16,800	16,000	16,800
▼ Expenses	551,360	224,375	205,197	480,659
▶ Services and Supplies	300,794	101,920	68,135	192,700
▶ Salaries & Benefits	118,017	120,198	137,062	137,959
▶ Capital Outlay	32,162	2,256	0	150,000
▶ Transfers Out	100,386	0	0	0
Revenues Less Expenses	\$ -270,019	\$ -107,189	\$ -164,197	\$ -298,859

Data filtered by Types, GENERAL FUND, GENERAL-PROPERTY MANAGEMENT, Information Tech - Radio, No Project and exported on July 29, 2020. Created with OpenGov

3. Tech Refresh 653-17-150



Visualization

Sort **Large to Small**

- Expenses
- Revenues



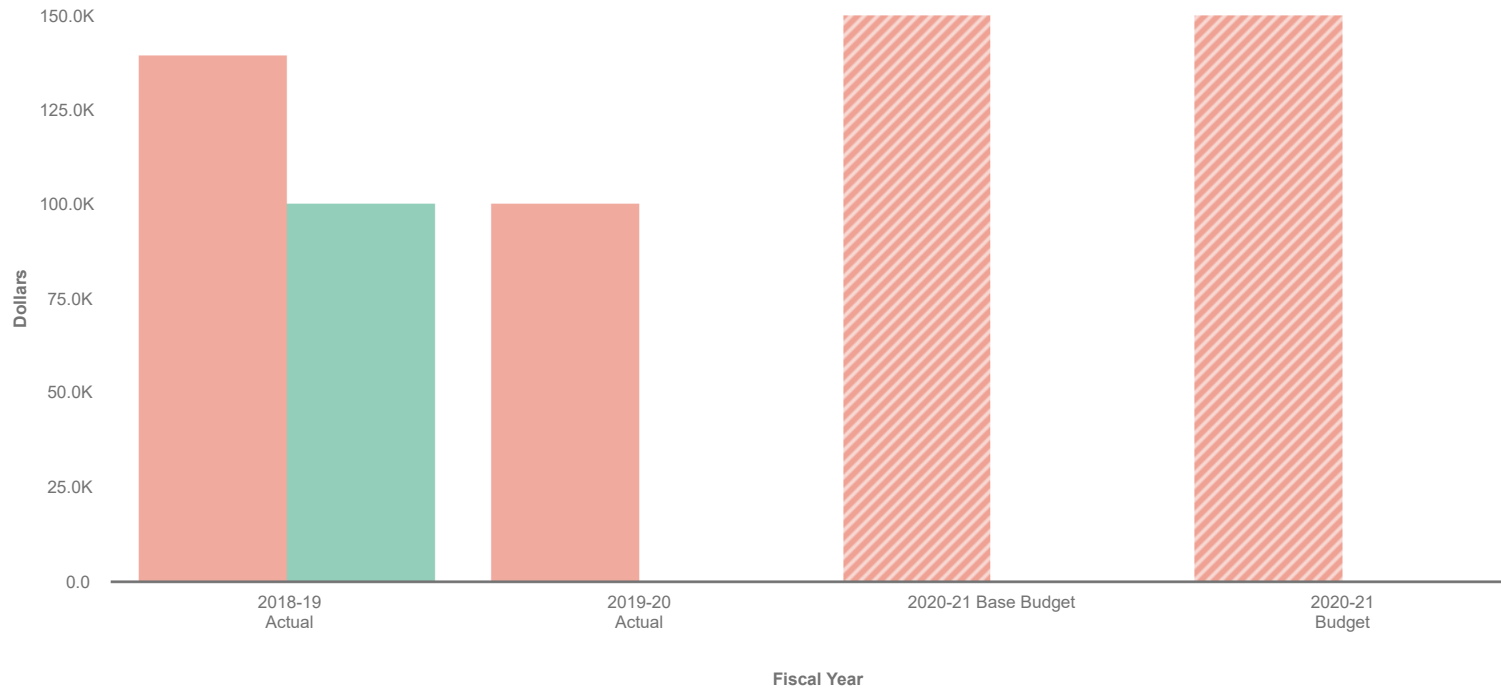
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 303,646	\$ 565,972	\$ 354,993	\$ 418,040
▶ Charges for Services	302,052	330,546	354,993	418,040
▶ Transfers In	0	235,000	0	0
▶ Interest & Rents	1,593	-92	0	0
▶ Other Financing Sources	0	518	0	0
▼ Expenses	352,364	433,467	397,328	558,013
▶ Services and Supplies	350,513	349,217	342,828	470,513
▶ Capital Outlay	17,550	84,250	54,500	87,500
▶ Depreciation	-15,699	0	0	0
Revenues Less Expenses	\$ -48,718	\$ 132,505	\$ -42,335	\$ -139,973

Data filtered by Types, COMPUTER REPLACEMENT POOL, GENERAL-PROPERTY MANAGEMENT, INFORMATION TECHNOLOGY, No Project and exported on July 29, 2020. Created with OpenGov

4. Accumulated Capital Outlay 191-18-001



Visualization



Sort **Large to Small**

- Expenses
- Revenues

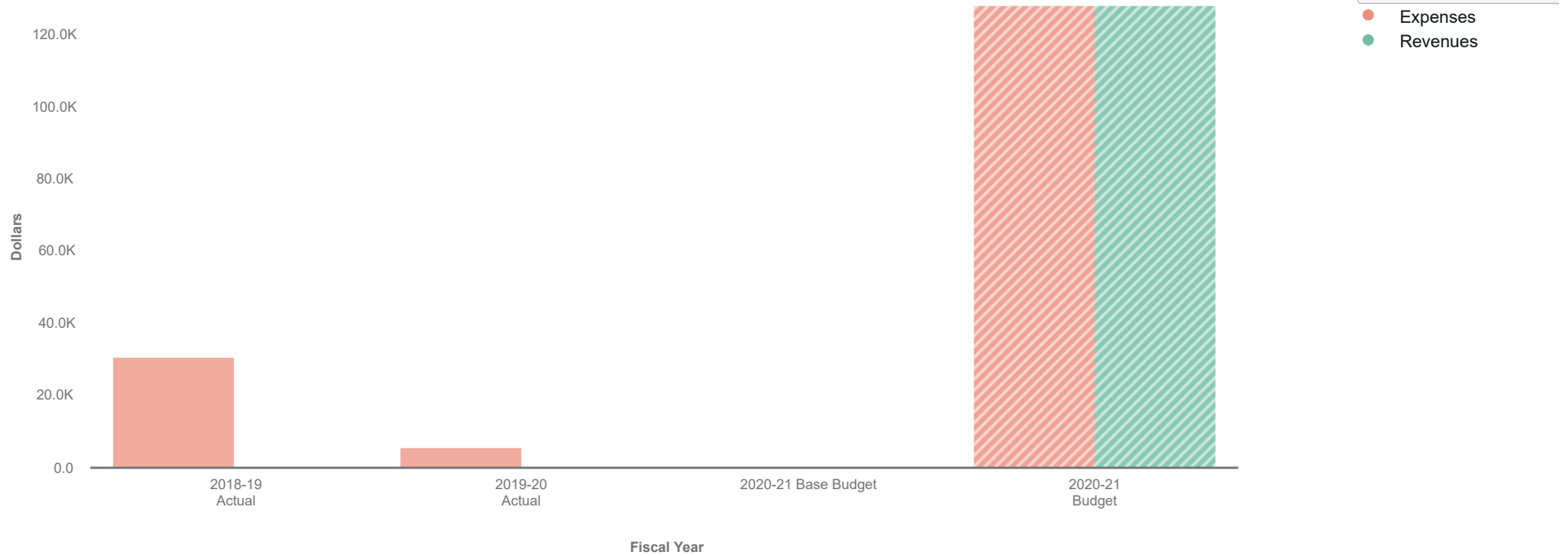
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 100,386	\$ 0	\$ 0	\$ 0
▼ Expenses	139,791	100,386	150,000	150,000
▶ Transfers Out	139,791	100,386	150,000	150,000
Revenues Less Expenses	\$ -39,405	\$ -100,386	\$ -150,000	\$ -150,000

Data filtered by Types, Accumulated Capital Outlay, GENERAL-PLANT ACQUISITION, GENERAL-OTHER, No Project and exported on July 29, 2020. Created with OpenGov

5. Emergency Services 100-27-465



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 127,790
▶ Intergovernmental	0	0	0	127,790
▼ Expenses	30,639	5,818	0	127,790
▶ Services and Supplies	3,351	5,787	0	127,790
▶ Salaries & Benefits	27,288	31	0	0
Revenues Less Expenses	\$ -30,639	\$ -5,818	\$ 0	\$ 0

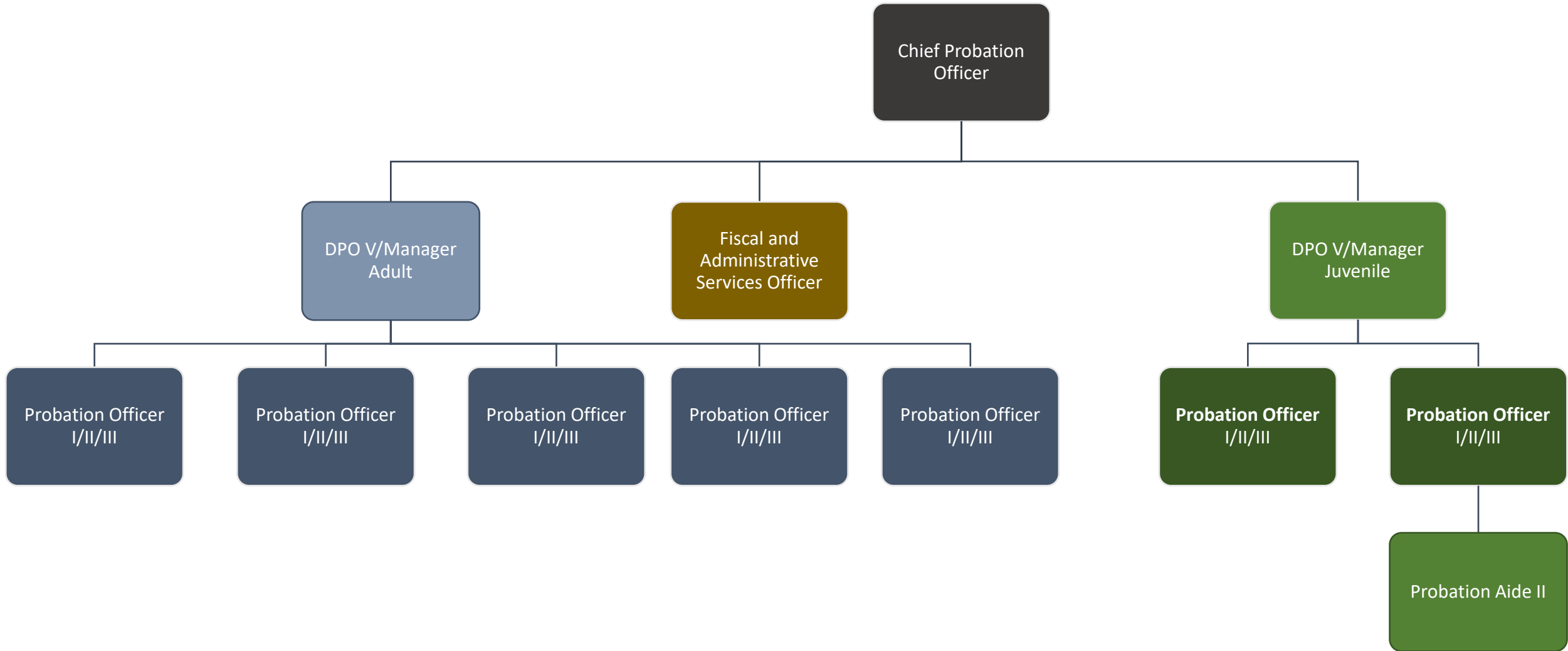
Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-OTHER, EMERGENCY SERVICES, No Project and exported on July 29, 2020. Created with OpenGov

PROBATION



Probation

Departmental Organizational Chart



Probation

Core Services

		Mandated?				Mandated?	
1	Preventing Crime by changing criminal thinking	Effort Case plans include the Needs/Risk Assessments	Y	2	Objectively assessing the law and facts	Effort Officers trained	Y
		Effort Needs are assigned by Probation Officer (e.g., counseling, etc/)	Y			Effort Reports completed and research within time limits	Y
		Effort EBP programming provided by certified staff	Y			Effort Reports meet need of the Bench	Y
		Effort Individual EBP Cognitive Behavioral Workbooks with DPO	Y			Effort Victims statements and interviews included in report	Y
3	Restoring victims and preventing future victimization	Reports include victim's statement and requests	Y	4	Holding clients accountable through community supervision	Effective client community contacts	Y
		Empathetic interviewing style	Y			Quality record keeping	Y
		Support through entire process	Y			Supervision e through technology (e.g. GPS, UA, etc)	Y
		Response to contacts by victims	Y			Attend Tri-County Fair and other events for supervision	Y
5	Rehabilitating our clients with evidence-informed strategies that change behavior	Provide EBP treatments, assessments, and practices	Y	6	Ensuring secure and effective detention services and successful reentry	Visual inspection of contracted detention facilities	Y
		Meaningful referrals to EBP treatment	Y			Case plan for youth outlines re-entry services (e.g., provide WRAP, Independent Living Skills, Reunification services, STRTP	Y
		DPO one on one meeting with client include EBP	Y			Case plan for PRCS and MS outlines re-entry plans	Y
		EBP groups provided by certified staff	Y			Providing safe transport of youth to treatment and/or detention	Y
7	Provide training	Employees receive initial 6 weeks of Core	Y	8	Provide automated Policies and Procedures	Provide automated written directives on internet.	Y
		Employees receive training required by STC and Social Services (e.g., CCR, Placement, JSORRAT, SARATSO, supervisor, weapons	Y			Supervisor assigned Lexipol generates written directives	N
		Officers complete certifications and qualifications annually	Y			Procedures are simple, thoughtful, in compliance with law	Y
		Each staff to attend implicit bias training	Y			Change CMS system through County IT	Y
		Ensure employees have safety gear for training (PC 832) and add Taser for nonlethal defense	Y			Provide training for effected staff	Y
9	Prevention and Community Education	Mono County Health and Safety Fairs		10	Probation School Resource Officer	Provide law related education	
		Fourth of July information Booth				Immediate truancy response	
		Presence during community events such as Bluezapoola				Teen Court Development	
		Community Advisory Board for CCP				Additional presence at school events	

PROBATION
Adult
DEPARTMENT 520

***Division* MISSION STATEMENT**

To protect the community and preserve victim’s rights by holding individuals accountable through the implementation of evidence-based practices and rehabilitative services.

ADULT DIVISION OVERVIEW

Adult Division provides supervision and evidence-based programming to justice-involved adults and works closely with community justice partners to deliver need expertise. This division also conducts investigations, prepares presentence reports, provides pretrial and reentry services. High risk clients receive specialized services and case management oversight.

CHALLENGES, ISSUES and OPPORTUNITIES

In November of 2020, citizens of California will vote on a referendum which was originally SB 10 – Bail Reform. If approved, the new law will be a significant change to an age-old system of client release and detainment. Funding is not expected. Also expected for this year is the expansion of reentry through the Community Corrections Partnership. With the impact of COVID and economic stressors, the CCP will not have funding to implement this process and Probation will be expected to dedicate an employee. Considering these two challenges, it would be more appropriate to label them opportunities. Pretrial will reduce offenders in the jail thereby reducing costs to the county. It will also reduce the disparity seen in the current bail system. The same applies to Reentry, clients will receive more assistance and opportunities to be successful. Probation Adult Division is currently implementing pretrial and reentry with the real potential of improving our services to clients and the community.

CORE SERVICE AND PROGRAM DESCRIPTION

Adult Probation provides measurable supervision services to all levels of supervision to include Pre-release, Drug Court, community supervision and cognitive behavioral strategies pursuant to §1203 Penal Code. Supervision contributes to the safety of a community by surveillance, supervision, and compliance. Probation fulfills numerous mandatory requirements and responds to California’s changing legislative changes.

DEPARTMENTAL ACTION PLAN FOR 2020-2021

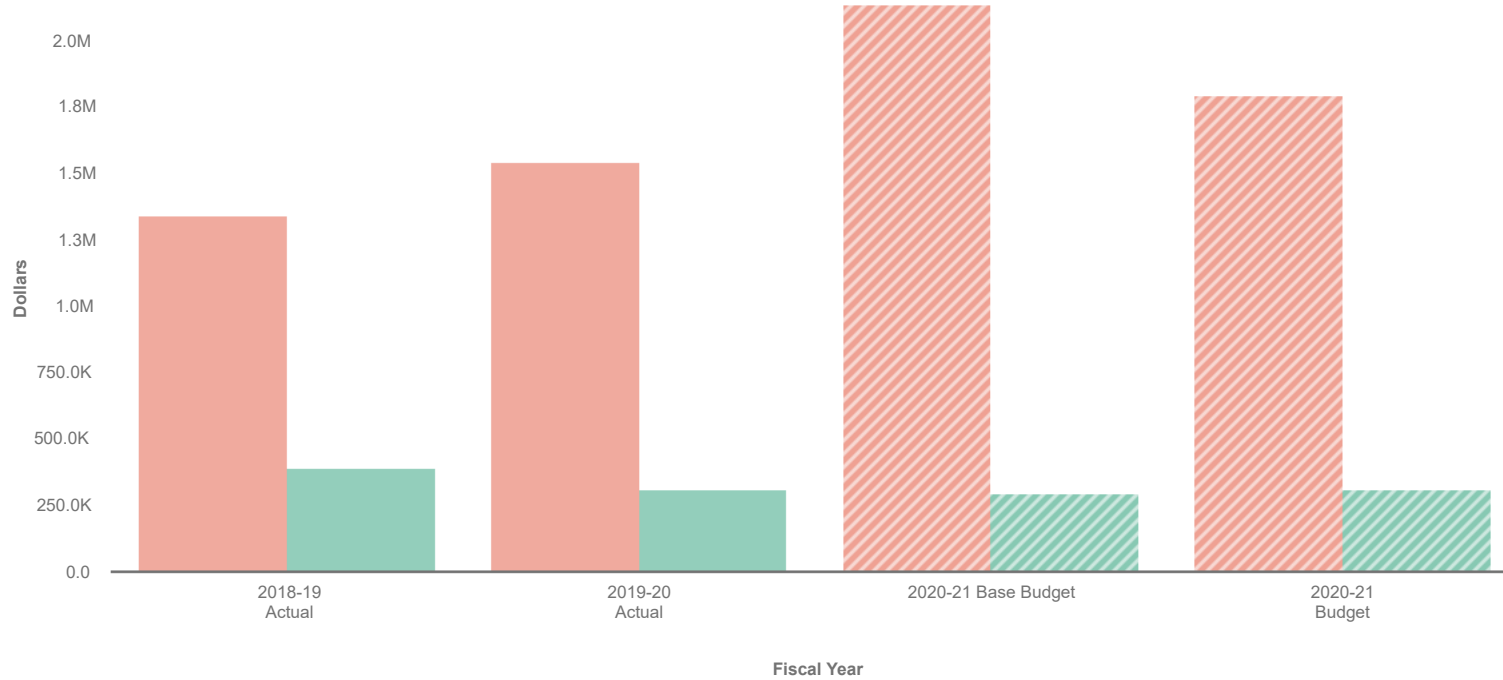
As the COVID-19 pandemic continues to evolve, probation services changed and will continue to change and adapt within the next year. Probation is an essential services department and has been in the field with clients at their homes since the beginning of the pandemic. Our clients have been affected economically and emotionally and will need multiple levels of assistance while they stabilize. Probation will continue to supervise within the Court’s Order and ensure that clients have access to services outside of probation that can assist them and their families. There has been an increase in domestic violence which has necessitated a need for more Batterer’s Intervention classes and Probation has adapted to ensure services will be available.

As we continue to face additional challenges, we know the importance of our involvement in our client’s lives and will continue to be there for them.

1. Adult Probation Services 100-23-520



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 393,814	\$ 310,778	\$ 297,930	\$ 311,775
▶ Transfers In	233,200	200,000	200,000	200,000
▶ Intergovernmental	143,281	98,560	82,880	96,725
▶ Charges for Services	14,999	11,655	12,300	12,300
▶ Fines, Forfeitures & Penalties	2,334	563	2,750	2,750
▼ Expenses	1,340,540	1,545,507	2,132,021	1,795,032
▶ Salaries & Benefits	1,118,740	1,311,980	1,806,813	1,474,763
▶ Services and Supplies	221,800	233,528	325,208	320,269
Revenues Less Expenses	\$ -946,726	\$ -1,234,730	\$ -1,834,091	\$ -1,483,257

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-DETENTI&CORR, ADULT PROBATION SERVICES, No Project and exported on July 29, 2020. Created with OpenGov

PROBATION
Juvenile
DEPARTMENT 500

DEPARTMENT MISSION STATEMENT

To have no youth on probation, only youth who need services.

DEPARTMENTAL (or Division) OVERVIEW

Juvenile division provides services and manages cases of delinquent, status offense and dependent youth. The division provides evidence-based practices to assist court-ordered youthful offenders through a term of supervision by preventing crime by changing criminal thinking, conducting investigations for the court, holding youth accountable, habilitating youth with evidence-based strategies and education.

CHALLENGES, ISSUES and OPPORTUNITIES

Challenges: lack of funding, lack of after school programs, lack of preventative programming

Issues: Rural communities that are far away from the town where most services are located, weather causes transportation issues, and high cost of living causes both parents to work and not provide adequate supervision for juveniles.

Opportunities: Officer in school, low numbers of youth allowing for supportive work, more time to create programming or vocational opportunities, and collaboration with BH and Social Services helps to create programs for youth that are at risk of removal

CORE SERVICE AND PROGRAM DESCRIPTION

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

DEPARTMENTAL ACTION PLAN FOR 2020-2021

As the COVID-19 pandemic continues to evolve, probation services changed and will continue to change and adapt within the next year. Probation is an essential services department and has been in the field with clients at their homes since the beginning of the pandemic. Our clients have been affected economically and emotionally and will need multiple levels of assistance while they stabilize. Probation will continue to supervise within the Court's Order and ensure that clients have access to services outside of probation that can assist them and their families. Given online schooling, Probation has proactively met with education leaders and devised a method to assist students and the schools positively. A plan is in place for Mammoth Lakes High school and Coleville High School for youth not signing in and attending school. All involved would like to motivate youth to participate in school and avoid referrals to the School Attendance Review Board.

As we continue to face additional challenges, we know the importance of our involvement in our client's lives and will continue to be there for them.

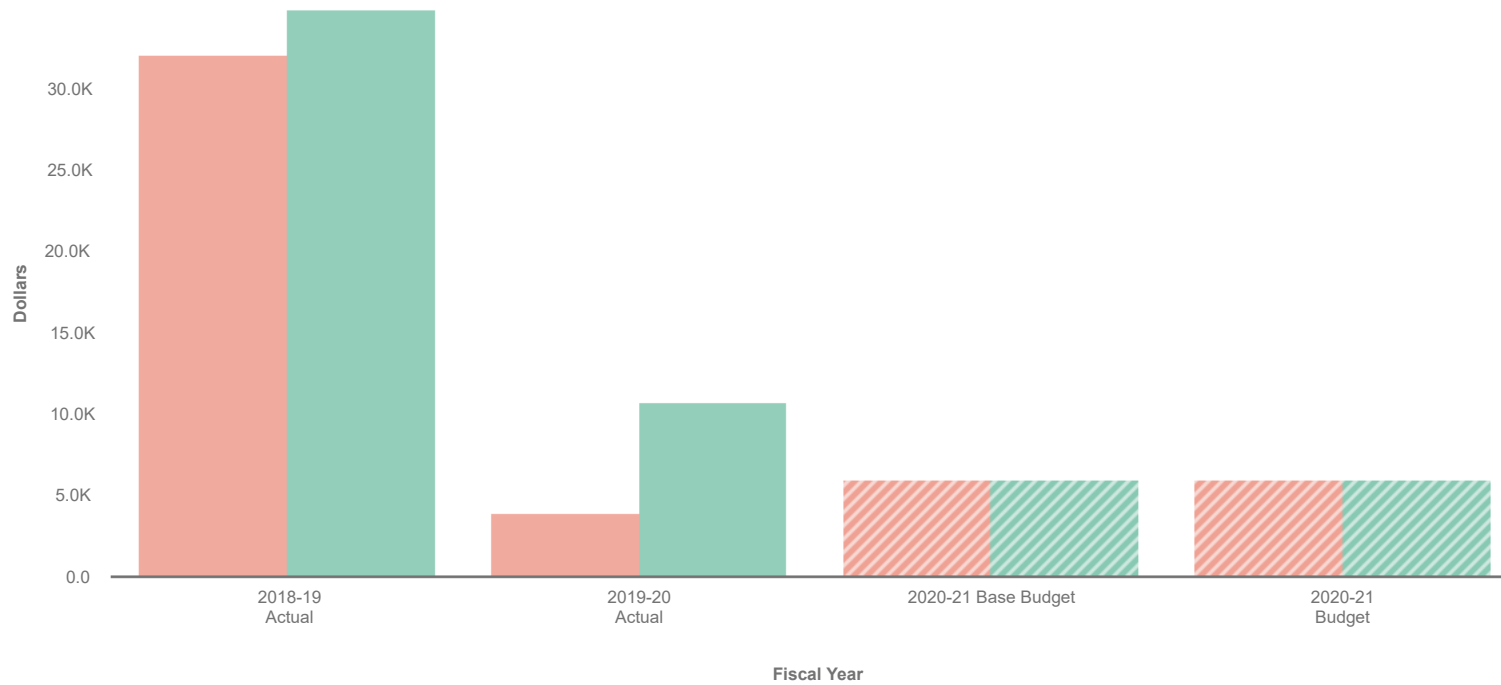
2. Juvenile probation 100-23-500



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 34,849	\$ 10,777	\$ 5,970	\$ 6,000
▶ Intergovernmental	30,973	8,334	5,970	6,000
▶ Transfers In	3,876	2,443	0	0
▼ Expenses	32,163	3,940	5,970	6,000
▶ Services and Supplies	12,331	3,940	5,970	6,000
▶ Salaries & Benefits	19,832	0	0	0
Revenues Less Expenses	\$ 2,686	\$ 6,836	\$ 0	\$ 0

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-DETENTI&CORR, JUVENILE PROBATION SERVICES, No Project and exported on July 29, 2020. Created with OpenGov

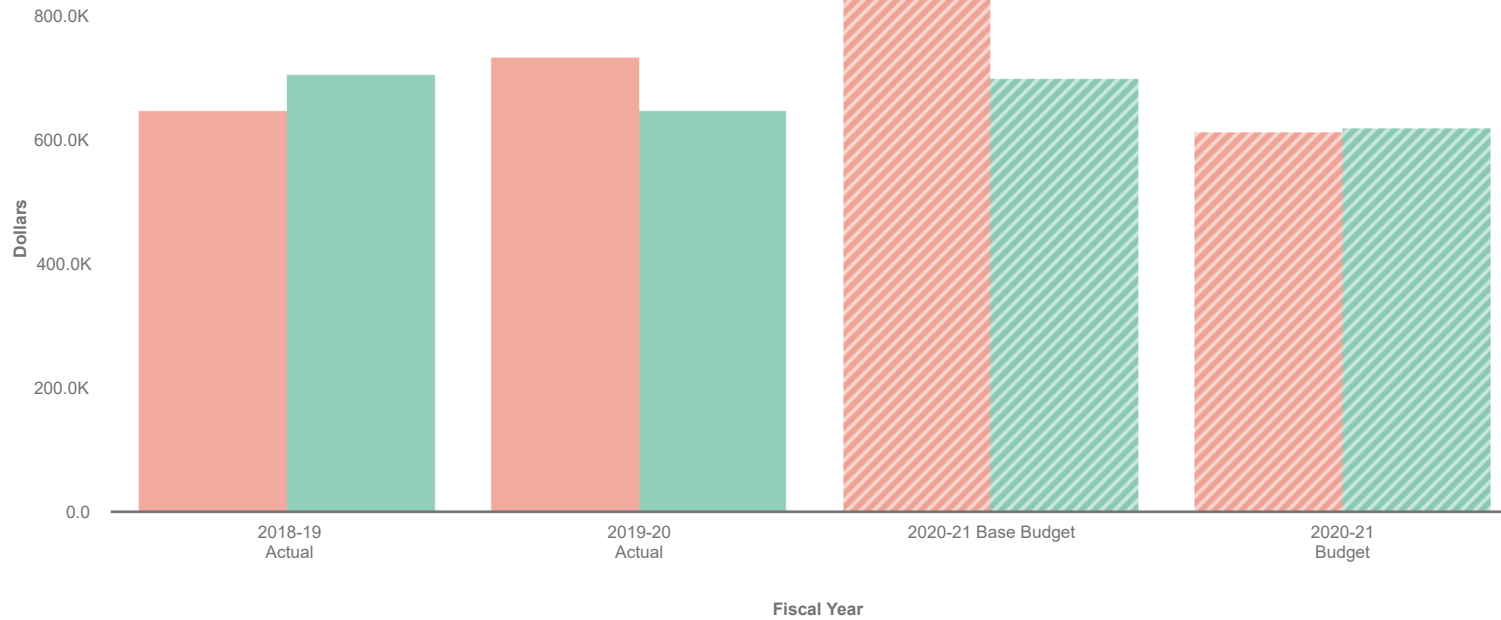
3. Probation CCP 2011 Realignment 680-23-520



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 647,142	\$ 734,010	\$ 912,920	\$ 614,470
▶ Salaries & Benefits	391,251	333,540	444,720	444,720
▶ Transfers Out	173,553	318,750	325,000	25,000
▶ Services and Supplies	82,338	81,720	143,200	144,750
▼ Revenues	705,610	648,252	700,409	619,054
▶ Intergovernmental	693,361	635,782	700,409	619,054
▶ Interest & Rents	12,249	12,471	0	0
Revenues Less Expenses	\$ 58,468	\$ -85,758	\$ -212,511	\$ 4,584

Data filtered by Types, Probation CCP 2011 Realignment, PUBLIC PROTECTION-DETENTI&CORR, ADULT PROBATION SERVICES, No Project and exported on July 29, 2020. Created with OpenGov

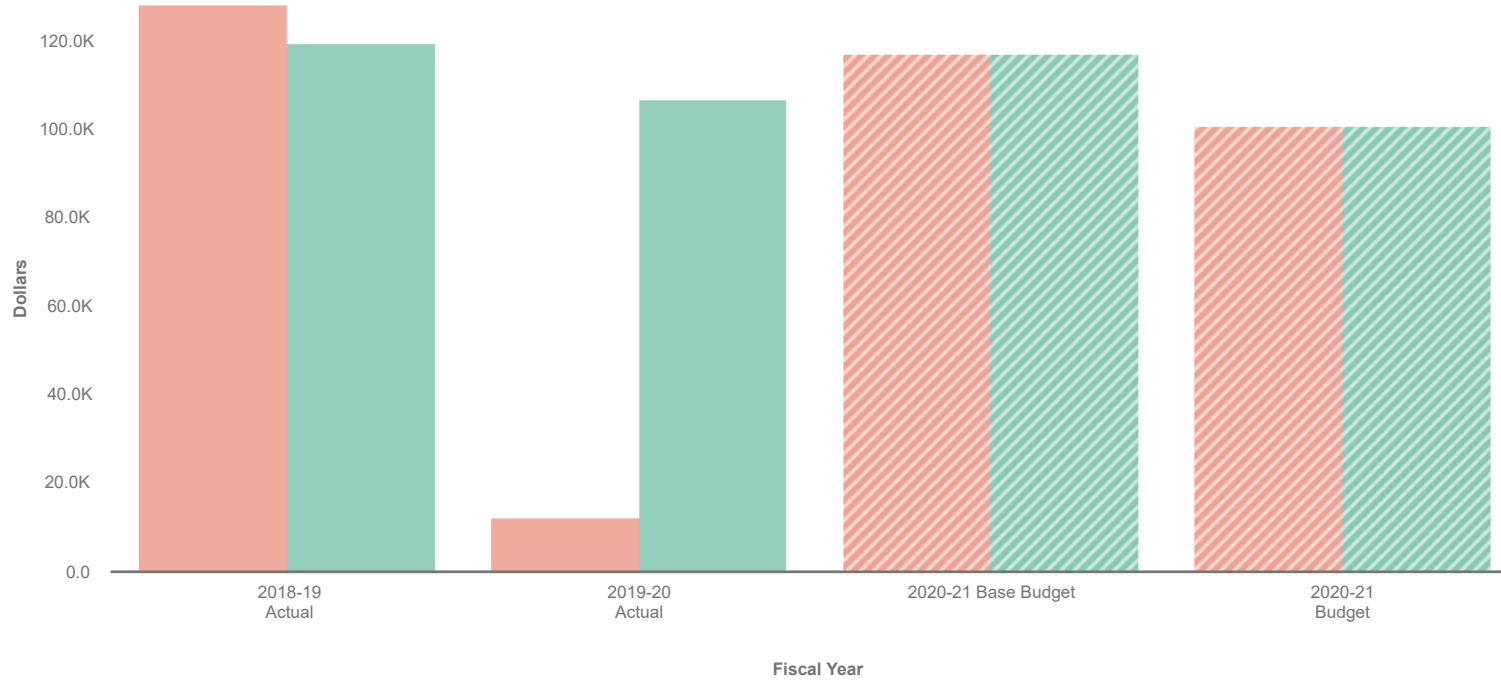
4. Probation YOBG 2011 Realignment 681-23-500



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 119,628	\$ 106,743	\$ 117,000	\$ 100,680
▶ Intergovernmental	111,535	99,656	117,000	100,680
▶ Interest & Rents	8,092	7,086	0	0
▼ Expenses	127,944	12,233	117,000	100,680
▶ Services and Supplies	48,294	6,827	54,500	38,180
▶ Salaries & Benefits	69,542	0	32,500	32,500
▶ Support of Other	10,107	5,406	30,000	30,000
Revenues Less Expenses	\$ -8,316	\$ 94,510	\$ 0	\$ 0

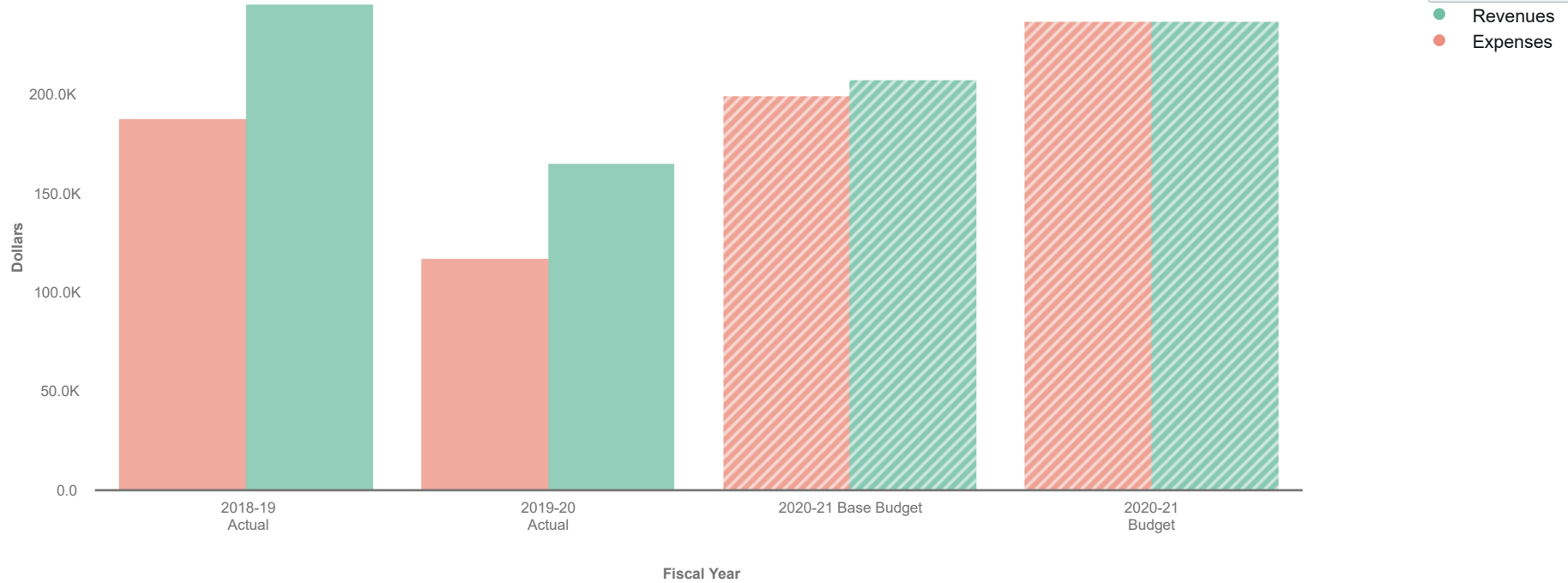
Data filtered by Types, Probation YOBG 2011 Realignment, PUBLIC PROTECTION-DETENTI&CORR, JUVENILE PROBATION SERVICES, No Project and exported on July 29, 2020. Created with OpenGov

5. Probation SB 678 2011 Realignment 682-23-520



Visualization

Sort **Large to Small**



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 245,668	\$ 165,679	\$ 207,839	\$ 237,647
▶ Intergovernmental	227,576	150,000	200,000	237,647
▶ Interest & Rents	18,092	15,679	7,839	0
▼ Expenses	188,460	117,615	199,867	237,647
▶ Transfers Out	132,972	100,000	100,000	100,000
▶ Services and Supplies	55,488	17,615	99,867	137,647
Revenues Less Expenses	\$ 57,208	\$ 48,064	\$ 7,972	\$ 0

Data filtered by Types, Probation SB678 Performance Incentive, No Project and exported on July 29, 2020. Created with OpenGov

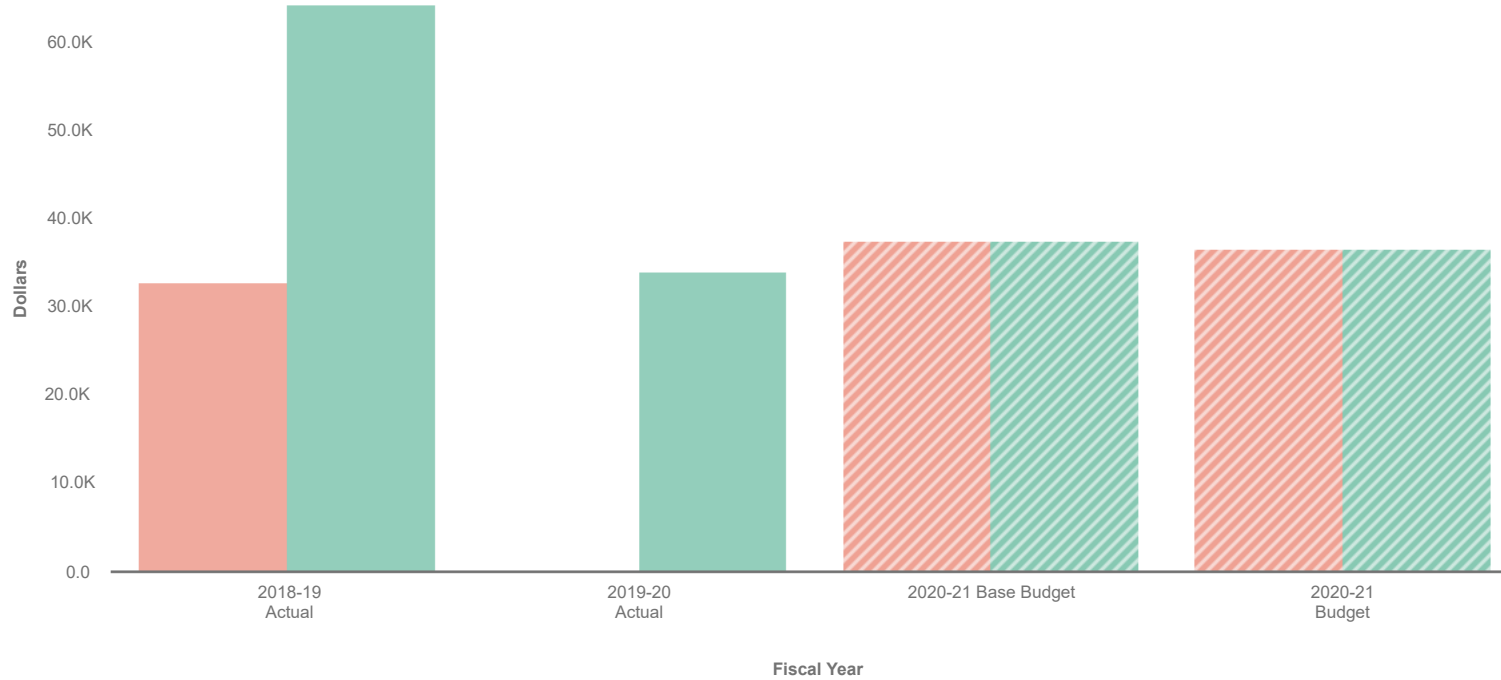
6. Probation JJCPA 2011 Realignment 683-23-500



Visualization

Sort **Large to Small**

- Revenues
- Expenses



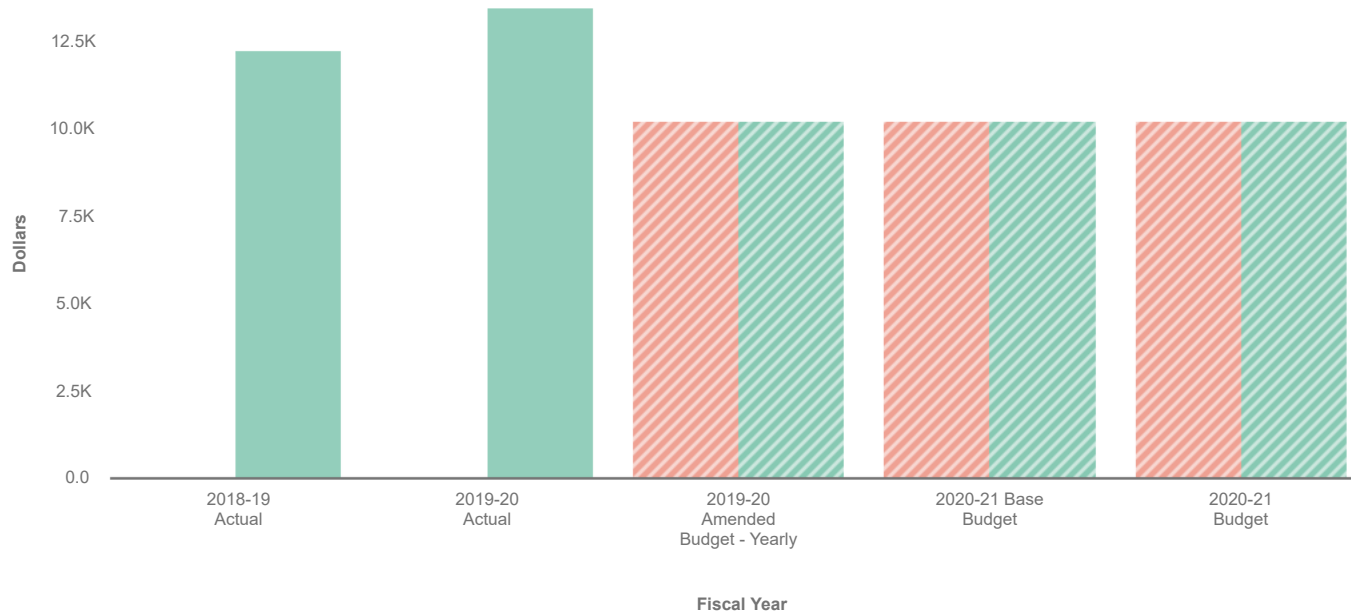
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 64,093	\$ 34,065	\$ 37,434	\$ 36,523
▶ Intergovernmental	62,357	32,350	37,434	36,523
▶ Interest & Rents	1,736	1,715	0	0
▼ Expenses	32,812	0	37,434	36,523
▶ Salaries & Benefits	32,652	0	32,652	32,652
▶ Services and Supplies	160	0	4,782	3,871
Revenues Less Expenses	\$ 31,281	\$ 34,065	\$ 0	\$ 0

Data filtered by Types, Probation JJCPA 2011 Realignment, No Project and exported on July 29, 2020. Created with OpenGov

7. Probation PRCS 2011 Realignment 684-23-520



Visualization



Sort Large to Small

- Revenues
- Expenses

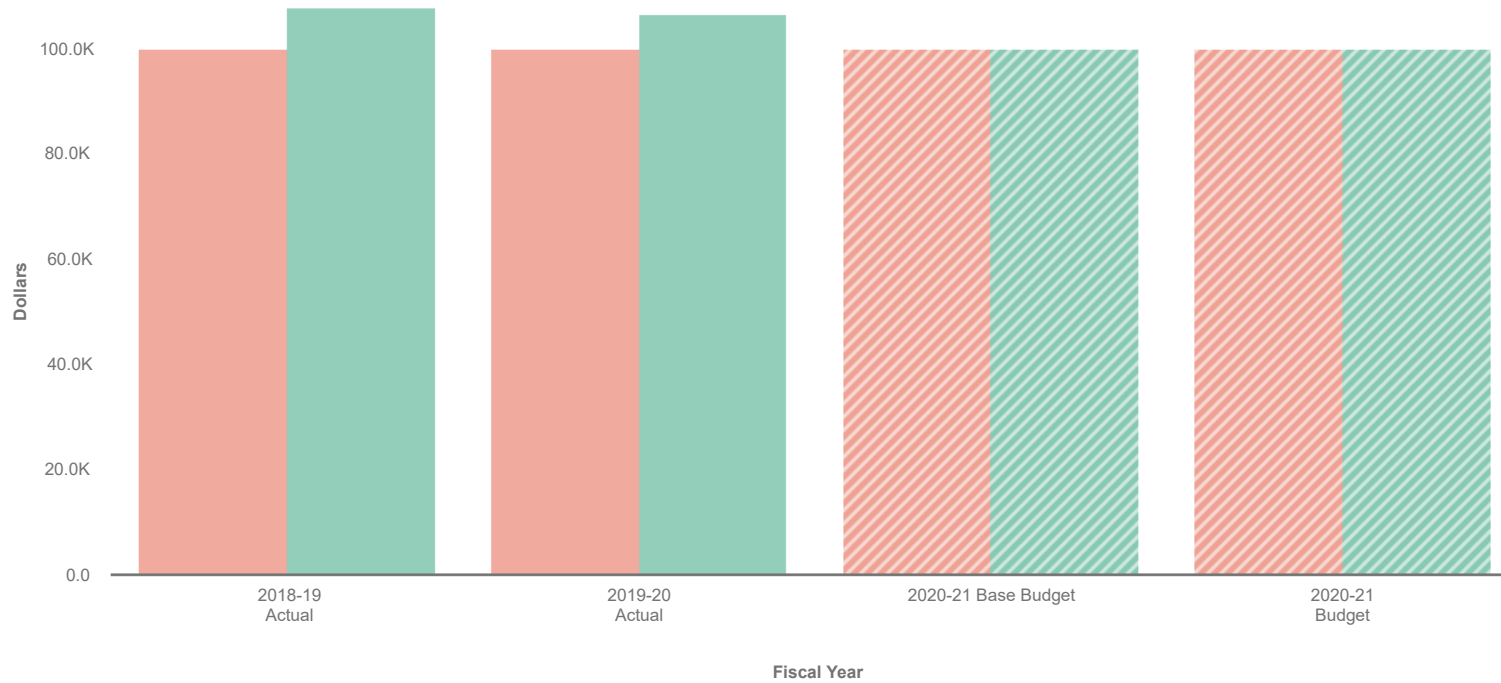
Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Revenues	\$ 12,282	\$ 13,457	\$ 10,250	\$ 10,250	\$ 10,250
Intergovernmental	10,250	11,531	10,250	10,250	10,250
Interest & Rents	2,032	1,926	0	0	0
Expenses	0	0	10,250	10,250	10,250
Services and Supplies	0	0	10,250	10,250	10,250
Revenues Less Expenses	\$ 12,282	\$ 13,457	\$ 0	\$ 0	\$ 0

Data filtered by Types, Probation PRCS 2011 Realignment, PUBLIC PROTECTION-DETENTI&CORR, ADULT PROBATION SERVICES, No Project and exported on August 20, 2020. Created with OpenGov

8. Probation BSCC 2011 Realignment 685-23-520



Visualization



Sort **Large to Small**

- Revenues
- Expenses

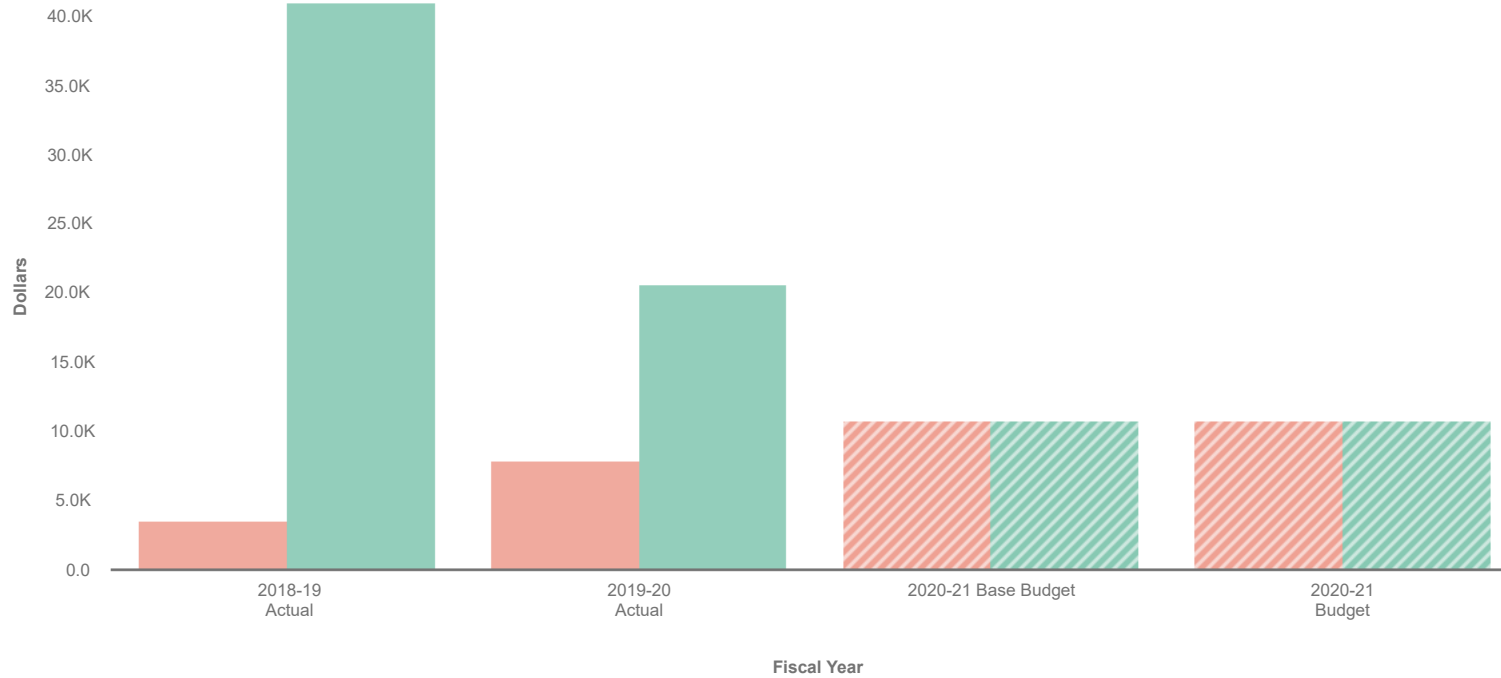
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
▶ Transfers Out	100,000	100,000	100,000	100,000
▼ Revenues	107,654	106,589	100,000	100,000
▶ Intergovernmental	100,000	100,000	100,000	100,000
▶ Interest & Rents	7,654	6,589	0	0
Revenues Less Expenses	\$ 7,654	\$ 6,589	\$ 0	\$ 0

Data filtered by Types, Probation BSCC 2011 Realignment, No Project and exported on July 29, 2020. Created with OpenGov

9. Probation Juvenile Activities 686-23-500



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 3,565	\$ 7,894	\$ 10,780	\$ 10,780
▶ Services and Supplies	3,565	7,894	10,780	10,780
▼ Revenues	40,913	20,673	10,780	10,780
▶ Intergovernmental	40,183	19,698	10,780	10,780
▶ Interest & Rents	729	975	0	0
Revenues Less Expenses	\$ 37,348	\$ 12,780	\$ 0	\$ 0

Data filtered by Types, Juvenile Activities, No Project and exported on July 29, 2020. Created with OpenGov

10. Drug Court Grant 688-23-520



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 34,234	\$ 55,642	\$ 125,000	\$ 125,000
▶ Intergovernmental	34,234	55,642	125,000	125,000
▼ Expenses	34,234	40,087	118,499	125,000
▶ Salaries & Benefits	25,440	25,371	63,958	63,958
▶ Services and Supplies	8,795	14,716	54,541	61,042
Revenues Less Expenses	\$ 0	\$ 15,555	\$ 6,501	\$ 0

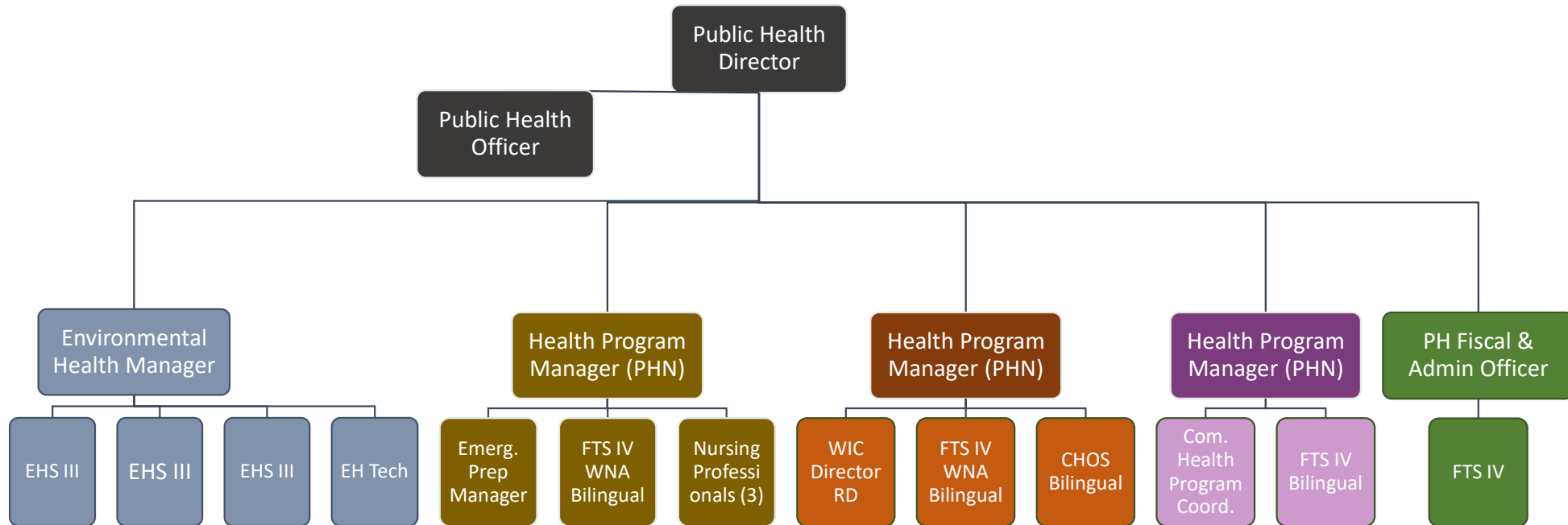
Data filtered by Types, Drug Court Enhancement Grant, No Project and exported on July 29, 2020. Created with OpenGov

PUBLIC HEALTH



PUBLIC HEALTH

Departmental Organizational Chart



DIVISIONS	ENVIRONMENTAL HEALTH	EMERGENCY PREP & DISEASE PREVENTION	INDIVIDUAL & FAMILY SERVICES	COMMUNITY WELLNESS	FINANCE
-----------	----------------------	-------------------------------------	------------------------------	--------------------	---------

Public Health

10 Essential Public Health Services

		Mandated?	
1	Monitor Health	Conduct community health needs assessments	Y
		Determine health service needs and gaps in care	Y
		Identify social and environmental threats to the health of the community	Y
		Identify community assets and resources	Y

		Mandated?	
2	Diagnose & Investigate	Provide access to Public Health Labs	Y
		Infectious disease surveillance, investigation, and response to outbreaks	Y
		Plan for and respond to public health emergencies	Y
		Investigate foodborne outbreaks	Y

3	Inform, Educate, Empower	Provide health promotion activities including flu clinics and smoking cessation support.	Y
		Collaborate on health education efforts with schools and local agencies	Y
		Send MonoGrams to inform the community about seasonal and ongoing public health issues	Y
		Provide accessible, bilingual, health information and resources via multiple media outlets	Y

4	Mobilize Community Partnerships	Build coalitions to bring together resources from the whole community	Y
		Health improvement planning efforts, programs, and projects	Y
		Convene partners to develop a community health improvement plan	Y
		Develop MOUs with other organizations to improve continuity of care	Y

5	Develop Policies	Develop and track measurable objectives	Y
		Foster leadership at all levels	Y
		Develop policies and ordinances to improve public health	Y
		Advocate for legislation that supports public health and funding	Y

6	Enforce Laws	Enforce sanitation codes	Y
		Protect drinking water supplies	Y
		Conduct timely inspections and response to complaints	Y
		Follow up on hazardous environmental exposures	Y

7	Link to Services	Provide outreach and education for special populations	Y
		Provide culturally appropriate communication and materials	Y
		Refer and provide warm-hand offs to health & human services	Y
		Distribute mass quantities of antibiotics or vaccines in the event of an outbreak or bioterrorism related attack	Y

8	Assure Competent Workforce	Provide education, training, and evaluation	Y
		Provide monetary support and efficient procedures for license renewal	Y
		Provide public health nursing internships and training programs	Y
		Test emergency response plan during a mock event to evaluate performance.	Y

9	Evaluate	Evaluate effectiveness of public health programs and services	Y
		Allocate resources and reshape programs or organizational structure	Y
		Monitor trends in disease rates to assess effectiveness of disease prevention activities	Y
		Monitor trends in risk behaviors to assess effectiveness of health promotion activities	Y

Research	Utilize best practices to guide work	Y
	Link with institutions of higher learning	Y
	Monitor rapidly changing disease prevention and health promotion research	Y
	Revise practices in order to remain current with recommended practices resulting from evidence based work	Y

Public Health Department DEPARTMENT 847-860-862

DEPARTMENTAL OVERVIEW

Environmental and Public Health promote and protect the health of people and the communities where they live, learn, work and play. Through an upstream approach, Mono County Health Department strives to prevent people from getting sick or injured and promotes wellness by encouraging healthy behaviors. The 10 Essential Public Health Functions serve as a framework of how local, State and Federal mandates and core functions are upheld and implemented. Our mission is to promote and protect a Mono County culture of health and safety in the community and environment through outreach, education, and prevention. Our core values include wellness, integrity, respect, caring, excellence in quality and service, personal and professional growth, collaboration, and flexibility.

PROGRAMS AND SERVICES

PUBLIC HEALTH (Fund 130)

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

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

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

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

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

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

HEALTH EDUCATION (Fund 131)

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

BIO-TERRORISM (Fund 133)

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

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

PUBLIC HEALTH (FUND 137)

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

DESCRIBE WHAT IS NOT INCLUDED IN THIS BUDGET

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

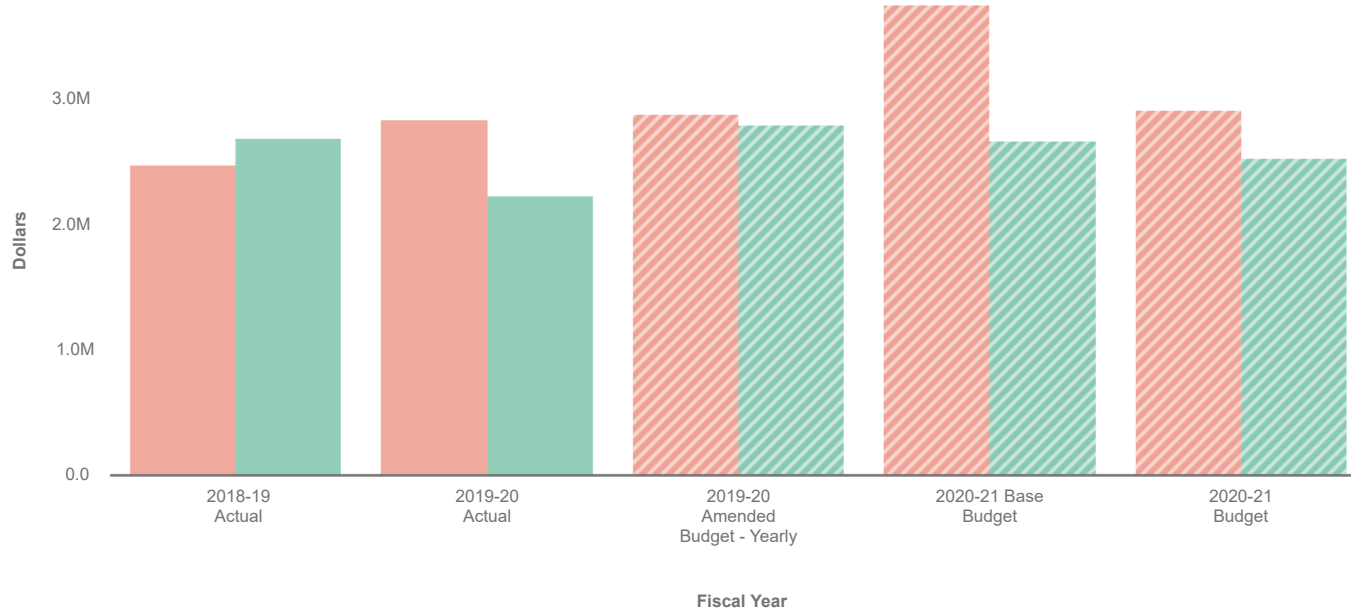
1. Public Health 130-41-860



Visualization

Sort **Large to Small**

- Expenses
- Revenues



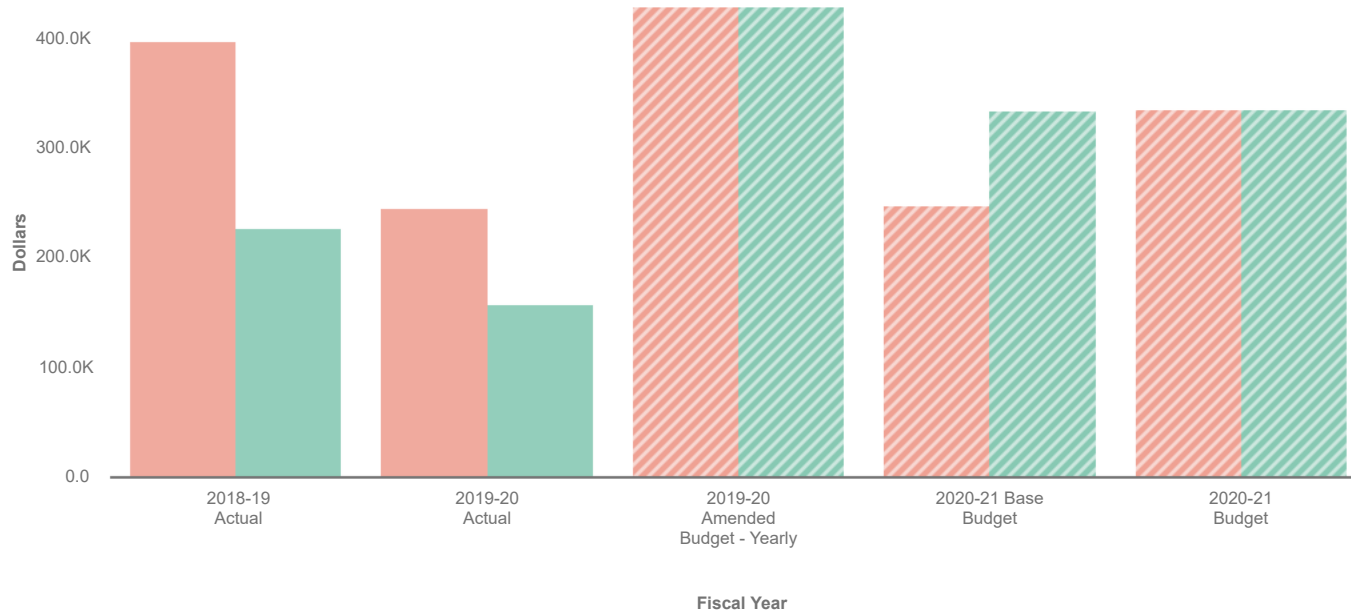
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 2,685,491	\$ 2,229,504	\$ 2,797,390	\$ 2,669,428	\$ 2,531,193
▶ Intergovernmental	2,148,802	1,783,192	2,246,552	2,096,273	2,032,089
▶ Licenses, Permits & Franchises	286,291	298,462	278,490	277,691	0
▶ Charges for Services	208,019	128,875	240,498	263,614	255,592
▶ Miscellaneous Revenues	7,734	1,016	0	0	208,342
▶ Transfers In	21,599	5,683	24,350	24,350	27,670
▶ Interest & Rents	12,542	11,126	7,000	7,000	7,000
▶ Fines, Forfeitures & Penalties	503	1,152	500	500	500
▼ Expenses	2,475,304	2,841,534	2,877,854	3,741,052	2,907,518
▶ Salaries & Benefits	1,756,307	1,951,053	1,858,234	2,483,814	1,341,223
▶ Services and Supplies	718,997	805,483	934,622	1,189,468	772,681
▶ Transfers Out	0	84,998	84,998	67,770	793,614
Revenues Less Expenses	\$ 210,187	\$ -612,030	\$ -80,464	\$ -1,071,624	\$ -376,325

Data filtered by Types, PUBLIC HEALTH, HEALTH&SANITATION-HEALTH, PUBLIC HEALTH, No Project and exported on August 20, 2020. Created with OpenGov

2. Public Health Education 131-41-847



Visualization



Sort Large to Small

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 226,773	\$ 158,288	\$ 427,606	\$ 334,561	\$ 335,201
▶ Intergovernmental	226,812	119,855	387,367	311,550	0
▶ Transfers In	0	40,239	40,239	23,011	335,201
▶ Interest & Rents	-39	-1,806	0	0	0
▼ Expenses	396,738	245,076	427,606	247,801	335,201
▶ Salaries & Benefits	224,442	128,146	232,993	157,767	238,773
▶ Services and Supplies	172,296	116,930	194,613	90,034	96,428
Revenues Less Expenses	\$ -169,965	\$ -86,788	\$ 0	\$ 86,760	\$ 0

Data filtered by Types, PUBLIC HEALTH EDUCATION (TOBACCO), HEALTH&SANITATION-HEALTH, HEALTH EDUCATION, No Project and exported on August 20, 2020. Created with OpenGov

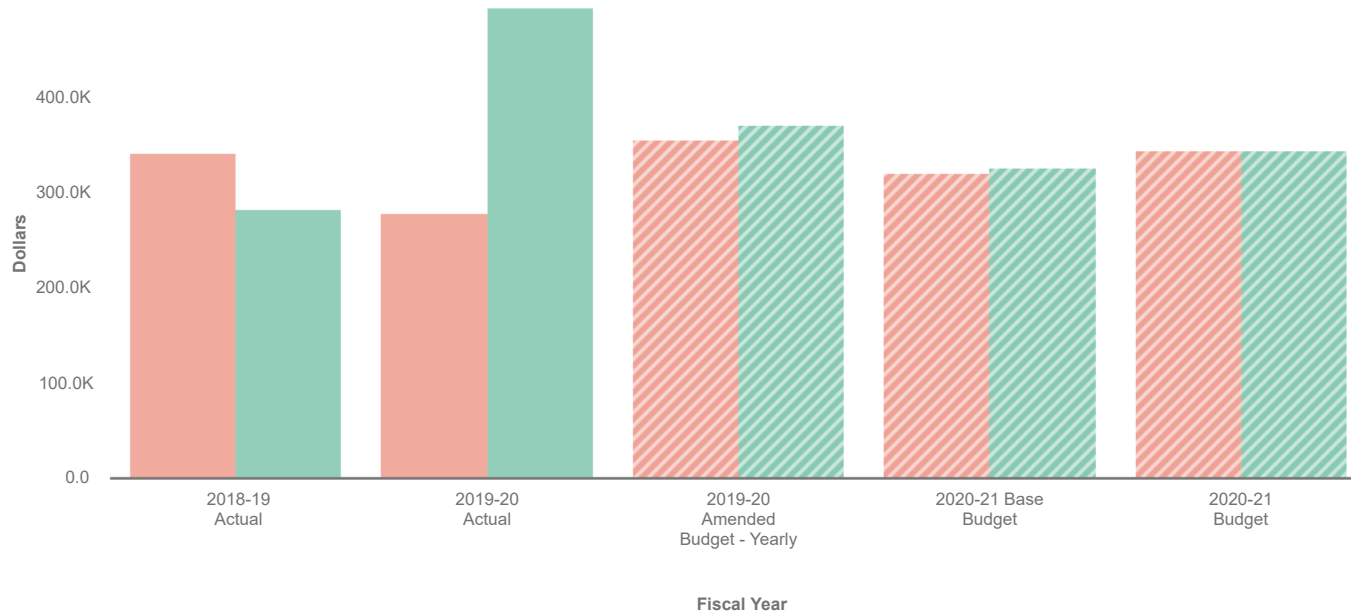
3. Bio-Terrorism 133-41-860



Visualization

Sort Large to Small

- Revenues
- Expenses



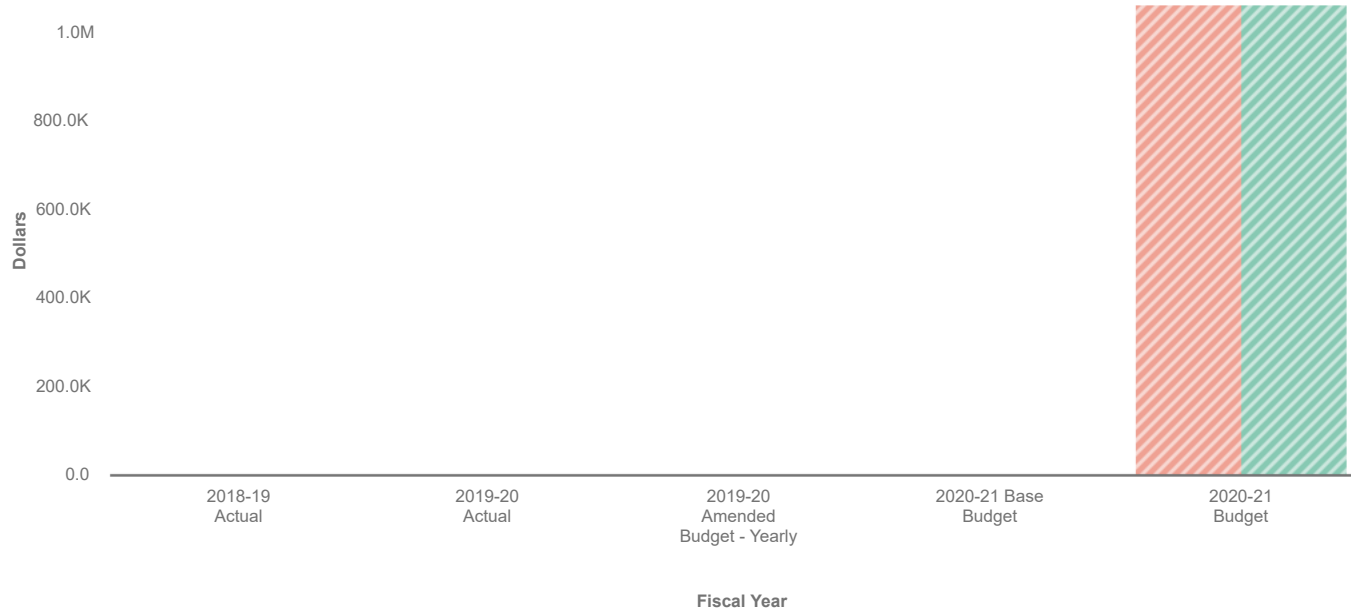
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 283,969	\$ 493,645	\$ 371,640	\$ 326,189	\$ 345,667
▶ Intergovernmental	220,249	451,439	326,881	281,430	298,921
▶ Transfers In	0	44,759	44,759	44,759	46,746
▶ Miscellaneous Revenues	66,488	0	0	0	0
▶ Interest & Rents	-2,768	-2,553	0	0	0
▼ Expenses	342,220	279,208	355,673	321,004	345,667
▶ Salaries & Benefits	245,999	200,864	273,108	251,773	248,316
▶ Services and Supplies	96,221	78,344	82,565	69,231	97,351
Revenues Less Expenses	\$ -58,251	\$ 214,437	\$ 15,967	\$ 5,185	\$ 0

Data filtered by Types, BIO-TERRORISM - PUBLIC HEALTH, HEALTH&SANITATION-HEALTH, PUBLIC HEALTH, No Project and exported on August 20, 2020. Created with OpenGov

4. Environmental Health 137-41-862



Visualization



Sort **Large to Small**

- Expenses
- Revenues

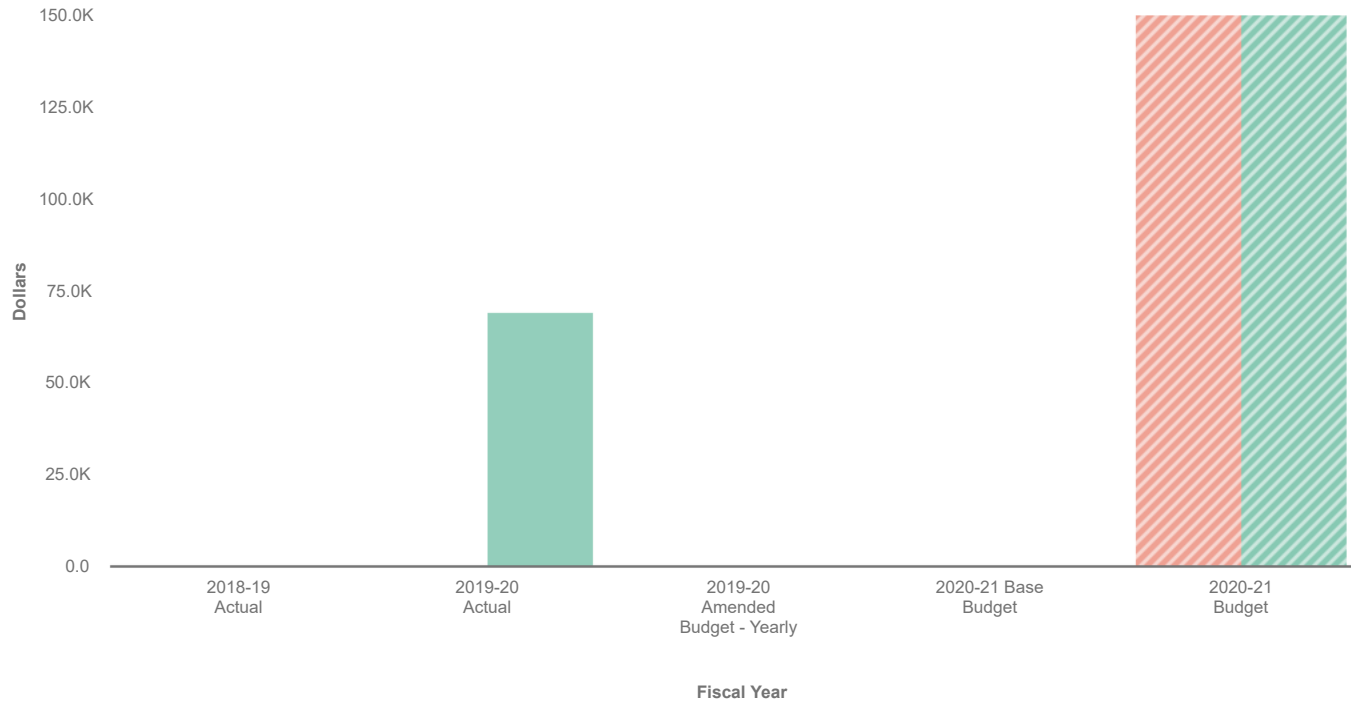
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,059,555
▶ Transfers In	0	0	0	0	716,752
▶ Licenses, Permits & Franchises	0	0	0	0	277,003
▶ Charges for Services	0	0	0	0	49,300
▶ Intergovernmental	0	0	0	0	16,500
▼ Expenses	0	0	0	0	1,059,555
▶ Salaries & Benefits	0	0	0	0	658,430
▶ Services and Supplies	0	0	0	0	401,125
Revenues Less Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Data filtered by Types, Environmental Health, HEALTH&SANITATION-HEALTH, Environmental Health, No Project and exported on August 20, 2020. Created with OpenGov

5. Prop 99 Public Health Education 135-41-847



Visualization



Sort Large to Small

- Revenues
- Expenses

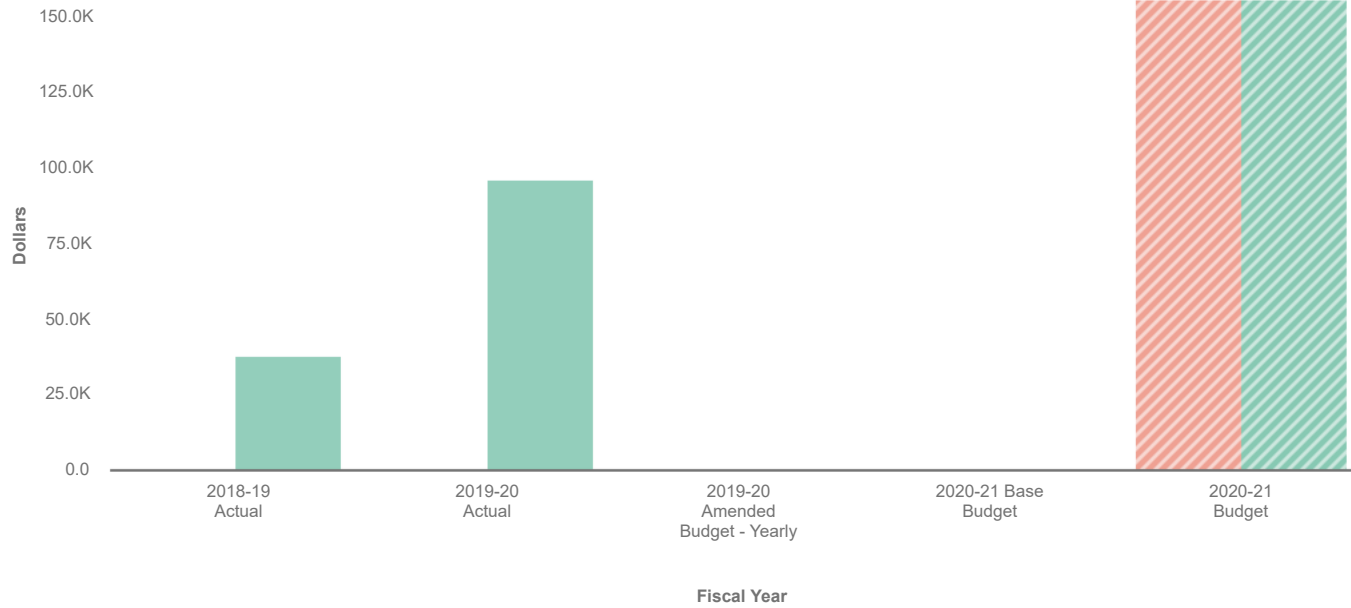
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 69,429	\$ 0	\$ 0	\$ 150,000
▶ Intergovernmental	0	68,248	0	0	150,000
▶ Interest & Rents	0	1,181	0	0	0
▼ Expenses	0	0	0	0	150,000
▶ Transfers Out	0	0	0	0	150,000
Revenues Less Expenses	\$ 0	\$ 69,429	\$ 0	\$ 0	\$ 0

Data filtered by Types, Public Health CTCP Prop 99, HEALTH&SANITATION-HEALTH, HEALTH EDUCATION, No Project and exported on August 24, 2020. Created with OpenGov

6. Prop 56 Health Education 136-41-847



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 38,103	\$ 96,243	\$ 0	\$ 0	\$ 155,085
▶ Intergovernmental	38,103	95,445	0	0	155,085
▶ Interest & Rents	0	798	0	0	0
▼ Expenses	0	0	0	0	155,085
▶ Transfers Out	0	0	0	0	155,085
Revenues Less Expenses	\$ 38,103	\$ 96,243	\$ 0	\$ 0	\$ 0

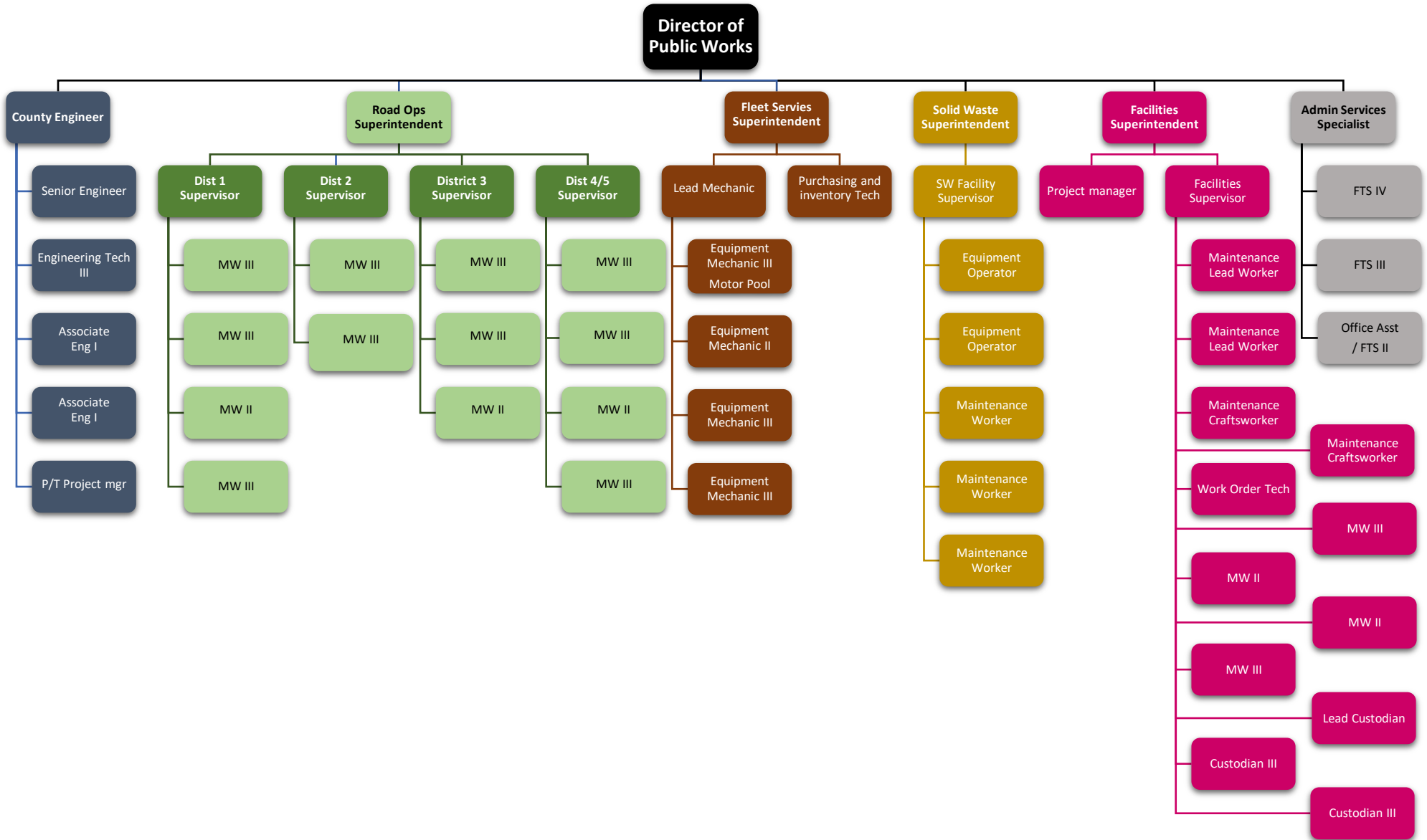
Data filtered by Types, Public Health CTCP Prop 56, HEALTH&SANITATION-HEALTH, HEALTH EDUCATION, No Project and exported on August 20, 2020. Created with OpenGov

PUBLIC WORKS



PUBLIC WORKS

Departmental Organizational Chart



DIVISIONS

Engineering

Road Operations

Fleet Services

172

Solid Waste

Facilities

Admin Services

PUBLIC WORKS

Core Services

		Mandated?	
1	Transportation Services	providing adequate road systems for transportation throughout the County	y
		utilizing available funding to maintain and improve transportation systems	y
		planning projects to maintain and enhance transportation systems	y
		removing snow from county road system	y

		Mandated?	
2	County Facilities	providing office and technical buildings for County services to be provided	y
		ensure energy efficiency of county buildings	N
		ensure access for all public to county buildings	y
		provide for the future of county building needs	N

3	Solid Waste Management	Provide environmentally sustainable facilities for the disposal of solid waste generated within the County	y
		provide recycling and diversion programs to meet regulatory mandates	y
		plan for the next generation of solid waste infrastructure	y
		coordinate with local jurisdictions to achieve a regional approach to solid waste management	

4	Motor Pool and Fleet	Provide safe and adequate vehicles and equipment to accomplish the mission of all county departments	n
		efficiently maintain and repair County fleet	n
		procure new vehicles and equipment and auction surplus vehicles and equipment	n
		provide a safe and environmentally safe workplace to maintain County fleet	y

5	Cemeteries	Maintain and manage 3 public cemeteries	n
		ensuring cemeteries are managed for current and future use	n

6	Campgrounds	providing campground for public use and enjoyment	n
		ensuring campground is maintained	n
		ensuring campground is safe with limited environmental impacts	n

7	Community Facilities	Providing safe and comfortable facilities for community use	n
		Managing and maintaining community facilities	n
		Developing and renovating existing facilities	n
		planning the future of community facilities	n

8	Community Support	Road Closures for special events	n
		General Support for Special Events	n
		Emergency Response to Community needs	n
		Responding to road issues and community requests	n

9			

10			

DEPARTMENT OF PUBLIC WORKS

DEPARTMENT MISSION STATEMENT

The Mono County Department of Public Works aims to efficiently develop, improve, and maintain the County's transportation infrastructure, facilities, cemeteries and solid waste systems in support of County residents, visitors, and services.

Road Division **Fund 180**

DIVISION OVERVIEW

The Road Division provides road maintenance on 680 miles of county roads, including snow removal during winter. The Roads Division also provides maintenance and snow removal services for several Zones of Benefit (non-county) roads throughout the County and assists with various special events and other Public Works projects.

CHALLENGES, ISSUES and OPPORTUNITIES

The primary issue within the Road Division is the lack of funding, which has been exacerbated by the COVID-19 impacts to fuel taxes and revenues. This is being creatively addressed by having Road Department staff perform certain road maintenance activities that are funded through other sources. There have also been increases in Road Fund revenues from a variety of available sources that will offset additional General Fund contributions.

CORE SERVICE AND PROGRAM DESCRIPTION

The Road Division maintains the road infrastructure within the County, in support of residents, tourists and services.

ACTION PLAN FOR 2020-2021

The Road Division intends to provide necessary maintenance and projects, while increasing staff training, experience, and capacity to enhance future opportunities for additional funding for the Division.

Facilities Division **Fund 100-729**

DIVISION OVERVIEW

The Facilities Division is responsible for maintenance on all County Facilities including parks, buildings, cemeteries, campgrounds, and airports. The facilities division is also responsible for numerous capital

improvement projects, energy efficiency projects, as well as ADA accessibility projects. Facilities is also responsible for County elections set up and break down.

CHALLENGES, ISSUES and OPPORTUNITIES

The main challenge continues to be to balance the ever-expanding workload with a workforce that is not expanding. The opportunities continue to be the development of our skilled and productive staff as well as the ability to effectively prioritize the workload which allows us to consistently accomplish a significant amount of vital work in the shortest timeframe.

CORE SERVICE AND PROGRAM DESCRIPTION

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

DIVISION ACTION PLAN FOR 2020-2021

Our goals for this upcoming fiscal year are to continue to upgrade and maintain our parks and facilities at the same high standard under tight budget constraints. Our main objectives are to paint the entire Bridgeport Courthouse & finish redoing the courthouse walkways, initiate the County's backup power plans, and support the transition into our new Civic Center in Mammoth.

Capital Improvement Program **Fund 195**

DIVISION OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The challenge remains funding for all needed projects and the opportunities are the improvement of key facilities.

CORE SERVICE AND PROGRAM DESCRIPTION

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

Cemeteries **Fund 610**

DIVISION OVERVIEW

The Public Works Department oversees the maintenance and operations of three public cemeteries within Mono County. Those cemeteries are Bridgeport Cemetery, Mt. Morrison Cemetery, and the Mono Lake Cemetery. Funds are generated through the reservation of plots as well as services provided to aid members of the public to care for and maintain their reserved plot(s).

CHALLENGES, ISSUES and OPPORTUNITIES

Services and their fees need to be revised to better serve the public and fully cover the true costs of cemetery maintenance and improvements. Irrigation at Mono Lake Cemetery is an expensive concern that needs to be addressed through additional funding if it is to return to operation.

Campgrounds **Fund 605**

DIVISION OVERVIEW

Provides a unique campground experience to constituents and visitors to Mono County. Facilities staff maintains the campground including roads around the campground, individual camp sites, as well as restroom facilities. The campground is a self-sustaining Enterprise fund that does not impact the general fund.

CHALLENGES, ISSUES and OPPORTUNITIES

The challenge is to maintain the Campground at the high standard set under COVID-19 restrictions with the opportunity of providing a welcome respite from the stresses caused by the virus.

CORE SERVICE AND PROGRAM DESCRIPTION

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

Solid Waste
Fund 615

DIVISION OVERVIEW

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

CHALLENGES, ISSUES and OPPORTUNITIES

The primary issue facing the Solid Waste Division is the need to transition to a new system upon closure of Benton Crossing Landfill in 2023, and the ever-increasing recycling and diversion mandates that are passed down from the state with little regard for Mono County’s rural nature and economics

CORE SERVICE AND PROGRAM DESCRIPTION

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

DIVISION ACTION PLAN FOR 2020-2021

As the Solid Waste Division utilizes an Enterprise Fund, apart from the General Fund, all operational needs are included in this budget. As planning continues for development of the Pumice Valley Landfill it is not yet known the scope or cost of development. By mid-year we will have a better understanding of aspects of future solid waste services will need to be addressed.

Conway Ranch
Fund 103

DIVISION OVERVIEW

Conway Ranch refers collectively to both Conway Ranch and Mattly Ranch which includes approximately 500 acres of agricultural land under conservation easement. 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 for cattle grazing and small-scale agriculture

CHALLENGES, ISSUES and OPPORTUNITIES

Conway Ranch is a spectacular asset in the County, but it comes with significant responsibilities for the upkeep and preservation of conservation values while offering little return on investment. There is an effort

to offset some of these costs through grazing leases and community-based programs, but those proposals create separate liability issues of their own.

CORE SERVICE AND PROGRAM DESCRIPTION

Conway Ranch offers iconic views from the Conway Summit lookout point and is managed to maintain productive meadows and wetland systems. A cattle grazing lease is currently being developed which would allow for best management practices to be implemented on select areas of the ranch(es). Preservation efforts are under way for the standing historic structures. Recreational trails are maintained throughout the ranch and allow for many activities such as fishing, bird watching, hiking and biking. Expansion of the trail system is being considered in addition to the prospect of small-scale agriculture.

DIVISION ACTION PLAN FOR 2020-2021

Formerly the Solid Waste Superintendent / Environmental Manager had a certain percentage of salary paid from the Conway Ranch Budget to cover time spent on pertinent projects, and the proposal includes this adjustment. Additionally, recent changes to data collection and reporting may require either specialized software or contractual assistance to compile annual information and submit reports to the state. This will be evaluated at mid-year budget review.

Motor Pool **Fund 650**

DIVISION OVERVIEW

The Motor Pool procures and maintains pool vehicles for all departments, including emergency services. The Motor pool also maintains fueling stations throughout the County for use by County vehicles and other agencies.

CHALLENGES, ISSUES and OPPORTUNITIES

The Motor Pool continues to implement the CARB replacement program which has become a significant financial burden for the General Fund. This year's budget reflects some significant savings and creative approaches to lessen that burden, but it remains significant. Other issue surround the inefficiency of the Motor Pool in general, with a prevalence of underutilized vehicles throughout the fleet.

DIVISION ACTION PLAN FOR 2020-2021

In FY 2020, The Motor Pool acquired fleet trackers that have been placed in about half of the fleet of pool vehicles. These devices will provide critical data to analyze and inform a revision to the Motor Pool policies, intended to greatly reduce the problems with efficiency and the underutilization of vehicles.

Zones of Benefit
Fund 164

DIVISION OVERVIEW

The Zones of Benefit are funded by special assessments on the tax roll and provide snow removal and maintenance for non-county roads. All funding for this Department is generated by Property Owners as part of Zones of Benefit. All work is done to meet the requirements developed by the approved Engineering Report prepared as part of the Zone of Benefit acceptance process.

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

CHALLENGES, ISSUES and OPPORTUNITIES

The Silver Lake Pines (Petersen Tract) budget does not have adequate funding to perform road maintenance. The entire budget is absorbed by Snow Removal. Many roads within these Zones of benefits will only be getting maintenance over the next few years. Roads within Sierra Meadows and Rimrock Ranch are targeted for more significant improvements, but this will combined with the future Long Valley Roads Project that is targeted for future fiscal years. When there is more development in Lakeridge Ranch, a road rehabilitation project will likely need to be planned.

CORE SERVICE AND PROGRAM DESCRIPTION

Provide groundwater monitoring for Rimrock Ranch-Zone B

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

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

Provide Drainage Maintenance for Osage Circle and Premier Properties

Public Works/Engineering
Fund 100-720

DIVISION OVERVIEW

The Public Works Engineering Division provides the engineering and project management expertise necessary to manage, plan, design, construct, and maintain roads, bridges, facilities, drainage structures, airports, solid waste, and other County infrastructure. The Engineering Division also provides land development services including subdivision map processing, improvement permit administration, and

floodplain management. Residents, visitors, and businesses in Mono County rely on the infrastructure we maintain every day and it is essential for our high quality of life.

CHALLENGES, ISSUES and OPPORTUNITIES

The primary challenge remains the recruitment and retention of qualified staff to perform the variety of engineering functions throughout Public Works.

State and Federal Construction **Fund 181**

DIVISION OVERVIEW

This budget unit is the holding place for state and federal transportation funds, and County transportation projects (as described in the County’s Road Capital Improvement Program) are expended from this fund.

CHALLENGES, ISSUES and OPPORTUNITIES

COVID-related decreases in funding have caused reductions in funding that have extended the timeframe for completion of projects.

Geothermal Royalties **Fund 108**

DIVISION OVERVIEW

The Geothermal Royalties are largely earmarked for recreation purposes, and are spread out in support of various recreation based activities in the County. This includes investments in recreation infrastructure such as Benton Ball Fields, as well as providing for the County’s portion of the funding for the Eastern Sierra Sustainable Recreation Coordinator.

CHALLENGES, ISSUES and OPPORTUNITIES

There is an opportunity to leverage these funds to pursue and obtain recreation grants from a variety of sources. The first year of work by the Recreation Coordinator has made significant progress toward this long-term goal.

DIVISION ACTION PLAN FOR 2020-2021

There is an open question for the Board whether the County would like to use these funds to create a County position devoted to recreation.

Criminal Justice Facility **Fund 192**

DIVISION OVERVIEW

This is the fund devoted to the planning, design and construction of the County's grant-funded jail project in Bridgeport.

CHALLENGES, ISSUES and OPPORTUNITIES

The challenge with this project has been the availability of staff resources to adequately pursue and manage the project. Now that the Civic Center project is complete, there will be a shifting of staff resources to this project.

Civic Center **Fund 193**

DIVISION OVERVIEW

This budget is for the Civic Center project in Mammoth.

CHALLENGES, ISSUES and OPPORTUNITIES

The project is now complete, with staff now negotiating the financial details of several change orders that have been put forth by the contractor. These issues should be resolved in early FY 21.

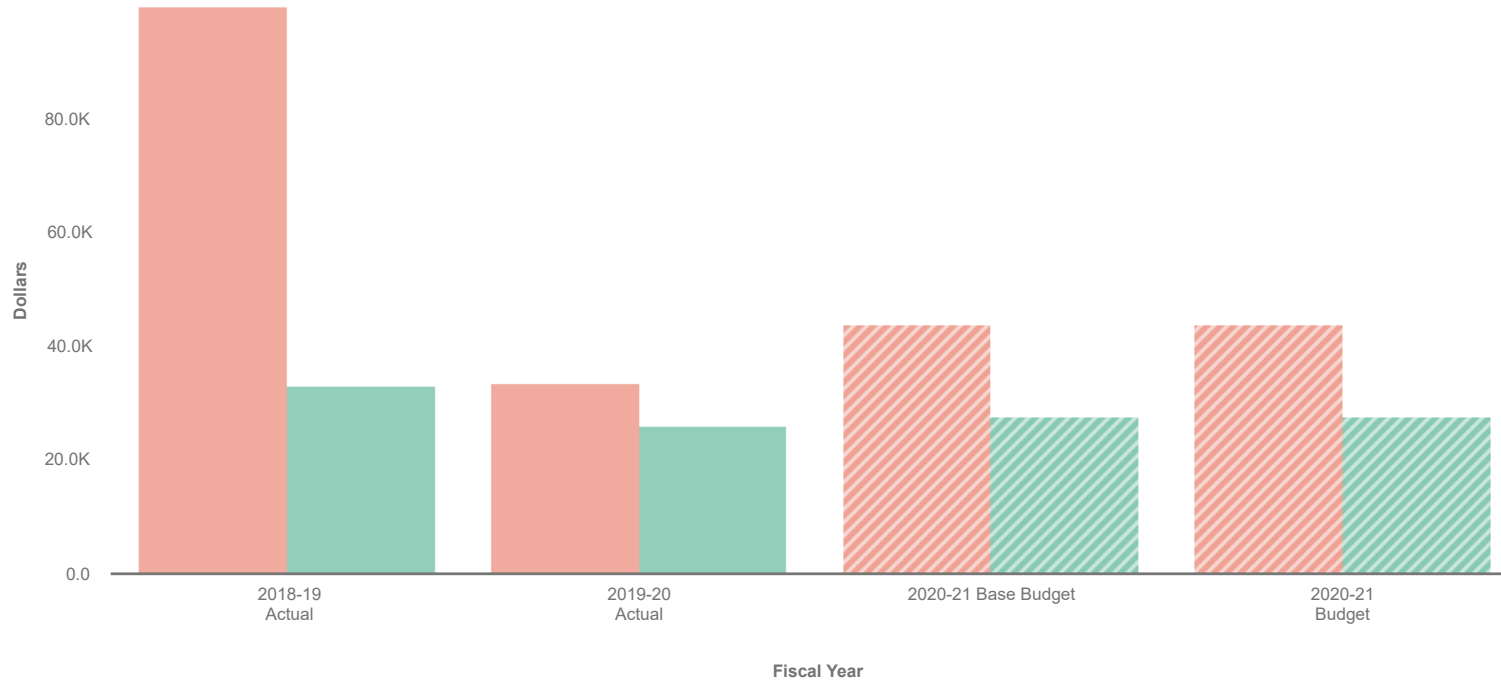
1. Airport Enterprise 600-32-760



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 33,079	\$ 26,148	\$ 27,700	\$ 27,700
▶ Intergovernmental	20,000	20,000	20,000	20,000
▶ Charges for Services	7,032	4,165	6,500	6,500
▶ Interest & Rents	2,747	1,983	1,200	1,200
▶ Miscellaneous Revenues	3,300	0	0	0
▼ Expenses	99,726	33,711	44,022	44,022
▶ Services and Supplies	36,652	33,711	44,022	44,022
▶ Transfers Out	63,074	0	0	0
Revenues Less Expenses	\$ -66,647	\$ -7,563	\$ -16,322	\$ -16,322

Data filtered by Types, AIRPORT ENTERPRISE FUND, PUBLIC WAYS&FACILITY-TERMINAL, AIRPORTS, No Project and exported on July 29, 2020. Created with OpenGov

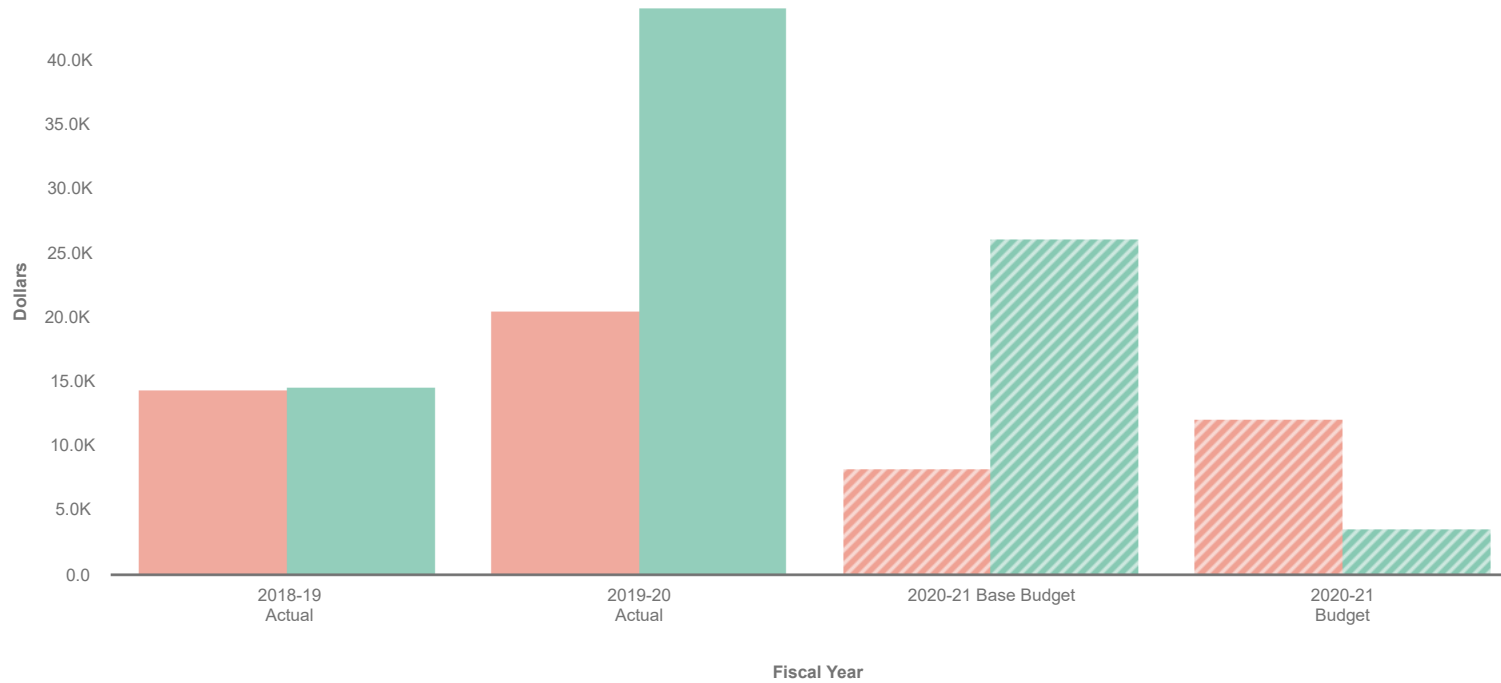
2. Cemetery Enterprise Fund 610-27-700



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 14,612	\$ 44,003	\$ 26,163	\$ 3,675
▶ Transfers In	8,440	27,488	22,488	0
▶ Charges for Services	5,600	15,900	3,500	3,500
▶ Interest & Rents	572	615	175	175
▼ Expenses	14,397	20,583	8,275	12,175
▶ Services and Supplies	14,397	20,583	8,275	12,175
Revenues Less Expenses	\$ 215	\$ 23,419	\$ 17,888	\$ -8,500

Data filtered by Types, Funds, PUBLIC PROTECTION-OTHER, CEMETERIES, No Project and exported on July 29, 2020. Created with OpenGov

3. Solid Waste Enterprise Fund 615-44-755



Visualization



Sort Large to Small

- Expenses
- Revenues

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 2,967,913	\$ 2,155,648	\$ 1,972,000	\$ 1,997,000
▶ Charges for Services	2,051,130	1,811,294	1,601,000	1,761,000
▶ Transfers In	680,000	180,000	180,000	75,000
▶ Licenses, Permits & Franchises	125,862	109,928	101,000	101,000
▶ Interest & Rents	39,241	29,766	20,000	30,000
▶ Miscellaneous Revenues	41,681	14,660	50,000	10,000
▶ Intergovernmental	30,000	10,000	20,000	20,000
▼ Expenses	2,719,828	2,666,679	3,043,990	3,002,306
▶ Services and Supplies	1,232,988	1,392,272	1,620,011	1,806,284
▶ Salaries & Benefits	868,955	876,768	822,619	847,532
▶ Debt Service	81,726	326,360	521,360	328,490
▶ Other Expenses	500,000	0	0	0
▶ Capital Outlay	62,877	71,279	80,000	20,000

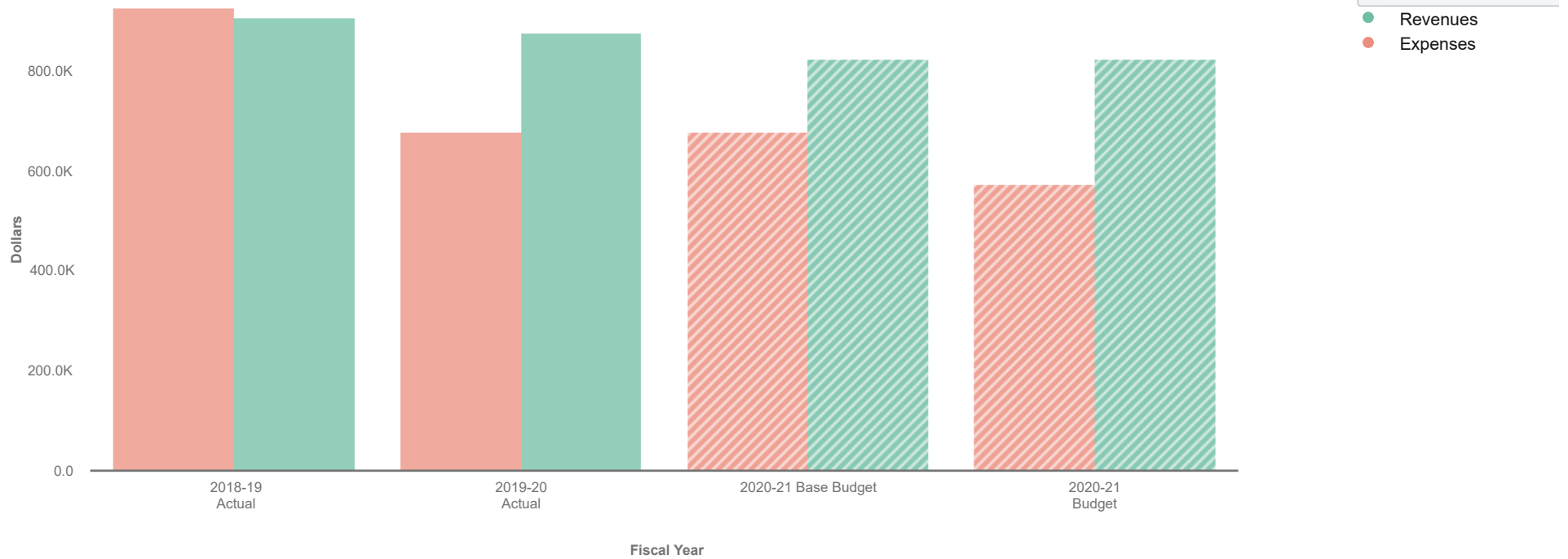
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▶ Depreciation	-26,718	0	0	0
Revenues Less Expenses	\$ 248,086	\$ -511,031	\$ -1,071,990	\$ -1,005,306

Data filtered by Types, SOLID WASTE ENTERPRISE FUND, HEALTH&SANITATION-SANITATION, SOLID WASTE, No Project and exported on July 29, 2020. Created with OpenGov

4. Solid Waste Special Revenue Fund 616-44-755



Visualization



Sort **Large to Small**

- Revenues
- Expenses

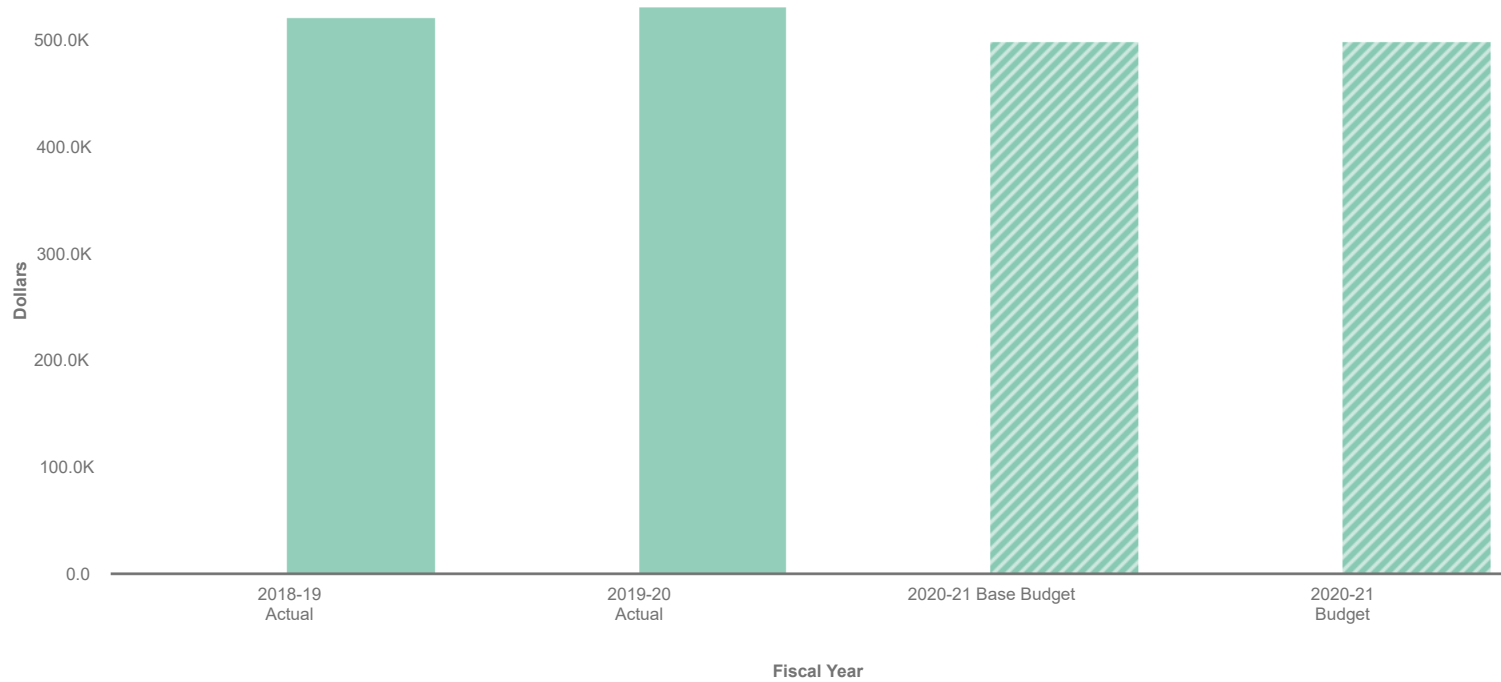
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 926,110	\$ 680,000	\$ 680,000	\$ 575,000
▶ Transfers Out	680,000	680,000	680,000	575,000
▶ Other Expenses	246,110	0	0	0
▼ Revenues	908,223	877,268	825,000	825,000
▶ Charges for Services	830,844	814,002	800,000	800,000
▶ Interest & Rents	77,379	63,266	25,000	25,000
Revenues Less Expenses	\$ -17,887	\$ 197,268	\$ 145,000	\$ 250,000

Data filtered by Types, SOLID WASTE SPECIAL REVENUE, HEALTH&SANITATION-SANITATION, SOLID WASTE, No Project and exported on July 29, 2020. Created with OpenGov

5. Solid Waste Accelerated Landfill Closure Fund 617-44-755



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Expenses	\$ 0	\$ 0	\$ 0	\$ 0
▼ Revenues	522,528	530,983	500,000	500,000
▶ Other Financing Sources	500,000	500,000	500,000	500,000
▶ Interest & Rents	22,528	30,983	0	0
Revenues Less Expenses	\$ 522,528	\$ 530,983	\$ 500,000	\$ 500,000

Data filtered by Types, Solid Waste Accelerated Landfill Closure Fund, HEALTH&SANITATION-SANITATION, SOLID WASTE, No Project and exported on July 29, 2020. Created with OpenGov

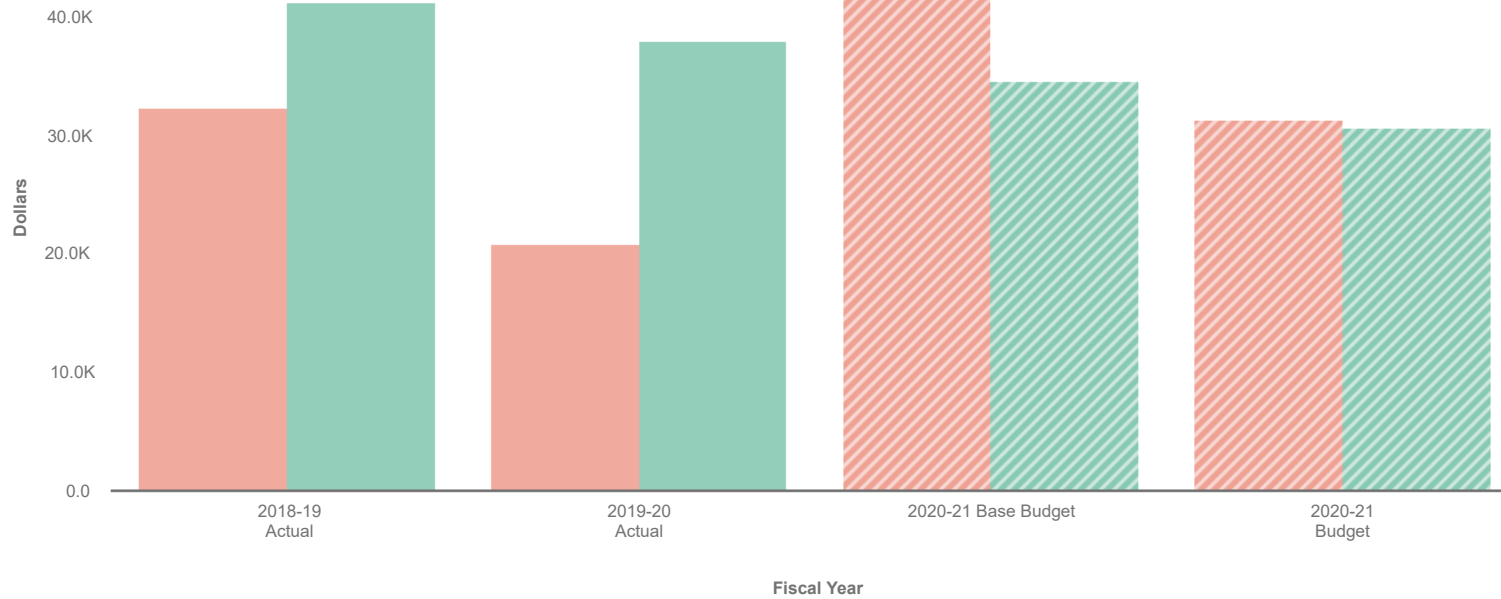
6. Campground Enterprise Fund 605-71-740



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 41,316	\$ 38,066	\$ 34,700	\$ 30,700
▶ Charges for Services	39,476	36,361	34,000	30,000
▶ Interest & Rents	1,840	1,705	700	700
▼ Expenses	32,336	20,822	47,850	31,350
▶ Services and Supplies	32,336	20,822	47,850	31,350
Revenues Less Expenses	\$ 8,980	\$ 17,243	\$ -13,150	\$ -650

Data filtered by Types, CAMPGROUND ENTERPRISE FUND, RECREATION&CULTURE-RECREATION, CAMPGROUNDS, No Project and exported on July 29, 2020. Created with OpenGov

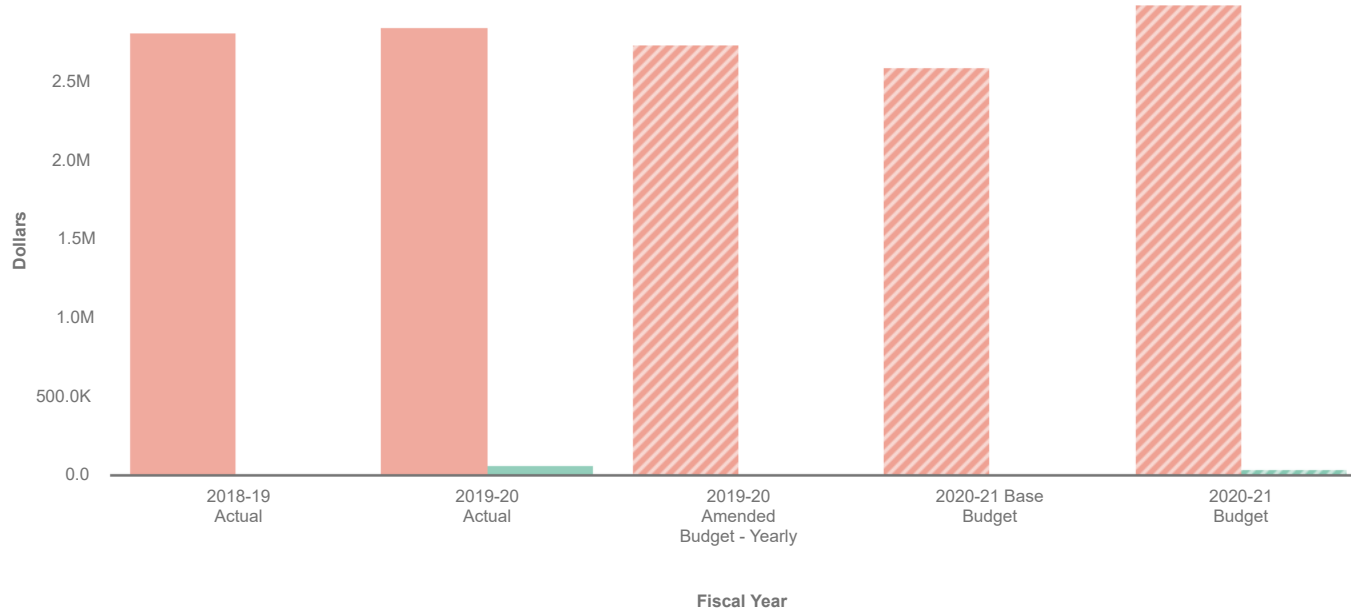
7. Facilities 100-17-729



Visualization

Sort **Large to Small** ▾

- Expenses
- Revenues



	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Expand All					
▶ Revenues	\$ 0	\$ 68,497	\$ 2,000	\$ 500	\$ 45,000
▶ Expenses	2,818,877	2,849,715	2,741,923	2,596,782	2,986,422
Revenues Less Expenses	\$ -2,818,877	\$ -2,781,218	\$ -2,739,923	\$ -2,596,282	\$ -2,941,422

Data filtered by Types, GENERAL FUND, GENERAL-PROPERTY MANAGEMENT, COUNTY FACILITIES, No Project and exported on August 20, 2020. Created with OpenGov

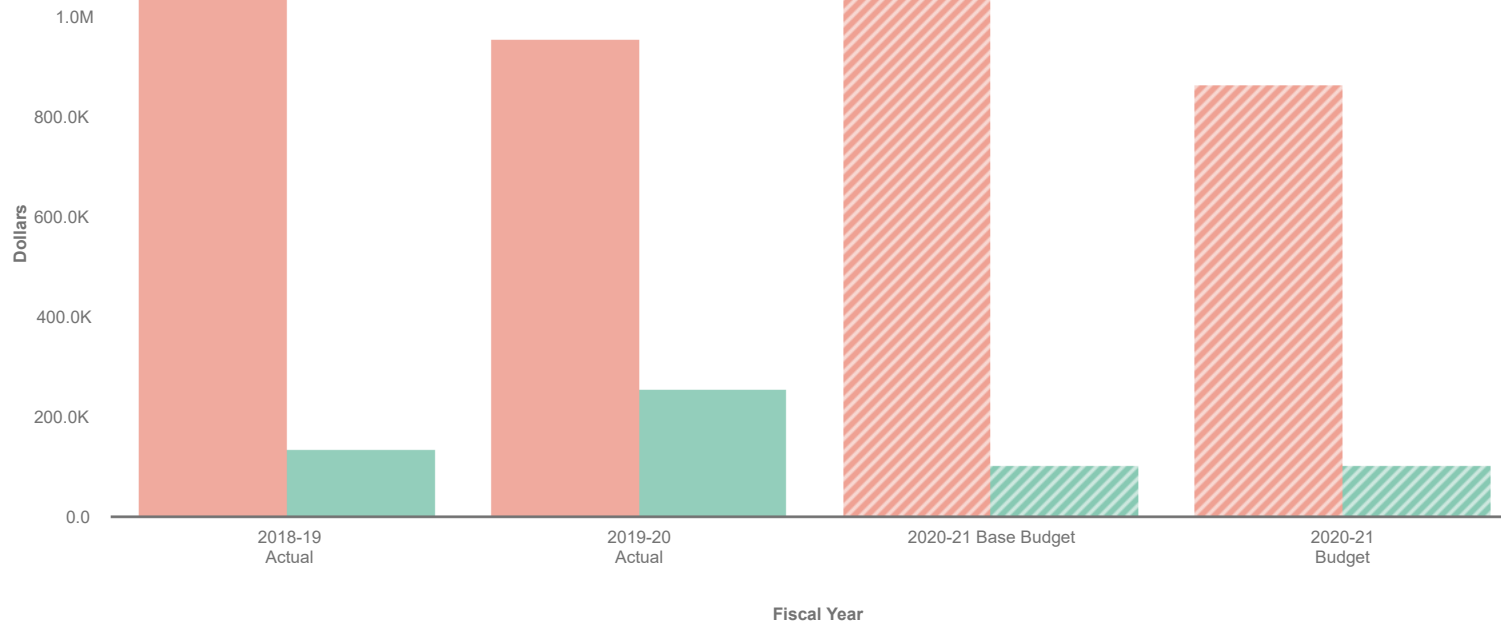
8. Public Works Engineering 100-17-720



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 1,034,987	\$ 955,704	\$ 1,131,098	\$ 864,928
▶ Salaries & Benefits	890,195	848,270	1,019,722	736,202
▶ Services and Supplies	144,791	107,434	111,376	128,726
▼ Revenues	135,551	257,386	105,000	105,000
▶ Charges for Services	135,551	257,386	105,000	105,000
Revenues Less Expenses	\$ -899,436	\$ -698,318	\$ -1,026,098	\$ -759,928

Data filtered by Types, GENERAL FUND, GENERAL-PROPERTY MANAGEMENT, PUBLIC WORKS, No Project and exported on July 29, 2020. Created with OpenGov

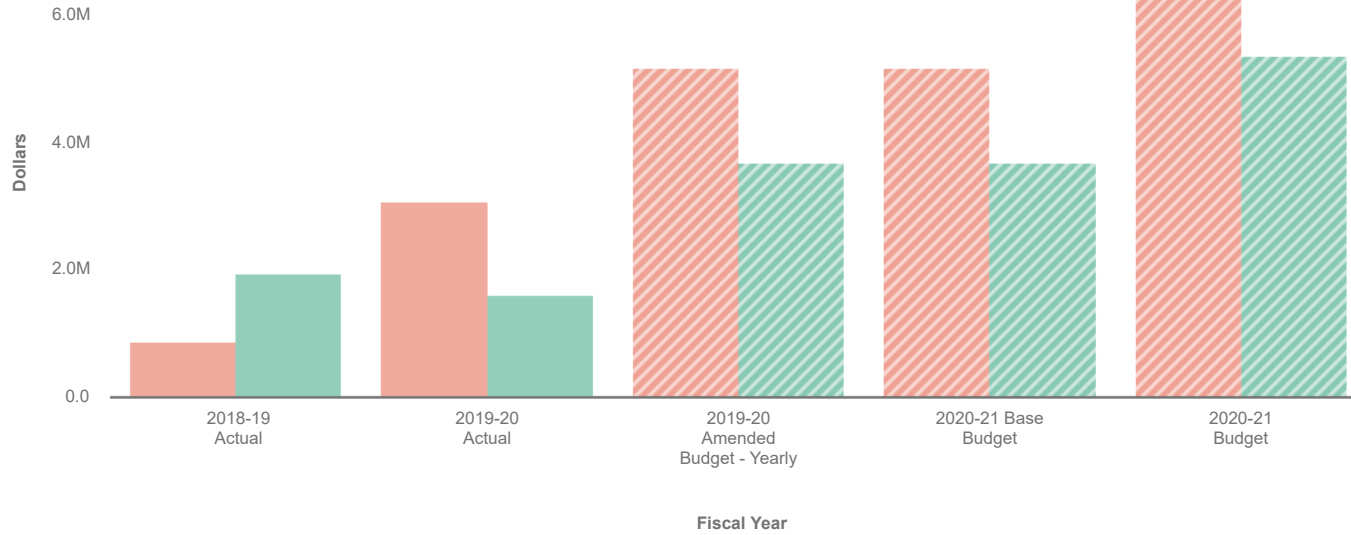
9. State & Federal Construction Funds 181-31-725



Visualization

Sort **Large to Small**

- Expenses
- Revenues



	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
Collapse All					
▼ Revenues	\$ 1,942,179	\$ 1,604,205	\$ 3,691,480	\$ 3,691,480	\$ 5,369,770
▶ Intergovernmental	1,847,555	1,582,485	3,691,480	3,691,480	5,369,770
▶ Transfers In	80,801	0	0	0	0
▶ Interest & Rents	13,823	21,720	0	0	0
▼ Expenses	873,859	3,077,715	5,168,370	5,168,370	7,369,770
▶ Capital Outlay	873,859	3,077,715	5,168,370	5,168,370	7,369,770
Revenues Less Expenses	\$ 1,068,320	\$ -1,473,510	\$ -1,476,890	\$ -1,476,890	\$ -2,000,000

Data filtered by Types, ROAD FUND - STATE & FEDERAL CONSTRUCTION FUNDS, PUBLIC WAYS&FACILITY-PUB WAYS, ROAD, No Project and exported on August 20, 2020. Created with OpenGov

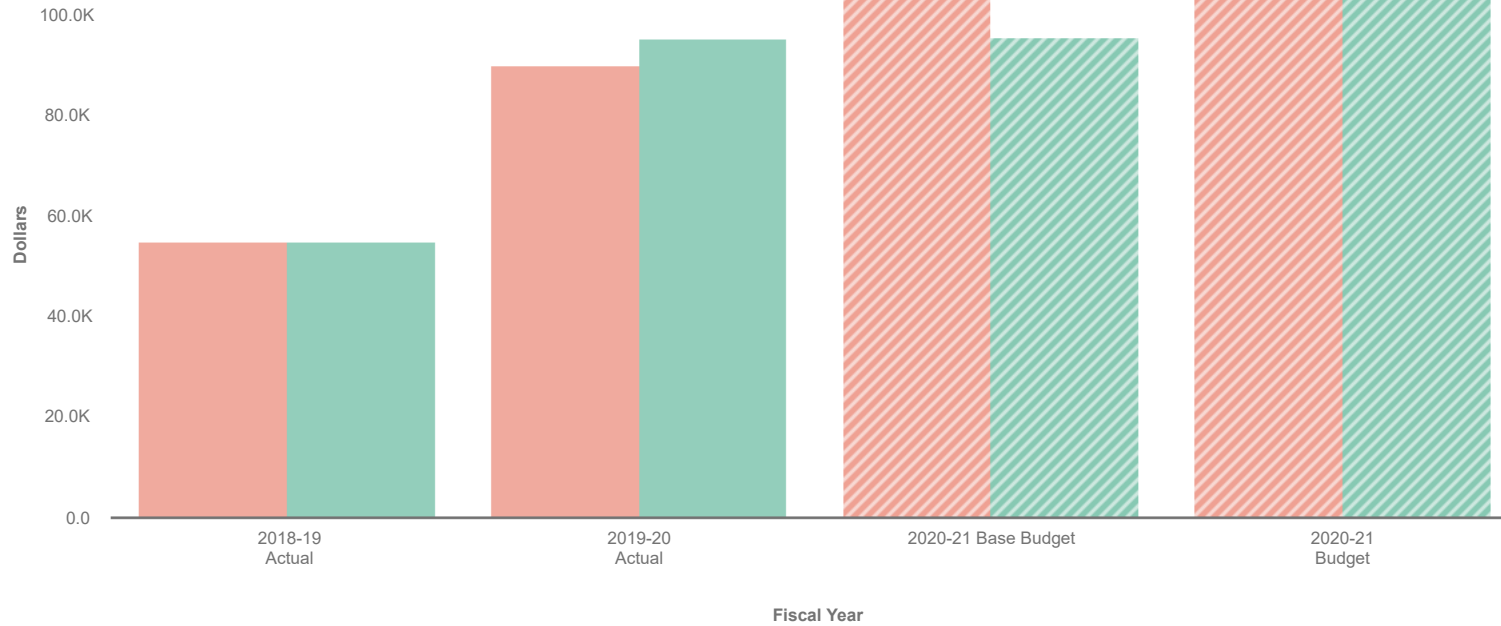
10. Conway Ranch 103-17-735



Visualization

Sort **Large to Small**

- Expenses
- Revenues



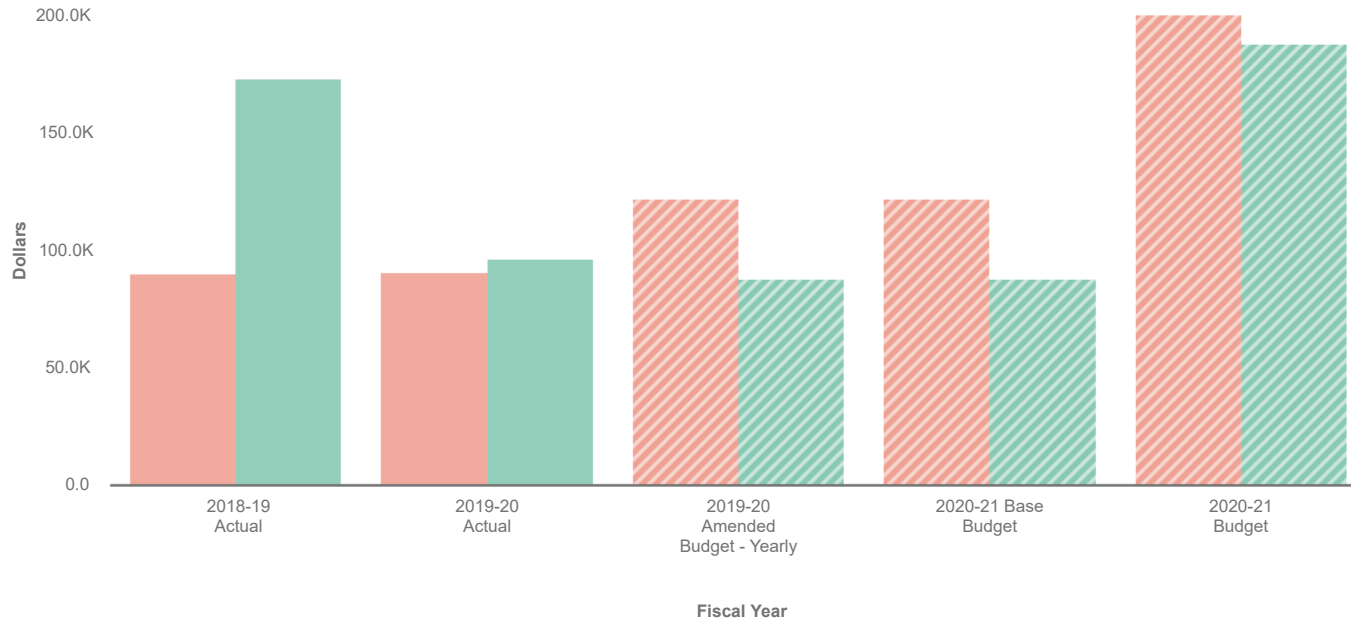
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 54,974	\$ 95,455	\$ 95,651	\$ 104,683
▶ Transfers In	55,185	95,651	95,651	104,683
▶ Interest & Rents	-211	-196	0	0
▼ Expenses	55,055	90,027	112,683	104,683
▶ Services and Supplies	55,055	69,726	94,683	104,683
▶ Capital Outlay	0	20,301	18,000	0
Revenues Less Expenses	\$ -80	\$ 5,428	\$ -17,032	\$ 0

Data filtered by Types, Governmental, CONWAY/MATLY RANCH PROPERTY, No Project and exported on July 29, 2020. Created with OpenGov

11. Geothermal Royalties 108-27-194



Visualization



Sort **Large to Small**

- Revenues
- Expenses

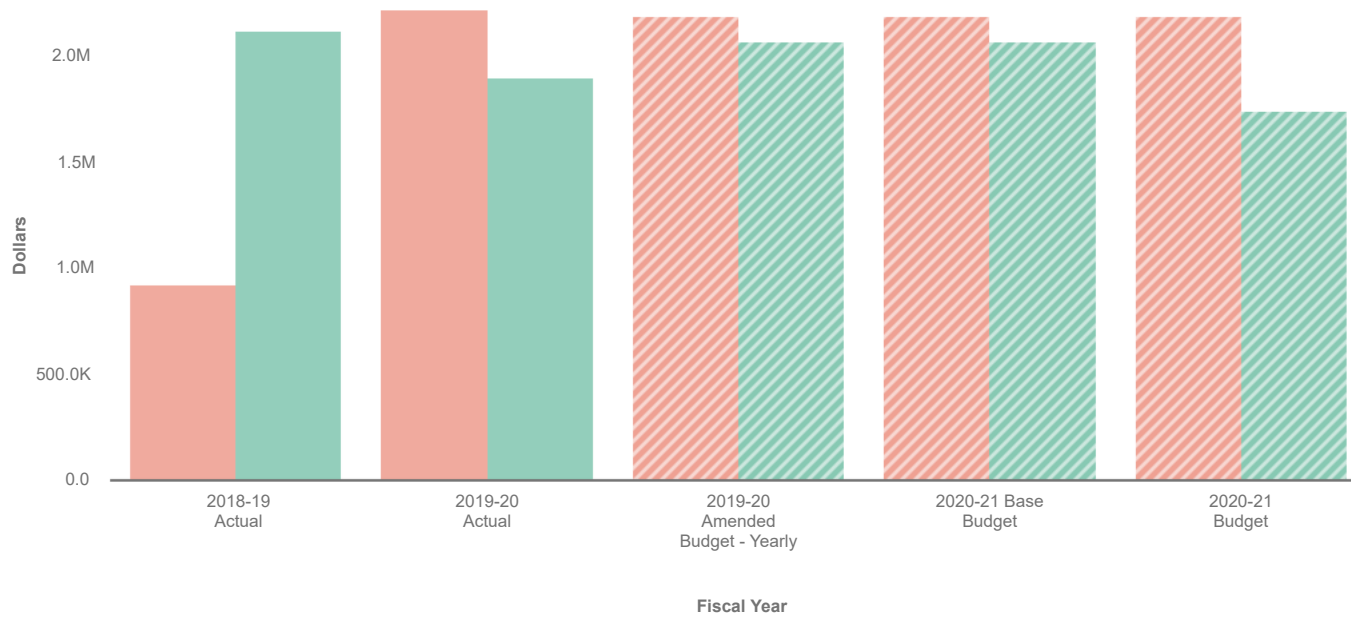
Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 173,473	\$ 96,802	\$ 88,000	\$ 88,000	\$ 188,000
▶ Expenses	90,454	91,119	122,400	122,400	200,060
Revenues Less Expenses	\$ 83,019	\$ 5,683	\$ -34,400	\$ -34,400	\$ -12,060

Data filtered by Types, GEOTHERMAL TRUST FUND, PUBLIC PROTECTION-OTHER, GEOTHERMAL, No Project and exported on August 20, 2020. Created with OpenGov

12. Motor Pool 650-10-723



Visualization



Sort **Large to Small**

- Revenues
- Expenses

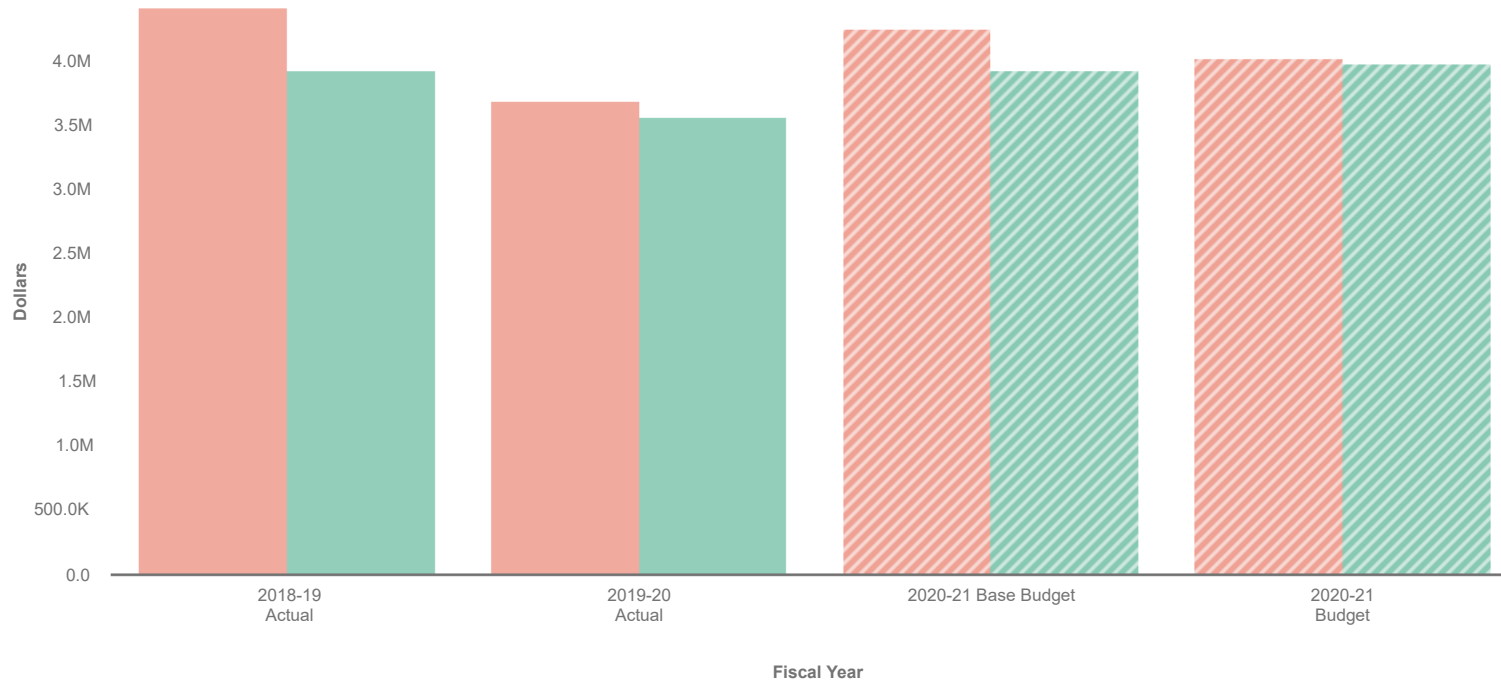
Expand All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 2,119,287	\$ 1,902,332	\$ 2,068,990	\$ 2,068,990	\$ 1,745,312
▶ Expenses	927,499	2,215,321	2,187,197	2,190,425	2,190,491
Revenues Less Expenses	\$ 1,191,789	\$ -312,989	\$ -118,207	\$ -121,435	\$ -445,179

Data filtered by Types, MOTOR POOL, GENERAL-OTHER GENERAL, MOTOR POOL, No Project and exported on August 20, 2020. Created with OpenGov

13. Road Fund 180-31-725



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 3,939,440	\$ 3,570,723	\$ 3,939,712	\$ 3,983,342
▶ Intergovernmental	2,513,278	2,428,440	2,910,679	2,826,309
▶ Transfers In	822,033	622,033	522,033	522,033
▶ Charges for Services	543,314	445,924	430,000	480,000
▶ Fines, Forfeitures & Penalties	49,542	36,555	60,000	30,000
▶ Miscellaneous Revenues	150	0	0	100,000
▶ Other Financing Sources	0	21,266	7,000	7,000
▶ Licenses, Permits & Franchises	5,280	8,448	10,000	10,000
▶ Interest & Rents	5,843	8,057	0	8,000
▼ Expenses	4,415,008	3,692,284	4,263,782	4,033,014
▶ Salaries & Benefits	2,327,432	1,940,132	2,325,923	2,283,256
▶ Services and Supplies	2,015,719	1,653,800	1,708,359	1,729,758
▶ Capital Outlay	71,858	98,352	229,500	20,000

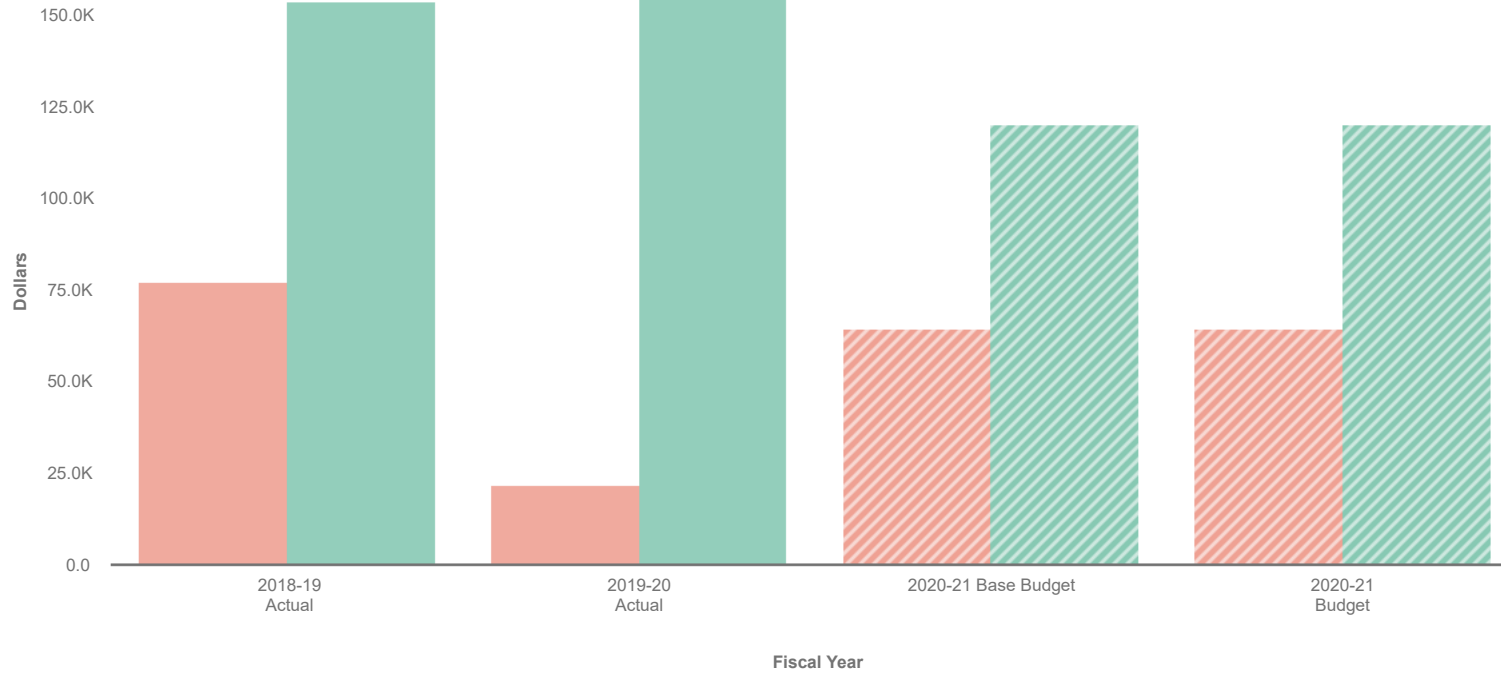
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Revenues Less Expenses	\$ -475,568	\$ -121,561	\$ -324,070	\$ -49,672

Data filtered by Types, ROAD FUND, PUBLIC WAYS&FACILITY-PUB WAYS, ROAD, No Project and exported on July 29, 2020. Created with OpenGov

14. Zones of Benefit 164-10-228



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 154,078	\$ 154,640	\$ 120,250	\$ 120,250
▶ Charges for Services	134,252	138,162	110,945	110,945
▶ Interest & Rents	18,070	16,478	9,305	9,305
▶ Miscellaneous Revenues	1,757	0	0	0
▼ Expenses	77,296	21,774	64,400	64,400
▶ Services and Supplies	59,570	21,774	64,400	64,400
▶ Transfers Out	17,726	0	0	0
Revenues Less Expenses	\$ 76,782	\$ 132,866	\$ 55,850	\$ 55,850

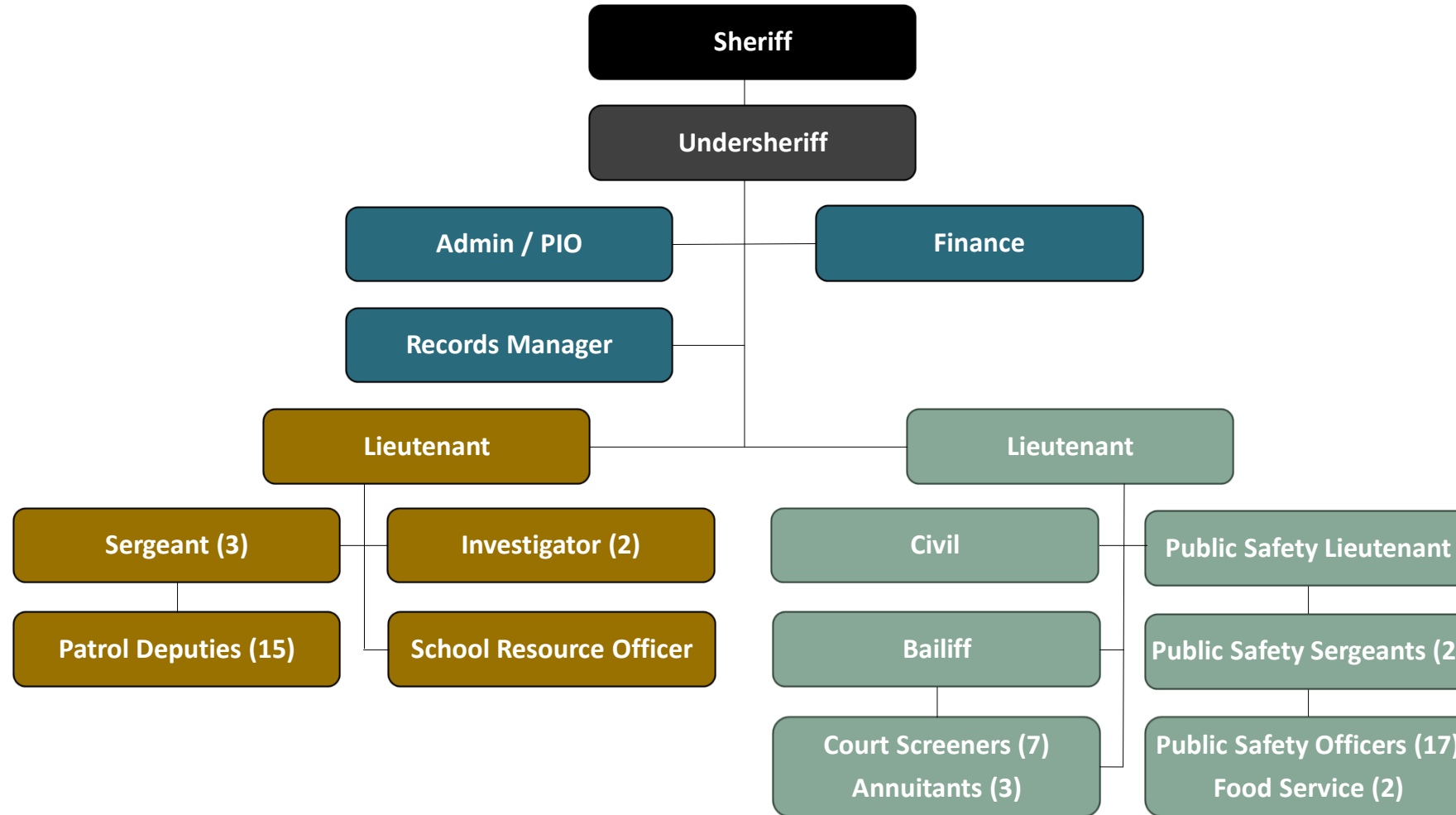
Data filtered by Types, COUNTY-WIDE SERVICE AREA, GENERAL-OTHER GENERAL, COUNTYWIDE CSA, No Project and exported on July 29, 2020. Created with OpenGov

SHERIFF



SHERIFF

Departmental Organizational Chart



DEPARTMENT NAME

Core Services

		Mandated?	
1	Law Enforcement	Preserve the peace (GC 26600)	Y
		Make arrests (GC 26601)	Y
		Investigate crimes (GS 26602)	Y
		Patrol	N

		Mandated?	
2	Law Enforcement	Civil processes (GC 26607, 26608, 26609)	Y
		Court Bailiff (GC 26611)	Y
		Search and Rescue (GC 26614)	Y
		Coroner Functions (GC 27460)	Y

3	Jail	House inmates pending court appearance (GC 26605)	Y
		House convicted misdemeanants (GC 26605)	Y
		House certain convicted felons (AB 109)	Y
		Provide programming to inmates	Y

4	Emergency Services	County Director of Emergency Services (MCC 2.60.090)	Y
		9-1-1 Public Safety Answering Point / Dispatch	Y
		Code Red / IPAWS coordinator	N

5	Essential Services	Boating patrol	N
		OHV Patrol	N
		School Resource Officer	N
		Inmate workers	N

6	Essential Services	CCW Permits	Y
		Explosives Permits	Y

7			

8			

9			

10			

SHERIFF'S OFFICE DEPARTMENT 440

DEPARTMENT MISSION STATEMENT

The Mono County Sheriff's Office is committed to providing the highest level of professional law enforcement services to enhance the quality of life for the citizens and visitors of Mono County.

DEPARTMENTAL OVERVIEW

The Sheriff's Office provides law enforcement services for the County, including: Patrol; Jail; 9-1-1 Call Center; Dispatch; Civil Services; Coroner; Emergency Management; Investigative; and Administrative.

CHALLENGES, ISSUES and OPPORTUNITIES

Given the uncertainty of this Fiscal Year, the Sheriff's Office requested an austere budget, prioritizing necessities before niceties. The most severe reductions were made to Training, Supplies and Equipment. Realizing there would be significant financial constraints in the age of COVID-19, the Sheriff's Office invested heavily in mandated training in Fiscal Year 19/20. Nearly all employees have met the minimum training requirements for 24 months, which allowed severe cuts to the Training Budget for one year. This will not be sustainable beyond this Fiscal Year, but it will assist in balancing the budget. Additional cuts were made to supplies and equipment, as the Sheriff's Office was sufficiently stocked for the current year. Again, this is not sustainable year over year. Another opportunity for savings will be found by delaying promotions and filling vacancies at entry-level hiring as opposed to mid-step laterals.

CORE SERVICE AND PROGRAM DESCRIPTION

The Sheriff's Office provides law enforcement services for everyone who lives, works and travels in Mono County. We strive to maintain a high quality of life and a true sense of safety for the people who live, work and visit Mono County. We patrol over 3,300 square miles of terrain by car, snowmobile, sno-cat, ATV, boat, and foot. We answer all 9-1-1 and non-emergency calls 24-hours a day, dispatching all law enforcement, medical and fire first responders. We investigate crimes; comfort victims; arrest violators of the law; enforce traffic laws; patrol schools; attend community events; and assist lost and weary travelers. The Mono County Jail houses those arrested for a variety of crimes, from the most minor offense to the most serious. The inmates may be there just for a few hours or for as long as several years.

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

Jail and Dispatch – Budget 460

The Mono County Jail and Dispatch Center is responsible for the booking and release of inmates, and the maintenance of records, warrants and criminal history information. The Dispatch Center receives all 9-1-1 and non-emergency calls for service. We provide dispatch services for the Sheriff's Office, Mammoth Lakes Police Department, Mono County Paramedics and all fire departments within Mono County.

Boating Enforcement – Budget 445

Boating Enforcement is fully funded by the State of California's Division of Boating and Waterways Boating Safety and Enforcement Financial Aid program. The Boating Enforcement program performs boating safety and enforcement activities on Mono County's 23 lakes, as well as provide aid to the Mono

County Paramedics and Search and Rescue when needed. Our Boating operation also assists stranded vessels and investigates boating-related collisions.

Search and Rescue – Budget 450

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

Court Security – Budget 455

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

Office of Emergency Services – Budget 465

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

Off-Highway Vehicle Unit – Budget 145

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

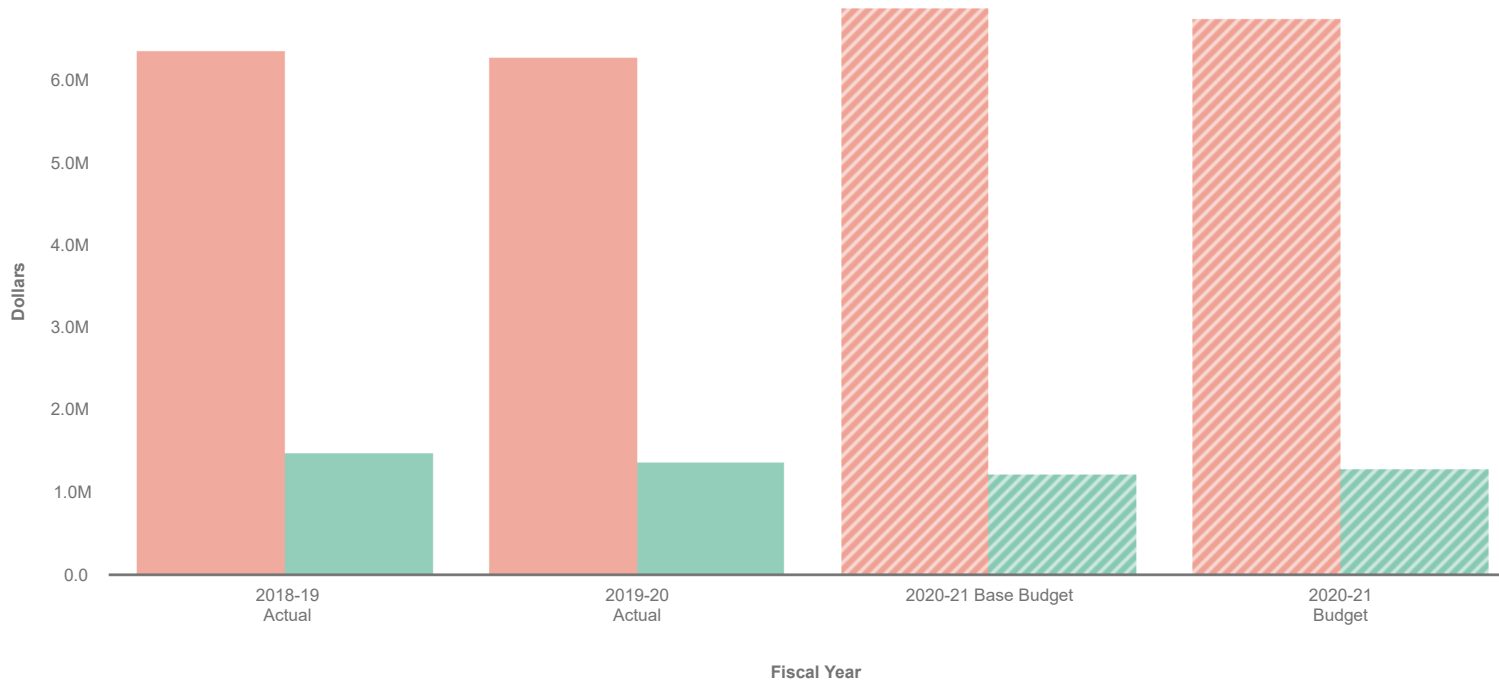
DEPARTMENTAL ACTION PLAN FOR 2020-2021

The main goal of the Sheriff's Office will be to ensure all employees remain current on mandated training, which is essential in maintaining public trust. This goal will be measured by tracking all training of Sheriff's Office personnel. An additional training goal is a partnership with Behavioral Health and other County departments to bring Diversity and Equity training to all County Staff. This goal will be accomplished when the training is presented to the Board of Supervisors. A final goal is the continued effort to partner with Behavioral Health and Emergency Medical Services to build a mobile mental health crisis response team.

1. Sheriff 100-22-440



Visualization



Sort **Large to Small**

- Expenses
- Revenues

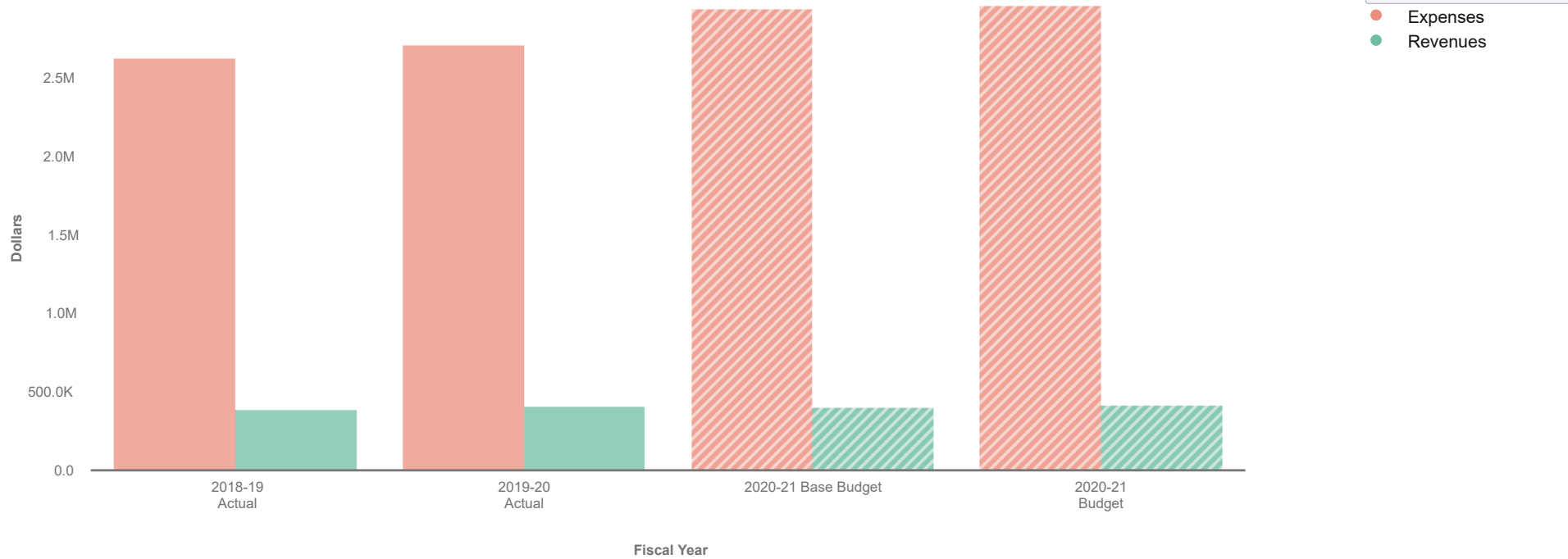
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 1,497,467	\$ 1,382,991	\$ 1,231,543	\$ 1,296,437
▶ Intergovernmental	1,459,325	1,337,946	1,204,543	1,269,437
▶ Charges for Services	28,585	27,156	27,000	27,000
▶ Miscellaneous Revenues	9,557	17,889	0	0
▼ Expenses	6,369,060	6,283,994	6,868,581	6,750,908
▶ Salaries & Benefits	4,346,808	4,447,909	4,658,592	4,995,030
▶ Services and Supplies	2,022,252	1,836,085	2,209,989	1,755,878
Revenues Less Expenses	\$ -4,871,594	\$ -4,901,003	\$ -5,637,038	\$ -5,454,471

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-POLICE, SHERIFF, No Project and exported on July 29, 2020. Created with OpenGov

2. Jail 100-23-460



Visualization



Sort **Large to Small**

- Expenses
- Revenues

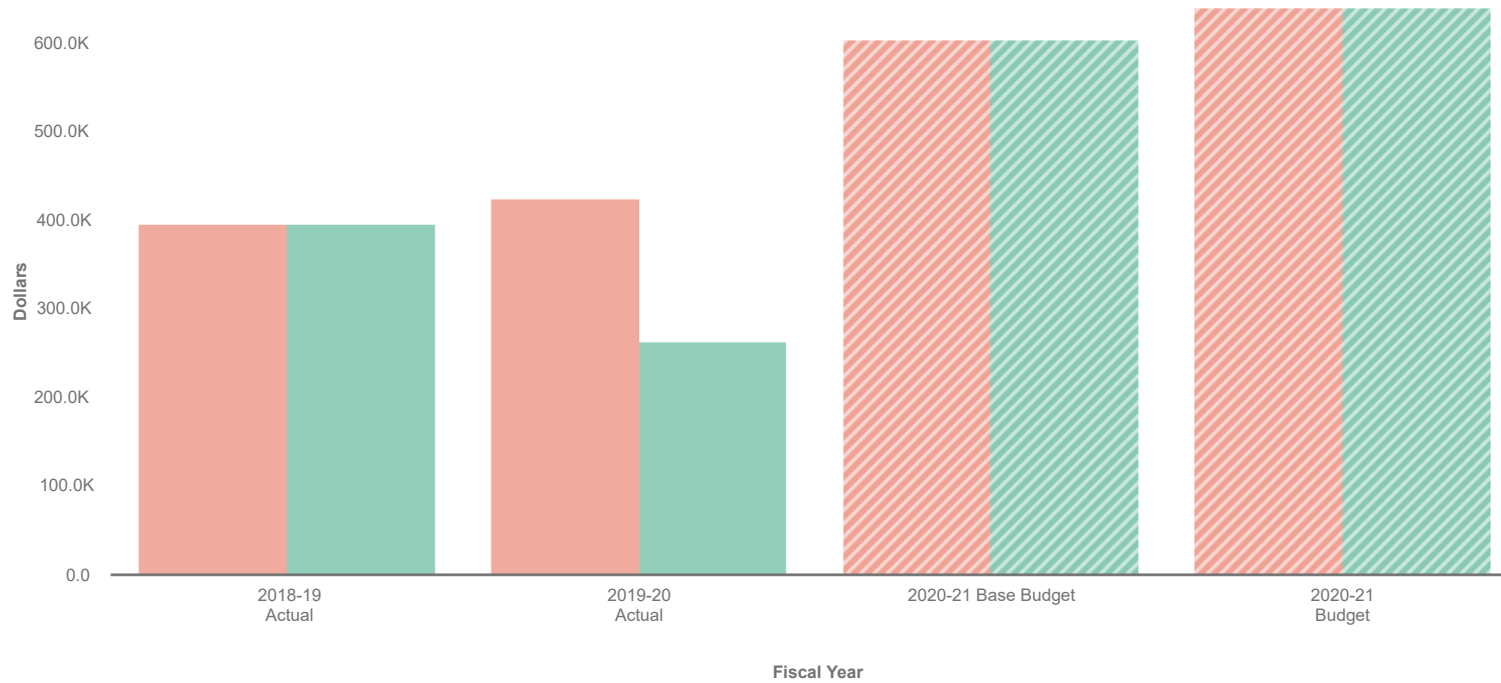
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 393,854	\$ 411,627	\$ 405,968	\$ 422,190
▶ Charges for Services	383,542	389,289	389,288	405,510
▶ Intergovernmental	10,312	22,338	16,680	16,680
▼ Expenses	2,630,199	2,712,190	2,945,993	2,959,000
▶ Salaries & Benefits	2,103,459	2,158,241	2,260,746	2,433,698
▶ Services and Supplies	526,740	553,949	685,247	525,302
Revenues Less Expenses	\$ -2,236,345	\$ -2,300,563	\$ -2,540,025	\$ -2,536,810

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-DETENTI&CORR, JAIL, No Project and exported on July 29, 2020. Created with OpenGov

3. Court Security 100-22-455



Visualization



Sort Large to Small

- Expenses
- Revenues

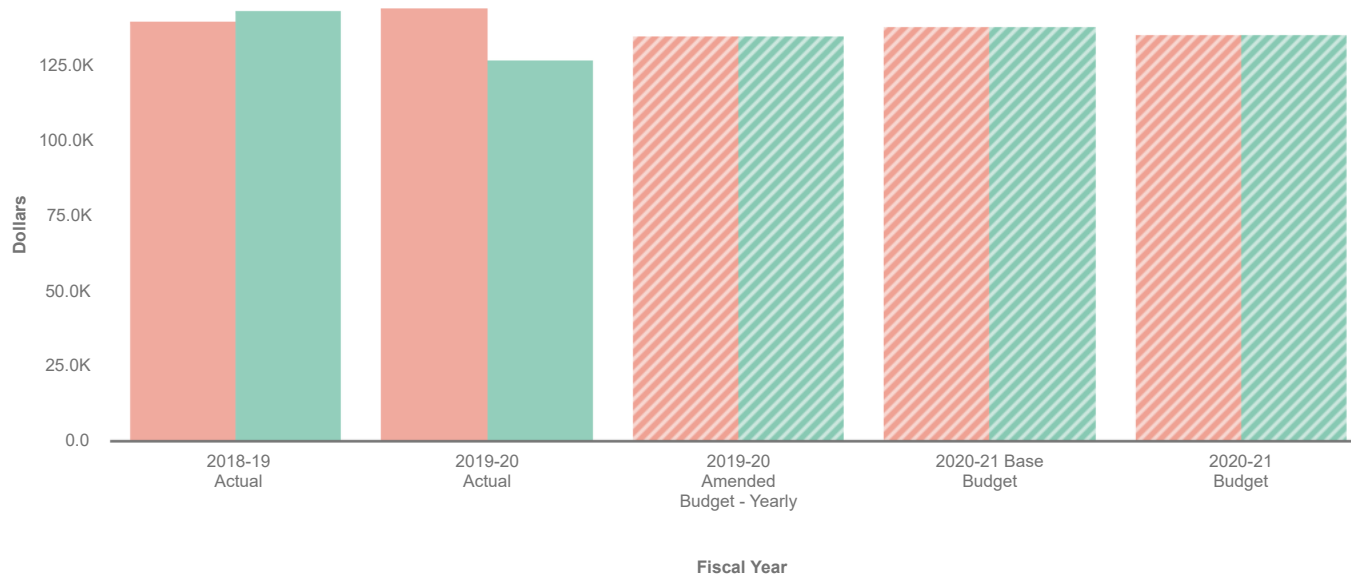
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 394,978	\$ 263,838	\$ 604,065	\$ 637,940
▶ Transfers In	394,978	263,838	604,065	637,940
▼ Expenses	394,978	424,713	604,065	637,940
▶ Salaries & Benefits	365,800	377,482	561,168	572,143
▶ Services and Supplies	29,178	47,231	42,897	65,797
Revenues Less Expenses	\$ 0	\$ -160,875	\$ 0	\$ 0

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-POLICE, CTHOUSE SECURITY, No Project and exported on July 29, 2020. Created with OpenGov

4. Boating Law Enforcement 100-22-445



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 143,750	\$ 127,078	\$ 134,949	\$ 138,309	\$ 135,616
▶ Intergovernmental	143,750	127,078	134,949	138,309	135,616
▼ Expenses	140,049	144,001	134,949	138,309	135,616
▶ Salaries & Benefits	119,376	128,693	98,983	101,370	98,677
▶ Services and Supplies	20,673	15,308	35,966	36,939	36,939
Revenues Less Expenses	\$ 3,702	\$ -16,923	\$ 0	\$ 0	\$ 0

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-POLICE, BOATING LAW ENFORCEMENT, No Project and exported on August 20, 2020. Created with OpenGov

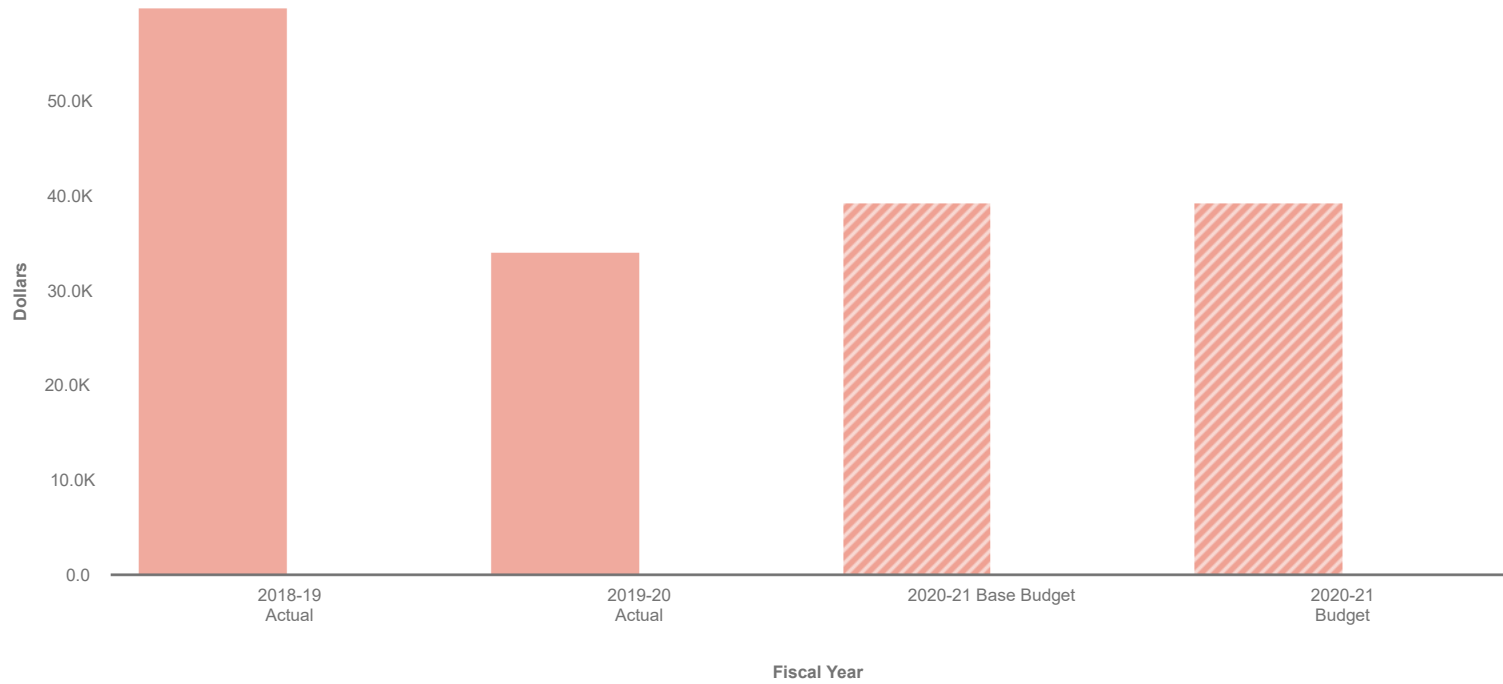
5. Search and Rescue 100-27-450



Visualization

Sort **Large to Small**

- Expenses
- Revenues



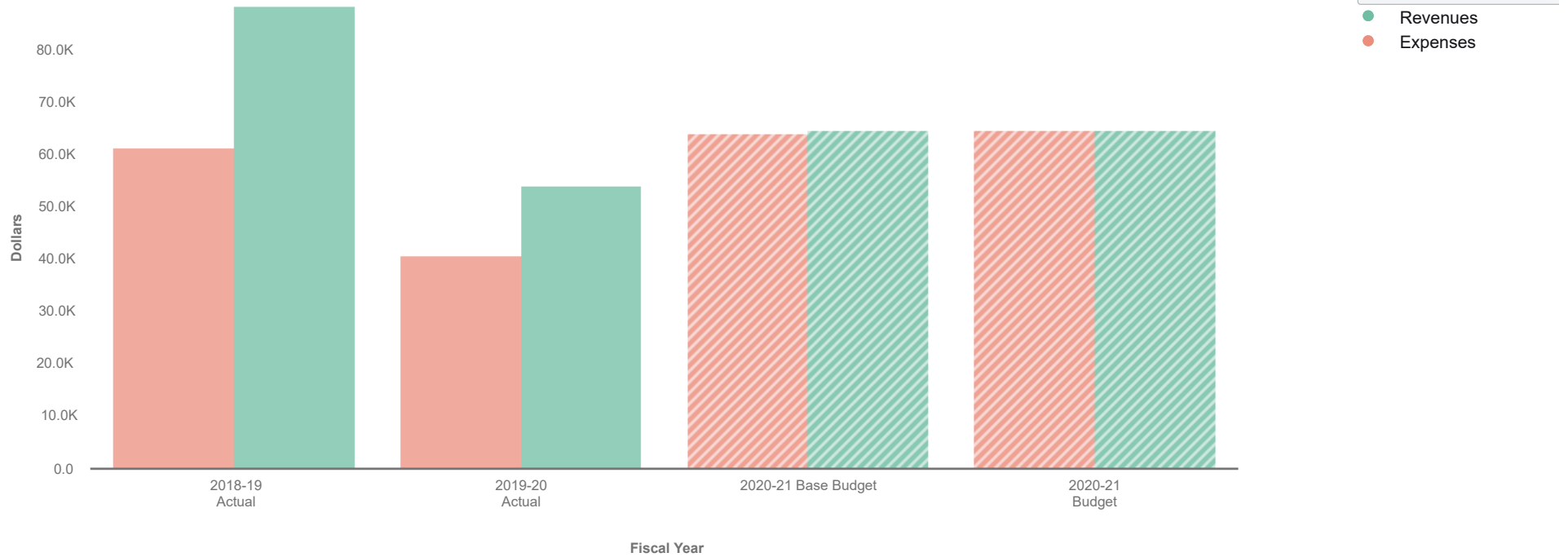
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 59,828	\$ 34,212	\$ 39,332	\$ 39,332
▶ Services and Supplies	59,828	34,212	39,332	39,332
Revenues Less Expenses	\$ -59,828	\$ -34,212	\$ -39,332	\$ -39,332

Data filtered by Types, GENERAL FUND, PUBLIC PROTECTION-OTHER, SEARCH AND RESCUE, No Project and exported on July 29, 2020. Created with OpenGov

6. Off Highway Vehicle Fund 145-22-440



Visualization



Sort **Large to Small**

- Revenues
- Expenses

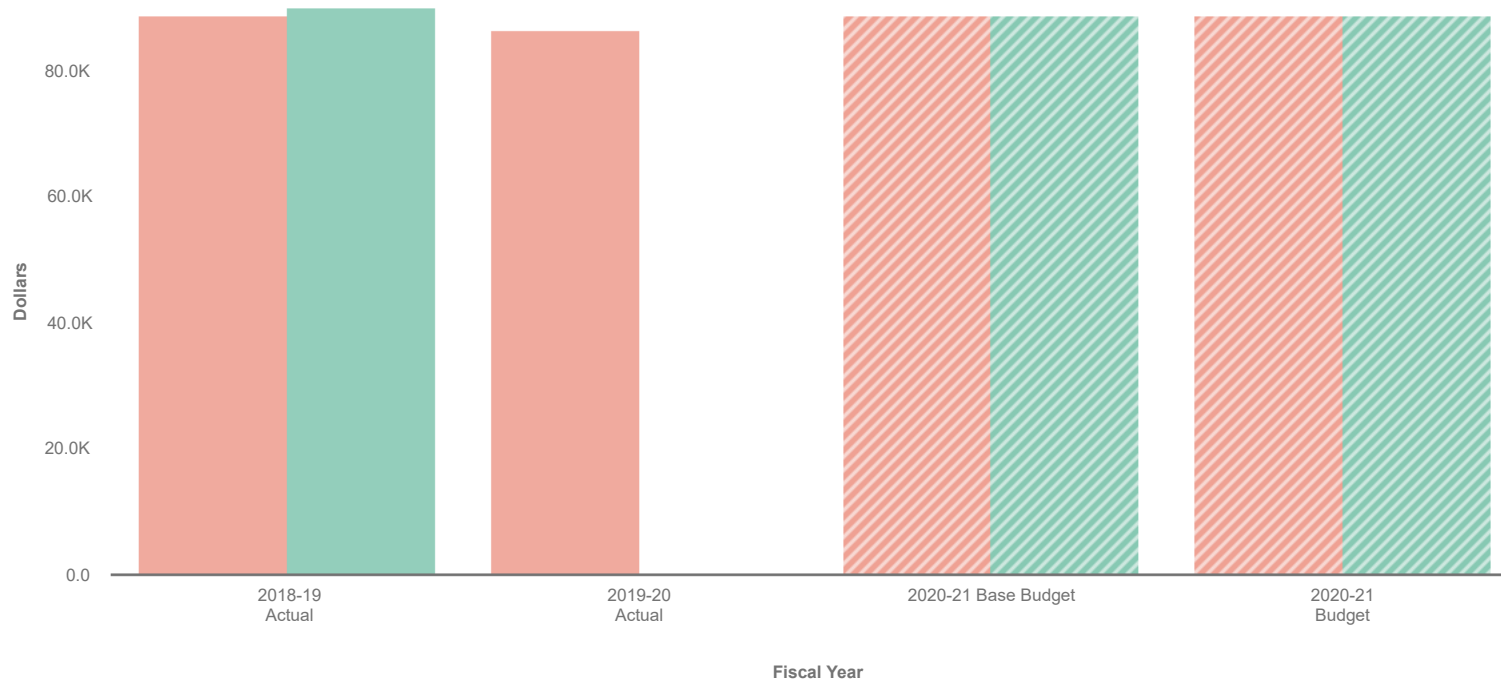
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 61,288	\$ 40,672	\$ 64,043	\$ 64,554
▶ Salaries & Benefits	50,979	34,565	50,820	51,331
▶ Services and Supplies	10,309	6,107	13,223	13,223
▼ Revenues	88,128	53,975	64,554	64,554
▶ Intergovernmental	71,977	46,319	48,323	48,323
▶ Licenses, Permits & Franchises	16,155	7,299	16,231	16,231
▶ Interest & Rents	-4	357	0	0
Revenues Less Expenses	\$ 26,840	\$ 13,303	\$ 511	\$ 0

Data filtered by Types, OHV - Off-Highway Vehicle Fund, PUBLIC PROTECTION-POLICE, SHERIFF, No Project and exported on July 29, 2020. Created with OpenGov

7. Terrorism Grant - OES 142-22-440



Visualization



Sort **Large to Small**

- Expenses
- Revenues

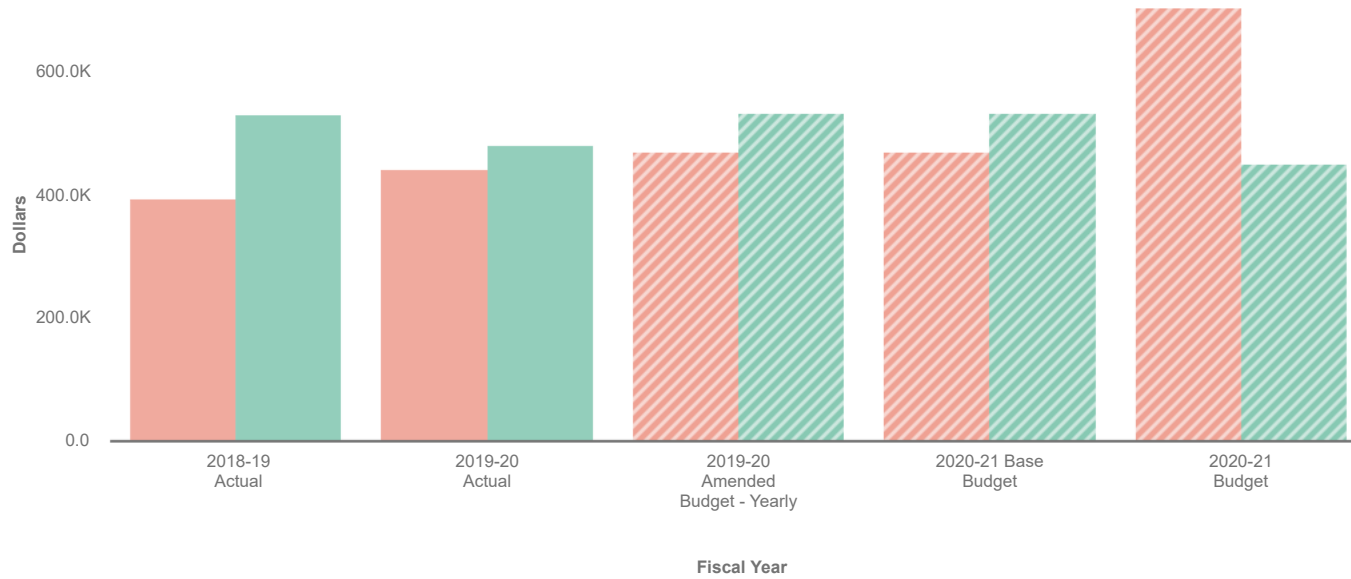
	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
Collapse All				
▼ Expenses	\$ 88,701	\$ 86,465	\$ 88,712	\$ 88,712
▶ Services and Supplies	88,701	86,465	88,712	88,712
▼ Revenues	89,836	0	88,712	88,712
▶ Intergovernmental	89,836	0	88,712	88,712
Revenues Less Expenses	\$ 1,135	\$ -86,465	\$ 0	\$ 0

Data filtered by Types, SHERIFF - TERRORISM GRANT - OES, PUBLIC PROTECTION-POLICE, SHERIFF, No Project and exported on July 29, 2020. Created with OpenGov

8. Court Security 2011 Realignment 146-22-455



Visualization



Sort Large to Small

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 531,661	\$ 481,387	\$ 533,686	\$ 533,686	\$ 452,084
▶ Intergovernmental	518,662	468,004	533,686	533,686	452,084
▶ Interest & Rents	13,000	13,383	0	0	0
▼ Expenses	394,978	441,927	471,834	471,834	702,940
▶ Transfers Out	394,978	441,927	471,834	471,834	702,940
Revenues Less Expenses	\$ 136,684	\$ 39,460	\$ 61,852	\$ 61,852	\$ -250,856

Data filtered by Types, Court Security 2011 Realignment, PUBLIC PROTECTION-POLICE, CTHOUSE SECURITY, No Project and exported on August 20, 2020. Created with OpenGov

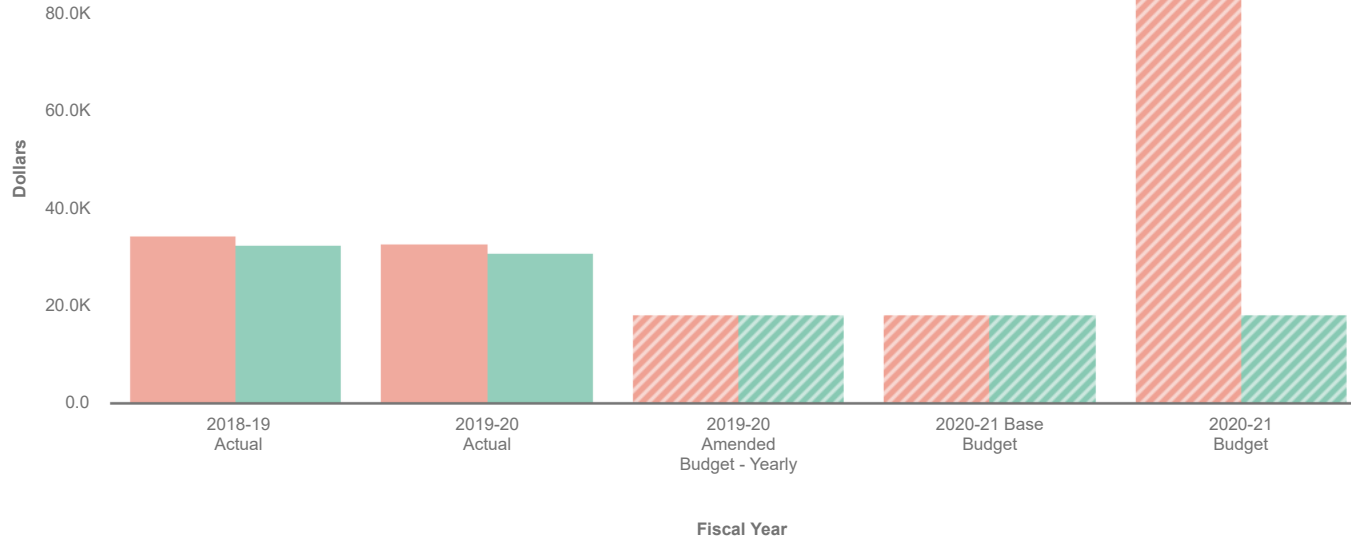
9. Inmate Welfare Trust 720-23-000



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 32,509	\$ 30,836	\$ 18,300	\$ 18,300	\$ 18,300
▶ Miscellaneous Revenues	32,509	30,836	18,300	18,300	18,300
▼ Expenses	34,441	32,785	18,300	18,300	96,300
▶ Services and Supplies	34,441	32,785	18,300	18,300	18,300
▶ Transfers Out	0	0	0	0	78,000
Revenues Less Expenses	\$ -1,932	\$ -1,949	\$ 0	\$ 0	\$ -78,000

Data filtered by Types, INMATE WELFARE TRUST, PUBLIC PROTECTION-DETENTI&CORR, GENERAL, No Project and exported on August 20, 2020. Created with OpenGov

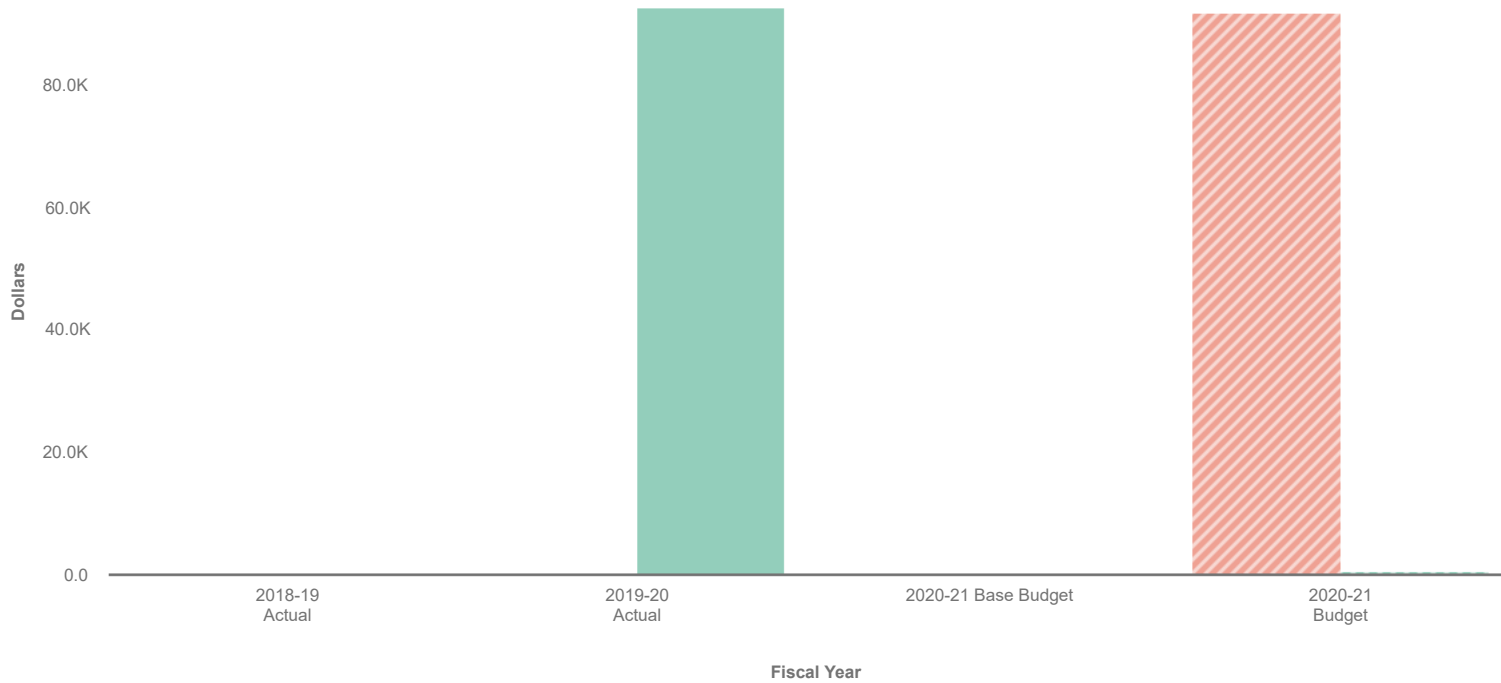
10. Medication Assisted Treatment (MAT) Grant 147-23-460



Visualization

Sort **Large to Small**

- Revenues
- Expenses



Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 92,632	\$ 0	\$ 700
▶ Intergovernmental	0	91,925	0	0
▶ Interest & Rents	0	707	0	700
▼ Expenses	0	0	0	91,925
▶ Services and Supplies	0	0	0	75,000
▶ Salaries & Benefits	0	0	0	16,925
Revenues Less Expenses	\$ 0	\$ 92,632	\$ 0	\$ -91,225

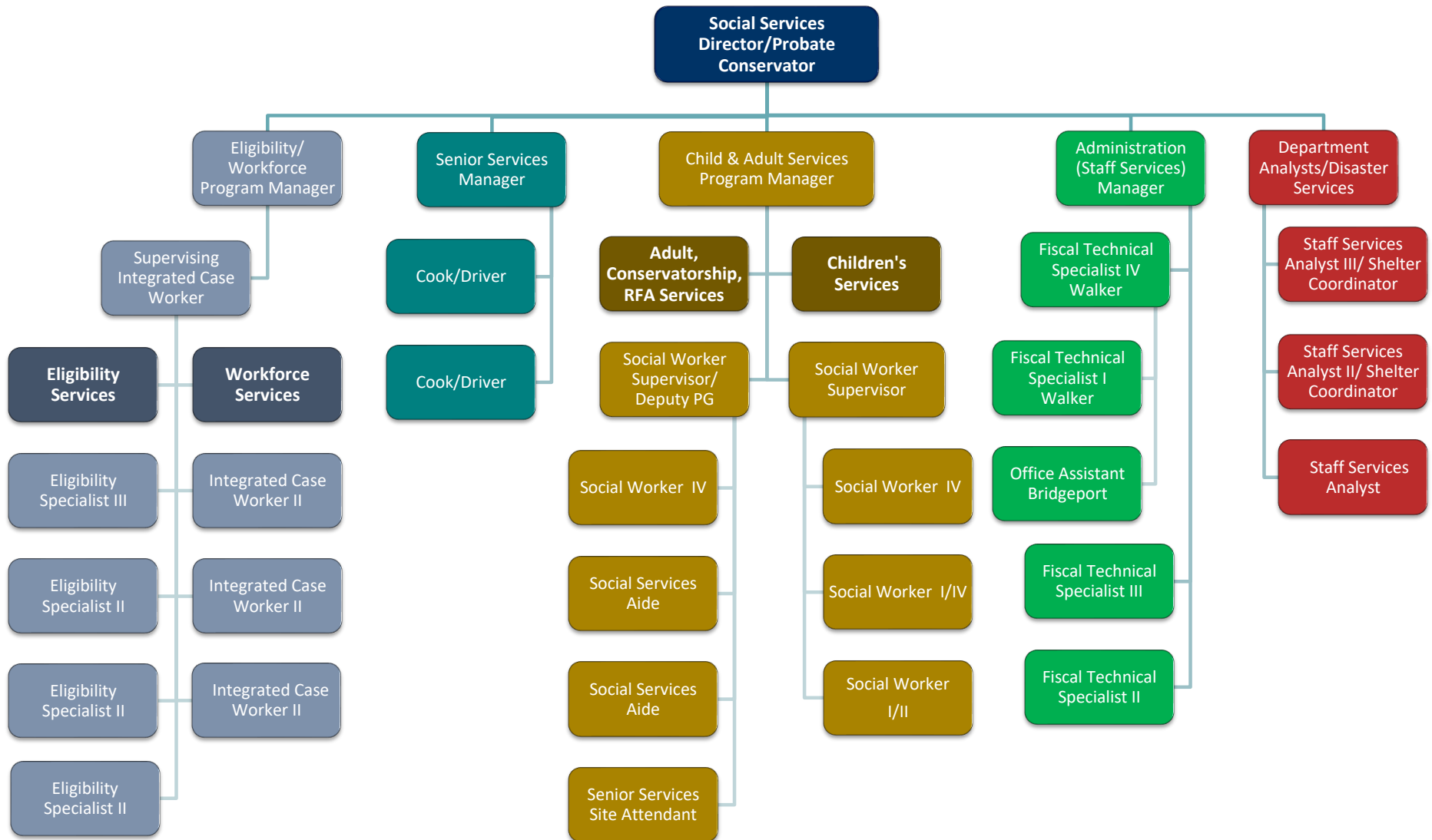
Data filtered by Types, Medication-Assisted Treatment (MAT) Grant (SAMHSA), PUBLIC PROTECTION-DETENTI&CORR, JAIL, No Project and exported on July 29, 2020. Created with OpenGov

SOCIAL SERVICES



SOCIAL SERVICES

Departmental Organizational Chart



Bilingual Staff = 9

DIVISIONS	Eligibility	Senior Services	Child & Adult Services	Administrative Services	Disaster Services

Social Services

Core Services

		Mandated?	
1	Child Welfare Services	Child Protective Services (CPS) - emergency response, investigation	Y
		Resource Family Approval; Family Reunification; Adoptions	Y
		Case Management; WRAParound Program for at-risk children/families	Y
		Child Abuse Prevention program administration (CAPIT; CBCAP; PSSF); County Children's Trust Fund	Y

		Mandated?	
2	Adult Services	Adult Protective Services (APS) - emergency response, investigation	Y
		Information and Referral, Case Management	Y
		Probate Conservator Referrals	Y
		Cross report allegations & coordination	Y

3	In-Home Supportive Services (IHSS)	Social Worker Assessments and Reassessments	Y
		Quality Assurance	Y
		Case Management, Information and Payrolling System (CMIPS)	Y
		Non-profit consortium/Provider relations	Y

4	Probate Conservatorships	Conservatorship referrals and investigations	N
		Inventory & Appraisal; Placement; On-going Case Management	N
		Estate administration services; Representative Payee	N
		Training and Certification by California PA PG PC Association	N

5	Health Coverage	Medi-Cal Eligibility & Enrollment	Y
		Covered California Enrollment	Y
		County Medical Services Program	Y
		Managed Care transition support	Y

6	Financial Assistance & Case Management	CalWorks Eligibility & Case Management	Y
		General Assistance/General Relief	Y
		Emergency Assistance	Y
		Homelessness Prevention Programs: HDAP and HA	N

7	Food Assistance	CalFresh Eligibility & Enrollment	Y
		Food Pantry operations	Y
		CalFresh Expansion to SSI	Y
		Fraud monitoring	Y

8	Workforce Services	Welfare to Work	Y
		Workforce Innovation and Opportunity Act (WIOA) Program: On-the-Job-Training	N
		Employment Services; Resource Room	Y
		Expanded Subsidized Employment	N

9	Senior Services	Antelope Valley Senior Center operations; Tri-Valley operations	N
		Nutrition Programs (congregate and home-delivered meals)	N
		Assisted Transportation	N
		Senior activities; Information & Assistance; <i>Healthy Ideas</i> depression prevention program	N

10	Disaster Services	Countywide Emergency Shelter Operations & Disaster Response	Y
		Red Cross Coordination and Disaster Action Team (DAT)	Y
		Recruitment, training & implementation - residents & staff	Y
		Inter-agency coordination & planning	Y

CONTINUED

11	Administration and Support	Policy direction; leadership activities in County Welfare Director's Assoc.	Y
		Financial planning and accounting	Y
		Staff Development; new staff orientation and on-boarding	Y
		Special projects and initiatives	Y

SOCIAL SERVICES DEPARTMENT

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

DEPARTMENTS 868, 870, 874, 869, 875, 868, 880

DEPARTMENT MISSION STATEMENT

The mission of the Department of Social Services is to help our community be safe, supported, and self-sufficient.

DEPARTMENTAL (or Division) OVERVIEW

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

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

For purposes of budgeting, our activities are separated into seven budget units: 1) Public Assistance & Health Insurance/Child Welfare & Adult Protective Services/Administration & Support, 2) General Relief, 3) Workforce Services (Employment & Training), 4) Senior Services, 5) Public Guardian, 6) WRAP Program, 7) County Children's Trust Fund

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

CHALLENGES, ISSUES and OPPORTUNITIES

California's safety net system is almost entirely delivered by counties. Counties are experiencing significant and unprecedented loss of 1991 and 2011 Realignment revenues as a result of the COVID-19 pandemic and subsequent economic downturn. Realignment revenues are expected to drop by over 13 percent beginning fiscal year 2019-20 creating a decrease across all realigned programs and into the next fiscal year.

The 1991 and 2011 realigned human services programs are shared state and county programs. While Mono County has carry over realignment from previous fiscal years which will help absorb this and next year's decline in revenues, a long-term and sustained decline in realignment funds without state backfill of funding could mean future year shortfalls and subsequent reduction of safety net programs most needed during the statewide public health emergency and economic downturn.

CORE SERVICES AND PROGRAMS

Public Assistance & Health Insurance / Child Welfare & Adult Protective Services / Administration & Support (868 & 870)

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

General Relief (874)

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.

Senior Services (875)

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

Elder Nutrition Program - Home Delivered Meals are available to home-bound or isolated individuals, including weekly delivery of meals. The Program also provides nutrition education and counseling to seniors. Transportation services include the provision of bus passes to seniors to provide access to community resources. In addition, individuals who have been assessed as needing assistance with transportation because of physical or cognitive difficulties are able to receive assisted transportation services. Assisted transportation is primarily used to access out of area medical care; however, assistance with accessing local medical and other support services is also available. The Antelope Valley Senior Center is typically open five days a week and provides congregate meals, senior activities, and access to a wide range of information and services. During the COVID-19 pandemic the Center will remain closed, however all congregate clients are offered weekly home delivered frozen meals instead. Additionally, staff are investigating ways to facilitate outdoor and/or on-line social activities for seniors. Frozen meals are delivered to the homes of eligible residents of the Tri-Valley area (Benton, Hammil Valley, and Chalfant).

Public Guardian (880)

The Public Guardian function is carried out via Probate Conservatorships, which assists individuals who are substantially unable to provide for their own basic needs, (food, clothing, and shelter). Probate Conservatorships are primarily established for adults who cannot care for themselves or manage their own finances. This type of conservatorship is often used for older adults with severe limitations and for younger people who have serious cognitive impairments. While the Department is not formally designated an Office of the Public Guardian, it serves in this capacity on behalf of the County and complies with the certification and continuing education requirements that are established by the California State Association of Public Administrators, Public Guardians, and Public Conservators as defined under Probate Code Section 2923.

Workforce Services (Employment and Training Programs) (869)

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

WRAP Program

Wraparound, or WRAP for short, is a way of partnering with families with complex needs who are involved with the Child Welfare and Probation systems by providing intensive services using a team strengths-based approach. It is intended as a preventative measure, and as an alternative to institutional care (a.k.a. group home or Short-Term Residential Therapeutic Program), by bringing needed services and supports to the child and family in the community setting.

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

County Children's Trust Fund (868)

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

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

DEPARTMENTAL (or Division) ACTION PLAN FOR 2020-2021

As the COVID-19 pandemic continues to rapidly evolve, it is evident that the Department of Social Services and the people we serve won't be back to business as usual for some time. The demand for services from families who have had the economic rug pulled out from under them will continue to grow. Seniors who have been isolated and at risk of neglect as well as COVID-19 will need additional support.

As we continue to grapple with the additional challenges of conducting our work under the pandemic, we know our mission is more important than ever. No one knows how long the economic toll of the coronavirus will last, but we do know that poverty, hunger, abuse and neglect can have lifelong consequences.

For these reasons, the Social Services Department will continue working to help vulnerable residents, and to respond to these challenges with compassion and professionalism.

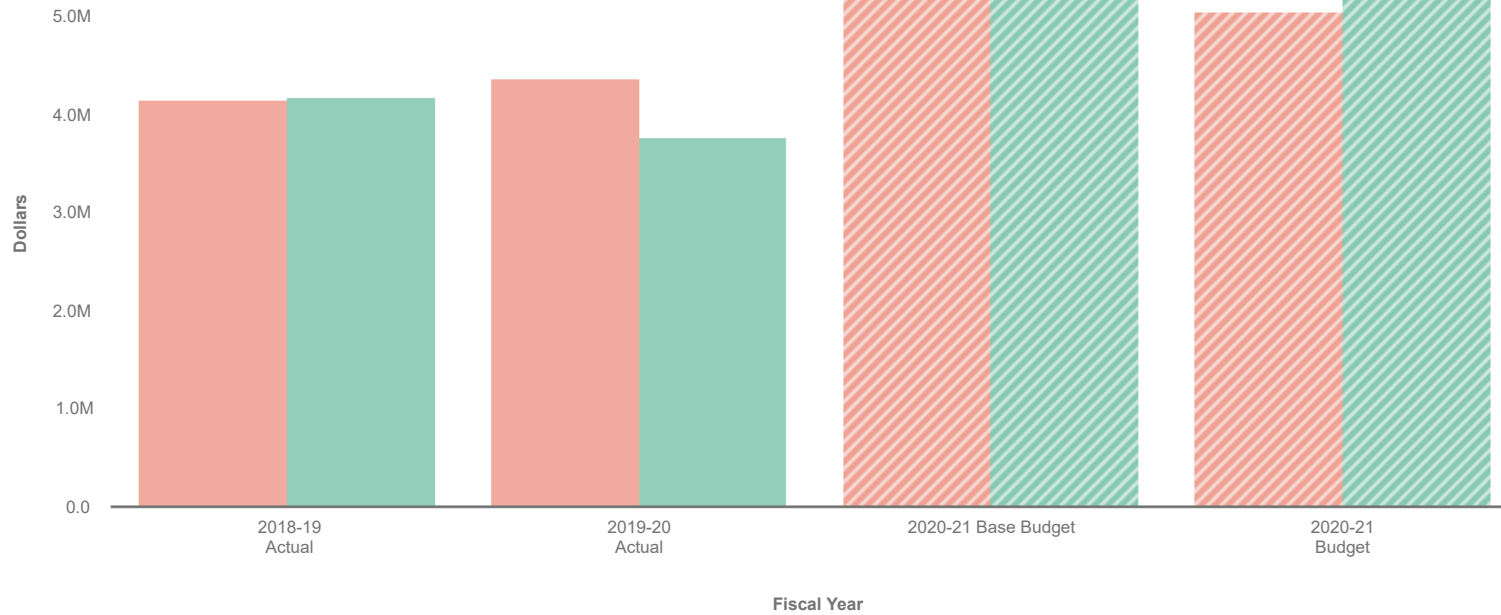
1. Social Services Department 110-51-868



Visualization

Sort **Large to Small**

- Revenues
- Expenses



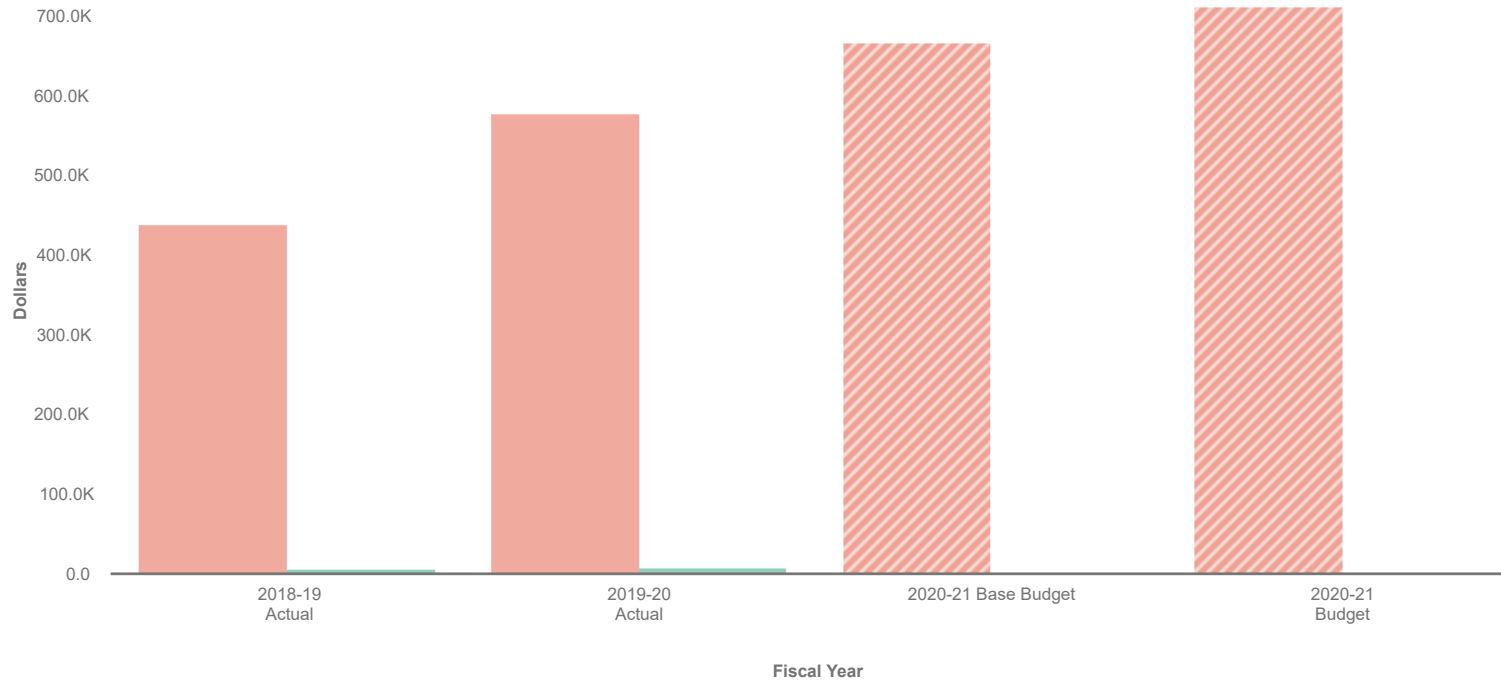
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 4,149,997	\$ 4,361,523	\$ 5,216,990	\$ 5,045,465
▶ Salaries & Benefits	2,691,974	2,795,053	3,310,111	3,191,418
▶ Services and Supplies	1,373,308	1,331,472	1,717,179	1,726,847
▶ Support of Other	63,115	45,097	89,700	67,200
▶ Transfers Out	21,599	5,683	100,000	60,000
▶ Capital Outlay	0	184,219	0	0
▼ Revenues	4,175,841	3,775,440	5,539,296	5,769,016
▶ Transfers In	1,505,821	819,808	2,606,351	5,722,016
▶ Intergovernmental	2,644,414	2,939,527	2,908,265	29,000
▶ Interest & Rents	22,272	15,059	24,680	18,000
▶ Miscellaneous Revenues	3,333	1,046	0	0
Revenues Less Expenses	\$ 25,844	\$ -586,084	\$ 322,306	\$ 723,551

Data filtered by Types, SOCIAL SERVICES, PUBLIC ASSISTANCE-ADMIN, SOCIAL SERVICES DEPARTMENT, No Project and exported on July 29, 2020. Created with OpenGov

2. Aid program 110-52-870



Visualization



Sort **Large to Small**

- Expenses
- Revenues

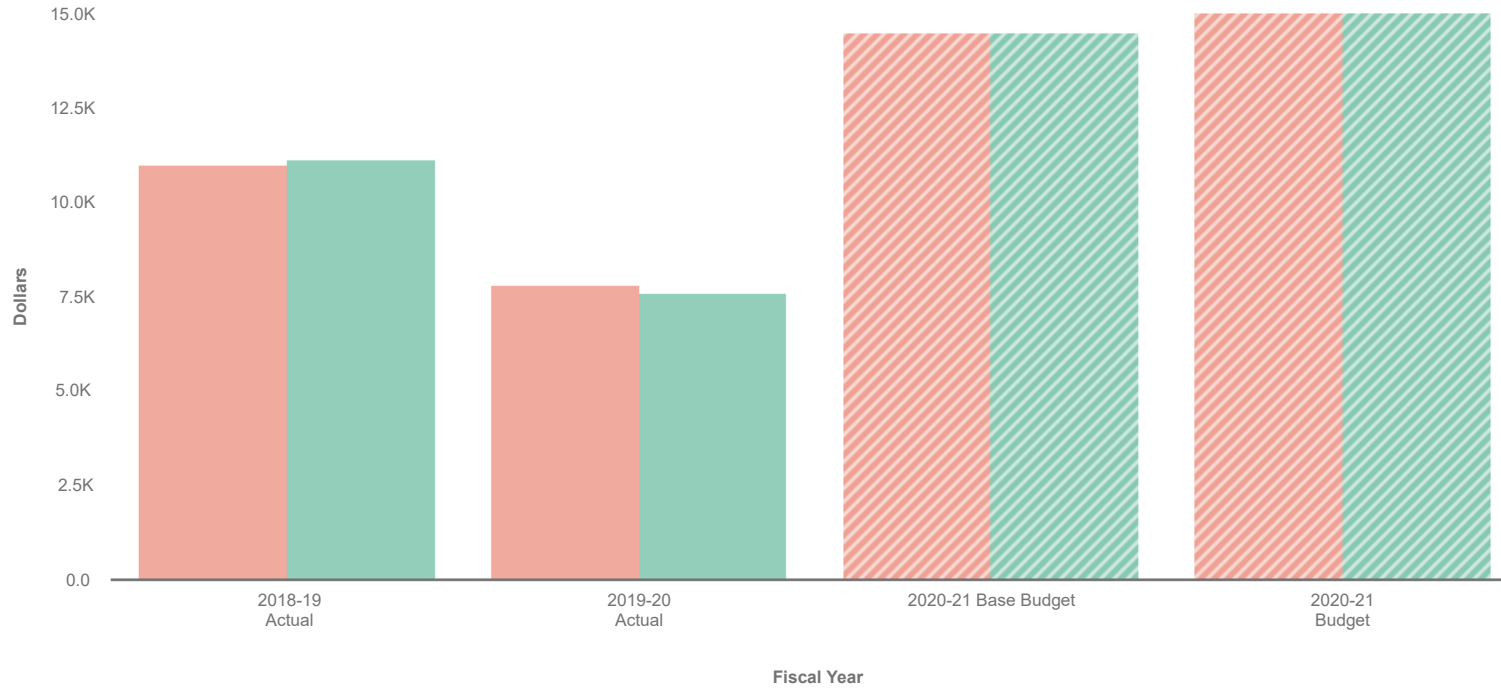
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▶ Revenues	\$ 6,247	\$ 7,625	\$ 0	\$ 0
▼ Expenses	439,119	578,841	668,000	710,856
▶ Support of Other	439,119	578,841	668,000	710,856
Revenues Less Expenses	\$ -432,872	\$ -571,216	\$ -668,000	\$ -710,856

Data filtered by Types, SOCIAL SERVICES, PUBLIC ASSISTANCE-AID PRGMS, AID PROGRAMS, No Project and exported on July 29, 2020. Created with OpenGov

3. General Relief 110-53-874



Visualization



Sort Large to Small

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 11,132	\$ 7,589	\$ 14,500	\$ 15,000
▶ Transfers In	4,249	6,039	14,500	15,000
▶ Charges for Services	6,883	1,550	0	0
▼ Expenses	11,007	7,817	14,500	15,000
▶ Support of Other	9,996	7,817	14,500	15,000
▶ Services and Supplies	1,011	0	0	0
Revenues Less Expenses	\$ 125	\$ -228	\$ 0	\$ 0

Data filtered by Types, SOCIAL SERVICES, PUBLIC ASSISTANCE-GEN RELIEF, AID TO INDIGENTS, No Project and exported on July 29, 2020. Created with OpenGov

4. CCTF - County Children's Trust Fund 114-56-868



Visualization



Sort **Large to Small**

- Expenses
- Revenues

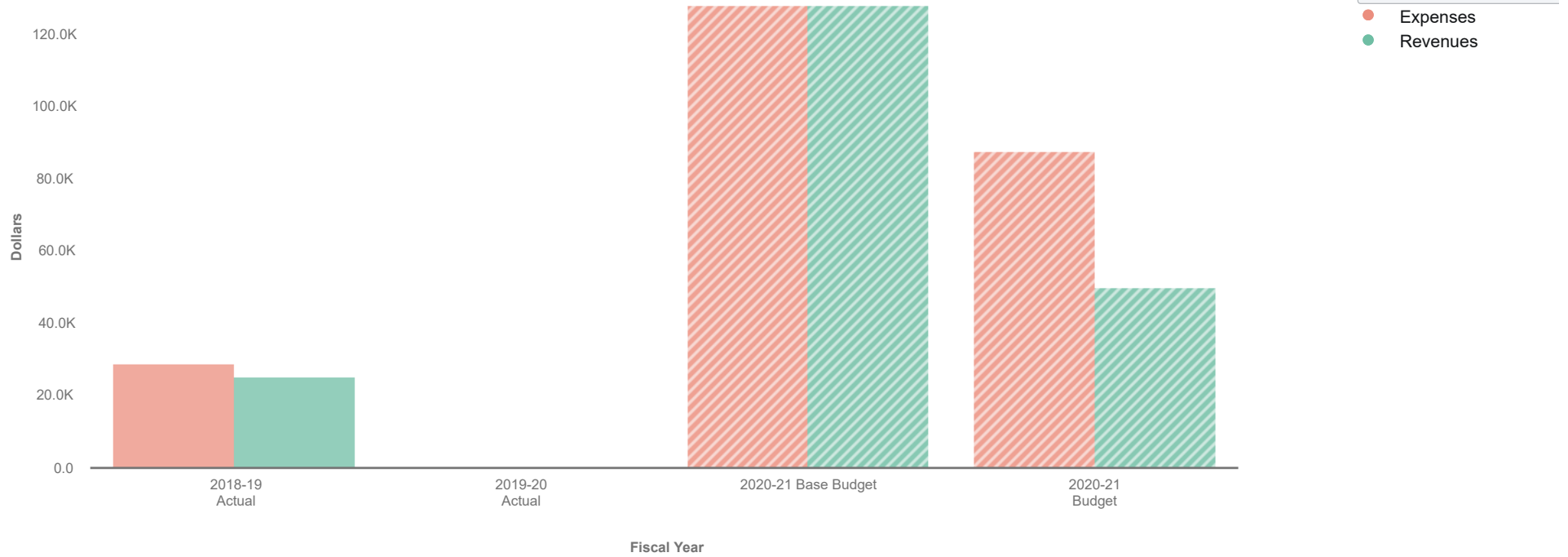
Expand All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 30,479	\$ 29,858	\$ 31,000	\$ 30,000
▶ Intergovernmental	29,567	29,147	29,567	29,147
▶ Charges for Services	901	677	1,333	818
▶ Interest & Rents	11	34	100	35
▼ Expenses	30,308	31,000	31,000	30,000
▶ Services and Supplies	30,308	31,000	31,000	30,000
Revenues Less Expenses	\$ 171	\$ -1,142	\$ 0	\$ 0

Data filtered by Types, DSS-BIRTH CERT CHILDREN'S TRUST FUND, PUBLIC ASSISTANCE-OTHER ASSIST, SOCIAL SERVICES DEPARTMENT, No Project and exported on July 29, 2020. Created with OpenGov

5. WRAP - Foster Care 112-54-868



Visualization



Sort **Large to Small**

- Expenses
- Revenues

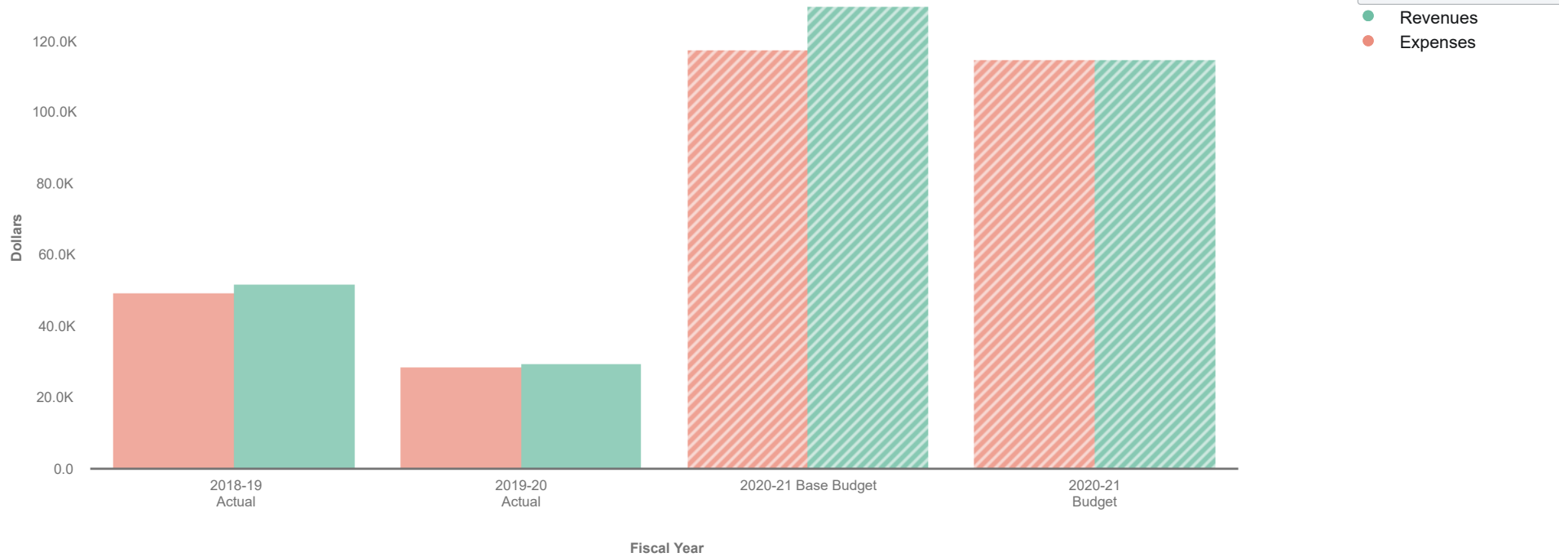
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 25,130	\$ 0	\$ 127,529	\$ 50,000
▶ Transfers In	25,130	0	127,529	50,000
▼ Expenses	28,885	0	127,529	87,529
▶ Transfers Out	25,130	0	71,499	50,000
▶ Services and Supplies	3,754	0	18,501	37,529
▶ Other Expenses	0	0	37,529	0
Revenues Less Expenses	\$ -3,754	\$ 0	\$ 0	\$ -37,529

Data filtered by Types, DSS-WARAPAROUND (FOSTER CARE), PUBLIC ASSISTANCE-COURT WARDS, SOCIAL SERVICES DEPARTMENT, No Project and exported on July 29, 2020. Created with OpenGov

6. Workforce Investment Act 111-56-869



Visualization



Sort **Large to Small**

- Revenues
- Expenses

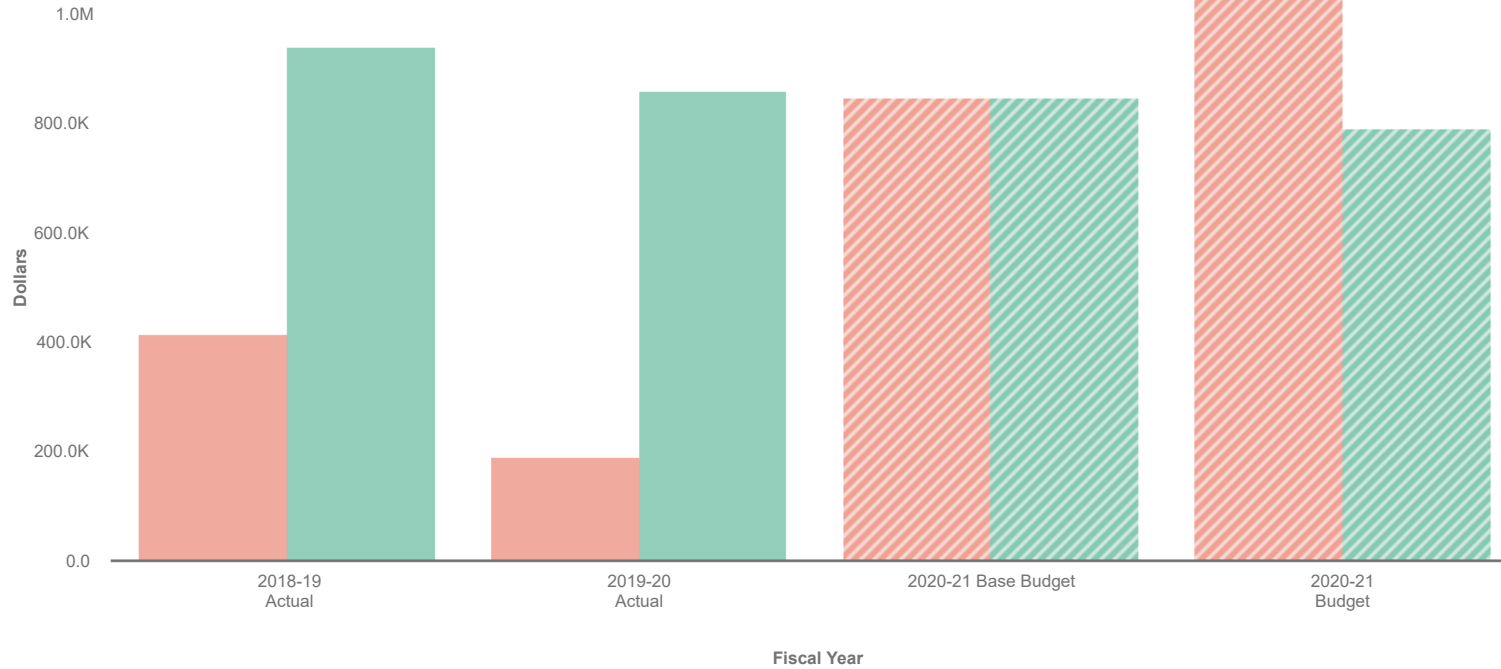
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 52,020	\$ 29,782	\$ 129,662	\$ 114,966
▶ Intergovernmental	52,020	29,782	129,662	114,966
▼ Expenses	49,663	28,895	117,691	114,966
▶ Services and Supplies	37,149	22,645	96,691	104,966
▶ Salaries & Benefits	12,514	6,251	21,000	10,000
Revenues Less Expenses	\$ 2,357	\$ 886	\$ 11,971	\$ 0

Data filtered by Types, EMPLOYERS TRAINING RESOURCE, PUBLIC ASSISTANCE-OTHER ASSIST, WORKFORCE INVESTMENT ACT (WIA), No Project and exported on July 29, 2020. Created with OpenGov

7. DSS 1991 Realignment 117-51-868



Visualization



Sort **Large to Small**

- Revenues
- Expenses

Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 939,424	\$ 858,350	\$ 846,225	\$ 791,081
▶ Intergovernmental	920,360	834,467	846,225	768,198
▶ Interest & Rents	19,064	23,883	0	22,883
▼ Expenses	414,299	190,418	846,225	1,035,051
▶ Transfers Out	414,299	190,418	846,225	1,035,051
Revenues Less Expenses	\$ 525,125	\$ 667,932	\$ 0	\$ -243,970

Data filtered by Types, DSS 1991 Realignment, PUBLIC ASSISTANCE-ADMIN, Social Services, No Project and exported on July 29, 2020. Created with OpenGov

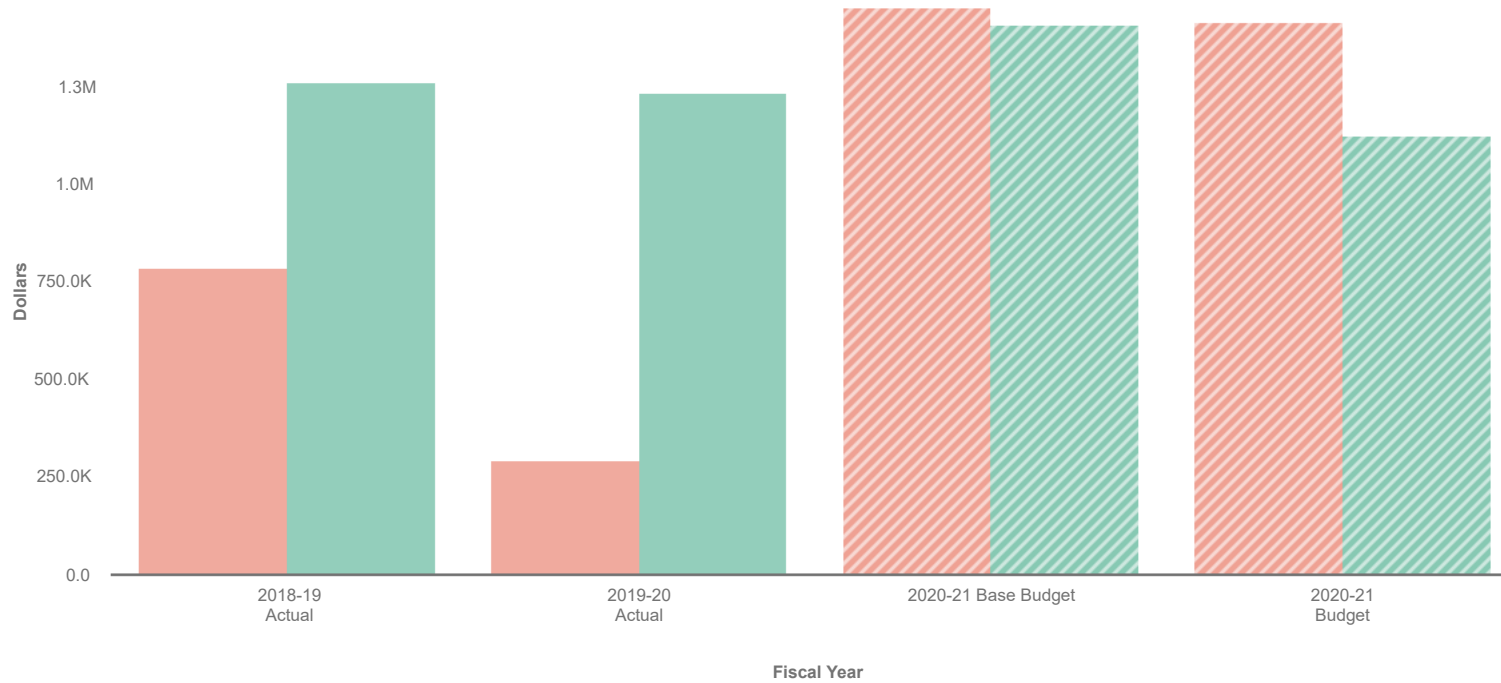
8. DSS 2011 Realignment 118-51-868



Visualization

Sort **Large to Small**

- Revenues
- Expenses



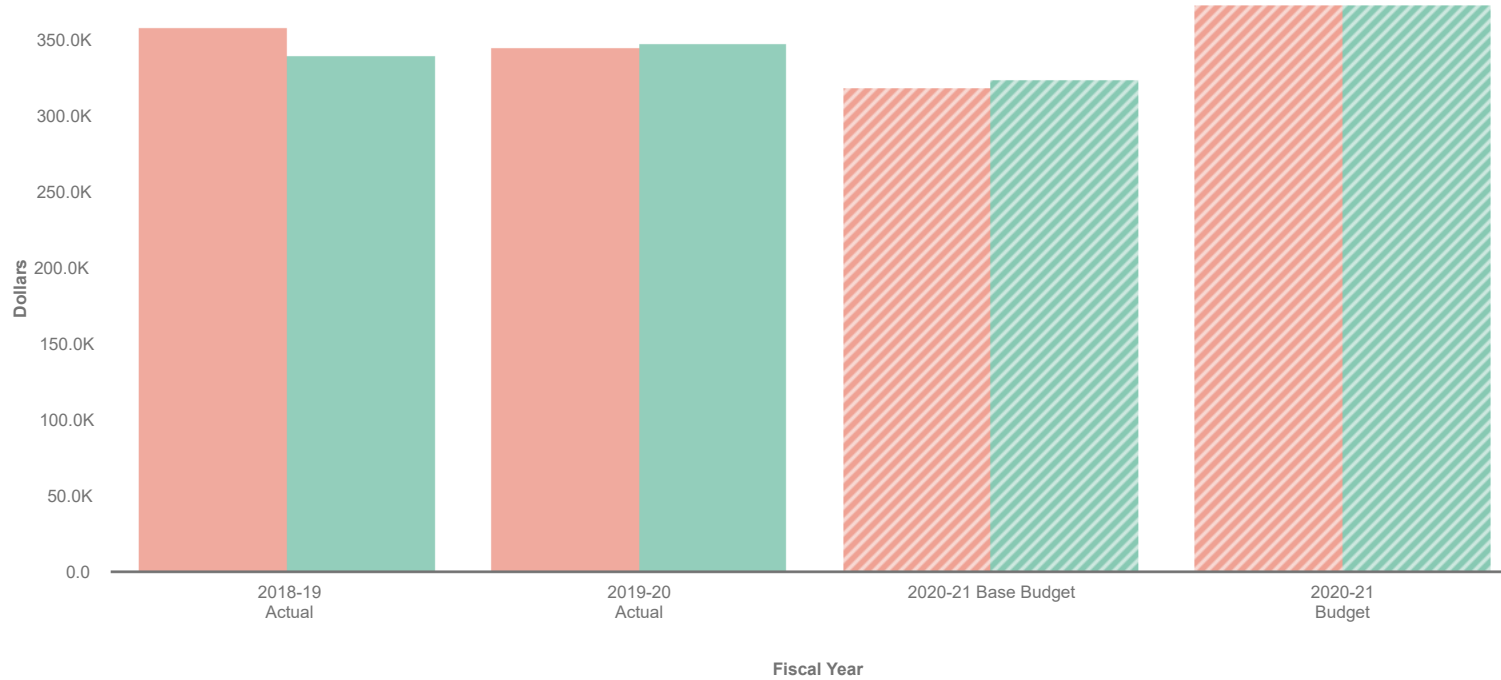
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Expenses	\$ 785,528	\$ 293,333	\$ 1,449,155	\$ 1,414,069
▶ Transfers Out	785,528	293,333	1,449,155	1,414,069
▼ Revenues	1,262,127	1,233,521	1,406,626	1,125,280
▶ Intergovernmental	1,231,392	1,199,404	1,393,926	1,091,163
▶ Interest & Rents	30,735	34,117	12,700	34,117
Revenues Less Expenses	\$ 476,599	\$ 940,188	\$ -42,529	\$ -288,789

Data filtered by Types, DSS 2011 Realignment, PUBLIC ASSISTANCE-ADMIN, Social Services, No Project and exported on July 29, 2020. Created with OpenGov

9. Senior Program 110-56-875



Visualization



Sort **Large to Small**

- Expenses
- Revenues

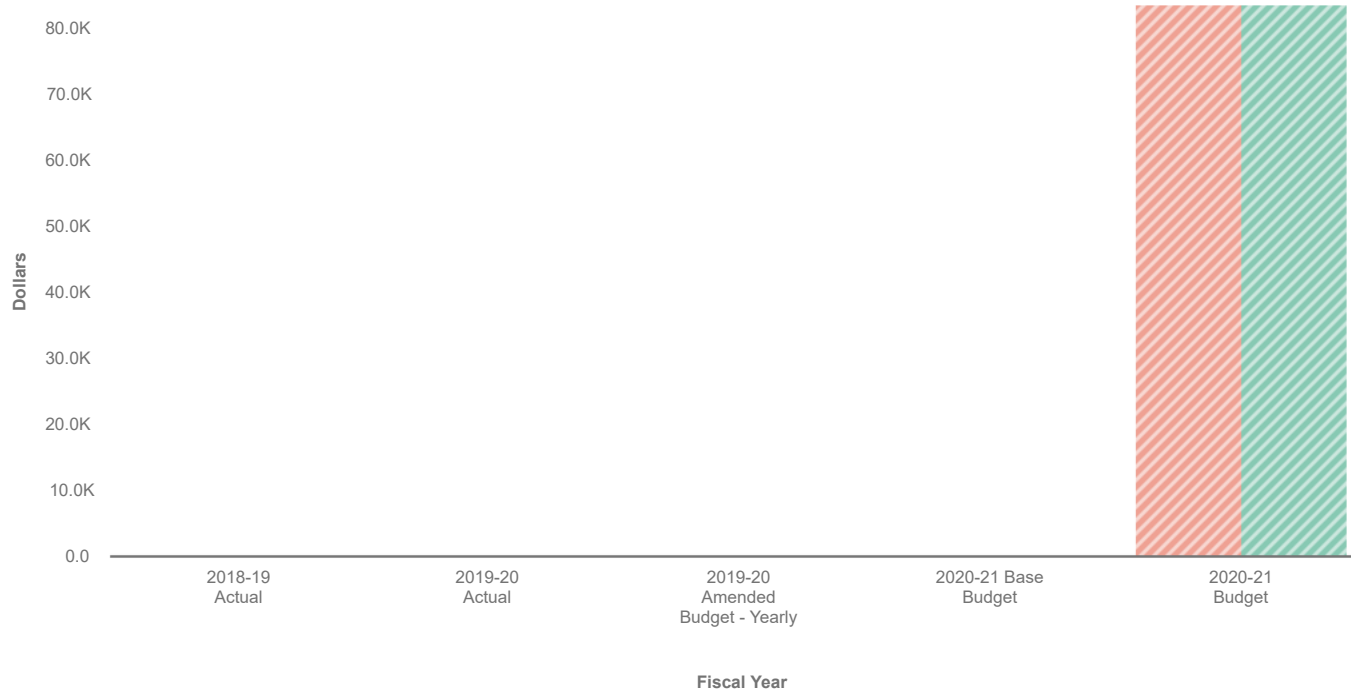
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 339,751	\$ 348,278	\$ 324,210	\$ 372,493
▶ Charges for Services	113,814	158,748	120,186	253,049
▶ Transfers In	195,937	174,024	174,024	89,444
▶ Intergovernmental	30,000	15,000	30,000	30,000
▶ Miscellaneous Revenues	0	506	0	0
▼ Expenses	358,677	345,585	319,267	372,493
▶ Salaries & Benefits	205,951	215,441	223,664	242,630
▶ Services and Supplies	152,726	130,144	95,603	129,863
Revenues Less Expenses	\$ -18,925	\$ 2,694	\$ 4,943	\$ 0

Data filtered by Types, SOCIAL SERVICES, PUBLIC ASSISTANCE-OTHER ASSIST, SENIOR SERVICES - ESAAA, No Project and exported on July 29, 2020. Created with OpenGov

10. Public Guardian 110-56-880



Visualization



Sort Large to Small

- Expenses
- Revenues

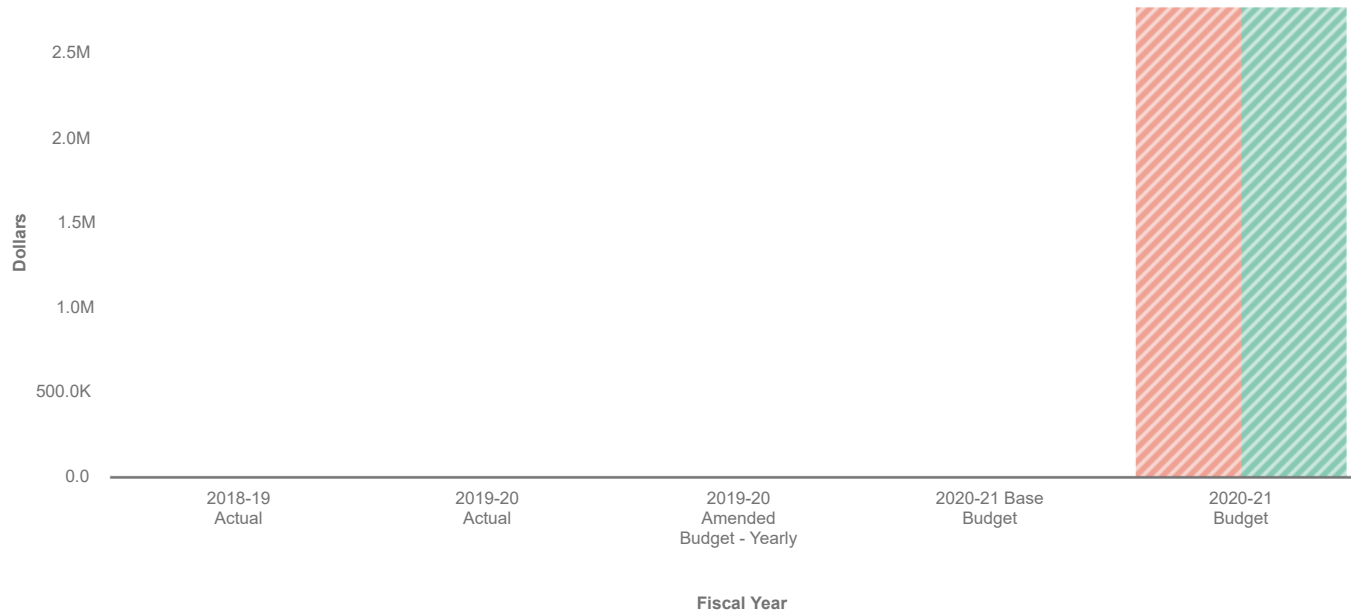
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 83,443
▶ Transfers In	0	0	0	0	83,443
▼ Expenses	0	0	0	0	83,443
▼ Salaries & Benefits	0	0	0	0	58,643
▶ Salaries and Other Compensation	0	0	0	0	36,647
▶ Benefits	0	0	0	0	21,996
▶ Services and Supplies	0	0	0	0	24,800
Revenues Less Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Data filtered by Types, SOCIAL SERVICES, Public Guardian, No Project and exported on August 24, 2020. Created with OpenGov

11. Public Assistance 115-51-868



Visualization



Sort **Large to Small**

- Expenses
- Revenues

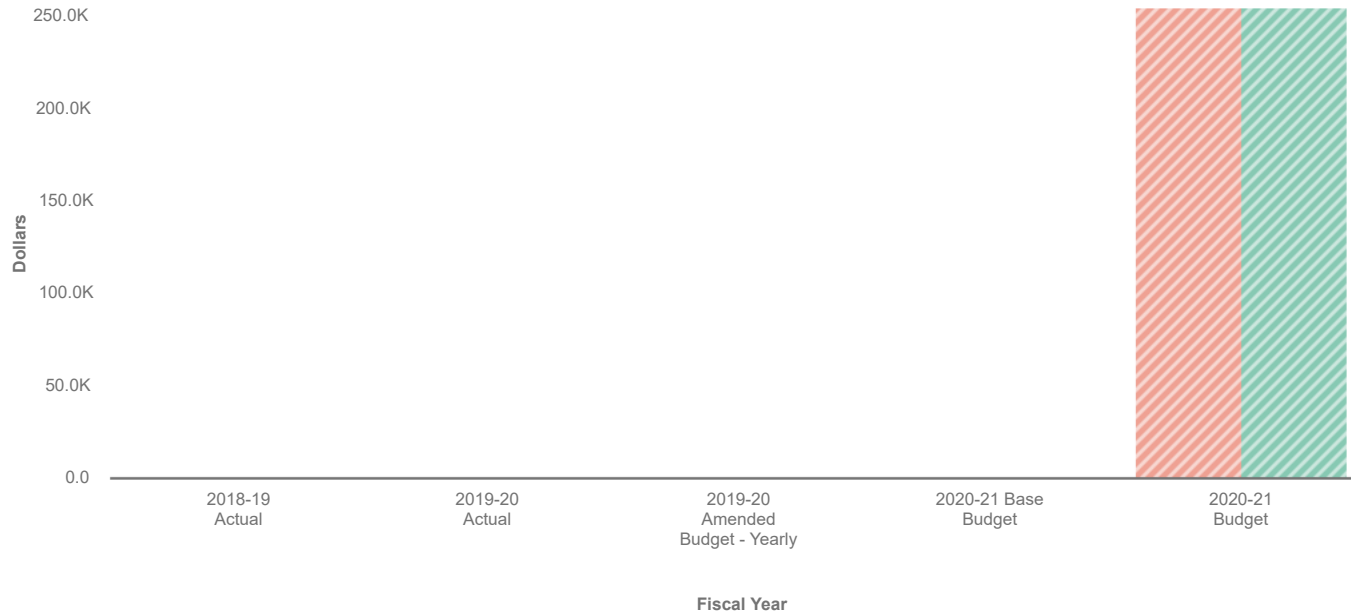
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,767,589
▼ Intergovernmental	0	0	0	0	2,767,589
(15602) Fed: Public Assist-Admin	0	0	0	0	1,917,589
(15110) St: Public Assist-Admin	0	0	0	0	850,000
▼ Expenses	0	0	0	0	2,767,589
▶ Transfers Out	0	0	0	0	2,767,589
Revenues Less Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Data filtered by Types, DSS Admin Advances, PUBLIC ASSISTANCE-ADMIN, SOCIAL SERVICES DEPARTMENT, No Project and exported on August 20, 2020. Created with OpenGov

12. State/Fed Public Assistance 116-51-868



Visualization



Sort **Large to Small**

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 253,750
▶ Intergovernmental	0	0	0	0	253,750
▼ Expenses	0	0	0	0	253,750
▶ Transfers Out	0	0	0	0	253,750
Revenues Less Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Data filtered by Types, DSS Assistance Advances, PUBLIC ASSISTANCE-ADMIN, SOCIAL SERVICES DEPARTMENT, No Project and exported on August 20, 2020. Created with OpenGov

CAPITAL PROJECTS

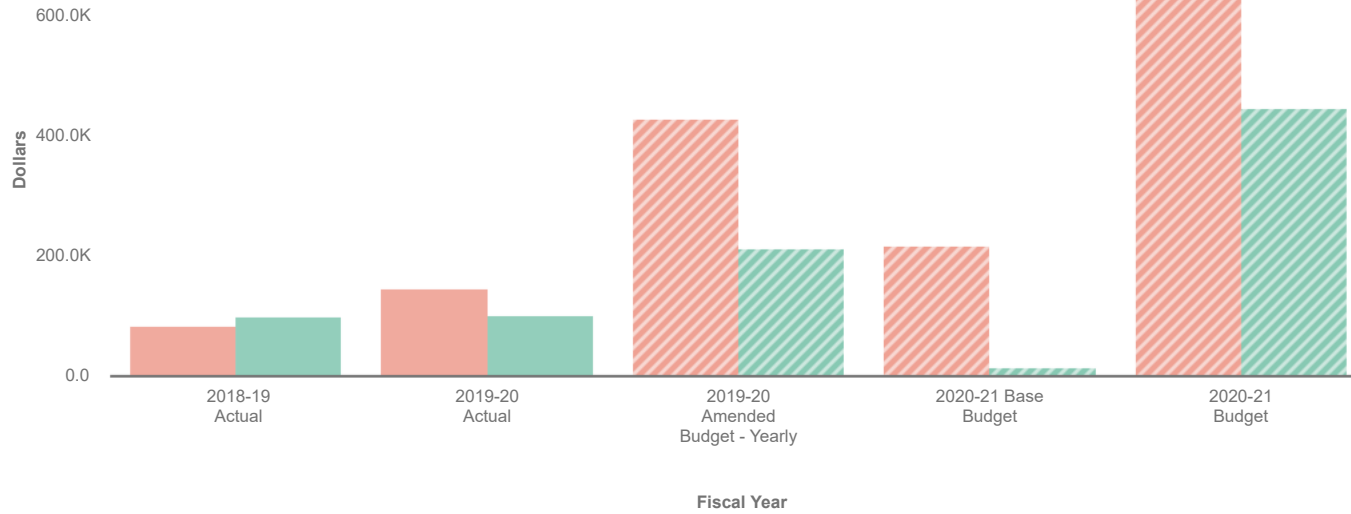
14. Capital Improvement Fund 190-18-725



Visualization

Sort **Large to Small**

- Expenses
- Revenues



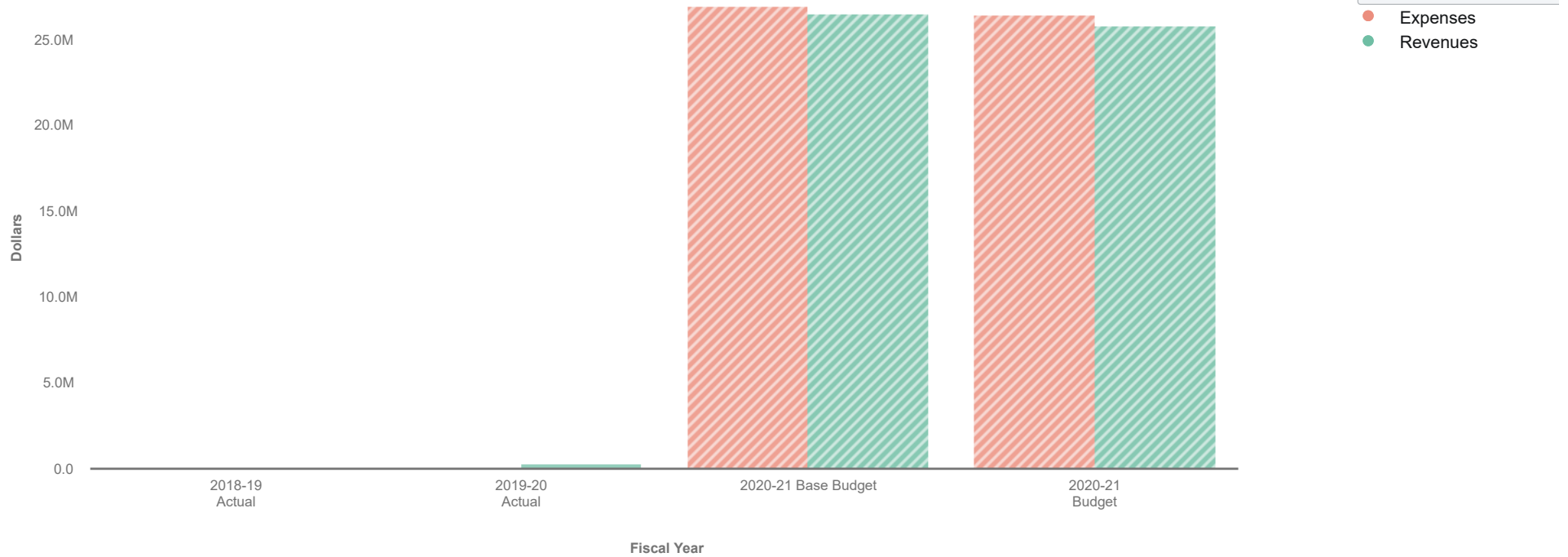
Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 101,000	\$ 101,297	\$ 212,500	\$ 15,000	\$ 446,000
▶ Transfers In	101,000	101,017	152,500	15,000	435,000
▶ Intergovernmental	0	0	60,000	0	0
▶ Miscellaneous Revenues	0	280	0	0	11,000
▼ Expenses	85,091	146,134	428,000	218,500	720,000
▶ Capital Outlay	79,594	145,634	428,000	218,500	720,000
▶ Services and Supplies	5,497	500	0	0	0
Revenues Less Expenses	\$ 15,909	\$ -44,836	\$ -215,500	\$ -203,500	\$ -274,000

Data filtered by Types, CAPITAL IMPROVEMENT PROJECTS, GENERAL-PLANT ACQUISITION, ROAD, No Project and exported on August 20, 2020. Created with OpenGov

15. Criminal Justice Facility 192-22-460



Visualization



Sort **Large to Small**

- Expenses
- Revenues

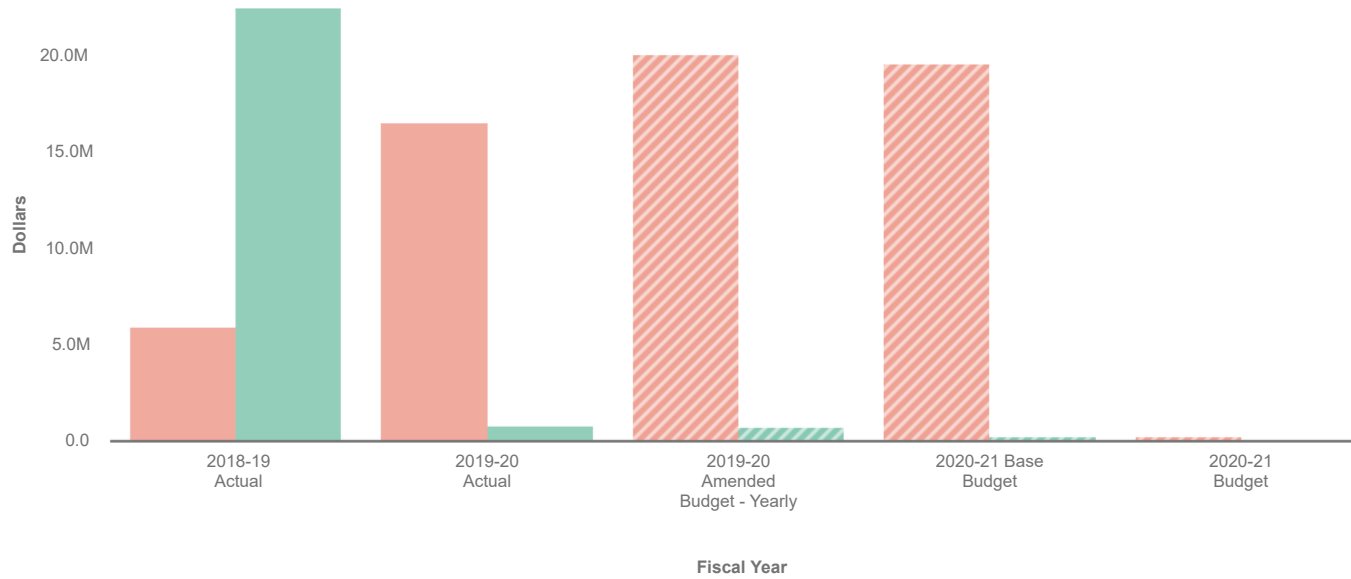
Collapse All	2018-19 Actual	2019-20 Actual	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 0	\$ 300,000	\$ 26,550,000	\$ 25,834,137
▶ Intergovernmental	0	0	25,000,000	25,127,000
▶ Transfers In	0	300,000	300,000	707,137
▶ Other Financing Sources	0	0	810,000	0
▶ Miscellaneous Revenues	0	0	440,000	0
▼ Expenses	5,526	0	26,909,863	26,494,000
▶ Capital Outlay	5,526	0	26,909,863	26,494,000
Revenues Less Expenses	\$ -5,525	\$ 300,000	\$ -359,863	\$ -659,863

Data filtered by Types, Criminal Justice Facility, PUBLIC PROTECTION-POLICE, JAIL, No Project and exported on July 29, 2020. Created with OpenGov

16. Civic Center Facility 193-18-725



Visualization



Sort Large to Small

- Expenses
- Revenues

Collapse All	2018-19 Actual	2019-20 Actual	2019-20 Amended Budget - Yearly	2020-21 Base Budget	2020-21 Budget
▼ Revenues	\$ 22,437,874	\$ 798,330	\$ 775,000	\$ 275,000	\$ 0
▶ Other Financing Sources	22,206,117	0	0	0	0
▶ Transfers In	0	565,000	565,000	65,000	0
▶ Interest & Rents	231,757	233,330	210,000	210,000	0
▼ Expenses	5,955,864	16,516,776	20,111,114	19,611,114	306,275
▶ Capital Outlay	5,343,315	15,099,726	18,660,139	18,260,139	94,000
▶ Debt Service	263,715	939,975	939,975	939,975	0
▶ Services and Supplies	348,834	477,076	511,000	361,000	0
▶ Transfers Out	0	0	0	50,000	212,275
Revenues Less Expenses	\$ 16,482,010	\$ -15,718,447	\$ -19,336,114	\$ -19,336,114	\$ -306,275

Data filtered by Types, Mono County Civic Center Project, GENERAL-PLANT ACQUISITION, ROAD, No Project and exported on August 20, 2020. Created with OpenGov

POSITION ALLOCATION LIST

County of Mono, Position Allocation List, FY 2020-21

Department	Position Title	Range	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/Vacant
ANIMAL CONTROL	ANIMAL CONTROL PROGRAM COORDINATOR	67	\$57,705.00	\$70,141.00	1	1	V
ANIMAL CONTROL	ANIMAL CONTROL OFFICER I/II	50/52	\$37,923.00	\$48,430.00	2	2	F
ANIMAL CONTROL	ANIMAL SHELTER ATTENDANT	47	\$35,216.00	\$42,805.00	2	2	F
					5	5	
ASSESSOR	ASSESSOR	n/a		\$120,000.00	1	1	F
ASSESSOR	ASSISTANT ASSESSOR	n/a		\$104,494.00	1	1	F
ASSESSOR	APPRAISER III	75	\$70,308.00	\$85,460.00	1	1	V
ASSESSOR	AUDITOR-APPRAISER II	74	\$68,593.00	\$83,375.00	1	1	F
ASSESSOR	APPRAISER II	71	\$63,696.00	\$77,422.00	1	1	F
ASSESSOR	APPRAISER II	71	\$63,696.00	\$77,422.00	1	1	V
ASSESSOR	CADAstral MAPPER/TRANSFER ANALYST	65	\$54,924.00	\$66,761.00	1	1	F
ASSESSOR	APPRAISER AIDE	64	\$53,585.00	\$65,133.00	1	1	F
ASSESSOR	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	1	1	F
					9	9	
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH DIRECTOR	n/a		\$128,004.00	1	1	F
BEHAVIORAL HEALTH	DIRECTOR OF CLINICAL SERVICES	88	\$96,920.00	\$117,807.00	1	1	F
BEHAVIORAL HEALTH	CLINICAL SUPERVISOR	82	\$83,574.00	\$101,585.00	1	1	F
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST III	78	\$75,714.00	\$92,031.00	1	1	F
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST I	70	\$62,142.00	\$75,534.00	2	2	F
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH PROGRAM MANAGER	82	\$83,574.00	\$101,585.00	1	0.8	F
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICE COORDINATOR II	66	\$56,298.00	\$68,430.00	2	2	F
BEHAVIORAL HEALTH	BEHAVIORAL HEALTH SERVICE COORDINATOR I	62	\$51,003.00	\$61,994.00	2	2	F
BEHAVIORAL HEALTH	ACCOUNTANT I/II	73/79	\$66,920.00	\$94,332.00	1	1	F
BEHAVIORAL HEALTH	FISCAL TECHNICAL SPECIALIST I	51	\$38,872.00	\$47,249.00	2	2	F
BEHAVIORAL HEALTH	SUBSTANCE USE DISORDERS SUPERVISOR	72	\$65,288.00	\$79,358.00	1	1	F
BEHAVIORAL HEALTH	SUBSTANCE USE DISORDERS COUNSELOR III	62	\$51,003.00	\$61,994.00	1	1	F
BEHAVIORAL HEALTH	STAFF SERVICES ANALYST II	70	\$62,142.00	\$75,534.00	1	1	F
BEHAVIORAL HEALTH	STAFF SERVICES ANALYST I	66	\$56,298.00	\$68,430.00	1	1	V
BEHAVIORAL HEALTH	QUALITY ASSURANCE COORDINATOR	69	\$60,626.00	\$73,692.00	1	1	F
BEHAVIORAL HEALTH	CASE MANAGER III-BILINGUAL	60	\$48,545.00	\$59,007.00	1	1	F
BEHAVIORAL HEALTH	CASE MANAGER III	60	\$48,545.00	\$59,007.00	1	0.5	F
BEHAVIORAL HEALTH	CASE MANAGER I	54	\$41,860.00	\$50,882.00	1	1	V
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$30.00/hr		2	0.2	F
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$25.00/hr		1	0.5	F
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$25.00/hr		1	0.5	V
BEHAVIORAL HEALTH	WELLNESS CENTER ASSOCIATE	n/a	\$20.00/hr		1	0.25	F
					27	22.75	
BOARD OF SUPERVISORS	BOARD CHAIRPERSON	n/a		\$53,544.00	1	1	F
BOARD OF SUPERVISORS	BOARD MEMBER	n/a		\$49,308.00	4	4	F
					5	5	
CLERK/RECORDER	COUNTY CLERK/RECORDER/REGISTRAR	n/a		\$116,004.00	1	1	F
CLERK/RECORDER	ASSISTANT COUNTY CLERK/RECORDER	n/a		\$88,008.00	1	1	F
CLERK/RECORDER	SENIOR DEPUTY BOARD CLERK/ELECTIONS	69	\$60,626.00	\$73,692.00	1	1	F
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	1	1	F
CLERK/RECORDER	FISCAL TECHNICAL SPECIALIST I/II/III/IV	51/55/59/63	\$38,872.00	\$63,544.00	1	1	V
CLERK/RECORDER	ELECTIONS ADMINISTRATION ADVISOR/ANNUITANT	n/a	\$35.00/hr		1	0.4615	F
CLERK/RECORDER	ELECTIONS ASSISTANT	n/a	\$20.44/hr		1	0.25	V
					7	5.7115	
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT DIRECTOR	n/a		\$128,004.00	1	1	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING OFFICIAL	n/a	\$82.17/hr		1	1	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR III	74	\$68,593.00	\$83,375.00	1	1	F
COMMUNITY DEVELOPMENT-BUILDING	BUILDING INSPECTOR/PLAN CHECKER	71	\$63,696.00	\$77,422.00	1	1	F
COMMUNITY DEVELOPMENT-BUILDING	PERMIT TECHNICIAN	64	\$53,585.00	\$65,133.00	1	1	F
COMMUNITY DEVELOPMENT	PRINCIPAL PLANNER	78	\$75,714.00	\$92,031.00	1	1	F
COMMUNITY DEVELOPMENT	ASSOCIATE PLANNER II	70	\$62,142.00	\$75,534.00	1	1	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST III	74	\$68,593.00	\$83,375.00	2	2	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST II	70	\$62,142.00	\$75,534.00	2	2	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST III/CODE ENFORCE	74	\$68,593.00	\$83,375.00	1	1	F
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST II/CODE ENFORCE	70	\$62,142.00	\$75,534.00	1	1	F
COMMUNITY DEVELOPMENT	ADMINISTRATIVE SECRETARY PLAN COMMISSION	65	\$54,924.00	\$66,761.00	1	1	F
					14	14	
COUNTY ADMINISTRATION	COUNTY ADMINISTRATIVE OFFICER	n/a		\$180,000.00	1	1	F
COUNTY ADMINISTRATION	ASSISTANT COUNTY ADMINISTRATIVE OFFICER	n/a		\$142,250.00	1	1	V
COUNTY ADMINISTRATION	HUMAN RESOURCES DIRECTOR	n/a		\$125,004.00	1	1	F
COUNTY ADMINISTRATION	HUMAN RESOURCES GENERALIST	69	\$60,626.00	\$73,692.00	1	1	F
COUNTY ADMINISTRATION	HUMAN RESOURCES SPECIALIST	63	\$52,278.00	\$63,544.00	1	1	V
COUNTY ADMINISTRATION	HOUSING COORDINATOR	n/a	\$80,000.00	\$105,000.00	1	1	V
COUNTY ADMINISTRATION	RISK MANAGER	n/a		\$92,004.00	1	1	F
COUNTY ADMINISTRATION	COMMUNICATIONS MANAGER	n/a	\$85.00/hr		1	1	V
COUNTY ADMINISTRATION	ADMINISTRATIVE SERVICES SPECIALIST	69	\$60,626.00	\$73,692.00	1	1	F
					9	9	
COUNTY COUNSEL	COUNTY COUNSEL	n/a		\$165,000.00	1	1	F
COUNTY COUNSEL	ASSISTANT COUNTY COUNSEL	n/a		\$127,920.00	3	3	F

County of Mono, Position Allocation List, FY 2020-21

Department	Position Title	Range	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/ Vacant
COUNTY COUNSEL	ADMINISTRATIVE SERVICES SPECIALIST	69	\$60,626.00	\$73,692.00	1	1	V
					5	5	
DISTRICT ATTORNEY	DISTRICT ATTORNEY	n/a		\$152,352.00	1	1	F
DISTRICT ATTORNEY	ASSISTANT DISTRICT ATTORNEY	n/a		\$127,920.00	1	1	F
DISTRICT ATTORNEY	DEPUTY DISTRICT ATTORNEY III	n/a		\$117,480.00	2	2	F
DISTRICT ATTORNEY	CHIEF INVESTIGATOR	n/a		\$115,200.00	1	1	F
DISTRICT ATTORNEY	DISTRICT ATTORNEY INVESTIGATOR II	n/a		\$104,173.00	1	1	F
DISTRICT ATTORNEY	OPERATIONS AND PROGRAMING SUPERVISOR	n/a		\$79,176.00	1	1	F
DISTRICT ATTORNEY	ADMINISTRATIVE SERVICES SPECIALIST	69	\$60,626.00	\$73,692.00	1	1	F
DISTRICT ATTORNEY	VICTIM/WITNESS ADVOCATE	60	\$48,545.00	\$59,007.00	1	1	F
DISTRICT ATTORNEY	VICTIM/WITNESS ADVOCATE	n/a	\$20.00/hr		1	0.625	F
					10	9.625	
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT DIRECTOR	n/a		\$116,004.00	1	1	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT MANAGER	n/a		\$87,996.00	1	1	F
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT COORDINATOR	69	\$60,626.00	\$73,692.00	1	1	F
					3	3	
FINANCE	DIRECTOR OF FINANCE	n/a		\$145,656.00	1	1	F
FINANCE	ASSISTANT DIRECTOR OF FINANCE	n/a		\$108,000.00	2	2	F
FINANCE	ACCOUNTANT II	79	\$77,607.00	\$94,332.00	1	1	F
FINANCE	ACCOUNTANT I	73	\$66,920.00	\$81,342.00	3	3	F
FINANCE	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	3	3	F
FINANCE	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	1	1	V
FINANCE	FISCAL TECHNICAL SPECIALIST III	59	\$47,361.00	\$57,568.00	2	2	F
					13	13	
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY DIRECTOR	n/a		\$150,000.00	1	1	F
INFORMATION TECHNOLOGY	SENIOR SYSTEM ADMINISTRATOR	84	\$87,805.00	\$106,727.00	1	1	F
INFORMATION TECHNOLOGY	COMMUNICATIONS MANAGER	84	\$87,805.00	\$106,727.00	1	1	F
INFORMATION TECHNOLOGY	COMMUNICATIONS SPECIALIST I/II	77/79	\$73,867.00	\$94,332.00	1	1	F
INFORMATION TECHNOLOGY	BUSINESS OPERATIONS MANAGER	81	\$81,536.00	\$99,107.00	1	1	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST III	79	\$77,607.00	\$94,332.00	1	1	V
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPEC III/ANNUITANT	n/a	\$38.40/hr		1	0.462	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST II	77	\$73,867.00	\$89,786.00	2	2	F
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY SPECIALIST I	75	\$70,308.00	\$85,460.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYS SPECIALIST III	79	\$77,607.00	\$94,332.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYSTEM SPECIALIST I	75	\$70,308.00	\$85,460.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYSTEM ANALYST	70	\$62,142.00	\$75,534.00	1	1	F
INFORMATION TECHNOLOGY	GEOGRAPHIC INFORMATION SYS TECHNICIAN III	65	\$54,924.00	\$66,761.00	1	1	F
					14	13.462	
PARAMEDICS	EMERGENCY MEDICAL SERVICES CHIEF	n/a		\$120,000.00	1	1	F
PARAMEDICS	ADMINISTRATIVE SERVICES SPECIALIST	69	\$60,626.00	\$73,692.00	1	1	F
PARAMEDICS	PARAMEDIC STATION CAPTAIN	58	\$60,199.00	\$73,173.00	4	4	F
PARAMEDICS	PARAMEDIC TRAINING OFFICER	56	\$57,588.00	\$69,998.00	1	1	F
PARAMEDICS	PARAMEDIC II	54	\$52,353.00	\$63,635.00	11	11	F
PARAMEDICS	PARAMEDIC II	54	\$52,353.00	\$63,635.00	1	1	V
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN	40	\$37,053.00	\$45,038.00	6	6	F
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN	40	\$37,053.00	\$45,038.00	1	1	V
PARAMEDICS	EMERGENCY MEDICAL TECH - RESERVE/ANNUITANT	n/a	\$19.61/hr		1	0.1	F
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN - RESERVE	n/a	\$11.99/hr		16	1.6	F
PARAMEDICS	EMERGENCY MEDICAL TECHNICIAN - RESERVE	n/a	\$11.99/hr		3	0.3	V
					46	28	
PROBATION	CHIEF PROBATION OFFICER	n/a		\$128,004.00	1	1	F
PROBATION	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$77,607.00	\$94,332.00	1	1	F
PROBATION	DEPUTY PROBATION OFFICER V	67	\$72,915.00	\$88,629.00	2	2	F
PROBATION	DEPUTY PROBATION OFFICER I/II/III	51/55/59	\$49,118.00	\$72,742.00	7	7	F
PROBATION	PROBATION AIDE II	51	\$49,118.00	\$59,703.00	1	1	F
					12	12	
PUBLIC HEALTH	PUBLIC HEALTH DIRECTOR	n/a		\$128,004.00	1	1	V
PUBLIC HEALTH	PUBLIC HEALTH OFFICER	n/a	\$105.00/hr		1	0.5	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH MANAGER	n/a		\$108,804.00	1	1	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH SPECIALIST III	74	\$68,593.00	\$83,375.00	3	3	F
PUBLIC HEALTH	ENVIRONMENTAL HEALTH TECHNICIAN	n/a	\$20.00/hr		1	0.5	F
PUBLIC HEALTH	HEALTH PROGRAM MANAGER/PUBLIC HLTH NURSE	82	\$83,574.00	\$101,585.00	3	3	F
PUBLIC HEALTH	PUBLIC HEALTH NURSING PROFESSIONAL	n/a	\$48.84/hr		3	0.3	F
PUBLIC HEALTH	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$77,607.00	\$94,332.00	1	1	F
PUBLIC HEALTH	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	2	2	F
PUBLIC HEALTH	FISCAL TECHNICAL SPECIALIST IV/WNA	63	\$52,278.00	\$63,544.00	2	2	F
PUBLIC HEALTH	EMERGENCY PREPAREDNESS MANAGER	75	\$70,308.00	\$85,460.00	1	1	F
PUBLIC HEALTH	WIC PROGRAM DIRECTOR/REGISTERED DIETICIAN	75	\$70,308.00	\$85,460.00	1	1	V
PUBLIC HEALTH	COMMUNITY HEALTH PROGRAM COORDINATOR I/II	70/75	\$62,142.00	\$85,460.00	1	1	F
PUBLIC HEALTH	COMMUNITY HEALTH OUTREACH SPECIALIST	63	\$52,278.00	\$63,544.00	1	0.8	F
					22	18.1	
PUBLIC WORKS	PUBLIC WORKS DIRECTOR	n/a		\$140,000.00	1	1	F
PUBLIC WORKS	ADMINISTRATIVE SERVICES SPECIALIST	69	\$60,626.00	\$73,692.00	1	1	F
PUBLIC WORKS	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	2	2	F

County of Mono, Position Allocation List, FY 2020-21

Department	Position Title	Range	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/Vacant
PUBLIC WORKS	FISCAL TECHNICAL SPECIALIST II	55	\$42,907.00	\$52,154.00	1	1	F
PUBLIC WORKS	EASTERN SIERRA SUSTAINABLE RECREATION COORDINATOR	n/a		\$68,016.00	1	1	V
PUBLIC WORKS-ENGINEERING/PROJECTS	COUNTY ENGINEER	n/a		\$126,024.00	1	1	V
PUBLIC WORKS-ENGINEERING/PROJECTS	ASSOCIATE ENGINEER I	84	\$87,805.00	\$106,727.00	2	2	F
PUBLIC WORKS-ENGINEERING/PROJECTS	PUBLIC WORKS PROJECT MANAGER	n/a		\$79,903.00	1	1	F
PUBLIC WORKS-ENGINEERING/PROJECTS	PUBLIC WORKS PROJECT MANAGER	n/a		\$79,903.00	1	0.4615	F
PUBLIC WORKS-ENGINEERING/PROJECTS	ENGINEER TECHNICIAN III	74	\$68,593.00	\$83,375.00	1	1	F
PUBLIC WORKS-FACILITIES	PARKS & FACILITIES SUPERINTENDENT	n/a		\$99,996.00	1	1	F
PUBLIC WORKS-FACILITIES	PARKS & FACILITIES SUPERVISOR	73	\$66,920.00	\$81,342.00	1	1	F
PUBLIC WORKS-FACILITIES	MAINTENANCE LEADWORKER	63	\$52,278.00	\$63,544.00	2	2	F
PUBLIC WORKS-FACILITIES	MAINTENANCE CRAFTSWORKER	63	\$52,278.00	\$63,544.00	2	2	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORK ORDER TECHNICIAN	61	\$49,759.00	\$60,482.00	1	1	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORKER III	59	\$47,361.00	\$57,568.00	2	2	F
PUBLIC WORKS-FACILITIES	MAINTENANCE WORKER III	59	\$47,361.00	\$57,568.00	1	1	V
PUBLIC WORKS-FACILITIES	MAINTENANCE WORKER II	55	\$42,907.00	\$52,154.00	1	1	F
PUBLIC WORKS-FACILITIES	LEAD CUSTODIAN	51	\$38,872.00	\$47,249.00	1	1	F
PUBLIC WORKS-FACILITIES	CUSTODIAN III	47	\$35,216.00	\$42,805.00	2	2	F
PUBLIC WORKS-ROAD DEPT	ROAD OPERATIONS SUPERINTENDENT			\$100,044.00	1	1	F
PUBLIC WORKS-ROAD DEPT	FLEET SERVICES SUPERINTENDENT	77	\$73,867.00	\$89,786.00	1	1	F
PUBLIC WORKS-ROAD DEPT	LEAD EQUIPMENT MECHANIC	68	\$59,148.00	\$71,894.00	1	1	F
PUBLIC WORKS-ROAD DEPT	EQUIPMENT MECHANIC III	64	\$53,585.00	\$65,133.00	2	2	F
PUBLIC WORKS-ROAD DEPT	EQUIPMENT MECHANIC III	64	\$53,585.00	\$65,133.00	1	1	V
PUBLIC WORKS-ROAD DEPT	EQUIPMENT MECHANIC II	60	\$48,545.00	\$59,007.00	1	1	V
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE SUPERVISOR	67	\$57,705.00	\$70,141.00	4	4	F
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE WORKER III	59	\$47,361.00	\$57,568.00	9	9	F
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE WORKER III	59	\$47,361.00	\$57,568.00	1	1	V
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE WORKER II	55	\$42,907.00	\$52,154.00	2	2	F
PUBLIC WORKS-ROAD DEPT	PUBLIC WORKS MAINTENANCE WORKER II	55	\$42,907.00	\$52,154.00	1	1	V
PUBLIC WORKS-ROAD DEPT	INVENTORY AND PURCHASING TECHNICIAN	61	\$49,759.00	\$60,482.00	1	1	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERINTENDENT	n/a		\$89,364.00	1	1	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE SUPERVISOR	73	\$66,920.00	\$81,342.00	1	1	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE EQUIPMENT OPERATOR	61	\$49,759.00	\$60,482.00	2	2	F
PUBLIC WORKS-SOLID WASTE	SOLID WASTE MAINTENANCE WORKER	59	\$47,361.00	\$57,568.00	3	3	F
					58	57.4615	
SHERIFF	SHERIFF-CORONER	n/a		\$146,484.00	1	1	F
SHERIFF	UNDERSHERIFF	n/a		\$148,922.55	1	1	F
SHERIFF	LIEUTENANT II	n/a		\$141,831.00	2	2	F
SHERIFF	SERGEANT	60	\$84,720.00	\$102,960.00	3	3	F
SHERIFF	DEPUTY SHERIFF II	54	\$73,056.00	\$88,800.00	17	17	F
SHERIFF	DEPUTY SHERIFF II	54	\$73,056.00	\$88,800.00	2	2	V
SHERIFF	FISCAL & ADMINISTRATIVE SERVICES OFFICER II	79	\$77,607.00	\$94,332.00	1	1	F
SHERIFF	RECORDS MANAGER	61	\$49,759.00	\$60,482.00	1	1	F
SHERIFF	PUBLIC INFORMATION OFFICER	69	\$60,626.00	\$73,692.00	1	1	F
SHERIFF - JAIL	PUBLIC SAFETY LIEUTENANT	63	\$74,580.00	\$90,660.00	1	1	V
SHERIFF - JAIL	PUBLIC SAFETY SERGEANT	58	\$64,896.00	\$78,816.00	2	2	F
SHERIFF - JAIL	PUBLIC SAFETY OFFICER II	49	\$48,564.00	\$59,064.00	10	10	F
SHERIFF - JAIL	PUBLIC SAFETY OFFICER II	49	\$48,564.00	\$59,064.00	2	2	V
SHERIFF - JAIL	PUBLIC SAFETY OFFICER I	47	\$46,236.00	\$56,196.00	3	3	F
SHERIFF - JAIL	PUBLIC SAFETY OFFICER I	47	\$46,236.00	\$56,196.00	2	2	V
SHERIFF - JAIL	FOOD SERVICE MANAGER	51	\$38,872.00	\$47,249.00	1	1	F
SHERIFF - JAIL	COOK (CORRECTIONAL)	45	\$33,519.00	\$40,742.00	1	1	F
SHERIFF	COURT SCREENER II/ANNUITANT	n/a	\$38.50/hr		2	0.46	F
SHERIFF	COURT SCREENER I	n/a	\$27.50/hr		5	0.46	F
SHERIFF	COURT SCREENER I	n/a	\$27.50/hr		3	0.46	V
					61	52.38	
SOCIAL SERVICES	SOCIAL SERVICES DIRECTOR	n/a		\$128,004.00	1	1	F
SOCIAL SERVICES	PROGRAM MANAGER	82	\$83,574.00	\$101,585.00	2	2	F
SOCIAL SERVICES	STAFF SERVICES MANAGER	82	\$83,574.00	\$101,585.00	1	1	F
SOCIAL SERVICES	STAFF SERVICES ANALYST III	74	\$68,593.00	\$83,375.00	1	1	F
SOCIAL SERVICES	STAFF SERVICES ANALYST I/II/III	66/70/74	\$56,298.00	\$83,375.00	1	1	F
SOCIAL SERVICES	STAFF SERVICES ANALYST I/II/III	66/70/74	\$56,298.00	\$83,375.00	1	1	V
SOCIAL SERVICES	SOCIAL WORKER SUPERVISOR I/II	75/79	\$70,308.00	\$94,332.00	2	2	F
SOCIAL SERVICES	SOCIAL WORKER I/II/III/IV	63/65/69/71	\$52,278.00	\$77,422.00	3	3	F
SOCIAL SERVICES	SOCIAL WORKER I/II/III/IV	63/65/69/71	\$52,278.00	\$77,422.00	1	1	V
SOCIAL SERVICES	SUPERVISING INTEGRATED CASE WORKER	72	\$65,288.00	\$79,358.00	1	1	F
SOCIAL SERVICES	INTEGRATED CASE WORKER I/II	60/64	\$48,545.00	\$65,133.00	3	3	F
SOCIAL SERVICES	ELIGIBILITY SPECIALIST III	63	\$52,278.00	\$63,544.00	1	1	F
SOCIAL SERVICES	ELIGIBILITY SPECIALIST TRAINEE I/II	51/55/59	\$38,872.00	\$57,568.00	3	3	F
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST IV	63	\$52,278.00	\$63,544.00	1	1	F
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST III	59	\$47,361.00	\$57,568.00	1	1	F
SOCIAL SERVICES	FISCAL TECHNICAL SPECIALIST II	55	\$42,907.00	\$52,154.00	2	2	F
SOCIAL SERVICES	SOCIAL SERVICES AIDE	55	\$42,907.00	\$52,154.00	2	2	F
SOCIAL SERVICES	OFFICE ASSISTANT I/II	45/49	\$33,519.00	\$44,972.00	1	1	F

County of Mono, Position Allocation List, FY 2020-21

Department	Position Title	Range	Min Annual Base Salary	Max Annual Base Salary	# of Positions	Allocated FTE	Filled/Vacant
SOCIAL SERVICES	SENIOR SERVICES MANAGER	63	\$52,278.00	\$63,544.00	1	1	F
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	45	\$33,519.00	\$40,742.00	2	2	F
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	n/a	\$14.32/hr		1	0.25	F
SOCIAL SERVICES	SENIOR SERVICES SITE ATTENDANT	n/a	\$19.59/hr		1	0.25	F
					33	31.5	
					Total Employees:	353	313.99

APPENDICES

BUDGET POLICY

(Adopted May 2011)

INTRODUCTION

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

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

I. GENERAL RESERVES

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

II. CONTINGENCIES

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

III. FUND BALANCES

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

BUDGET POLICY

(Adopted May 2011)

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

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

IV. FISCAL MANAGEMENT

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

V. INFRASTRUCTURE

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

VI. NEW SERVICES

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

VII. FACILITIES

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

VIII. OPERATIONAL EFFICIENCIES

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

BUDGET POLICY

(Adopted May 2011)

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

IX. EMPLOYEE DEVELOPMENT

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

X. ECONOMIC DEVELOPMENT

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

XI. BUDGET FORMATION

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

BUDGET POLICY
(Adopted May 2011)

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

Budget Glossary

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

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

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

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

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

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

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

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

Expenditures: Actual spending of funds authorized by an appropriation.

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

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

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

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

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

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

Budget Glossary

Fund Balance Types:

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

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

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

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

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

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

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

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

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

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

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

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

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

Budget Glossary

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

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

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

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

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

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

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

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

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

Budget Glossary

ABBREVIATIONS

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