



**COUNTY OF MENDOCINO**  
STATE OF CALIFORNIA

**FY 2020-21**  
**ADOPTED BUDGET**

JUNE 23, 2020



Adopted By:

*John Haschak, Chair*  
District 3

*Carre Brown*  
District 1

*Dan Gjerde*  
District 4

*John McCowen*  
District 2

*Ted Williams*  
District 5

Prepared By:

Chief Executive Officer  
*Carmel J. Angelo*

Auditor-Controller  
*Lloyd Weer*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**County of Mendocino**

**California**

For the Fiscal Year Beginning

**July 1, 2019**

*Christopher P. Morill*

Executive Director

CARMEL J. ANGELO  
Chief Executive Officer  
Clerk of the Board



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**COUNTY OF MENDOCINO**  
**BOARD OF SUPERVISORS**

To the Citizens of Mendocino County:

On June 23, 2020, the Mendocino County Board of Supervisors adopted the final budget for Fiscal Year (FY) 2020-2021. This budget was compiled in accordance with the County Budget Act (sections 29000 through 29144) of the Government Code and is a balanced budget as required by law. The final budget sets forth the appropriations and estimated financing sources for County services. Budget information for dependent special districts, such as lighting and sanitation, are also included. The FY 2020-21 Adopted Budget funds a wide variety of services for the citizens of Mendocino County including COVID-19 response, public health, public safety, planning and building services, health and social services, and road maintenance among others. The adopted budget is a work plan for the County, but is contingent on many variables, including federal and state funding for COVID-19 response.

Despite the global economic crisis caused by the COVID-19 pandemic, the county's cautious fiscal management puts us in much better position to contend with these challenges and adopt a balanced budget. The FY 2020-21 budget was built based on the Board's identified goals and priorities including fiscal stability, financial sustainability, organizational development and maintaining or improving current levels of service to the public. The Board continues to invest in COVID-19 response, disaster response and recovery, pay down debt and maintain strong reserves while also investing in the organization's future through the employee compensation, Leadership Initiative, and recruitment and retention practices.

Highlights of the FY 2020-21 Adopted Budget include investment in activities that focus on economic recovery and resiliency, utilizing CARES Act funding to support COVID-19 response, investment in our employees through improved salary and benefits and an investment of over \$5.5 million for deferred maintenance and infrastructure improvements. The Board has identified funding for additional priorities including fire and emergency medical services, disaster recovery, business and economic development, and support for the County's community partners. Finally, in cooperation with our employees and each of our departments, the Board continuously strives to identify ways to deliver services more efficiently and cost effectively.

This budget is balanced, prioritizes our public health response to COVID-19, and indicates a continuing commitment to organizational and fiscal stability. The FY 2020-21 budget reflects Board priorities, but also represents months of hard work by the Executive Office and departmental budget managers and staff, whose collective efforts have resulted in a balanced budget of which we can all be proud.

Sincerely,

A handwritten signature in blue ink that reads "John Haschak".

John Haschak, Chair  
Mendocino County Board of Supervisors

**THE BOARD OF SUPERVISORS**

**CARLE BROWN**  
First District

**JOHN MCCOWEN**  
Second District

**JOHN HASCHAK**  
Third District

**DAN GERDE**  
Fourth District

**TED WILLIAMS**  
Fifth District



# COUNTY OF MENDOCINO

## Executive Office

**CARMEL J. ANGELO**  
**CHIEF EXECUTIVE OFFICER**  
**CLERK OF THE BOARD**

501 Low Gap Road, Room 1010  
Ukiah, CA 95482-3734

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Website: [www.mendocinocounty.org](http://www.mendocinocounty.org)

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To the Honorable Board of Supervisors and Citizens of Mendocino County:

I hereby submit to you the budget for Fiscal Year (FY) 2020-21, which was formally adopted by the Board on June 23, 2020. This is not a normal year or an ordinary budget. Our County, State and Nation are facing an unprecedented Public Health emergency with the COVID-19 pandemic. This budget reflects that emergency. The COVID-19 pandemic has impacted every sector of the economy and has caused record high unemployment throughout California. The Budget makes critical investments to save lives and promote economic recovery to allow the safe reopening of our local economy during this pandemic. With the fiscal restraints of a recession Departments have worked hard to reduce operational costs to produce a balanced budget. I would like to take this opportunity to thank all of our County departments for their assistance in providing information for the development of this budget. In keeping with the fiscal management guidelines, the Executive Office continues to focus on fiscal prudence and management while striving to implement the Board of Supervisors' goals and priorities. The Adopted Budget addresses the needs of the citizens of Mendocino County with a focus on COVID-19 response, disaster recovery and preparedness, maintaining County services, employee compensation, prioritizing critically failing infrastructure, continued long-term debt reduction, and maintaining the General Reserve.

Moving forward this fiscal year, we are following the Board of Supervisors' fiscal management goals and priorities, focusing on fiscal stability, financial sustainability and organizational development. The Board held three budget workshops prior to budget hearings on June 9th and 10th, which allowed the Executive Office to prepare a Proposed Budget for the Board's consideration that was closely aligned with the Board's Budget Goals and Priorities.

The County revenues has been significantly impact by the COVID-19 pandemic, exacerbating the existing issue of the County's operational cost out pacing the growth of our revenue. The projected discretionary revenue growth is minor at 2% above the FY 2019-20 levels with significant reductions in in sales tax and transient occupancy tax due to COVID-19. We do not anticipate seeing significant overall revenue increases any time soon. In fact, we are experiencing a recession resulting from the pandemic, and the County must continue to prepare for finical impacts of COVID-19 on our economy for the next 1-2 years. As the general cost of the County's core services continues to rise and County operations evolve to address COVID-19, we must remain cautious in our approach to spending, and look for innovative methods of providing core services that will benefit the citizens of Mendocino County, now and into the future. A key component to improve our long-term financial health is prioritizing economic and housing development. Moving forward in FY 2020-21 there is a focus on developing strategies to incentivize business and job growth, support local businesses as they adapt operations in a COVID-19 world, while simultaneously addressing the housing needs of our community. FY 2020-21 will be a year focused on COVID-19 response, economic development, disaster recovery, emergency preparedness, housing, water resources and identifying innovative ways to invest in our greatest asset, our employees.

Highlights of the FY 2020-21 Adopted Budget include utilizing \$8.9 in CARES Act funding to support COVID-19 response, investment in our employees through improved salary and benefits and investment of over \$5.5 million for deferred maintenance and infrastructure improvements. Additionally, funding is earmarked to support the efforts of the Fire Safe Council, emergency services, public health, critical Information Technology (IT) improvements through the IT Master Plan, business and economic development, housing and homelessness, and support for the County's community partners.

Improving the County's fiscal health over the past several years is something to be proud of, however, much work remains to strengthen the County's position, performance and accountability, and prepare us for the future. This budget provides the foundation to work from as we strive to improve the Mendocino County we know and love.

Respectfully submitted,

A handwritten signature in blue ink that reads "Carmel J. Angelo". The signature is fluid and cursive, with a long horizontal stroke at the end.

Carmel J. Angelo  
Chief Executive Officer







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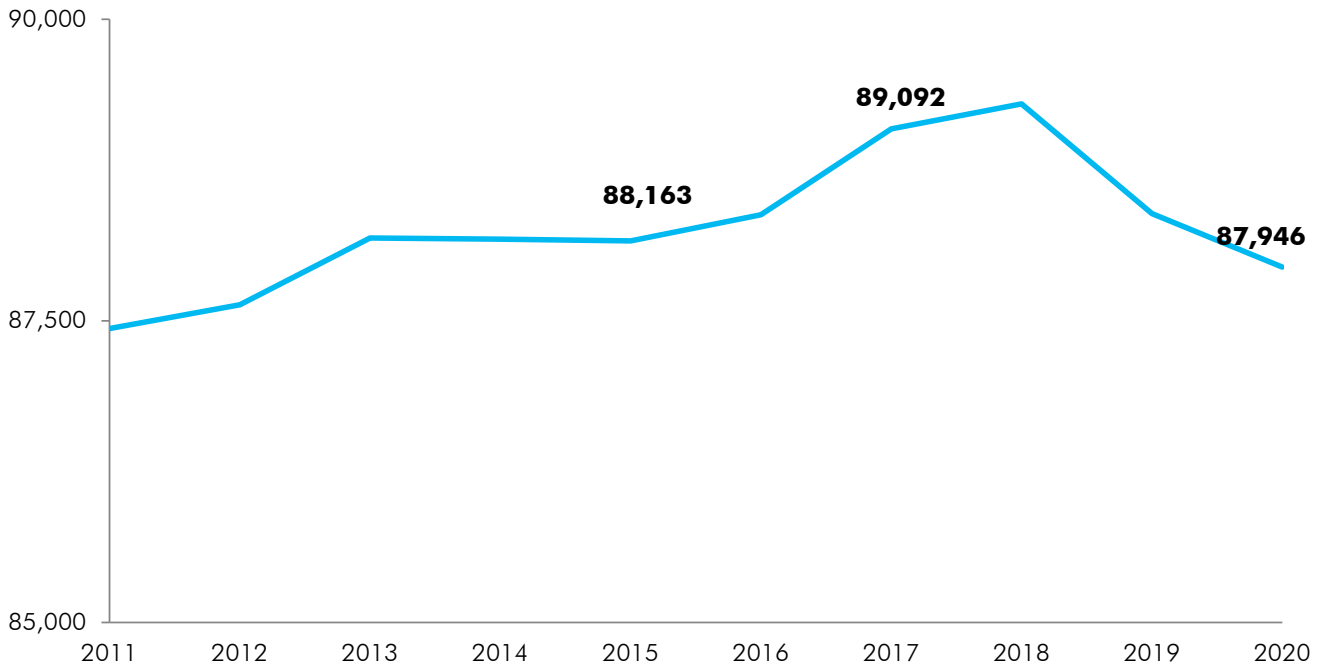
# MENDOCINO COUNTY PROFILE

Main Street Mendocino  
Courtesy: Visit Mendocino

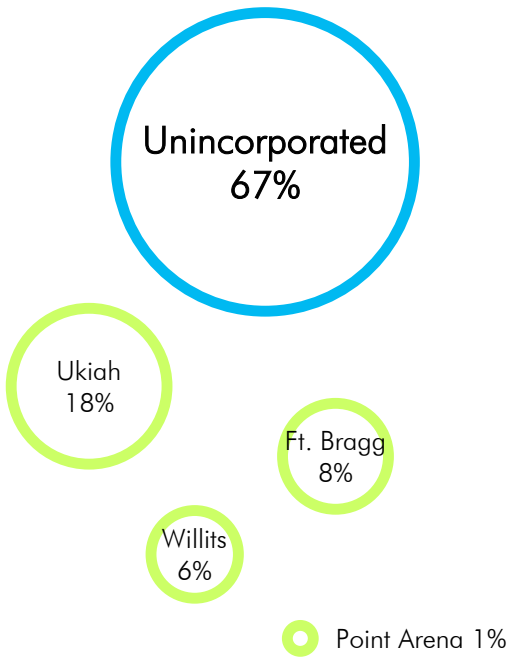


## DEMOGRAPHICS

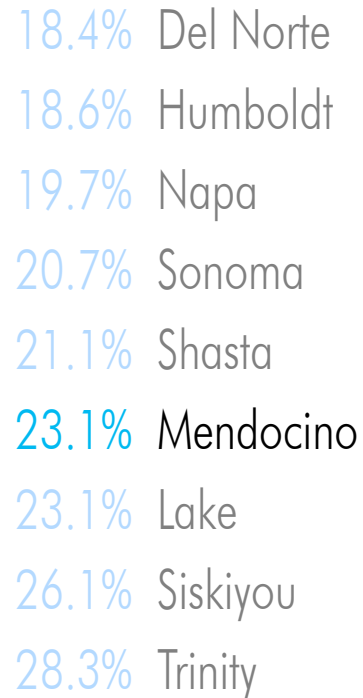
Total Population



Population by Jurisdiction



Percent of Population 65 yrs. and older

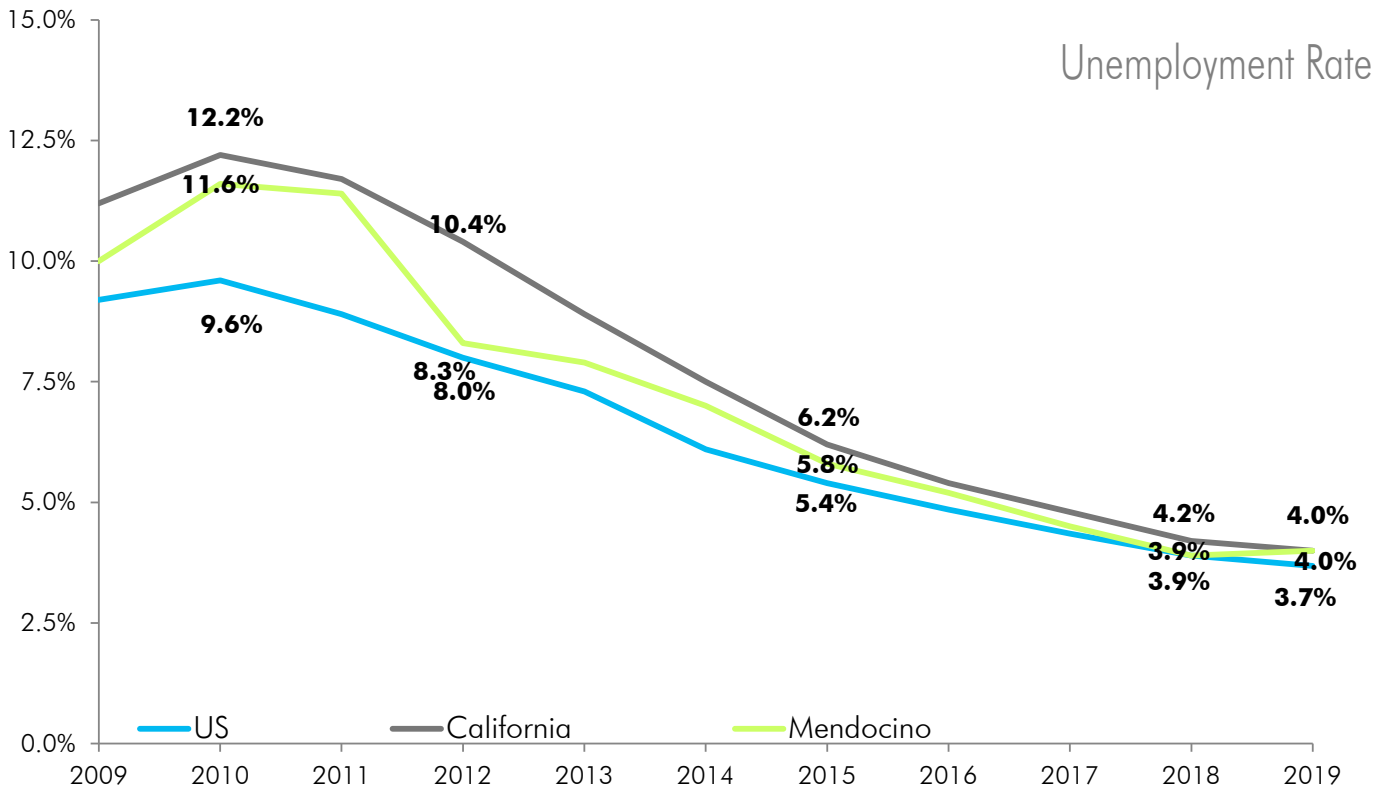
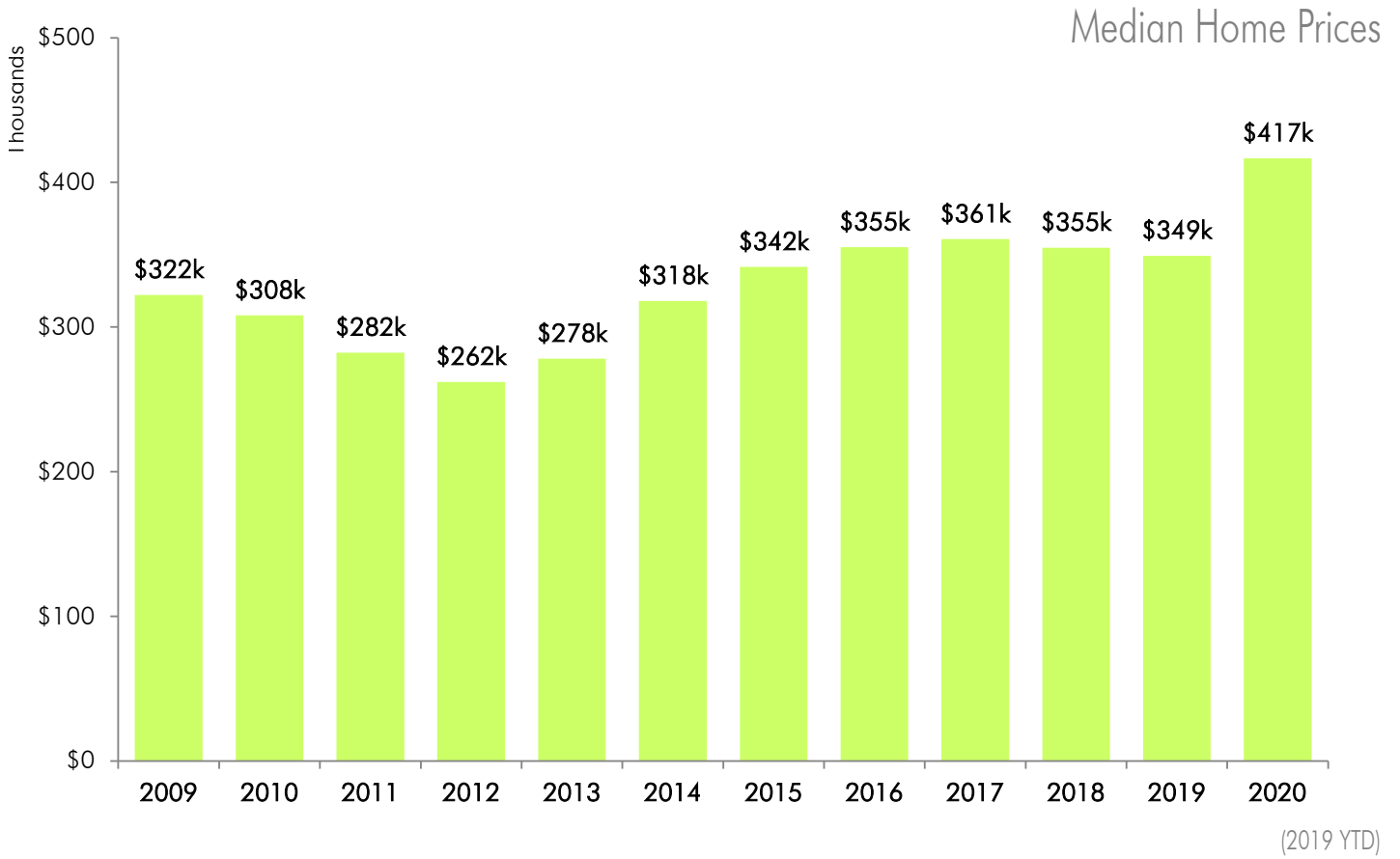


Note: Numbers may not add due to rounding.

Sources: Population - CA Department of Finance estimates January 1, 2020; Population 65 yrs. and older - US Census estimates January 1, 2020.

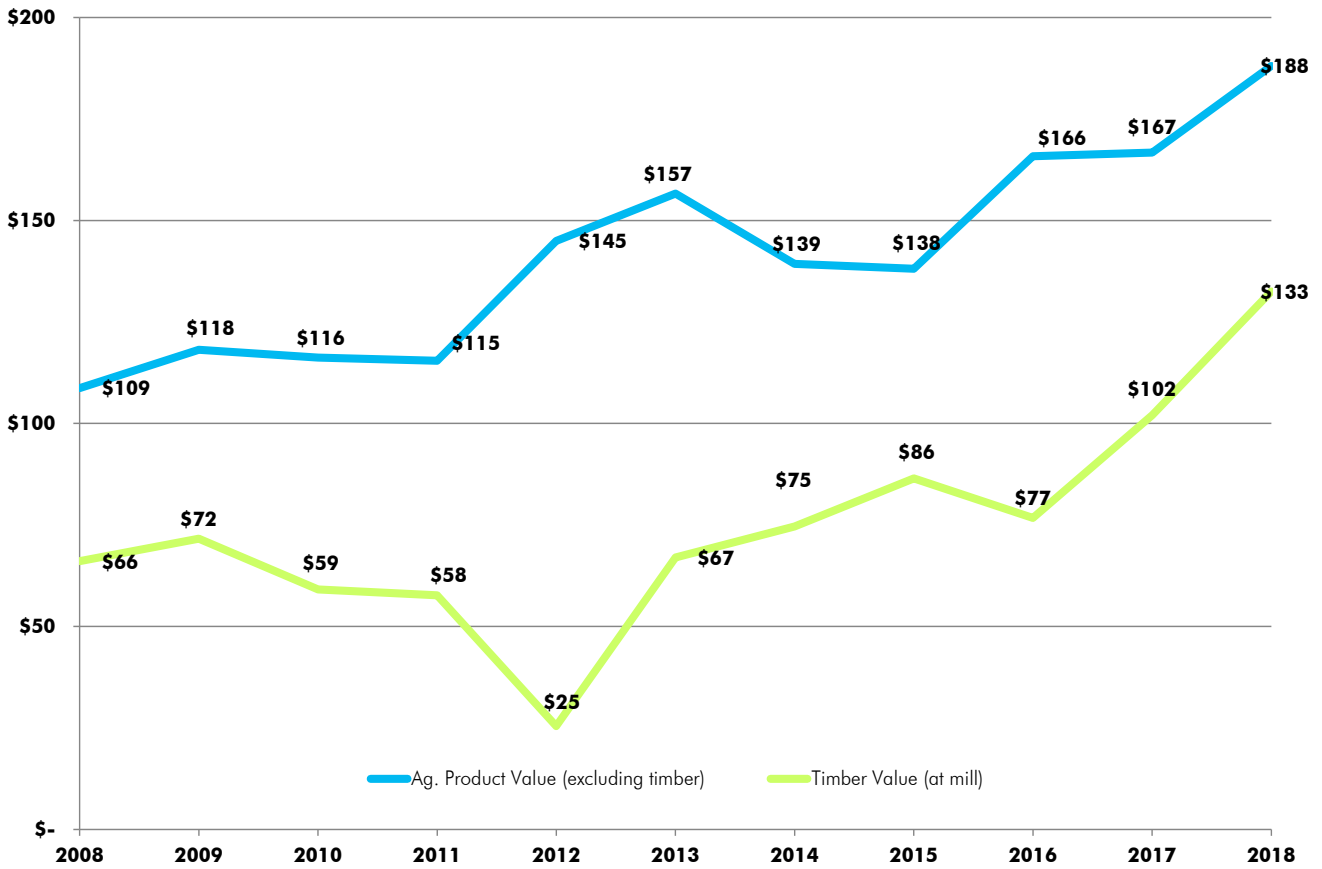
# MENDOCINO COUNTY PROFILE

## ECONOMIC TRENDS

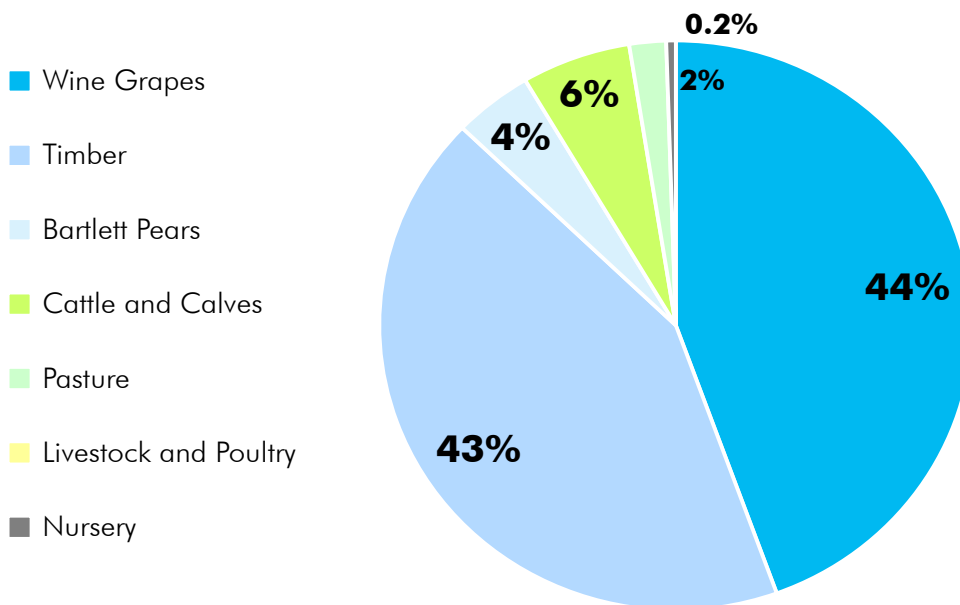


## ECONOMIC TRENDS

### Agricultural Value Trends



### Agricultural Value by Product 2018 Data



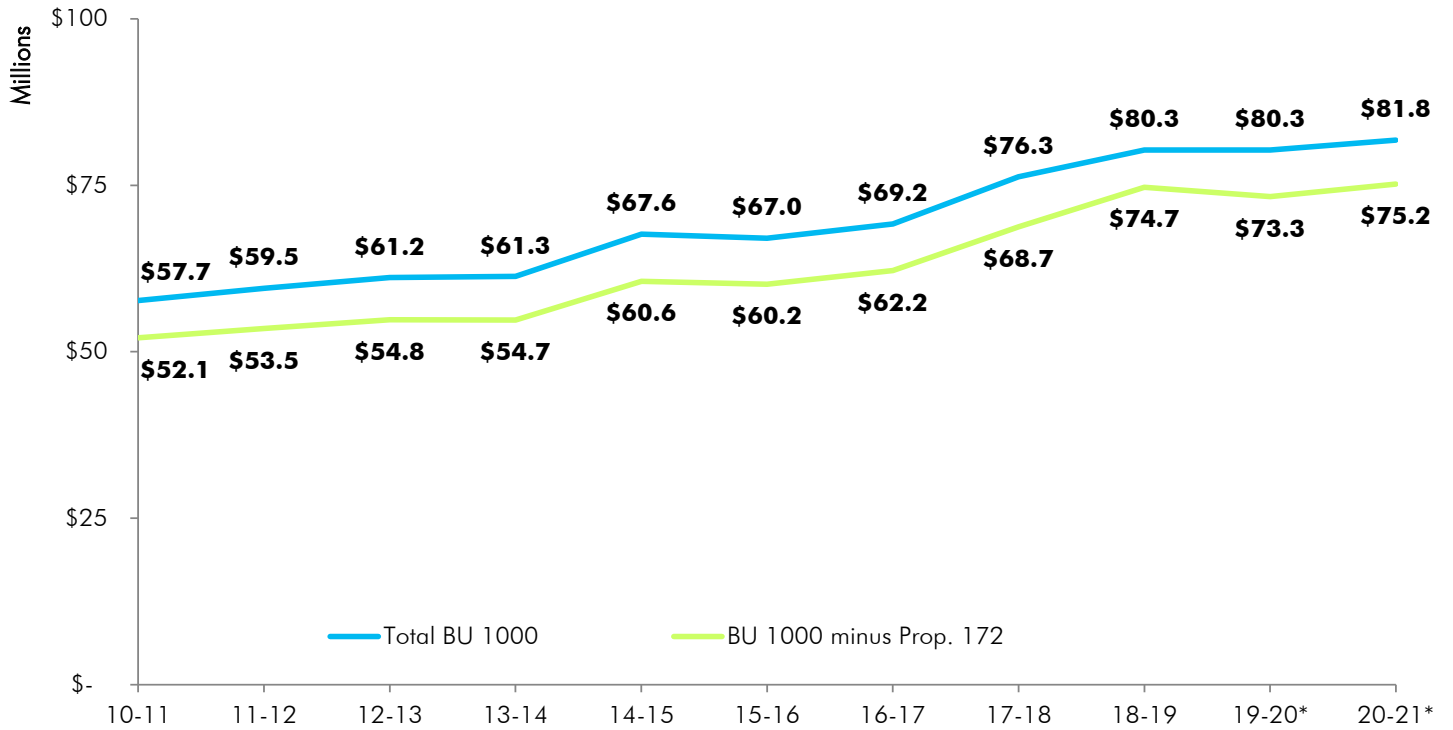
Note: Numbers may not add due to rounding.

Sources: Median Home Prices - Zillow Home Index; Unemployment Rate - CA Economic Development Department; Agricultural Value - Mendocino County Agricultural Commissioner

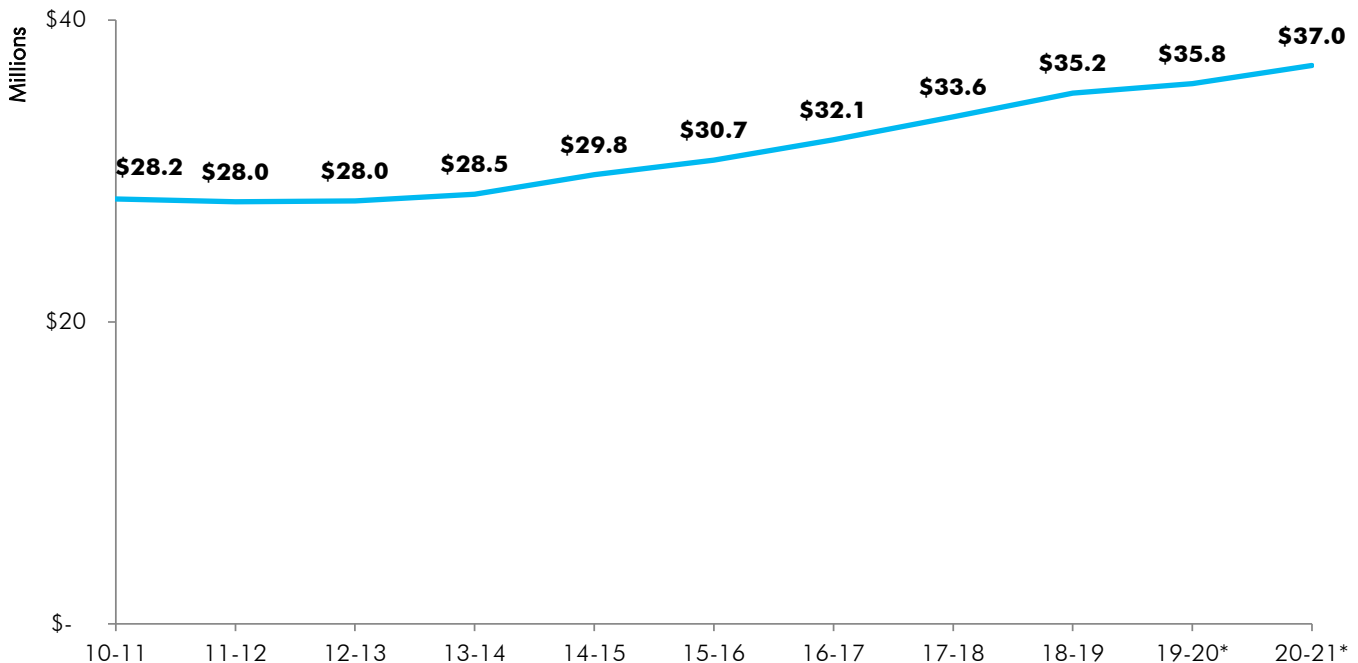
# MENDOCINO COUNTY PROFILE

## ECONOMIC TRENDS

Discretionary Revenue - BU 1000



Secured Property Tax



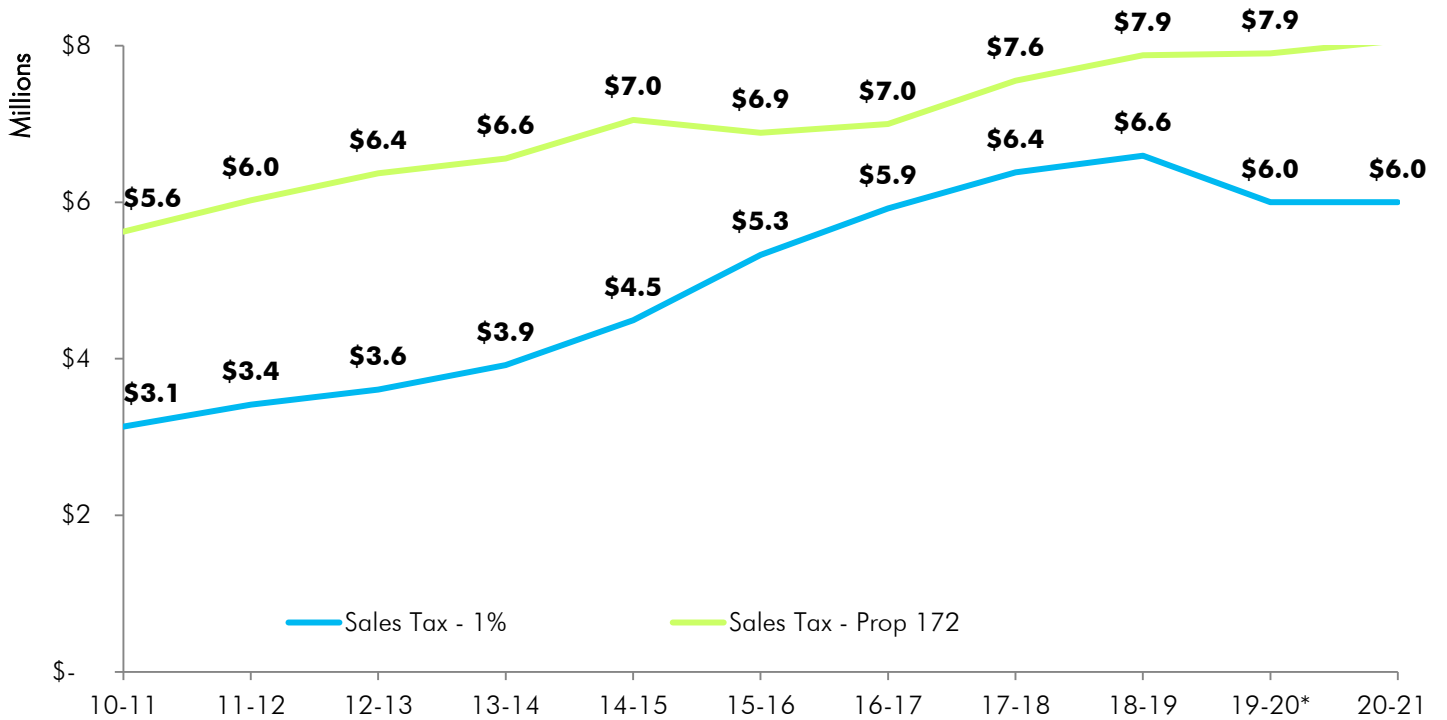
Source: Mendocino County Auditor-Controller

\*Estimated

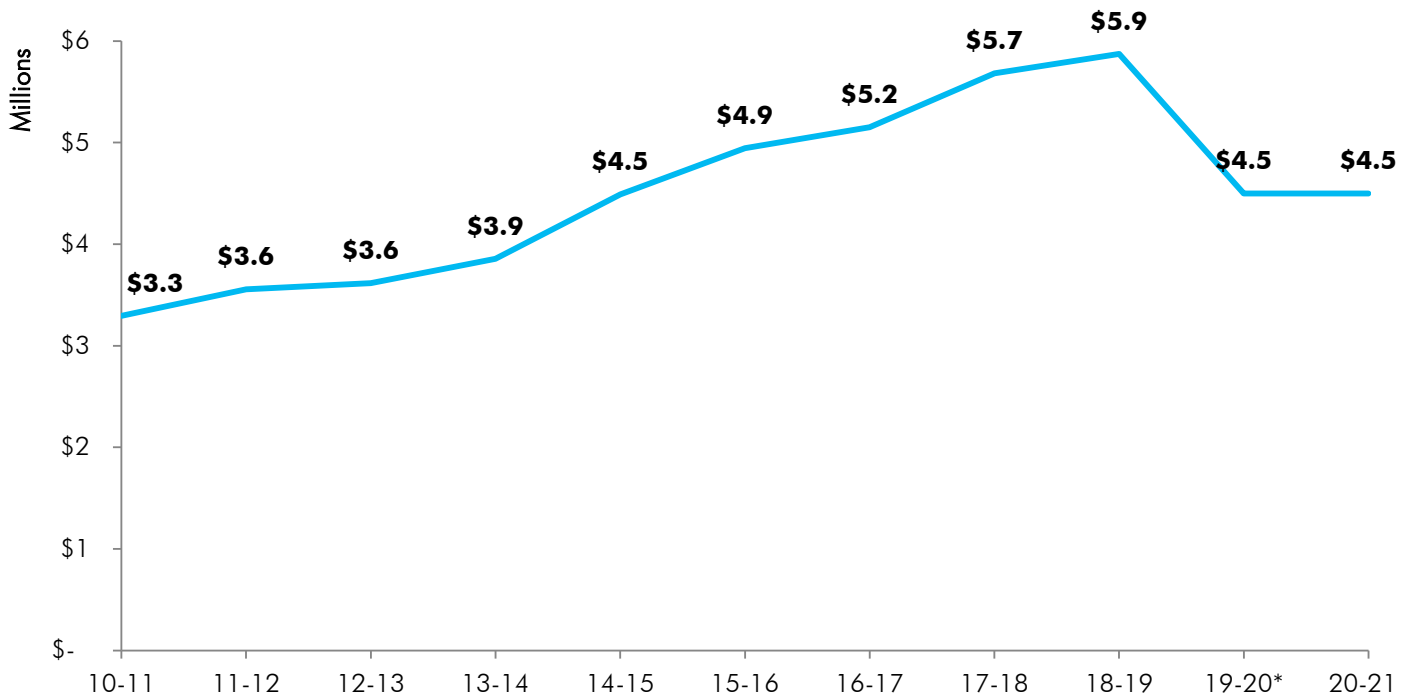


## ECONOMIC TRENDS

Sales Tax



Transient Occupancy Tax



Source: Mendocino County Auditor-Controller

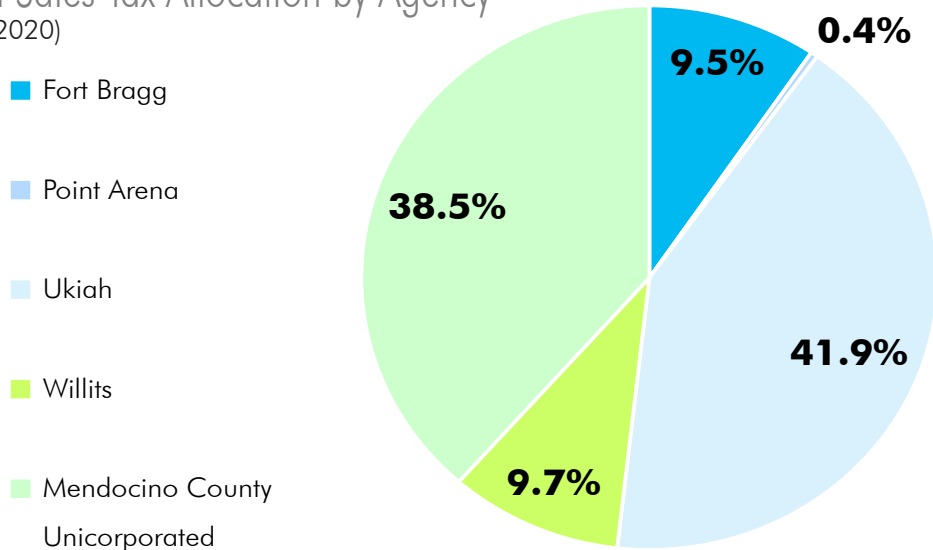
\*Estimated

# MENDOCINO COUNTY PROFILE

## PRINCIPAL TAXPAYERS - FY 2019-20

	Owner	Business Description	FY 19-20	% Of
			Total Tax Levy	Total Tax Levy
1	PACIFIC GAS & ELECTRIC CO.	UTILITY	\$3,442,754.02	2.33%
2	MENDOCINO FOREST PRODUCTS CO.	MANUFACTURING / SAWMILL	871,185.28	0.59%
3	V C T USA INC.	VINEYARD / WINERY	682,475.22	0.46%
4	MENDOCINO REDWOOD COMPANY LLC	MANUFACTURING / SAWMILL	493,788.00	0.33%
5	WATERFOWL WINE COMPANY	VINEYARD / WINERY	394,125.74	0.27%
6	VINTAGE WINE ESTATES INC.	VINEYARD / WINERY	300,463.86	0.20%
7	PACIFIC BELL TELEPHONE CO.	COMMUNICATION	293,348.08	0.20%
8	COSTCO WHOLESALE CORPORATION	RETAIL SALES	272,234.44	0.18%
9	LYME REDWOOD TIMBERLANDS LLC	TIMBERLAND	239,018.10	0.16%
10	PEAR TREE REH LLC	SHOPPING CENTER	222,851.96	0.15%
11	SAVINGS BANK OF MENDOCINO COUNTY	BANK	200,894.00	0.14%
12	HERITAGE WINE LLC	VINEYARD / WINERY	199,381.02	0.13%
13	GEORGIA-PACIFIC LLC	INDUSTRIAL SITE	197,215.24	0.13%
14	UKIAH LLC	SHOPPING CENTER	187,720.00	0.13%
15	WILLITS MOBILE HOME PARK LLC	SENIOR / FAMILY HOUSING	179,890.08	0.12%
16	SAFEWAY INC.	GROCERY	179,272.04	0.12%
17	AT&T COMMUNICATIONS INC.	COMMUNICATION	171,448.56	0.12%
18	GEORGIA-PACIFIC CORPORATION	INDUSTRIAL SITE	167,688.68	0.11%
19	PEAR OCHARD ASSOCIATES	SHOPPING CENTER	166,527.34	0.11%
20	ROSE LYNETTE CARROLL TTEE	COMMERCIAL / AGR / HOUSING	163,210.26	0.11%
21	VAU CHARLES & KERRI TTEES	COMMERCIAL / AGR / HOUSING	159,010.64	0.11%
22	ANDERSON VINEYARDS INC.	VINEYARD / WINERY	158,675.92	0.11%
23	PAULI WILLIAM C & JANET KF TTEE	AGRICULTURE	141,532.06	0.10%
24	THURSTON DENNIS J. & CAROL A. TTEE	AUTO SALES	141,327.68	0.10%
<b>Top 20 Total Tax Levy</b>			<b>\$9,626,038.22</b>	<b>6.32%</b>
<b>Total Mendocino County Tax Levy</b>			<b>\$147,884,849.54</b>	<b>100%</b>

## Annual Sales Tax Allocation by Agency (1st Qtr. 2020)



# MENDOCINO COUNTY PROFILE

## MAJOR MENDOCINO COUNTY EMPLOYERS

	<b>Employer</b>	<b>Industry</b>	<b>Location</b>	<b>Employer Size Class</b>
1	CA Forestry & Fire Protection	Government Offices - State	Willits	100-249
2	City of Ukiah	Government Offices - City	Ukiah	100-249
3	Coyote Valley Casino	Casinos	Redwood Valley	100-249
4	Dharma Realm Buddhist Assn.	Associations	Talmage	100-249
5	Fetzer Vineyards	Wineries	Hopland	250-499
6	Frank R. Howard Memorial Hospital	Hospitals	Willits	100-249
7	Ferrellgas	Gas Propane Refilling Stations	Ukiah & Fort Bragg	1000-4,999
8	Hopland Sho Ka Wah Casino	Casinos	Hopland	100-249
9	Metaflx	Sheet Metal Fabricators	Willits	100-249
10	Mendocino Coast District Hospital	Hospitals	Fort Bragg	250-499
11	Mendocino College	Schools-Universities & Colleges	Ukiah	100-249
12	Mendocino County	Government Offices - County	Ukiah/Various	1,000-4,999
13	Mendocino County Office of Education	Government Offices - County	Ukiah	100-249
14	Mendocino Community Health	Clinics	Ukiah	250-499
15	Mendocino Redwood Co., LLC.	Non-classified Establishments	Calpella	500-999
16	Walmart	Grocers - Retail	Ukiah	100-249
17	Safeway	Grocers - Retail	Fort Bragg	100-249
18	Ukiah High School	Schools	Ukiah	100-249
19	Ukiah Valley Medical Center	Hospitals	Ukiah	500-999
20	Little River Inn Golf & Tennis	Hotels & Motels	Little River	100-249

## EMPLOYMENT BY INDUSTRY

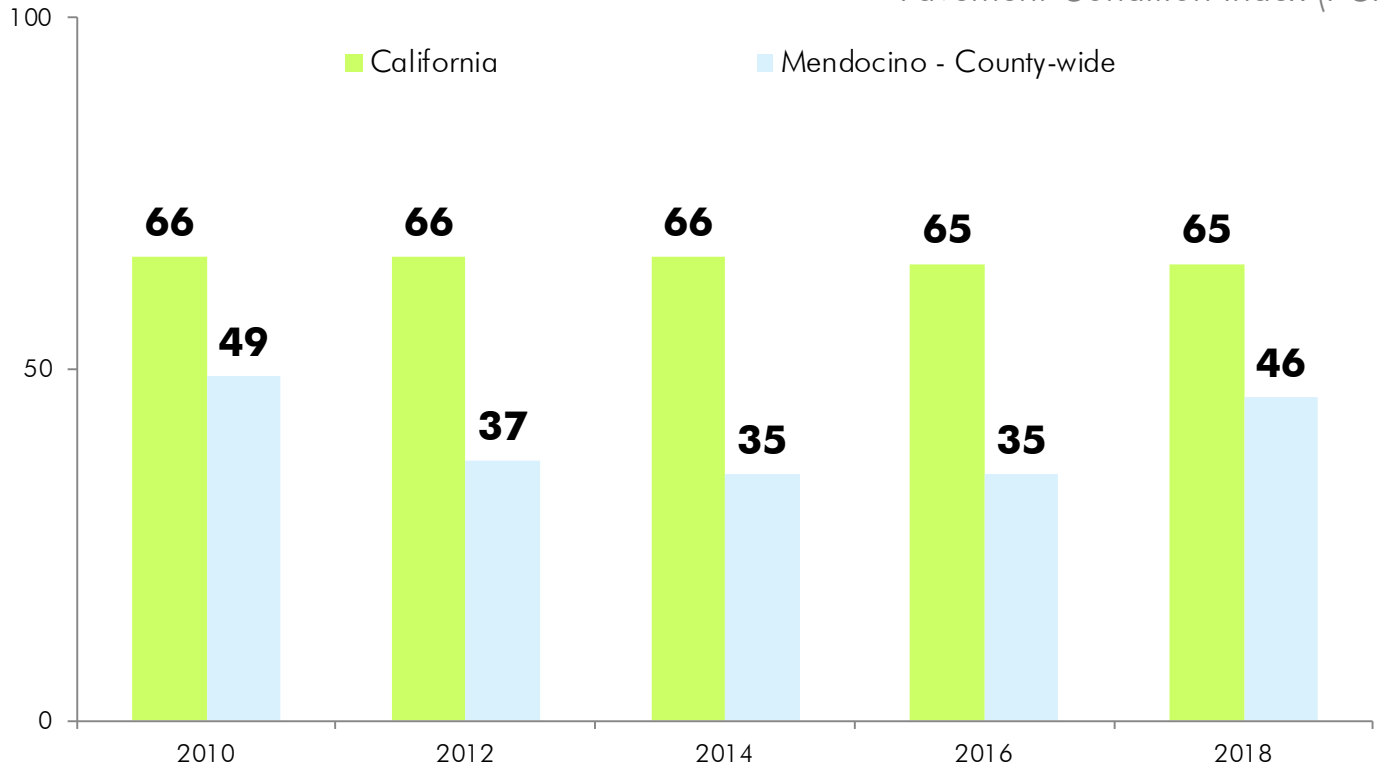
<b>Employer Category</b>	<b>Employment (June 2020)</b>	<b>% Of County Industry Employment</b>
Government (Local, State, & Federal)	6,760	22.60%
Education & Health Services	5,470	18.29%
Retail Trade	4,270	14.28%
Leisure & Hospitality	3,240	10.83%
Manufacturing	2,210	7.39%
Professional & Business Services	1,780	5.95%
Total Farm	1,360	4.55%
Construction	1,260	4.21%
Financial Activities	1,020	3.41%
Other Services	650	2.17%
Transportation, Warehousing & Utilities	690	2.31%
Wholesale Trade	730	2.44%
Mining & Logging	270	0.90%
Information	200	0.67%
<b>Total</b>	<b>29,910</b>	<b>100%</b>

Sources: Principal Taxpayers - Mendocino County Treasurer-Tax Collector; Annual Sales Tax by Business Category - HdL June 2018 Summary Report; Major Employers - CA Economic Development Department 2018; Employment by Industry - CA Economic Development Department.

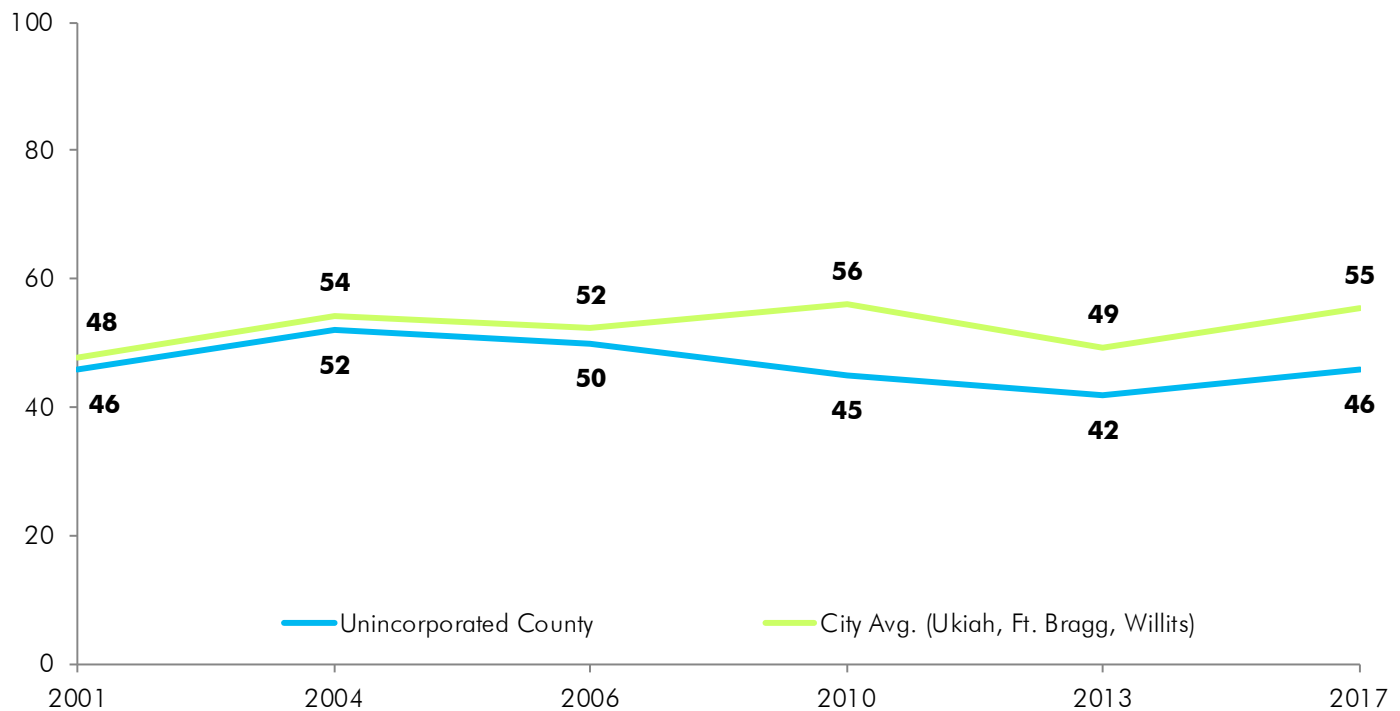
# MENDOCINO COUNTY PROFILE

## INFRASTRUCTURE

Pavement Condition Index (PCI)

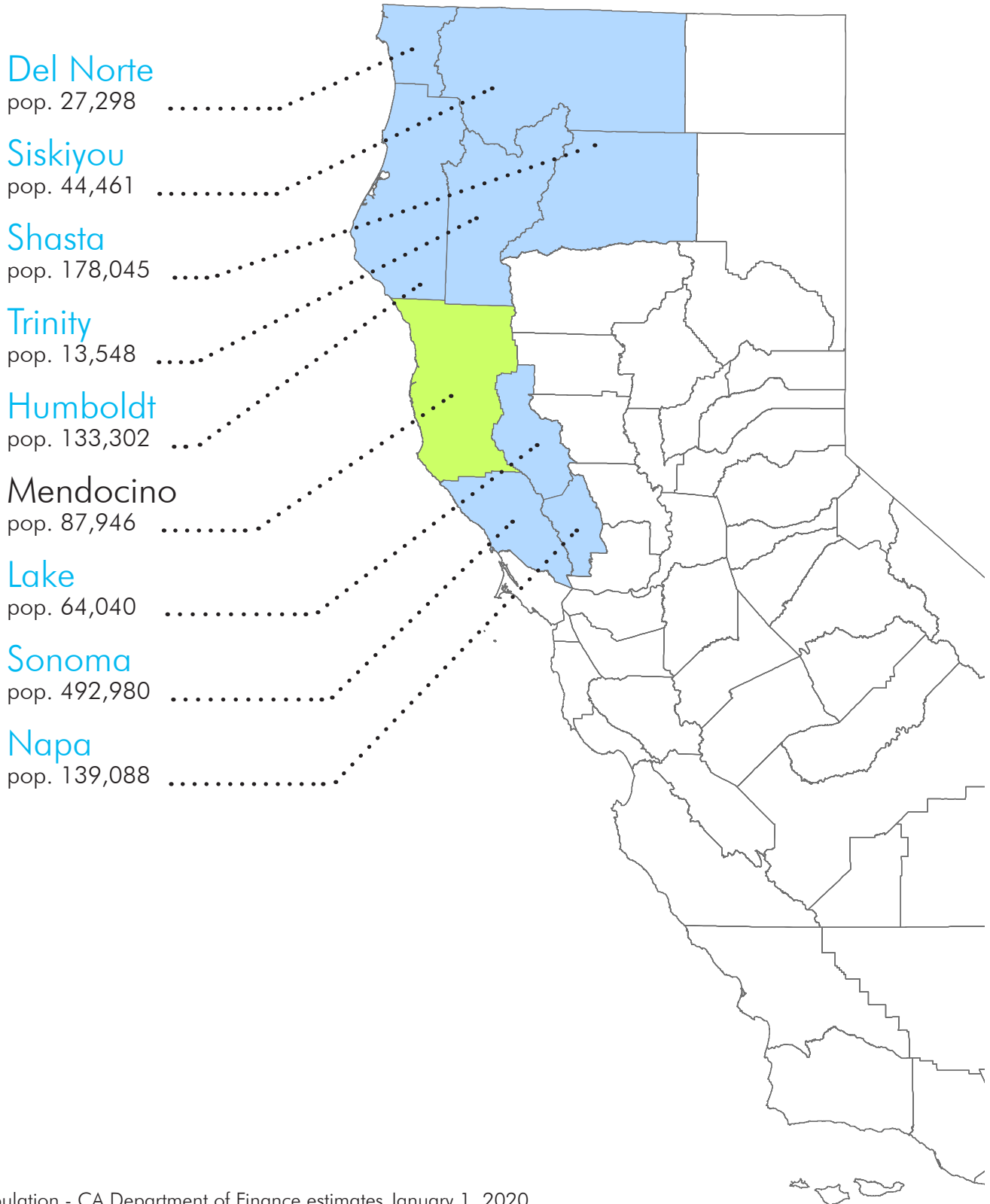


Pavement Condition Index (PCI)



Sources: PCI - Department of Transportation, Mendocino Council of Governments

## COMPARISON COUNTIES

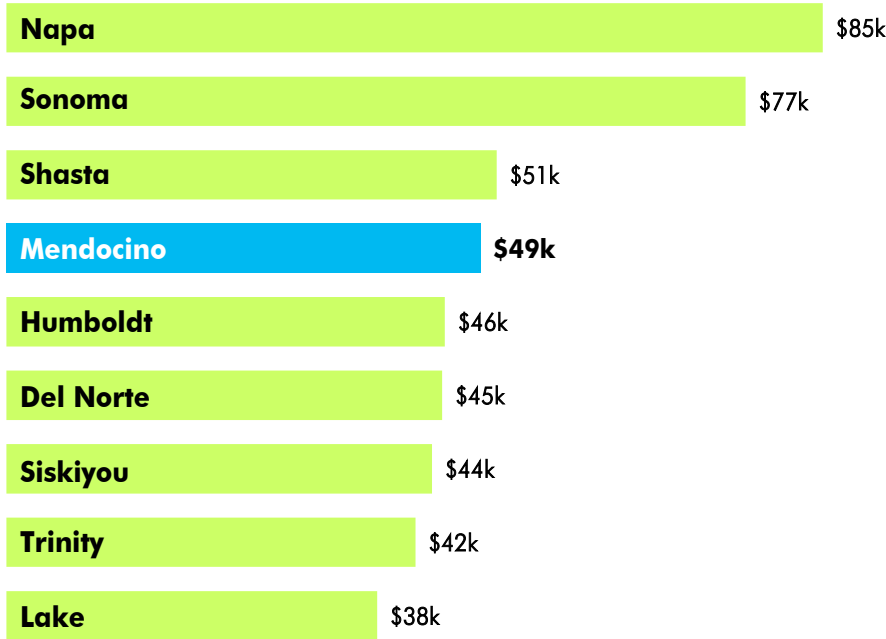


Source: Population - CA Department of Finance estimates January 1, 2020

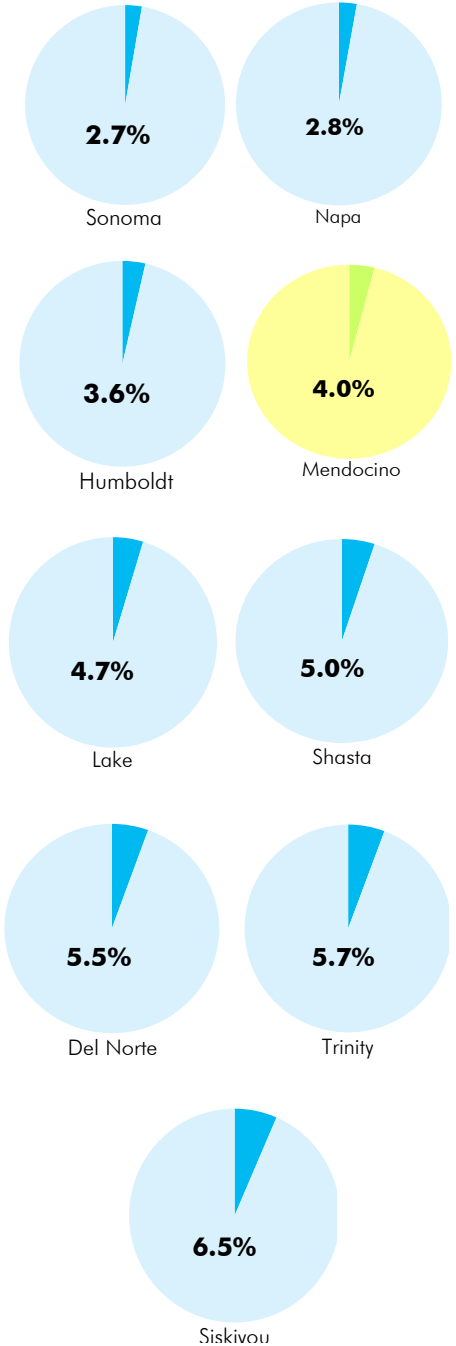
# MENDOCINO COUNTY PROFILE

## COMPARISON COUNTIES

### Household Income



### Unemployment Rate (2019)



### Budgeted County Expenditures (per resident)



Sources: County Expenditures - Most recent County Budgets and Department of Finance population estimates; Unemployment Rate - CA Economic Development Department 2019 annual average; Household Income - US Census 2018 estimates.



# COUNTY OVERVIEW

Navarro River Yorkville  
Courtesy: Visit Mendocino





## COUNTY GOVERNMENT

### INTRODUCTION

The Adopted Budget Book serves as the County's primary policy and budget document. It communicates the Board of Supervisors' priorities and how departments align their program goals and objectives to achieve them.

The budget is structured to provide both high-level context and line item detail on Mendocino County's operations and how the County strives to serve the community.

### GOVERNMENT STRUCTURE

Mendocino County is a general law county established in 1850 by the State legislature and is a political subdivision, or unit, of the State. The County is represented by five non-partisan, elected members comprising the Board of Supervisors. The Board of Supervisors is the governing body and sets policy and priorities for the County. The County is responsible for providing municipal programs and services in the unincorporated areas of the County, and its powers are limited to those granted by the State. The County budget includes many programs in the areas of health, welfare and law enforcement, which are mandated, regulated and mostly funded by the State. The Board of Supervisors has limited authority over the policy and administration of these programs.

The County budget also includes funding to provide local services not affected by state laws, such as libraries, land-use planning, county road construction and maintenance, police protection, and a museum.

There are four incorporated cities within Mendocino County that provide services to their residents, including the County seat of Ukiah. The majority of general government services are provided at the County Administration Center on Low Gap Road in Ukiah. The Sheriff's Office, County Jail, Probation Department, and Juvenile Hall are also located on the Low Gap campus.

	Population	% of Total
Unincorporated	58,925	67%
Ukiah	16,061	18%
Ft. Bragg	7,427	8%
Willits	5,072	6%
Point Arena	461	1%
<b>Total</b>	<b>87,946</b>	

CA Department of Finance, January 1, 2020

### ORGANIZATIONAL STRUCTURE

The County organization is divided into seven functional areas that represent general categories of service to the Mendocino County community:

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education
- Recreation & Culture

These functional areas are composed of 19 separate departments. In addition, the Mendocino County Water Agency and the Mendocino County Air Quality Management District are independent special districts and are not given a functional classification, although they are County departments. The Water Agency is managed by the Executive Office, with the Chief Executive Officer appointed by the Board of Directors/Board of Supervisors as the Agency General Manager. The Air Quality Management District is also a dependent district of which the Board of Supervisors serves as the District Board of Directors. More information on the functional areas of the organization is provided in the Budget Overview section of this document.

Five departments are directed by officials elected by residents to serve a four year term: Assessor-Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff-Coroner, and Treasurer-Tax Collector. Four officials are appointed by the Chief Executive Officer: Human Resources Director, Planning and Building Services Director, Transportation Director and Health and Human Services Agency Director. The remaining officials are appointed either by the Board of Supervisors or other agencies as outlined in state law.

The Board adopted the Chief Executive Officer (CEO) model in 2005, which establishes the CEO as the primary conduit between the Board of Supervisors and department heads and elected officials. Additionally, the Board has directed that the CEO shall coordinate the activities of all County departments, preparing recommendations to the Board and executing the Board directives as they relate to the departmental operations.

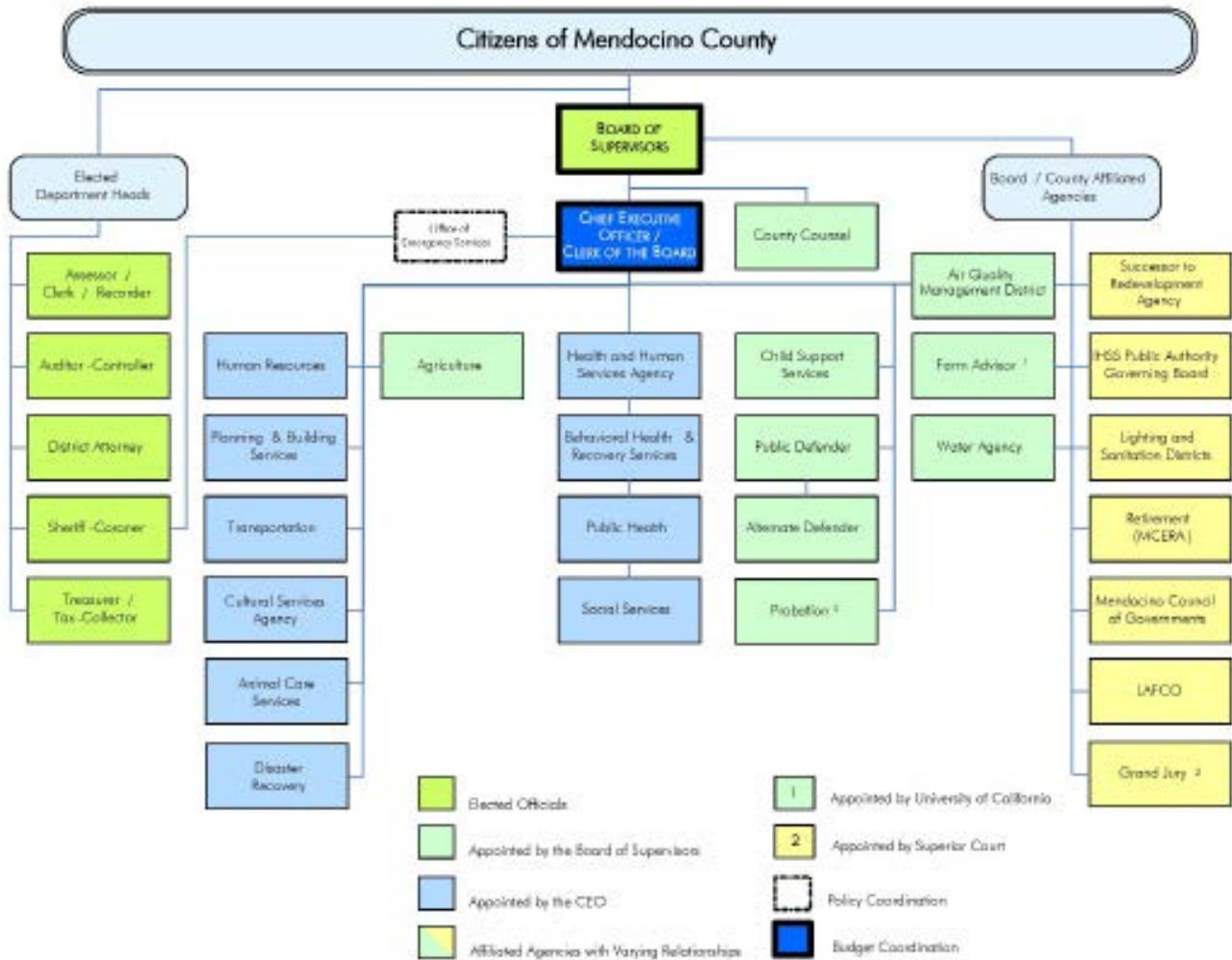
### MEETINGS

The Board generally meets every other Tuesday in the Board Chambers at the Administration Center on Low Gap Road to discuss and vote on policy items. The Board's meeting schedule and agenda are posted on the Board of Supervisors' website, located at [www.mendocinocounty.org/bos](http://www.mendocinocounty.org/bos). Video broadcasts of Board meetings (both live and archival) are also available online at [www.youtube.com/mendocinocountyvideo](http://www.youtube.com/mendocinocountyvideo).

# COUNTY OVERVIEW

## COUNTY ORGANIZATION CHART

### COUNTY ORGANIZATIONAL CHART



## MISSION STATEMENT

The Mendocino County Board of Supervisors developed and adopted a mission statement on August 19, 1999, which is, "To create and maintain a responsive and responsible government that enhances the quality of life of the people of Mendocino County. The County's mission is to deliver services that meet: Public safety, health, social, cultural, education, transportation, economic, and environmental needs of our communities."

## GOALS TO ACCOMPLISH THE MISSION

- To treat all people with dignity and respect. To create a County employee culture where each citizen is treated in a courteous, professional, and sensitive manner.
- To forge effective working relationships within the community in both the private and public sectors. Through such cooperation we can maximize services to our citizens. Having engaged people will achieve organizational goals.
- To develop a work environment and employee culture that strives for excellence. Training and development opportunities and career advancement will be highly valued by the organization.
- To streamline our governmental processes so that excellent service delivery is responsive, reliable, and cost effective. Productivity and efficiency are important organizational values which result in maximum benefits for all concerned.
- To manage our fiscal resources effectively and responsibly. To plan and budget in a way that recognizes the financial limitations of the County, and enhances the long-term economic viability of the County and its citizens.

### BOARD OF SUPERVISORS

The Board of Supervisors is the legislative body of Mendocino County government. The Board adopts policies, establishes programs, appoints certain non-elected department heads, and adopts annual budgets for all County departments. The Board of Supervisors also serves as the governing board for two special districts; the Mendocino County Water Agency, and the Mendocino County Air Quality Management District. Supervisors also serve on regional agencies and as ex-officio members on the boards of county service districts. The Board of Supervisors is a five-member board elected by district on the basis of population, as required by state law. Supervisors are elected on a non-partisan basis and serve for a term of four years. Along with the Board's committee and agency appointments, Supervisors also elect a Chairperson and Vice Chairperson annually among themselves.



**Carre Brown**  
District 1



**John McCowen**  
District 2



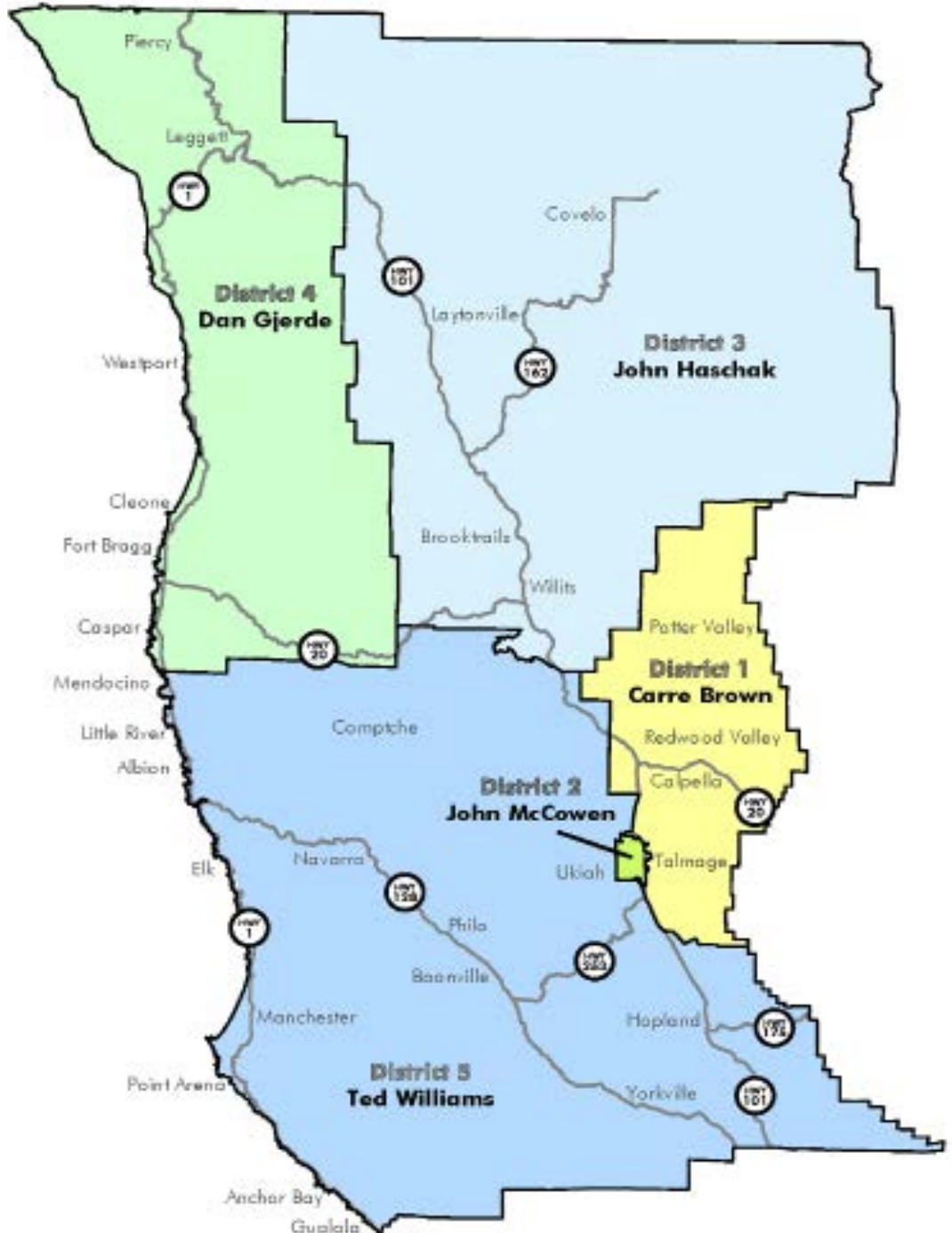
**John Haschak**  
District 3



**Dan Gjerde**  
District 4



**Ted Williams**  
District 5



# COUNTY OVERVIEW

## BOARD OF SUPERVISORS - BOARDS AND COMMISSIONS

### BOARD OF SUPERVISORS

#### BOARDS AND COMMISSIONS

The Board of Supervisors has established advisory boards, committees and commissions to which it appoints residents to serve. The purpose of these appointed boards, committees and commissions is to provide opportunities for members of the community to participate in and act on matters of public concern. Some commissions are discretionary while others are mandated by state statute. Each commission represents the constituents of a specific issue, policy or program focus.

Board of Supervisors Committees/Boards	Appointed Members
Area Agency on Aging	Brown - Gjerde (Alternate)
Behavioral Health Advisory Board (BHAB)	Brown - Haschak (Alternate)
Broadband Alliance of Mendocino County	Williams/Haschak
California State Association of Counties (CSAC)	Brown - Haschak (Alternate)
Caspar Transfer Station Coordinating Committee	Gjerde/Williams
CSAC Coastal Counties Regional Association	Williams - Gjerde (Alternate)
Domestic Violence Council	Haschak
Economic Development & Finance Corp. (EDFC)	Gjerde/Williams- McCowen (Alternate)
Eel-Russian River Commission	Brown - Haschak (Alternate)
First 5 Mendocino	Haschak - McCowen (Alternate)
Golden State Finance Association	Brown - Williams (Alternate)
Inland Water & Power Commission (IWPC)	Brown - McCowen (Alternate)
Juvenile Justice & Delinquency Prevention Commission	Haschak
Local Agency Formation Commission (LAFCo)	Brown/McCowan - Haschak (Alternate)
Mendocino Council of Government (MCOG)	Gjerde/Haschak - Williams (Alternate)
Mendocino County Fire Safe Council	McCowan/Haschak - Williams (Alternate)
Mendocino County Employees' Retirement Association	Gjerde
Mendocino County Resource Advisory Commission (RAC)	Haschak
Mendocino Solid Waste Management Authority (MSWMA)	Gjerde/McCowan - Haschak (Alternate)
Mendocino Transit Authority (MTA)	Gjerde - Haschak (Alternate)
National Association of Counties (NACo)	Brown - Haschak (Alternate)
North Coast Resource Partnership (7 Counties)	Gjerde/McCowan - Haschak (Alternate)
North Bay - North Coast Broadband Consortium Oversight Committee (NBNCBC)	Williams - Haschak (Alternate)
North Coast Resource Conservation & Development Area Council	Haschak
Policy Council on Children & Youth	Haschak - McCowen (Alternate)
Remote Area Network (RAN-MCSO)	Williams - McCowen (Alternate)
Russian River Watershed Association	Williams - McCowen (Alternate)
Solid Waste Hearing Body	Haschak
Sonoma Clean Power Authority	Gjerde - Williams (Alternate)
Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA)	Brown - McCowen (Alternate)
Workforce Alliance of the North Bay	Gjerde/Haschak

For Standing Committees and Ad Hoc Committees, please refer to <https://www.mendocinocounty.org/bos> or contact the Board of Supervisors' office at 463-4441.

## LIST OF OFFICIALS



BACK ROW: Supervisor Gjerde, Supervisor Williams FRONT ROW: Supervisor McCowen, Supervisor Brown, Chair Haschak

Office	Elected Official	Address	Phone
1st District Supervisor	Carre Brown	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
2nd District Supervisor	John McCowen	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
3rd District Supervisor	John Haschak	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
4th District Supervisor	Dan Gjerde	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
5th District Supervisor	Ted Williams	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
Assessor-Clerk-Recorder	Katrina Bartolomie	501 Low Gap Rd, Rm 1020, Ukiah	(707) 234-6822
Auditor-Controller	Lloyd Weer	501 Low Gap Rd, Rm 1080, Ukiah	(707) 234-6860
District Attorney	C. David Eyster	100 N State St., Rm. G-10, Ukiah	(707) 463-4211
Sheriff-Coroner	Matt Kendall	951 Low Gap Road, Ukiah	(707) 463-4411
Treasurer-Tax Collector	Shari Schapmire	501 Low Gap Rd, Rm 1060, Ukiah	(707) 234-6875

Department	Appointed Official	Address	Telephone
Agriculture	Jim Donnelly	890 N Bush Street, Ukiah	(707) 234-6830
Air Quality Management District	Barbara Moed	306 E Gobbi Street, Ukiah	(707) 463-4354
Alternate Defender	Patricia Littlefield	880 N Bush Street, Ukiah	(707) 234-6990
Animal Care Services	Rich Molinari	298 Plant Road, Ukiah	(707) 463-4427
Executive Office	Carmel J. Angelo	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4441
Child Support Services	Anne Molgaard, Interim	107 S State Street, Ukiah	(866) 901-3212
County Counsel	Christian M. Curtis	501 Low Gap Rd, Rm 1030, Ukiah	(707) 234-6885
Farm Advisor (UCCE)	John Harper	890 N Bush Street, Ukiah	(707) 463-4495
Health and Human Services Agency	Tammy Moss Chandler	747 S State Street, Ukiah	(707) 472-2333
Human Resources Department	William Schurtz	501 Low Gap Rd, Rm 1326, Ukiah	(707) 234-6600
Cultural Services Agency	Karen Horner	880 N Bush Street, Ukiah	(707) 234-2875
Planning & Building Services	Brent Schultz	860 N Bush Street, Ukiah	(707) 234-6650
Probation Department	Izen Locatelli	589 Low Gap Road, Ukiah	(707) 234-6910
Public Defender	Jeffery Aaron	175 S School Street, Ukiah	(707) 234-6950
Transportation Department	Howard Dashiell	340 Lake Mendocino Drive, Ukiah	(707) 463-4363

# COUNTY OVERVIEW

## BUDGET GOALS AND PRIORITIES

The Executive Office developed the FY 2020-21 Adopted Budget within the framework of the Board of Supervisors' current goals of Fiscal Stability, Financial Sustainability, and Organizational Development along with their current budget priorities.

### BOARD'S BUDGET GUIDELINES

- Maintain current levels of service
- Invest in county infrastructure
- Focus on financial sustainability and identify cost savings whenever possible

### GOALS

Goal One – Fiscal Stability:

- One time revenue will not be used for on-going expenses

Goal Two – Financial Sustainability:

- Debt mitigation and elimination is a priority
- Maintain County's Reserve Policy

Goal Three – Organizational Development:

- Invest in our future through the Leadership Development Initiative, succession planning, and recruitment and retention practices
- Identify and measure departmental performance metrics, including the balancing of location-based provision of County services

### BUDGET DEVELOPMENT PRIORITIES FOR FY 20-21

- Fiscal Stability
  - New jail construction
  - Funding facilities improvements
  - ADA transition plan
  - Facility energy efficiency projects
  - Information technology infrastructure
- Financial Sustainability
  - Maintain the Reserve policy
  - One-time revenue will not be used for on-going expenses
  - Cannabis program sustainability
  - Juvenile Hall/Probation sustainability
- Organizational Development
  - Operational efficiencies
  - Employee salary negotiations
  - Implementing employee compensation study
  - Public safety transparency reporting implementation
  - IT Master Plan implementation
  - Facility preventative maintenance

- Investment in County roads
- Economic/business development
  - Broadband expansion
  - Permit fee waiver program
  - Support new housing development
  - Grant writer program
  - Use of solar power
  - Electric vehicle replacement
- Support for emergency services - Fire and EMS
  - Supporting staffing for local emergency medical services
  - Explore emergency medical services Joint Powers Authority
  - Disaster recovery and resiliency
  - Emergency preparedness and access routes
- Homeless issues
  - Implementation of Marbut Report
- Support for community partners
  - Fire Districts, fire safe awareness/forest management
  - Potter Valley Water Project
  - Climate Action Committee
  - County Services Area 3
  - Other special districts/agencies

More information is provided on how the County's Adopted Budget meets the established Goals and Priorities in the Budget Overview section.

### GENERAL BUDGET PROCESS & CALENDAR

Mendocino County operates on a fiscal year which begins on July 1st and ends on June 30th. For budgeting purposes, the fiscal year is divided into four quarters.

Following is a description of budget activities by quarter.

**JULY-AUGUST-SEPTEMBER:** This period of time marks the 1st Quarter of Mendocino County's fiscal year. The FY 2020-21 Budget, adopted by the Board of Supervisors in June, becomes the operational document for the County on July 1st.

The FY 2020-21 Budget Book is produced and distributed during this time. The prior fiscal year is "closed out," the County Auditor uses a 60-day accrual period, in the financial system and no further changes are allowed.

**OCTOBER-NOVEMBER-DECEMBER:** This period of time marks the 2nd Quarter of Mendocino County's fiscal year.

## BUDGET PROCESS

The budget development calendar for the next fiscal year is drafted. In November, the Executive Office will release the 1st Quarter Report on the annual budget. As the amounts used to build the FY 2019-20 Budget were estimated at 3<sup>rd</sup> quarter, the 1<sup>st</sup> Quarter Report will include the year-end closeout adjustments and any State and Federal Allocation adjustments. In general, this period of time is used to refine the estimates, and to incorporate those changes into the FY 2019-20 Budget with the 1<sup>st</sup> Quarter Report.

Budget staff begins preparation for various scenarios that are potentially implemented over the next two quarters in preparation for the next year's budget.

**JANUARY-FEBRUARY-MARCH:** This is the 3<sup>rd</sup> Quarter of Mendocino County's fiscal year. In January, a budget calendar is presented to the Board of Supervisors, outlining the timeline for the development and implementation for the next fiscal year. This period of time has also been used to hold community meetings and conduct priority setting workshops for the coming fiscal year. In February, the Mid-Year Budget Review (2<sup>nd</sup> Quarter) is presented to the Board. The mid-year review typically represents the last opportunity during the fiscal year to meaningfully correct any shortfalls on the road to producing a balanced budget.

**APRIL-MAY-JUNE:** This is the 4<sup>th</sup> and final quarter in the fiscal year. The Executive Office distributes guidelines and forms to departments for development of their proposed budgets for the upcoming fiscal year.

The CEO, Auditor, and individual Department Heads hold annual budget conferences to discuss the department submissions. In May, the 3<sup>rd</sup> Quarter Report is produced with refined projections for year-end. The CEO's office produces the Proposed Budget for the upcoming fiscal year in June. The Proposed Budget Hearings are typically held in the first or second week of June and formal adoption of the FY 2020-21 Budget occurs prior to June 30<sup>th</sup>.

### BUDGET AMENDMENT PROCESS

Departments may request amendments to the Final Adopted Budget at any time during the fiscal year. Budget amendments must be presented to the Board of Supervisors for approval. Budget amendments may include requests to add revenue and appropriations, to transfer appropriations or revenues between categories in a budget unit or between budget units, and requests to add capital projects or to purchase and add items to the County Fixed Asset list.

### QUARTERLY BUDGET REPORTS

The Executive Office prepares and presents quarterly budget updates to the Board of Supervisors. These reports consist of year-to-date information including County department revenue, the County's discretionary revenues, expenditure levels, new and upcoming issues that may affect the budget, and other related information. Quarterly reporting is another opportunity for the Board of Supervisors to provide direction to staff relating to the budget.

### FUND TYPES

The total County budget includes funding for many programs in the areas of health, welfare, and public safety. Many of these programs are mandated, regulated, and funded by the State. The Board of Supervisors has limited authority over the policy and administration of these programs. The County budget also includes funding to provide local services not affected by State laws, such as libraries, a museum, land-use planning, and county road construction and maintenance. The County's budget is comprised of the following types of County Operating Funds:

#### GENERAL FUND

General Fund includes all resources that are not required to be accounted for in a separate fund. The largest portion of General Fund revenue is derived from local property and sales tax. The General Fund is allocated to fund core services provided by the County such as general government, planning and building services, public safety, and public assistance.

## BUDGET CALENDAR

### January 7, 2020

- » Resolution regarding budgetary authority

### February 2020

- » Departments submit 2<sup>nd</sup> Qtr Mid-Year Projections

### February 2020

- » Departments submit Facility Modification and Fixed Assets Requests to Executive Office-Facilities Division

### March 10, 2020

- » FY 2020-21 Mid-Year (2<sup>nd</sup> Qtr) Budget Review

### » February - March 2020

- » FY 2021-22 Budget Instructions
- » NCC Assignments Distributed

### March - April 2020

- » Deadlines for departmental FY 2021-22 budget & grant narrative submissions;
- » Executive Office/Auditor-Controller Budget Conferences

### May 5, 2020

- » FY 2020-21 3<sup>rd</sup> Qtr Report
- » FY 2021-22 Budget Planning Workshop

### May 29, 2020

- » CEO Recommendations for FY 2021-22 Proposed Budget Published

### June 9-10, 2020

- » Final Budget Hearings for FY2021-22 Proposed Budget

### June 23, 2020

- » Formal adoption of the FY 2021-22 1 Budget

### September 2020

- » FY 2021-22 Adopted Budget Book Submitted to State Controller and made available to the public

### November 2020

- » FY 2021-22 1st Qtr Review & 2020-21 year end closeout

## FINANCIAL POLICIES

### SPECIAL REVENUE FUNDS

Restricted revenue sources, many by statute, may only be allocated for specific purposes. Services that are funded with Special Revenue Funds include mental health services, Sheriff and Probation special projects, and roads.

### CAPITAL PROJECTS FUNDS

Revenue used for the acquisition or construction of major capital projects.

### DEBT SERVICE FUNDS

Includes the County retirement contribution related to Pension Obligation Bonds (POB) and Certificates of Participation (COP) annual payments.

### INTERNAL SERVICE FUNDS

Funds used for the activities associated with various insurance programs used by the County including but not limited to Workers Compensation and General Liability.

### SPECIAL DISTRICT FUNDS

There are two types of special districts: dependent and independent. Dependent Districts are those overseen by the Board of Supervisors as District Directors, which include the Mendocino County Air Quality Management District, the Mendocino County Water Agency, and various sanitation and lighting districts. Independent Special District Funds are not included in the County budget or this budget book, however, since the majority maintain accounts within the County Treasury, their cash balances are included in the County's audited financial statements. The following information provides an overview of the County's financial policies which guide the County's budget development and financial activities.

### DEBT MANAGEMENT POLICY

The primary objective of the Debt Management Policy is to ensure prudent debt management practices which maintain financial stability, preserve the public trust, and minimize costs to taxpayers. This policy includes the following additional objectives:

- Long-term debt shall not be used to finance on-going costs.
- Whenever possible, the County will pursue alternative sources of funding, such as pay-as-you-go or grant funding, in order to minimize the level of direct debt.
- Whenever possible, the County shall use special assessments, revenue, or other self-supporting debt instead of General Fund obligated debt.
- Any debt issued shall not have a maturity date beyond the useful life of the asset being acquired or constructed by the debt proceeds.
- The County shall establish an affordable debt level in order to preserve credit quality and ensure sufficient revenue is available to pay annual debt service.

Pursuant to the adoption of this County Policy, a Debt Advisory Committee was established to oversee the issuance of debt, review and evaluate existing debt, and formulate appropriate recommendations to the Board of Supervisors, among other objectives. The members of the Debt Advisory Committee are the Chief Executive Officer (Chair), County Treasurer (Vice-Chair), County Auditor, Assistant County Auditor, Assistant Chief Executive Officer – Chief Budget Officer, and County Counsel (non-voting).

### GENERAL FUND RESERVE & CONTINGENCIES

This policy was established to provide guidelines related to contingencies and the General Fund Reserve. It is the goal of the County to maintain a General Fund Reserve at an acceptable level in accordance with government standards and recommendations, with a target balance of \$10 million or 6.35% of the General Fund.

This policy addresses the following:

- The level of unrestricted fund balance in the General Fund.
- Spending priorities for unrestricted fund balance

Replenishing deficiencies when they fall below specifications. Use of General Fund Reserve monies shall be considered a last resort measure only when balancing the County budget. There shall be a minimum balance of \$2 million in the County General Reserve at all times.

### RESERVE FOR MAJOR REPAIR AND MAINTENANCE OF FACILITIES

This policy provides guidelines for the development of a reserve for major repair and maintenance of facilities in the amount of seventy cents (\$0.70) per square foot of County owned and maintained buildings and includes the following goals:

- Maintain facilities to promote proper delivery of services to the public.
- Maintain facilities that promote safe, comfortable and productive work environments for employees.
- Permit timely repairs to facilities to minimize deterioration of those facilities.
- Maintain facilities in a manner that results in predictable, reasonable and consistent cash flows from the General Fund, rather than unexpected, significant and periodic flows from the General Fund for repairs.

### PURCHASING, LEASING AND CONTRACTING

This policy guides all activities related to purchasing, leasing and contracting, and indicates who has authority [Department Heads, Purchasing Agent, Auditor-Controller, Chief Executive Officer (CEO), Board of Supervisors] to carry out each of the described tasks. When express authority is not delegated to the Department Heads, the Purchasing Agent, Auditor-Controller, or the CEO, the Board of Supervisors retain sole authority for that activity.



## FINANCIAL POLICIES

All purchases subject to this policy are contingent upon the Board of Supervisors adopting the budget each fiscal year, and the availability of funds. The CEO acts as the Purchasing Agent.

### COUNTY CASH HANDLING POLICY

The County's Cash Control and Accounting Standards Policy adopted by the Board of Supervisors in April 2012, provides basic guidance and standardized operating procedures for all phases of cash handling. This policy is a ready reference for operating personnel containing uniform accounting procedures for all County departments in accordance with generally accepted accounting principles, laws, and regulations.

### MASTER FEE SCHEDULE POLICY

The purpose and intent of this policy is to establish a comprehensive consolidated Master Fee Schedule, with guidelines related to Mendocino County's fees for services. This policy establishes a tool to record and analyze extensive fee information and to monitor the costs of providing services while providing policymakers the ability to manage the fee process with accurate and timely information in coordination with the County Budget development process.

### BALANCED BUDGET

A balanced budget is a budget in which the total amount of budgeted revenue balances with the total amount of budgeted expenditures as required by law (California Government Code Section 29009). Each budget adopted by the Board of Supervisors must be a balanced budget. Refer to the Budget Summary section of this document for more information.

### BASIS OF ACCOUNTING

The Mendocino County annual budget and the county-wide proprietary and fiduciary fund financial statements are prepared and reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the County gives (or receives) value without directly receiving (or giving) equal value in exchange, include property and sales taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from sales taxes are recognized when the underlying transactions take place. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

### DEBT LIMITS

According to California Government Code Section 29909, the bonded debt limit for general law counties is 5% of the "taxable property of the county as shown in the equalized assessment roll." The Mendocino County FY 2018-19 assessed valuation is \$12,207,760,459.

The 5% limit of this total is \$610,388,023. As of June 30, 2019, Mendocino County's total debt amount is \$67,380,000 (or 0.55% of the assessed valuation), which is well below the 5% limit allowed. Total outstanding County debt includes Certificates of Participation in the amount of \$17,130,000 and Pension Obligation Bonds in the amount of \$50,250,000.

It should also be noted that the County carries an additional retirement liability which is estimated at \$212.7 million (Mendocino County Employees' Retirement Association Actuarial Valuation and Review as of June 30, 2018, The Segal Group, Inc.).

### GANN LIMITS

Pursuant to Government Code Section 7910, the Gann Limit represents the maximum level of revenues that the County may legally receive in FY 2019-20 from what is defined to be "tax proceeds" types of revenue sources, without violation of the Proposition 4 provisions. These sources encompass non-departmental revenues that include discretionary tax revenues such as property, sales, timber yield, motor vehicle in lieu, and transient occupancy taxes. For FY 2019-20, the County of Mendocino is approximately \$18.4 million under its maximum allowable spending limit from tax revenue proceeds. More information on Gann Limits is provided later in the County Overview section.

### BUDGET AMENDMENT PROCESS

Departments may request amendments to the Final Adopted Budget at any time during the fiscal year. Although the Executive Office limits amendments as much as feasible to coincide with quarterly reports. Budget amendments must be presented to the Board of Supervisors for approval. Budget amendments may include requests to add revenue and appropriations, to transfer appropriations or revenues between categories in a budget unit or between budget units, and requests to add capital projects or to purchase and add items to the County Fixed Asset list.

### QUARTERLY BUDGET REPORTS

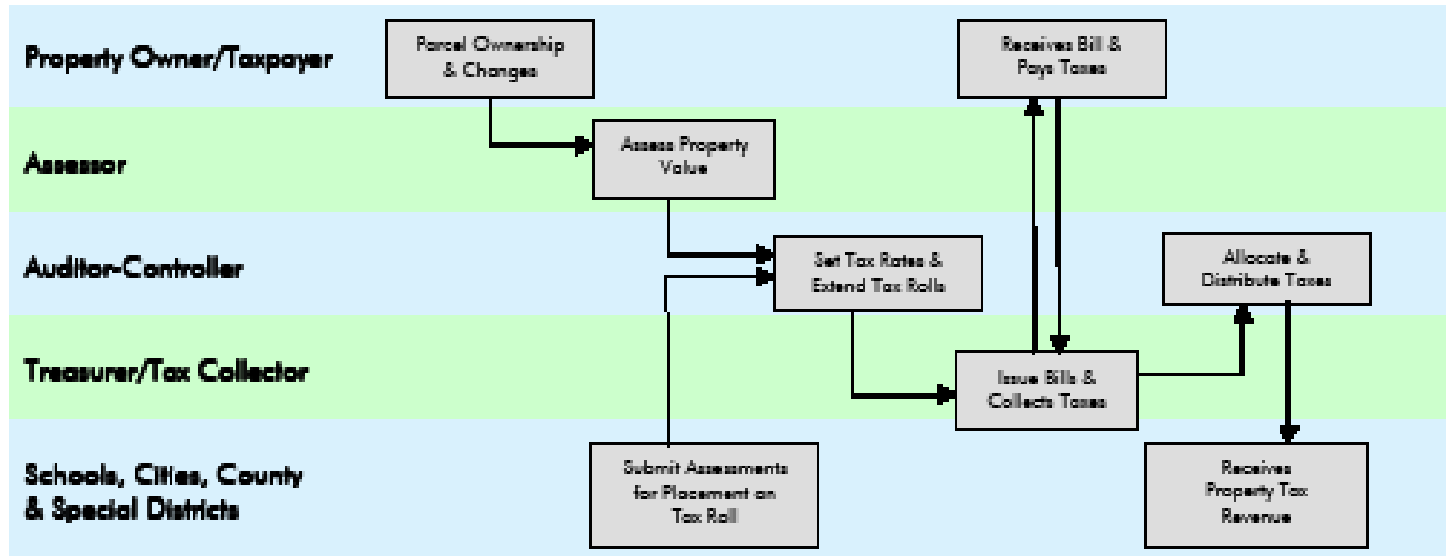
The Executive Office prepares and presents quarterly budget updates to the Board of Supervisors. These reports consist of year-to-date information including County department revenue, the County's discretionary revenues, expenditure levels, new and upcoming issues that may affect the budget, and other related information. Quarterly reporting is another opportunity for the Board of Supervisors to provide direction to staff relating to the budget.

# COUNTY OVERVIEW

## PROPERTY TAX INFORMATION

### PROPERTY TAX PROCESS

This information is intended to provide an overview of the property tax process in Mendocino County. Included here is a broad description of the functions of various County departments from the generation of property taxes through the distribution to local government agencies. Below is a diagram that depicts the County's property tax process.



Proposition 13, approved by California voters in 1978, is the law that governs most property taxes. Proposition 13 limits the property tax rate to 1% of assessed value, plus any local tax rate to fund voter-approved bonds such as school bonds or other municipal type bonds. It limits property tax increases to 2% per year by limiting assessed value increases to a maximum of 2% each year, except for properties that had a change in ownership or new construction. Changes in ownership are assessed at the new market value (usually the purchase price) and the value of any new construction is added to the existing base value of the property.

Since the passage of Proposition 13, special districts in California have found revenue from taxes to be more and more limited bringing about the advent of benefit assessments and special taxes on parcels within their district boundaries for the benefit of property owners in the districts. Most of those services in Mendocino County include fire, water, sewer, hospital, ambulance, and several types of abatement charges for weeds or abandoned vehicles. These charges are set by each individual district and are not based on value or subject to the tax rate, but do become a lien on the property along with the property tax.

### PARCEL OWNERSHIP AND CHANGES BY TAXPAYER

The recorded property owner as of the lien date (January 1) each year is liable for property tax based on the value of the property. Changes in ownership recorded with the County Recorder are automatically transmitted to the Assessor for the purpose of maintaining ownership records as well as values. New construction information is received by the Assessor from building permits.

### ASSESSOR VALUES PROPERTY

The responsibility of the County Assessor is to determine the taxable value of all properties. The assessed value for most property is the prior year's assessed value adjusted for inflation to a maximum of 2%. For those properties that had a change in ownership, the purchase price information is the basis for the new assessed value. New construction is valued via information from the building permit and/or a field visit to the property.

The types of taxable property are real property and personal property. Real property includes land, and improvements such as buildings, structures, trees and vines. Real property is billed on the "Secured" tax roll. Personal property includes machinery, equipment, and office tools, and is usually billed on the "Unsecured" tax roll.

In 1983 California law was changed to require a reappraisal of property at the time of the change in ownership or new construction and a subsequent billing for that portion of the tax year affected rather than enrolling the new value as of the next lien date. These assessments are referred to as supplemental assessments.

However, not all events that trigger a reappraisal result in an increase in value. Any supplemental assessment or refund is in addition to the regular secured assessment made as of the lien date. For example, a purchase of property at a lower value will result in a refund for the portion of the fiscal year affected while the secured bill for the same time period remains at the higher value. The new value on the secured roll is reflected the following tax year. The same is true for an increase in value.

## PROPERTY TAX INFORMATION

In addition, there are “restricted” types of real property that are assessed under special formulas quite different from most properties. These include those under Agricultural Preserve contracts, Timber Preserve zoning, and some government owned properties.

The Assessor also administers numerous exemptions and exclusions allowed by State law that affect the net assessed value of property relieving some taxpayers from paying higher taxes.

Homeowners, who occupy the home as the principal place of residence as of 12:01 a.m. on January 1, may apply for a “Homeowner’s Exemption” of up to \$7,000 off the assessment value.<sup>TM</sup> New property owners will automatically receive an exemption application in the mail. Homeowner’s Exemptions may also be claimed on a supplemental assessment if the property was not receiving a Homeowner’s Exemption on the prior regular assessment roll.

Properties used exclusively for a church, college, cemetery, museum, school, or library, or owned and used exclusively by a non-profit religious, charitable, scientific, or hospital corporation may also be eligible for exemption.

Veterans may also qualify for one of two Veteran’s Exemptions. In order to be eligible for a Veterans’ Exemption, a single veteran must not have assets valued over \$5,000. A married veteran (or a veteran’s widow who has not remarried) must not have assets valued over \$10,000. A veteran with a service-connected disability (or unmarried widow of such a veteran), may be eligible for an exemption of \$114,634, or higher, off assessed value of the home, depending upon the annual household income.

Applications for any of these exemptions must be filed with the Assessor’s Office. For more information contact the Exemption Department of the Assessor’s Office at (707) 234-6800.

### EXTENSION OF TAX ROLL BY AUDITOR-CONTROLLER

The Auditor sets the annual tax rates applicable to properties in Mendocino County. An explanation of Mendocino County tax rates and a list of the current local bonds are listed below in the *Tax Rates & Descriptions* section.

Annual secured and unsecured assessment rolls are completed by the Assessor and delivered to the Auditor-Controller. The Auditor-Controller “extends” the tax roll by applying the tax rate applicable to each parcel or account. Taxes are computed by multiplying the tax rate by each \$100 of assessed value. (See *How to Calculate Your Taxes* section below for a demonstration of this computation.) Once the extended taxes are determined for all assessments, the tax roll is forwarded to the Tax Collector for billing.

In addition to determining the tax due, the Auditor-Controller adds any “direct” charges submitted by special districts such as fire, water, sewer, etc. In Mendocino County there are approximately 63,000 direct charges from 40 different districts

that are posted each year to the secured tax roll. These charges become part of the total tax due.

Supplemental assessment rolls are extended on a monthly basis with the exception of the months of December and April. Because the tax roll affected by the change triggering reappraisal may encompass more than one fiscal year, each separate assessment must have the appropriate year’s tax rate applied. In addition, supplemental taxes are calculated for a portion of the fiscal year for which the change in value applies. A factor based on the date of event is set by State law and this factor is applied to the tax rate calculation. The Auditor issues refunds when supplemental assessments result in a decreased value.

### TAX COLLECTOR ISSUES TAX BILLS AND COLLECTS TAXES

The Tax Collector mails secured tax bills on or before October 31st each year. The bill may be paid in two installments. The first installment of taxes is due November 1st and is delinquent after December 10th. A 10% penalty attaches thereafter. The second installment is due February 1st of the following year and is delinquent after April 10th. An additional 10% penalty and \$20 cost charge attaches thereafter. Additional penalties accrue after June 30th of every year.

Supplemental tax bills are mailed whenever there is a change in ownership or when new construction is completed. Supplemental tax bills are billed regularly during the year and due at different times during the year depending on the month the bill is mailed. They are also payable in two installments.

Supplemental tax bills are due on the date mailed and shall become delinquent as follows:

- (a) If the bill is mailed within the months of July through October, the first installment shall become delinquent after December 10th the same year. The second installment shall become delinquent after April 10th of the following year.
- (b) If the bill is mailed within the months of November through June, the first installment shall become delinquent after the last day of the month following the month in which the bill is mailed. The second installment shall become delinquent after the last day of the fourth month following the date the first installment is delinquent.

*NOTE: The Supplemental Tax Bill (or Refund) is in addition to the regular Property Tax Bill and any other property taxes due on the property.*

Unsecured tax bills are mailed in July of each year, payable in one installment, and shall become delinquent if not paid by August 31st. If unpaid, interest will start to accrue on November 1st at a rate of 1½% per month on the original tax amount until paid in full.

# COUNTY OVERVIEW

## PROPERTY TAX INFORMATION

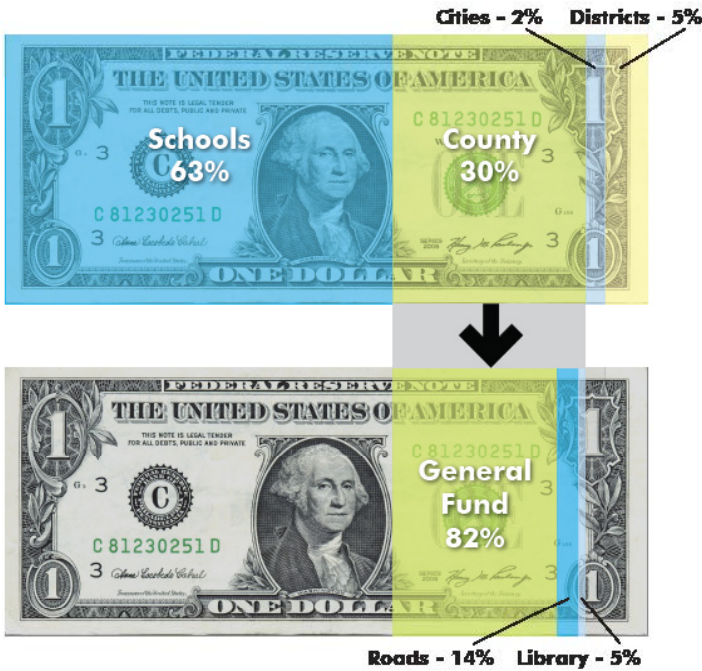
If secured or supplemental taxes remain unpaid as of July 1 of the following year, interest will accrue at a rate of 1.5% per month on the original tax amount until paid in full. In addition, a \$15 State fee is also assessed. If taxes remain unpaid after a period of five years from the first year of delinquency, the Tax Collector must record a "Notice of Power to Sell Tax-Defaulted Property". Unless the property is redeemed, it will be offered on the next public auction.

### AUDITOR-CONTROLLER DISTRIBUTES PROPERTY TAXES

Taxes are apportioned and distributed to all eligible County, cities, schools and special district jurisdictions according to specific formulas and procedures provided by law. Each eligible tax jurisdiction receives a base amount of property tax that is increased or decreased depending on the growth of that district.

Mendocino County apportions secured and supplemental taxes under the "Teeter Plan" of apportioning property taxes. Basically, this means that the County, schools and districts receive 100% of the amount charged on the original tax roll, less any corrections made during the year. Under the Teeter Plan, all special assessments and taxes placed on the secured tax roll are also apportioned in the same manner. At the end of the fiscal year, any unpaid taxes and assessments are owned by the County and are subject to the County's collection efforts and remedies.

Schools receive the highest percentage of taxes collected in Mendocino County as seen by the following chart:



Note: Numbers may not add due to rounding.

### MENDOCINO COUNTY TAX RATES AND DESCRIPTIONS

The basic county-wide tax rate in Mendocino County is \$1.00 per \$100 of assessed value, or 1% of assessed value. This is the basic tax rate prescribed by Article XIII-A of the California Constitution, more commonly known as Proposition 13. In addition to the 1% tax applicable debt service of one or more of several governing bodies is added to the rate. Those debt service taxes include special districts, cities, school districts and school district bonds.

Mendocino County is divided into 264 tax rate areas, each with its own individual funding requirements. Tax rate area codes are designated by a specific numbering system. The primary part of the tax area code (the first 3 digits) designates the school district the parcel is located in.

### HOW TO CALCULATE PROPERTY TAXES

The following example is a single-family home with a Homeowner's Exemption:

Property Value	\$375,000
Homeowner's Exemption	(7,000)
Net Assessed Value	368,000
Applicable Tax Rate *	1.159
Tax Due = (\$368,000 x .01159) =	4,265.12
Add special taxes or assessments	120.00
Net Tax Due	\$4,385.12

\*Applicable Tax Rate (per \$100 assessed value)

The applicable tax rate will vary by the location of the property; primarily the school district in which the property is located. In addition to the basic tax rate of 1%, any voter-approved debt, which would be school and/or municipal bonds, is included in the rate.

For example, the basic tax rate in the Ukiah Valley for FY 2017-18 is \$1.159. This rate is broken down as follows:

\$1.000	County-wide 1%
.138	Ukiah Unified Bond
.021	Mendocino College Bond
\$1.159	Total Rate

## PROPERTY TAX INFORMATION

Below is a listing of school district primary tax area code designations, as well as the college district:

Tax Area Code	School District	College District
001-	Fort Bragg Unified – within city limits	College of the Redwoods
002-	Arena Union – within city limits	Sonoma Junior College
003-	Ukiah Unified – within city limits	Mendocino College
004-	Willits Unified – within city limits	Mendocino College
052-	Arena Union Elementary	Sonoma Junior College
053-	Anderson Valley Unified	Mendocino College
076-	Fort Bragg Unified	College of the Redwoods
103-	Manchester Union Elementary	Sonoma Junior College
104-	Mendocino Unified	College of the Redwoods
105-	Leggett Valley Unified	College of the Redwoods
112-	Potter Valley Community Unified	Mendocino College
121-	Southern Humboldt (Piercy) Unified	College of the Redwoods
131-	Round Valley Unified Bond	Mendocino College
153-	Willits Unified	Mendocino College
154-	Ukiah Unified	Mendocino College
155-	Laytonville Unified	Mendocino College

The remaining part of the tax area code (the last 3 digits) designates the other debt service areas that make-up the rest of the tax rate. These debt service entities are specifically listed on the tax bill along with the rate.

Below are all the debt service entities, tax bill abbreviations, 2018-19 rates, and bond expiration dates (if available):

Entity	Tax Bill Abbreviation	2018-19 Rate	Bond Expiration Date
Arena Union Elementary School Bond	Arena Union Elem	\$0.018	2043
Anderson Valley Unified Bond	Anderson Valley Unif	\$0.050	2035
Fort Bragg Unified Bond	Ft Bragg Unified Bond	\$0.114	2047
Laytonville Unified Bond	Laytonville Unif Bond	\$0.128	2025
Mendocino Coast Hospital Bond	Mendocino Coast Hosp	\$0.013	2030
Mendocino College Bond	Mendocino College	\$0.021	2031
Mendocino Unified Bond	Mendocino Unif Bond	\$0.088	2031
Point Arena Joint Union High School Bond	Pt Arena Jt High Bond	\$0.016	2020
Potter Valley Unified Bond	Potter Valley Unif	\$0.061	2042
Redwoods Junior College Bond (Mendocino College)	Redwoods JC Bond (Mendocino College)	\$0.011	2028
Round Valley Unified	Round Valley	\$0.051	2044
Sonoma JC Bond 2002	Sonoma JC 2002	\$0.014	2027
Sonoma JC Bond 2014	Sonoma JC 2014	\$0.022	
Southern Humboldt Unified Bond	So Humboldt Unified	\$0.083	
Ukiah Unified Bond	Ukiah Unified Bond	\$0.134	2032
Westport Water Bond	Westport Water BIR	Paid Off	2016
Willits Unified Bond	Willits Unified Bond	\$0.047	2020

# COUNTY OVERVIEW

## PROPERTY TAX INFORMATION

### SPECIAL AND DIRECT ASSESSMENTS AND LEVIES

In addition to the tax rate applied to the assessed value of property, a number of special districts add charges per agreement with the County Auditor. These assessments are of a specific dollar amount determined by the charging district and are not based on the assessed value of the property. These districts generally include fire, water, and sewer, as well as other districts or direct charge. Mendocino County is merely the collection agent for these charges. The district is responsible for the establishment and amount of the charge. Corrections or changes to these assessments must be requested by the particular district. Below is a listing of the special and direct assessments, with contact information, currently found on Mendocino County tax bills.

District	Address	City, State ZIP	Telephone
Albion-Little River Fire	P.O. Box 634	Albion, CA 95410	937-0888
Anchor Bay Capital Reserve	35501 So. Hwy 1, Unit 4	Gualala, CA 95445	884-9641
Anderson Valley CSD	P.O. Box 398	Boonville, CA 95415	895-2075
Brooktrails Fire	24860 Birch St	Willits, CA 95490	459-2494
Brooktrails Sewer	24860 Birch St	Willits, CA 95490	459-2494
Brooktrails Water	24860 Birch St	Willits, CA 95490	459-2494
Caspar South Water	P. O. Box 744	Mendocino, CA 95460	964-9195
Coast Life Ambulance	NBS, Local Gov't Solutions	Property Owner Services	800-676-7516
Coast Life Urgent Care	NBS, Local Gov't Solutions	Property Owner Services	800-676-7516
Comptche CSD	P.O. Box 270	Comptche, CA 95427	937-0760
Covelo CSD Delinquent Sewer	P.O. Box 65	Covelo, CA 95428	983-6888
Elk CSD	P.O. Box 1	Elk, CA 95432	877-1800
Fort Bragg City Fire	416 N. Franklin St.	Fort Bragg, CA 95437	961-2823
Fort Bragg Rural Fire	141 N. Main St.	Fort Bragg, CA 95437	961-2831
Gualala CSD Standby & Usage Fees	P.O. Box 124	Gualala, CA 95445	884-1715
Gualala Sewer (Per Improv. Bond of 1915)	Contact County Auditor		234-6874
Irish Beach Water	P.O. Box 67	Manchester, CA 95459	882-2892
Lakewood Lighting	340 Lake Mendocino Dr.	Ukiah, CA 95482	463-4076
Little Lake Fire	74 E. Commercial St.	Willits, CA 95490	459-6271
Long Valley Fire	P.O. Box 89	Laytonville, CA 95454	981-6055
Mendocino County Waterworks	35501 So. Hwy 1, Unit 4	Gualala, CA 95445	884-9641
Mendocino Fire Protection District	P.O. Box 944	Mendocino, CA 95460	937-0131
Mendocino Unified Maintenance	P.O. Box 1154	Mendocino, CA 95460	937-5868
Nuisance Abatement	860 North Bush St	Ukiah, CA 95482	234-6650
Pacific Reefs Water	P.O. Box 314	Albion, CA 95410	
Point Arena Sewer	P. O. Box 67	Point Arena, CA 95468	882-2122
Redwood Coast Fire	P.O. Box 245	Point Arena, CA 95468	882-1833
Redwood Valley-Calpella Fire	P.O. Box 385	Redwood Valley, CA 95470	485-8121
Sanel Valley Fire (Hopland Fire)	P.O. Box 463	Hopland, CA 95449	744-1222
South Coast Fire	P.O. Box 334	Gualala, CA 95445	884-4700
Southern Humboldt Hospital	733 Cedar St.	Garberville, CA 95440	923-3921
Ukiah Valley Fire	1500 So State St.	Ukiah, CA 95482	462-7921
Ukiah Valley Fire Measure B	1500 So State St.	Ukiah, CA 95482	462-7921
Ukiah Valley Sanitation District	387 N State St, Ste 101	Ukiah, CA 95482	462-4429
Williamson Act Replacement	Contact County Assessor		234-6800
Willits Meadowbrook Manor San	111 E. Commercial St.	Willits, CA 95490	459-4601
Willits Sewer	111 E. Commercial St.	Willits, CA 95490	459-4601

## PROPERTY TAX INFORMATION

### IMPROVEMENT BOND ACT OF 1915 AND MELLO-ROOS

Senate Bill 1122 took effect on January 1, 2002. The bill requires sellers of real property to disclose certain information pertaining to any known special assessment being paid as part of the property taxes that have been imposed pursuant to the Improvement Bond Act of 1915.

Mendocino County now has only one such district, which is Gualala Sewer as noted previously. If there are charges on the tax bill for this assessment, please note the specific legal requirements in Government Code Section 53754 or consult with a real estate agent.

This bill also requires the disclosure of special taxes pursuant to the Mello-Roos Community Facilities Act. There are no Mello-Roos bonds in Mendocino County.

### Property Tax Relief

The State of California administers two property tax assistance programs for senior citizens, blind or disabled persons:

- Property Tax Assistance for Senior Citizens, Blind or Disabled Persons

The State budget does not include funding for the Gonsalves-Deukmejian-Petris Senior Citizens Property Tax Assistance Law. Therefore, the Franchise Tax Board (FTB) will not issue Homeowner and Renter Assistance (HRA) Program instruction booklets and will not accept HRA claims. For the most current information on the HRA Program, go to [ftb.ca.gov](http://ftb.ca.gov) and search for HRA.

- Property Tax Postponement (PTP) for Senior Citizens, Blind or Disabled Persons

On September 28, 2014, the Governor signed AB 2231 (Statutes of 2014, Chapter 703), which reinstates the State Controller's Property Tax Postponement Program with some revisions. This program will allow senior, blind, or disabled citizens with an annual household income of \$35,500 or less and 40% equity in their homes to apply to defer payment of property taxes on their principal residence.

Applications may be filed with the State Controller's Office beginning October 1, 2016. Applications will not be accepted prior to October 1, 2016. For further program information, please call toll free, 1-800-952-5661 or email [postponement@sco.ca.gov](mailto:postponement@sco.ca.gov).

## CONTACT INFORMATION

### Mendocino County Assessor's Office

501 Low Gap Rd, Room 1020

Ukiah, CA 95482

(707) 234-6800

Website: <https://www.mendocinocounty.org/acr>

E-mail: [acr@mendocinocounty.org](mailto:acr@mendocinocounty.org)

### Mendocino County Clerk of the Board of Supervisors

501 Low Gap Rd, Room 1010

Ukiah, CA 95482

(707) 463-4221

Website: <https://www.mendocinocounty.org/bos>

E-mail: [bos@mendocinocounty.org](mailto:bos@mendocinocounty.org)

### Mendocino County Auditor's Office

501 Low Gap Rd, Room 1080

Ukiah, CA 95482

(707) 234-6860

Website: <https://www.mendocinocounty.org/ac>

E-mail: [auditor@mendocinocounty.org](mailto:auditor@mendocinocounty.org)

### Mendocino County Tax Collector's Office

501 Low Gap Rd, Room 1060

Ukiah, CA 95482

(707) 234-6875

Website: <https://www.mendocinocounty.org/ttc>

E-mail: [ttc@mendocinocounty.org](mailto:ttc@mendocinocounty.org)

# COUNTY OVERVIEW

## PROPERTY TAX VALUATION 1980-2020

Year	Full Cash Valuation Secured And Unsecured	Annual Percentage Increase
1980	1,615,210,372	11.94%
1981	1,801,809,336	11.55%
1982	1,973,790,833	9.54%
1983	2,148,563,993	8.85%
1984	2,399,536,508	11.68%
1985	2,536,014,661	5.69%
1986	2,680,470,090	5.70%
1987	2,823,885,454	5.35%
1988	2,980,899,995	5.56%
1989	3,001,181,052	0.68%
1990	3,304,402,147	10.10%
1991	3,579,600,012	8.33%
1992	3,812,838,593	6.52%
1993	4,015,563,880	5.32%
1994	4,238,104,523	5.54%
1995	4,439,932,473	4.76%
1996	4,649,791,807	4.72%
1997	4,871,533,782	4.77%
1998	5,107,261,513	4.84%
1999	5,356,153,852	4.87%
2000	5,647,595,923	5.44%
2001	5,990,573,803	6.07%
2002	6,323,294,655	5.55%
2003	6,734,853,638	6.51%
2004	7,172,262,058	6.49%
2005	7,778,299,153	8.45%
2006	8,456,763,254	8.72%
2007	9,201,768,045	8.81%
2008	9,790,938,989	6.40%
2009	10,127,781,874	3.44%
2010	10,005,288,219	-1.21%
2011	9,973,833,460	-0.31%
2012	9,909,829,138	-0.64%
2013	10,034,999,703	1.26%
2014	10,232,167,132	1.96%
2015	10,546,923,586	3.08%
2016	10,939,011,811	3.72%
2017	11,371,631,474	3.95%
2018	11,830,067,725	4.03%
2019	12,207,760,459	3.19%
2020	12,636,231,964	3.51%



## GANN APPROPRIATIONS LIMIT

### PROPOSITION 4 "GANN" APPROPRIATION LIMIT

The table below contains the FY 2019-20 Gann Spending Limits for the County as well as those lighting districts governed by the Board of Supervisors. Pursuant to Government Code Section 7910, the Gann Limit amounts represent the maximum level of revenues that the County may have legally received from what is defined to be "tax proceeds" types of revenue sources, without being in violation of the Proposition 4 provisions. These sources are non-departmental and include discretionary tax revenues such as property, sales, timber yield, motor vehicle in lieu, and transient occupancy taxes, etc. For FY 2019-20, the County of Mendocino is approximately \$18.4 million under its maximum allowable spending limit from tax revenue proceeds. The Auditor-Controller submits the Gann Limit Resolutions to the Board for adoption in the 1<sup>st</sup> Quarter of the Fiscal Year.

<b>Gann Limit - 2019-20</b>	<b>(A)</b>	<b>\$93,039,005</b>
<b>2019-20 Estimated "Proceeds of Taxes" Per Adopted Budget (Nondepartmental Revenues/Teeter)</b>		<b>78,786,000</b>
Less: Nondepartmental Revenues not considered to be "proceeds of taxes" subject to Prop 4 limit:		
State Other	130,000	
City Fines	-	
Federal Grazing Fees	-	
Federal Land in Lieu	800,000	
Refund Jury Fees	-	
Other Government Aid	-	
A-87 Cost Plan Charges	2,600,000	
Other	90,000	
Sales Tax - Public Safety	-	
Operating Transfer Ins	-	
Rents and Concessions	-	
Franchises	800,000	
Sub-Total		4,420,000
<b>Adjusted Nondepartmental Revenues - "Proceeds"</b>		<b>74,366,000</b>
<b>Add: Property Taxes Allocated to Other Co. Departments:</b>		
County Library	-	
Special Districts	-	
Emergency Medical Services	230,385	
Sub-Total		230,385
<b>Adjusted 2018-19 Estimated Proceeds of Taxes</b>	<b>(B)</b>	<b>74,596,385</b>
<b>Estimated 2018-19 Amount "Under" Gann Limit</b>	<b>(A-B)</b>	<b>\$18,442,620</b>
<b>Percentage: County "Proceeds of taxes" vs. Gann Limit</b>	<b>(2)</b>	<b>80.18%</b>
(1) Assumes no negative impact from AB233 transfer of fiscal responsibility to State		
(2) For comparison purposes:		
2005-06 Percentage	78%	
2006-07 Percentage	80%	
2007-08 Percentage	82%	
2008-09 Percentage	81%	
2009-10 Percentage	82%	
2010-11 Percentage	83%	
2011-12 Percentage	81%	
2012-13 Percentage	78%	
2013-14 Percentage	74%	
2014-15 Percentage	71%	
2015-16 Percentage	72%	
2016-17 Percentage	63%	
2017-18 Percentage	76%	
2018-19 Percentage	80%	

## RESOLUTION ADOPTING THE FY 2020-21 BUDGET

### RESOLUTION NO. 20-088

#### RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020-2021

WHEREAS, Mendocino County conducted budget hearings in compliance with Sections 29080 and 29081 of the Government Code; and

WHEREAS, said hearings have been completed, during which time all additions and deletions to the County of Mendocino Fiscal Year 2020-2021 Final Budget were made.

NOW, THEREFORE, BE IT RESOLVED in accordance with Section 29089 of the Government Code, the Final Budget of the County of Mendocino for Fiscal Year 2020-21 is hereby adopted as follows:

#### GENERAL COUNTY BUDGET

1. Salaries and Employee Benefits	\$137,976,956
2. Services and Supplies	101,030,507
3. Other Charges	75,547,029
4. Fixed Assets	
a. Land	0
b. Structure and Improvements	9,239,116
c. Equipment	941,193
5. Expenditure Reimbursement and Operating Transfer Out	867,998
6. Provisions for Contingencies – General Fund	0
<b>Subtotal General County Operating Budget</b>	<b><u>\$325,602,799</u></b>

#### DEBT SERVICE

1. Salaries and Benefits	\$ 0
2. Services and Supplies	7,600
3. Other Charges	9,714,250
4. Fixed Assets	
d. Land	0
e. Structure and Improvements	0
f. Equipment	0
5. Expenditure Reimbursement and Operating Transfer Out	0
6. Provisions for Contingencies – General Fund	0
<b>Subtotal Debt Service</b>	<b><u>\$ 9,721,850</u></b>

**Total Final Budget** **\$335,324,649**

BE IT FURTHER RESOLVED that the appropriations for each budget unit which constitutes the respective totals for each of the objects and sub-objects of the expenditures listed in the proposed budget and, as altered through additions or subtractions, are hereby adopted by reference.

BE IT FURTHER RESOLVED that the means of financing the expenditure program will be by monies derived from revenue to accrue, Fund Balance Available, and ad valorem taxes.

## RESOLUTION ADOPTING THE FY 2020-21 BUDGET

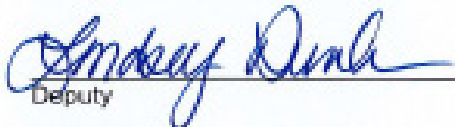
BE IT FURTHER RESOLVED that once the Auditor-Controller has closed the actual year end for FY 2020-2021, differences between the actual and estimated fund balance shall be placed into the Fund Balance Available account.

The foregoing Resolution introduced by Supervisor Brown, seconded by Supervisor McCowen, and carried this 23<sup>rd</sup> day of June, 2020, by the following vote:

AYES: Supervisors Brown, McCowen, Haschak, and Gjerde  
NOES: Supervisor Williams  
ABSENT: None

WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: CARMEL J. ANGELO  
Clerk of the Board

  
Deputy


APPROVED AS TO FORM:  
CHRISTIAN M. CURTIS  
County Counsel



  
JOHN HASCHAK, Chair  
Mendocino County Board of Supervisors

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

BY: CARMEL J. ANGELO  
Clerk of the Board

  
Deputy



# BUDGET OVERVIEW



B Bryan Preserve  
Courtesy: Visit Mendocino



## MAJOR CHANGES FROM FY 2019-20

Government Code Section 29062 requires the Board of Supervisors to approve a Recommended Budget or Adopted Budget, on or before June 30th of each year. This process included two public workshops to allow the Board additional input into the budget development process for the Proposed Budget. The Board considered the Proposed Budget and directed changes, the budget was adopted by the Board on June 23, 2020, which provides the legal spending authority to the County for the new fiscal year. When the Auditor closes the books on FY 2019-21 and reports the final fund balance and reserve adjustments, the CEO will bring forward any additional adjustments that may be required as part of the FY 2020-21 1st Quarter review in October.

### LABOR AGREEMENTS

FY 2019-20 the County has entered into 3-year agreements with all eight bargaining units. These negotiations led to a salary and benefit increase across all bargaining unit, based on the KOFF compensation study. This brought salaries closer to market and addressed internal alignment of classifications. FY 2020-21 begins the first full twelve (12) month impact increase to salary and benefits countywide.

### BU 1000 DISCRETIONARY REVENUE

The Auditor-Controller's 2019-20 projections for BU 1000 revenues were reduced by (\$2,000,000) during the third quarter report. Reductions were shown in all the major tax revenue streams, except for Cannabis Tax. It is expected that these major tax revenue streams will start to recover during the next three years. The total FY 2020-21 revenue for BU 1000 is projected to increase \$1,916,000 or a little over 2% of the projection for FY 2019-20.

Budget Unit 1000 includes operating transfers of General Fund dollars to other funds. The FY 2020-21 Proposed Budget includes operating transfers to the Department of Transportation, Library, Debt Service Fund, IT Reserve, Disaster Recovery and Water Agency. These operating transfers are further detailed in the department schedules.

The County estimated the revenue loss for fiscal year 2019-2020 is \$2 million and another loss of \$2 million for fiscal year 2020-2021 due to Covid-19.

### BU 1930 TEETER PLAN

The Teeter Fund runs most of the year with a deficit cash balance and, therefore, incurs an interest "expense" instead of interest "revenue". The County's goal for the Teeter Plan is to always first cover any current year interest expense and any current year property tax delinquency, with the redemption revenues collected throughout the current year. After that, any excess revenues can be added to the General Fund as fund balance available. The Auditor-Controller's 2020-21 projection for the Teeter Fund is to breakeven at this point and not have excess revenue to contribute to fund balance available. The following factors are contributing to the Teeter Plan performance projected for FY 2020-21:

- Interest rates are projected to remain the same as the prior year which will result in no increased interest expense to the county.
- The 2020-21 Teeter Plan is projected to cover the current year interest expense and delinquencies but not contribute to fund balance available.

- Both "Property Tax Delinquent Revenue" and "Penalty and Cost on Delinquency Revenue" are projected to be the same as the prior year.

### DEBT MITIGATION & ELIMINATION

#### RESERVES & CONTINGENCIES

The General Fund Reserve was not impacted in FY 2019-20. The total County budget is just over \$300 million, creating an operating budget of \$25 million per month. The County's General Fund Reserve is still less than the one month of operational costs.

The proposed budget does not include a recommendation to fund the General Fund Reserve this year. The Reserve level is below the minimum amount allowed by Board of Supervisors' Policy #32. The policy sets the General Fund Reserve level at 6.35% of prior year General Fund appropriations. This Reserve is the County's primary protection against an economic downturn or significant emergency.

The Proposed Budget does not include a \$250,000 recommendation for consideration, to allocate funding for contingencies as required by Board of Supervisors' Policy #32. Contingencies are used for unexpected expenses that arise during the year. Contingencies would be the first source of additional funding tapped before an emergency or economic disaster required the use of the General Reserve.

### LAW ENFORCEMENT

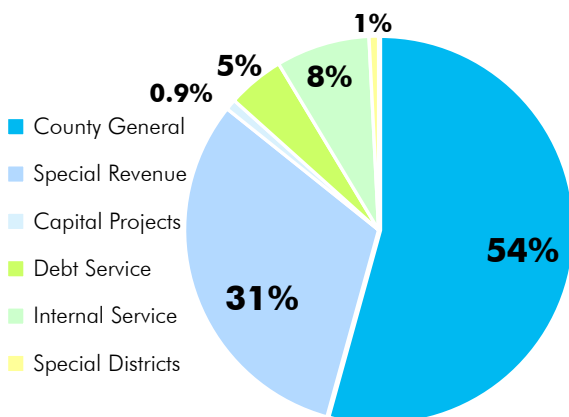
#### JUVENILE HALL

Mendocino County continues to experience the statewide trend of lower populations in Juvenile Hall, but with a population number that has stabilized over the last few years. In FY 2018-19 Juvenile Hall transitioned the food preparation process to the Jail for cost efficiency. The result was a 62% reduction in cost from FY2017-18 and a projected 23% savings in FY 2019-20 from FY 2018-19. The staffing model continues to reflect operating Juvenile Hall as a 20-bed maximum facility in response to the average daily population and Board of State and Community Corrections (BSCC) requirements. Juvenile Hall's permanent staffing is expected to be at 100% by May 31, 2020, which should provide stability for Juvenile Hall in terms of experience and knowledge. The majority of salary increases that were given to staff in 2019 have been absorbed due to various efficiencies in scheduling as well as reductions related to COVID-19. Any year-end overages to the FY 2019-20 budget would be directly attributable to salary adjustments. Probation continues to evaluate the Juvenile Halls ability to maximize the utilization of revenue sources whenever possible.

# BUDGET OVERVIEW

## ALL FUNDS EXPENDITURES

County Funds	FY 19-20 Adopted	FY 20-21 Adopted	FY 19-20 % Change
County General Fund	212,600,970	223,252,491	5.0%
Road Fund	35,496,519	38,936,119	9.7%
Accum. Capital Outlay	5,576,404	5,381,238	-3.5%
Landfill Closure Fund	460,200	460,200	0.0%
Library Fund	5,615,642	5,196,861	-7.5%
Fish and Game Fund	147,000	126,322	-14.07%
Round Vly Airport	81,566	91,566	12%
Little River Airport	83,495	103,495	24%
Suppl. Law Enforcement	444,006	567,127	28%
Probation COPS	316,925	319,956	1.0%
Mobile Spay & Neuter	93,775	110,575	17.9%
Sheriff Special Projects	47,790	91,822	0.0%
Recorder's Modernization	183,505	151,821	-17.3%
Micrographics	87,528	94,640	8.1%
Assessor Property Char.	217,870	245,899	12.9%
Mental Health	27,011,897	25,524,665	-5.5%
General Plan Update	1,110,750	1,803,917	62.4%
Mental Health Services Act	11,212,206	10,756,764	-4.1%
Measure B	8,907,623	18,701,077	109.9%
Disaster Recovery	7,680,263	12,401,709	61.5%
Inter. Gov. Transfers	5,720,000	6,405,479	12.0%
Whole Person Care	4,834,770	1,829,265	-62.2%
Fire Agency Support	-	600,000	100.0%
Capital Projects	2,086,994	3,705,782	77.6%
Debt Service	19,345,641	19,503,980	0.8%
<b>All Gov'tl Funds</b>	<b>349,363,339</b>	<b>376,362,769</b>	<b>7.7%</b>
<b>Internal Service Funds</b>	<b>24,603,873</b>	<b>32,174,454</b>	<b>30.8%</b>
<b>Special Districts</b>	<b>2,927,655</b>	<b>3,260,937</b>	<b>11.4%</b>
<b>Total All Funds</b>	<b>376,894,867</b>	<b>411,798,160</b>	<b>9.3%</b>



Note: Numbers may not add due to rounding.

## SHERIFF'S OFFICE

The Sheriff's Office has run over budget for several years primarily due to the ever-increasing cost of labor and benefits for the personnel necessary to meet public safety needs of Mendocino County. For FY 2019-20 the Executive Office and Auditor-Controller agreed to increase the Sheriff's Office Net County Cost by \$800,000, but the final budget eliminated funding from both the Sheriff and Jail budgets for contractual services, which offset much of the increase to the Net County Cost assignment.

Over the last two fiscal years (2018-19 & 2019-20) the Sheriff's Office has worked extremely hard to evaluate and reduce operational expenses, implement new overtime policies to reduce budget impacts, and pursue new hiring initiatives to increase available personnel and reduce overtime expense. Examples include the hiring of new Field and Corrections Deputy to reduce staffing overtime expenses, recruiting already employed Corrections Deputies to transition to Field assignments, and transitioning of Academy basic training from the College of the Redwoods to Santa Rosa Junior College. These changes have increased the likelihood of personnel successfully completing training programs and has eliminated housing and meal costs for the Police Academy training.

New employee contracts negotiated and implemented this fiscal year have significantly improved the Sheriff Office's ability to retain quality personnel and recruit personnel for vacant positions. These increased MOU costs, and the costs associated with providing emergency services for Public Safety Power Shutoff (PSPS) and COVID-19 emergencies, will affect the Sheriff Office's FY 2020-21 budget.

Finally, the Sheriff's Office has completed a comprehensive inventory of all contractual services and submitted an initial budget reduction plan in this area, and continues working with the Executive Office and Auditor-Controller to find other ways to further reduce contractual services contracts to meet the 5% budget reduction goals.

## JAIL

The Sheriff's Office continues to develop and implement efficiencies within the Corrections division whenever possible. These include the strict review of overtime needs and training by Sheriff's Office personnel. To help reduce overtime and training costs, Sheriff's Office personnel are working to have mandated training courses certified by Peace Officers Standards and Training (POST) and Standards in Training for Corrections (STC) for presentation here locally. This change reduces expensive travel related costs for legislatively mandated training.

## LAND IMPROVEMENT & COUNTY ROADS

Additional funding in the amount of \$100,000 is being allocated to Land Improvement for the mandatory Storm Water Trash Capture amendment. This funding will be used for the design and environmental clearance for the first phase of installation of trash capture devices. The County will require approximately forty-five (45) devices installed over a 10-year period beginning



in 2020, which an average of 10% being completed each year. The total estimated project cost is \$3 million over 10 years. The Chief Executive Officer and the Department of Transportation (DOT) recommend allowing \$4,900,000 of the budgeted \$5,886,919 balance of Senate Bill 1 (SB 1) Road Maintenance and Rehabilitation Account (RMRA) funding to be utilized in Fiscal Year 2020-21 for corrective maintenance pursuant to the Board of Supervisors' ongoing commitment to improving the County's Pavement Condition Index (PCI) pursuant to the January 9, 2019 MCDOT "20 year plan". The California State Association of Counties does anticipate RMRA funding will grow over the 20-year projections for SB 1 made when the bill passed in 2016 and the County expects see increased revenue in future years for corrective maintenance. However, DOT's planed \$3.89 million in corrective maintenance for FY 2021-22 pursuant to the "20 year plan" faced a temporary setback due to COVID-19. Nevertheless, carryover savings in FY 2020-21 RMRA should provide the additional funds normal delivery of the MCDOT "20 year plan" and continue the commitment to improve the County's road surfaces.

## DISASTER RECOVERY

### CORONAVIRUS (COVID-19)

Since January 2020, the County has been part of a coordinated public health response involving the Federal Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH).

The Director of Emergency Services/Chief Executive Officer, Carmel Angelo declared a Local Emergency and the Health Officer Dr. Noemi Doohan declared a Local Health Emergency on March 4, 2020. A full level operational Emergency Operation Center (EOC) was activated and key staff operated the EOC up to 16 hours a day, seven days per week. The County's response efforts to protect human life and minimize the strain on the health care system during the COVID-19 pandemic will exceed \$5 million—none of which were budgeted. Costs include essential supplies and materials, contracts with public health and technical consultants, motel for homeless individuals, preparation and operation costs for the health emergency alternative care facility, staff overtime costs, and emergency food relief programs.

Throughout April and May 2020, the County conducted, coordinated, and supported numerous COVID-19 surveillance/testing events throughout Mendocino County. This testing primarily targeted at-risk and sensitive populations. To date, more than 3,200 people have been tested for COVID-19 throughout the County.

On May 19, 2020, the County submitted an Attestation Plan with CDPH, which was subsequently approved, allowing Mendocino County to advance to Stage 2.5 of the Governor's Reopening Plan. On May 21, 2020, Health Officer Dr. Doohan issued a revised Shelter-In-Place Order effective May 22, 2020 to allow additional business activities to resume, including limited in-store shopping and restaurant dine-in service, preventative dental care, and limited use of shared pools (primarily for childcare units). The County has augmented its COVID-19

testing/surveillance capabilities with an OptumServe—a state sponsored testing site—testing unit, which began operating on May 22, 2020 at the Redwood Empire Fairgrounds.

The County has secured funds through Project Roomkey for homeless non-congregate sheltering and through the Emergency Feeding Program to offer meal deliveries to elderly or otherwise vulnerable individuals. The County has accessed approximately \$141,000 in emergency homelessness funding along with approximately \$153,000 allocated to the local Continuum-of-Care through the California Homeless Coordinating and Financing Council. Recently the County applied for \$241,793 to the County Medical Services Program (CMSP) Emergency Response Grant Program (CERG) to leverage costs for Project Roomkey and the Emergency Feeding Program, both require a non-federal cost share. The County also intends to utilize CERG funding to support North Coast Opportunities' People Helping People program to ensure that County residents with the most acute housing and food shortage needs can receive immediate support.

FEMA has obligated \$753,937 for emergency protective measures, \$112,500 for non-congregate sheltering and \$189,338 for the emergency feeding program, The Great Plates. It is unknown when the remaining eligible response costs will be obligated and when funds will be reimbursed. Despite exhaustively pursuing grants to leverage funds, there are simply not enough grant opportunities available to make up for the response costs. The County is still responsible for 25% non-federal match of the eligible response costs—which does not include ineligible but important costs such as contracting with West Business Development Center to provide technical assistance to local business owners affected by the pandemic.

## MEASURE B

Mendocino County is committed to improving residents' lives and the public's safety by strategically evaluating and enhancing resources for mental health treatment. On November 7, 2017, "Measure B" received two-thirds majority of the votes by the County's voters adding Chapter 5.10 to the Mendocino County Code entitled the "Mental Health Treatment Act" adopting a County Transaction (Sales) and Use Tax for the specific purpose of funding improved services, treatment, and facilities for persons with mental health conditions.

In FY 2018-19, the Board adopted Resolution 19-141, authorizing the adoption of the classification of Administrative Project Manager, a position that would aid County staff, the Mental Health Treatment Act Citizen's Oversight Committee, and other involved parties by keeping the Measure B mental health facility project(s) on time and on budget.

Going forward in FY 2020-21, the Mental Health Treatment Act Citizens Oversight Committee will continue to provide the Board of Supervisors with crucial recommendations regarding options associated with the development of a Crisis Residential Treatment (CRT) Facility and a 24-hour Psychiatric Health Facility (PHF) that would provide a safe and therapeutic environment for individuals experiencing a mental health related crisis. Other

# BUDGET OVERVIEW

plans, strategies, and projects may be explored in addition to the aforementioned.

## CODE ENFORCEMENT

Currently, the Mendocino County Sheriff's Office and the Code Enforcement Division are in discussions to develop a unified approach to illicit cannabis enforcement. This unified team would have an emphasis on egregious environmental damage, could be initiated quickly to address the current cultivation season, and would include support from State Enforcement Agencies. The concept of this unified approach is the result of the research to purchase and utilize satellite imagery software, which has an associated cost in excess of \$300,000 per year. State Enforcement Agencies possess imagery tools and other enforcement resources that could assist in achieving immediate results and give staff more time to quantify those results, which would likely generate increased revenue based off fines and penalties. Results of this enforcement effort would determine the necessity and feasibility of the County purchasing similar tools, such as satellite imagery in the future.

## INVESTING IN THE ORGANIZATION & INFRASTRUCTURE

The FY 2020-21 Budget includes a variety of funding to invest in the organization. While an important part of investment in the organization is directly related to salaries and benefits for employees, there are many other aspects involved in providing a positive, efficient, and productive work environment for employees and the public. This includes the County's infrastructure such as facilities and vehicles required to conduct County business. The Human Resources Department is pursuing many initiatives to better promote the County organization to create a competitive edge in attracting new employees. Some of these investments include continued funding for an expanded training program, leadership initiative, wellness program, and other events to retain/recruit employees.

## FLEET

At this time, the Mendocino County fleet consists of approximately three hundred eighty six (386) "passenger-type" vehicles, excluding heavy equipment. This includes special (low) use vehicles such as a tow truck, boom trucks and specialty law enforcement vehicles. The Sheriff's department has the largest fleet of assigned vehicles with one hundred nine (109), the Health & Human Services Agency has seventy eight (78), and DOT has seventy three (73) assigned vehicles. The Board's direction to reduce Greenhouse Gasses (GHG) is expressed in the General Plan and the Ukiah Valley Area Plan. The County currently has prioritized purchase of alternative energy vehicles. At this time, there are forty eight (48) hybrid vehicles in the fleet, and one (1) electric vehicle.

## CAPITAL IMPROVEMENTS

Notable projects in Fiscal Year 2019-20 included replacement of the main jail roof, Emergency Operation Center (EOC) roof, completion of the Treasurer-Tax Collector's office improvements, the Yokayo Center's exterior repairs and accessibility compliance, and improvements to the backup generator systems for critical

County facilities.

County Policy #33 established a reserve for major repair and maintenance of facilities; this reserve was anticipated to be funded at seventy cents (\$0.70) per square foot of County owned and maintained buildings. With a County-owned building inventory of approximately 726,000 square feet (514,000 General Fund and 212,000 Non-General Fund) the reserve would annually receive at least \$360,000 in General Fund. The Capital Improvement Budget Unit (BU 1710) include a projected carry-forward balance of \$3,733,516 for FY 2020-21, with additional \$275,000 General Fund for unanticipated and emergency repairs as well as state mandated UST remediation projects and Non-General Fund contributions of \$1,465,000 creating a total Capital Improvement budget of around \$5,500,000.

A significant project that will be prioritized for completion in 2020-21 is Phase II of the Administration Center roof replacement, over Planning and Building Services and Environmental Health.

Additional detail on completed projects, capital needs, and ongoing projects is included in the Capital Improvement Plan (CIP).

## SUPPORTING EMERGENCY SERVICES

The Budget also includes \$198,000 for grants to ambulance providers for Advanced Life Support (ALS) based on Board of Supervisors direction.

Per Board of Supervisors direction, the budget includes \$398,252 for support of local fire agencies. This is a small increase of \$252 from the previous level of funding provided in FY 2017-18, FY 2018-19 and FY 2019-20. The funding is reflected in BU 1940 – Miscellaneous. This clearly separates the funding from the dispatch contract and is included in a budget unit that is managed by the County Auditor-Controller to simplify the payment process. Proposition 172 funds are budgeted in BU 1940 to cover the cost of the agreements. Per Board of Supervisors direction, the payment is based on actual Proposition 172 receipts from the most recent year (\$398,252). All additional Proposition 172 funding are distributed to the following budget units that have historically received Proposition 172 dollars (BU 2310 – Sheriff, BU 2510 – Jail, BU 2070 – District Attorney, BU 2560 – Probation, BU 4016 – EMS).

With the adoption of the FY 2020-21 Budget, the Board of Supervisors will have provided a total of \$4,121,080 in Proposition 172 and General Fund over three years to support fire and emergency services.

## HOMELESSNESS

The Health and Human Services Agency (HHS) has engaged in a number of activities focused on the Board's priority to address issues related to homelessness in Mendocino County. Of note, HHS staff provided facilitation and support to the Mendocino County Homeless Services Continuum of Care in their work to complete a countywide Strategic Plan to Address Homelessness in Mendocino County. In addition, HHS continues to serve as the Administrative Entity and Collaborative Applicant for several large grants that will provide funding for both capital

development of housing as well as services for the homeless.

The FY 2020-2021 budget includes over \$1 million in new grant funding to the County to improve homeless services in Mendocino County, and over \$1 million in new grant funding through the Continuum of Care. In addition, the County and the Continuum of Care anticipate receiving additional funds through the federal CARES act that will allow for new services and supports for the homeless, particularly for those at risk of negative outcomes due to Covid-19.

## CANNABIS PROGRAM

Last fiscal year, the Cannabis Program transitioned to Planning and Building Services. In that move, management and staff have focused on streamlining, reorganizing, and creating greater efficiency in application intake, application review, permit and renewal issuance, and compliance inspections. The Fiscal Year 2019 – 2020 Budget revenues were projected to be \$391,396. Currently, the Cannabis Program budget (CN) has collected \$375,982 and has the potential to meet the projected revenues, depending on when the County re-opens for business. Because of the COVID-19 health emergency, the Cannabis Program has not been able to issue initial and renewal permits and collect the associated fees. Without a determination of when we will be able to reopen services at the Planning and Building public counter, and to what degree, it is difficult to estimate how many permits we will be able to issue and thereby the amount of fees we will be able to collect prior to the end of the 2019-2020 fiscal year.

Prior to the COVID-19 health emergency, the Cannabis Program projected fee revenues for the Fiscal Year 2020 – 2021 to be \$525,000 from application and permit fees. This budgeted projection will be monitored closely, and may need to be adjusted at 1st quarter. Unknown impacts remain to be seen in terms of COVID-19 related issues.

In terms of new programs, the County applied for a Cannabis Equity Grant administered by California Governor’s Office of Business and Economic Development (GO-Biz). Mendocino County successfully was awarded \$2.2 million in Cannabis Equity Grant funding for the 2020/2021 fiscal year. Equity funding will go toward a program of services for equity eligible applicants such as grants, technical assistance, training, and fee waivers. Approximately \$224,000 can and will be used toward the administrative management of the grant by County staff and any needed subcontracted staff.

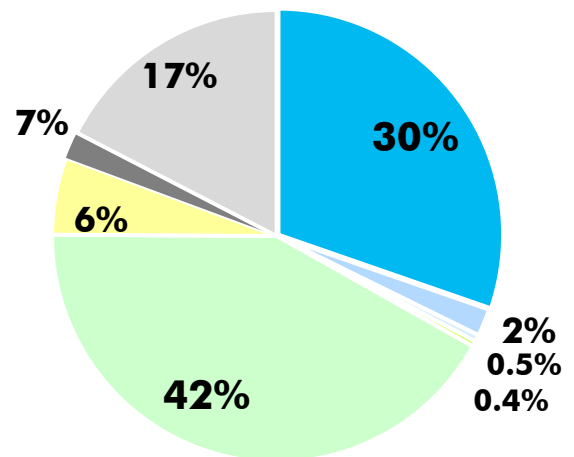
## ECONOMIC IMPACTS

As COVID continues to negatively impact the economy of Mendocino County additional funding has been directed to support activities that focus on economic recovery and resiliency. In the coming fiscal year there will be a general downturn in the County’s economy. This will prevail across the State and the nation as a whole. The industry hardest hit will be the hospitality industry. This includes lodging, restaurants, event services and retail. The loss of tax revenue for Mendocino County in this industry will be looked at by the research undertaken by Beacon

Economics. It is currently predicted that the State of California could lose a total of \$54 billion in travel spending by the end of the year. Mendocino county will sees significant losses to tax revenue.

## GOVERNMENTAL FUNDS REVENUE

	FY 19-20 Adopted	FY 20-21 Adopted	FY 20-21 % Change
Taxes	80,319,356	81,802,155	1.8%
Licenses & Permits	4,301,950	5,277,458	22.7%
Fines, Forfeitures, & Pen.	1,364,966	1,314,614	-3.7%
Use of Money & Property	1,070,320	1,072,820	0.2%
Aid from Govt. Agcy.	104,595,229	113,414,145	8.4%
Charges for Services	13,773,433	14,925,897	8.4%
Other Revenues	2,885,932	5,203,823	80.3%
FBA/Use of Reserves	42,325,857	47,147,192	11.4%
<b>All Financing Sources</b>	<b>250,637,043</b>	<b>270,158,104</b>	<b>7.8%</b>



- Taxes
- Licenses & Permits
- Fines, Forfeitures, & Pen.
- Use of Money & Property
- Aid from Govt. Agcy.
- Charges for Services
- Other Revenues
- FBA/Use of Reserves

Note: Numbers may not add due to rounding.

# BUDGET OVERVIEW

## BUDGET TRENDS

### GOALS FOR FY 2020-21 AND BEYOND

#### DISASTER RECOVERY AND PREPAREDNESS

The Disaster Recovery Team continues implementation of the 2018-2019 Recovery Project Plan and additional Board identified recovery priorities. The County continues to support emergency services, disaster recovery, and resiliency including emergency preparedness, emergency access routes, fuels reduction and forest management. As the County continues to move forward in the recovery process, the need is very apparent for a strong fiscal commitment for the next several years and focus on emergency preparedness to adapt to California's "new normal" of increasing catastrophic natural disasters. Since January 2020, the County has been part of a coordinated public health response involving the Federal Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH). Public Health is working towards a safe reopening of the economy in FY 2020-21 and support the health of Mendocino County residents in this pandemic.

The County's expenses for the COVID-19 response efforts add to approximately \$20 million over a strained annual general fund of \$70 million. The County has committed over 75,000 and counting staff hours for our efforts to protect human life and minimizing the strain on the health care system. Those response hours are equivalent to 35 FTE compared to the County's annual 1,000 FTE count.

Disaster Recovery will continue to implement grant funded disaster recovery projects, such as hazardous tree removal, county-wide economic recovery and resiliency plan, shaded fuel break and fuel reduction in Ukiah Valley, and erosion prevention in the 2017 Redwood Complex Fire footprint along with initiating Phase II of the Redwood Valley County Water District Retrofit Project and completing the updates to the local hazard mitigation plan and General Plan Safety Element.

#### COUNTY INFRASTRUCTURE

While significant investment has occurred over the past year and a half into the County facilities, a tremendous backlog of maintenance requires additional resources. With the development of the Information Technology (IT) Master Plan through year 2025, the County continues to focus on critical IT infrastructure improvements/replacements as well as process improvements to increase efficiencies. The overall success of this plan is dependent upon continued investment.

#### LOCAL ECONOMY

The County will look for opportunities for economic growth, continue to develop policies to support local businesses and community-based services, and identify potential public-private partnerships to better serve the needs of the citizens of Mendocino County. The county will continue to invest in activities that focus on economic recovery and resiliency from COVID-19 and wildfires. The Board and County Health Officer will continue to collaborate with the business community on effective ways to reopen the economy while keeping the community safe from COVID-19.

#### CORE SERVICES

The County will continue to support core services such as public safety and public health.

#### SUCCESSION PLANNING

Succession Planning will continue to be a focus by working with Department Heads and the Expanded Leadership Team to provide leadership training and departmental opportunities to retain employees and offer career growth.

#### SYSTEM SUSTAINABILITY

The County will continue to focus on debt mitigation and elimination, and look at sustainability planning beyond a 12-month horizon.

#### LONG-TERM PLANNING

To maximize California counties' ability to effectively mitigate, prepare for and recover from disasters, our existing emergency response model needs to adapt to this "new normal" of increasingly catastrophic natural disasters. This starts with county investment in resources to develop long-term disaster preparedness plans to create more resilient communities. These plans include continuity for operations, infrastructure investments, communication, response, support, and collaboration with local and State partners.

Long-term planning goals for the County of Mendocino include the following:

- A sustainable County organization.
- A solid financial foundation.
- Infrastructure that includes funding for buildings, tools, and capital maintenance.
- Lowering and eliminating debt wherever possible.
- A focus on succession planning, employee training, and leadership.

The Mendocino County Board of Supervisors has periodic goal-setting workshops to assist in the development of additional goals and objectives to shape a vision for the future of Mendocino County. The expected outcome of these workshops is to add to our long-term planning goals that are the basis for future budget development and County operations.

#### CONCLUSION

As in prior fiscal years, our largest revenue source, property tax revenue, remains relatively flat and operating costs continue to rise. With careful planning and oversight, the County will continue to provide necessary and mandated services to the citizens of Mendocino County. Staff will continue to prioritize core services such as public safety and health services, and look for new ways of doing business to lower costs. Staff will monitor state and federal economic and budgetary issues to identify areas that may affect Mendocino County. While revenues continue to grow slightly, we must remember that the cost of doing business continues to rise at the same time. Working together with our dedicated Department Heads and staff, and with diligent oversight and planning, we can be assured the future of the County is looking brighter as long as we continue to live within our means.

## DISCRETIONARY REVENUE

Department	BU	NCC Dept. Submitted	CEO Adj.	Base NCC	Use of 1X\$	Reserve Adj.	Final NCC
Nondepartmental Revenue	1000	(75,203,697)	-	(75,203,697)	-	-	(75,103,697)
Debt Service - COPs	8010	1,533,653	-	1,533,653	-	-	1,533,653
Transportation	3010	3,766,860	-	3,766,860	-	-	3,766,860
Library (CSA)	6110	1,379,826	-	1,379,826	-	-	1,379,826
General Reserves	9999	-	-	-	-	-	-
Contingencies	9991	-	-	-	-	-	-
IT Reserve	0717	-	-	-	1,200,067	-	1,200,067
Vehicle Replacement Fund	0711	-	-	-	-	-	-
Capital Improvements	1710	-	-	-	-	-	-
Capital Projects	1712	-	-	-	-	-	-
Road & Bridge Projects	3041	-	-	-	-	-	-
Disaster Recovery	2910	-	-	-	1,993,456	-	1,778,285
Water Agency	0326	-	-	-	44,000	-	44,000
Mental Health	4050	-	-	-	-	-	-
Remaining Fund Balance:	1000	(68,523,358)	-	(68,523,358)	3,237,523	-	(65,401,006)
Clerk of the Board	1010	535,580	11,576	535,580	-	-	546,656
Board of Supervisors	1015	775,593	53,992	775,592	-	-	819,335
Executive Office	1020	1,130,164	109,490	1,130,774	-	-	1,234,650
Auditor-Controller	1110	1,051,846	78,338	1,051,846	-	-	1,127,184
Assessor	1120	1,736,357	-	1,739,031	-	-	1,736,357
Treasurer-Tax Collector	1130	180,158	-	180,158	-	-	180,158
Central Services	1160	379,435	29,057	379,435	-	-	408,392
County Counsel	1210	747,426	127,609	747,426	-	-	873,535
Human Resources	1320	953,508	-	1,205,444	-	-	950,508
Elections	1410	401,678	24,017	401,678	-	-	425,695
Facilities	1610	3,879,454	71,500	3,879,454	-	-	3,950,954
Fleet Management	1620	(75,424)	75,424	(75,424)	-	-	-
Economic Development	1810	567,371	-	567,371	-	-	567,371
Land Improvement	1910	776,670	181,048	776,670	25,000	-	982,718
Retirement	1920	-	-	-	-	-	-
Teeter Plan	1930	-	-	-	-	-	-
Miscellaneous	1940	1,114,544	-	1,114,544	919,864	-	2,017,046
Clerk-Recorder	1941	(102,570)	-	(115,990)	-	-	(102,570)
Information Services	1960	3,393,699	160,280	3,393,699	-	-	3,553,979
Courts - AB 233	2012	(708,100)	-	(677,208)	-	-	(708,100)
Grand Jury	2060	89,600	-	89,600	-	-	89,600
District Attorney	2070	5,724,177	(1,215,711)	4,508,466	-	-	4,503,466
Public Defender	2080	2,404,150	-	2,404,150	-	-	2,401,650
Alternate Defender	2085	786,112	-	786,112	-	-	786,112
Conflict Defender	2086	130,400	-	130,400	-	-	130,400
Child Support Services	2090	(144,508)	-	(144,508)	-	-	(144,508)
Sheriff-Coroner	2310	14,196,675	281,000	14,196,675	-	-	14,477,675
Jail	2510	9,784,228	193,521	9,784,228	-	-	9,977,749
Juvenile Hall	2550	2,077,435	173,992	2,077,435	-	-	2,251,427
Probation	2560	1,235,178	175,000	1,235,178	-	-	1,408,678
Agriculture	2710	515,391	-	515,391	-	-	513,891

# BUDGET OVERVIEW

## DISCRETIONARY REVENUE (CONT.)

Department	BU	NCC Dept. Submitted	CEO/BOS Adj.	Base NCC	Use of 1X\$	Reserve Adj.	Final NCC
Cannabis Management	2810	107,001	-	107,001	-	-	297,172
Office of Emergency Services	2830	193,184	67,215	193,184	-	-	253,399
Planning & Building	2851	1,913,566	-	1,913,566	-	-	1,896,782
Animal Care	2860	643,621	200,000	643,621	-	-	843,621
Round Valley Airport	3050	34,029	-	34,029	-	-	34,029
Little River Airport	3060	40,115	-	40,115	-	-	40,115
Public Health Administration	4010	21,249	-	21,249	-	-	21,249
Environmental Health	4011	140,184	-	140,184	-	-	140,184
Substance Use Disorder Treatment	4012	329,950	-	88,371	-	(241,579)	88,371
Public Health Nursing	4013	186,512	-	186,512	-	-	186,512
Emergency Medical Services (EMS)	4016	835,275	170,616	835,275	-	-	1,005,891
Employee Wellness	4025	-	-	-	-	-	-
County Medical Services Program	4070	-	-	-	-	-	-
California Children's Services	4080	30,843	-	30,843	-	-	30,843
Solid Waste	4510	(110,814)	8,127	(110,814)	-	-	(102,687)
Social Services Administration	5010	1,002,461	-	1,002,461	-	-	1,002,461
HHSA Administration	5020	-	-	-	-	-	-
Cal Works/Foster Care	5130	1,741,286	-	1,741,286	-	-	1,741,286
In-Home Supportive Services	5170	1,618,083	-	1,618,083	-	-	1,618,083
General Relief/Assistance	5190	527,370	-	527,370	-	-	527,370
Farm Advisor	6210	217,296	24,961	217,296	-	-	242,257
Cultural Services Agency	7110	549,060	-	549,060	25,000	-	574,060
<b>Total General Fund:</b>		<b>63,556,498</b>	<b>1,001,052</b>	<b>62,371,899</b>	<b>994,864</b>	<b>(241,579)</b>	<b>65,401,006</b>

### Discretionary Revenue Legend

(refer to table on previous pages)

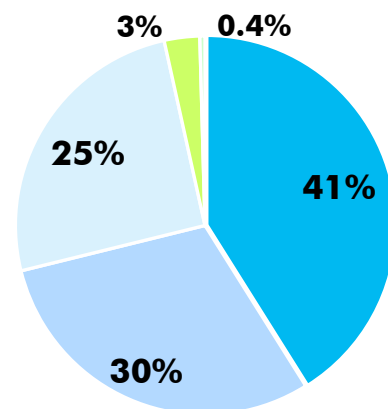
- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education
- Recreation & Culture
- Contingencies

### NET COUNTY COST (NCC)

Many County programs do not have a dedicated revenue stream to fully offset operating costs. As a result, these programs are supported by general purpose revenues such as property or sales taxes. This revenue is allocated to budget units through BU 1000 - *Non-Departmental Revenue*. The difference between program expenditures and program revenues is known as the Net County Cost or NCC.

Some departmental programs are able to generate substantial revenues, such as state or federal reimbursements for social services programs. The County also uses discretionary revenues to provide a required match to receive this funding, often referred to as a maintenance of effort or MOE. The County's reliance on discretionary revenues increase if the County loses revenue from state and federal sources, or if fee revenue does not keep pace with the cost of providing services.

### General Fund Expenditures by Type



- Salaries & Benefits (1000 series)
- Services & Supplies (2000 series)
- Other Charges (3000 series)
- Fixed Assets (4000 series)
- Transfers & Reimb. (5000 series)

## FY 2020-21 POSITION CHANGES

The table below includes the position changes adopted by the Board for FY 2020-21. The adopted changes include funding one (1) existing position, delete twenty-five (25) positions, add twenty-one (21) positions, eight (8) Budget Unit transfer and a title change of one (1) position. The total net FTE change is -4.0. The majority of the changes are “add/delete” to modify current positions to reflect the operational needs of the Department.

BU	Department	Position	Pos #	Funding Source	Adj.
1120	Assessor	Assessor Clerk Recorder Technician II	4253	General Fund	Transfer In
2810	Cannabis Program	Program Administrator	4257	Cannabis Equity Grant	Fund
1941	Clerk Recorder	Assessor Clerk Recorder Technician II	4253	General Fund	Transfer Out
1941	Clerk Recorder	Assessor Clerk Recorder Technician II	4256	General Fund	Transfer In
1020	Executive Office	Office Services Supervisor (Confidential)	4020	General Fund	Delete
1020	Executive Office	Administrative Analyst II	TBD	General Fund	Add
1020	Executive Office	Administrative Assistant (Confidential)	TBD	General Fund	Add
2910	Executive Office	Sr. Administrative Analyst	TBD	Disaster Recovery	Add
1160	General Services	Administrative Services Manager II	TBD	General Fund	Add
5020	HHSA - Administration	Staff Services Administrator	3608	Fed, State, and Realignment	Transfer Out
4010	HHSA - Public Health	Supervising Therapist	2707	Realignment	Delete
4010	HHSA - Public Health	Sr. Community Health Worker	TBD	Realignment	Add
4013	HHSA - Public Health	Sr. Public Health Nurse	3861	State Allocation	Transfer Out
4080	HHSA - Public Health	Sr. Public Health Nurse	3861	State Allocation	Transfer In
4080	HHSA - Public Health	Staff Assistant II	3364	Realignment	Transfer Out
4010	HHSA - Public Health	Staff Assistant II	3364	Realignment	Transfer In
4080	HHSA - Public Health	Program Administrator	3654	Realignment	Transfer Out
4013	HHSA - Public Health	Program Administrator	3654	Realignment	Transfer In
4010	HHSA - Public Health	Staff Services Administrator	3608	Realignment	Transfer In
5010	HHSA - Social Services	Account Specialist III	4317	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Department Information Systems Analyst	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Employment & Training Supervisor	2574	Fed (TANF)	Delete
5010	HHSA - Social Services	Eligibility Supervisor	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Legal Clerk II	3773	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Legal Clerk II	3776	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Legal Clerk II	3777	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Legal Clerk II	3774	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Legal Clerk III	4178	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Legal Clerk III	3778	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Legal Secretary II	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Mental Health Rehabilitation Specialist	3745	Fed, State, and Realignment	Delete
5010	HHSA - Social Services	Supervising Legal Secretary	TBD	Fed, State, and Realignment	Add
5010	HHSA - Social Services	Staff Assistant III	4316	Fed (TANF)	Delete
5010	HHSA - Social Services	Community Health Services Specialist II	TBD	Fed (TANF)	Add

# BUDGET OVERVIEW

## FY 2020-21 POSITION CHANGES CONTINUED

BU	Department	Position	Pos #	Funding Source	Adj.
5010	HHSA - Social Services	Staff Assistant III	2941	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	3820	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	3823	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	3821	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	2362	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	1872	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
5010	HHSA - Social Services	Staff Assistant III	1815	Fed (TANF)	Delete
5010	HHSA - Social Services	Screeener	TBD	Fed (TANF)	Add
0715	HR - Health Benefits	Staff Assistant II (Confidential)	4283	Health Benefits	Transfer Out
0715	HR - Health Benefits	Staff Assistant III (Confidential)	3541	Health Benefits	Transfer In
1320	Human Resources	Staff Assistant II (Confidential)	4283	General Fund	Transfer In
1320	Human Resources	Staff Assistant III (Confidential)	3541	General Fund	Transfer Out
1944	Micrographics	Assessor Clerk Recorder Technician II	4256	General Fund	Transfer Out
2560	Probation	Legal Secretary II	3629	Vacant/Unfunded	Delete
2560	Probation	Staff Assistant I	3542	Vacant/Unfunded	Delete
2550	Probation - Juvenile Hall	Head Cook - Juvenile Hall	1541	Vacant/Unfunded	Delete
2550	Probation - Juvenile Hall	Cook	3136	Vacant/Unfunded	Delete
2550	Probation - Juvenile Hall	Cook	3137	Vacant/Unfunded	Delete
2550	Probation - Juvenile Hall	Cook	3967	Vacant/Unfunded	Delete
1920	Retirement	Retirement Administrator	3642	Retirement Trust, 2410	Title Change Old
1920	Retirement	Executive Director	3642	Retirement Trust, 2410	Title Change New
2310	Sheriff's Office	Legal Secretary II	4298	General Fund	Delete
2310	Sheriff's Office	Supervising Legal Secretary	TBD	General Fund	Add

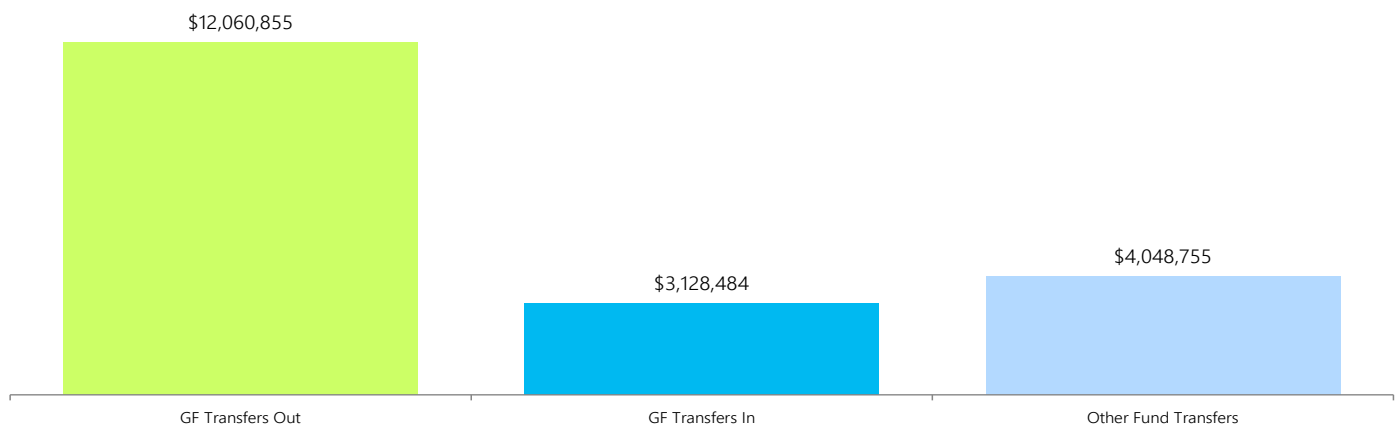


## OPERATING TRANSFERS BETWEEN FUNDS

From				To		
Fund	BU	Department	Amount	Fund	BU	Department
1100	1000	Non-Departmental	3,766,860	1200	3010	Roads & Maintenance
1100	1000	Non-Departmental	1,778,285	1225	2910	Disaster Recovery
1100	1000	Non-Departmental	1,533,653	1400	8010	Debt Service
1100	1000	Non-Departmental	1,379,826	1205	6110	Library
1100	1000	Non-Departmental	1,349,523	7170	0717	IT Reserve
1100	1000	Non-Departmental	600,000	1240	2610	Fire Agency Funding
1100	1000	Non-Departmental	44,000	3260	0326	Water Agency
1100	2090	Child Support Services	217,000	1201	1910	Capital Improvements
1100	4013	Public Health Nursing	30,000	1201	1710	Capital Improvements
1100	5010	Social Services	1,110,000	1201	1710	Capital Improvements
1100	5010	Social Services	251,708	1400	8010	Debt Service
1205	6110	Library	73,000	1201	1710	Capital Improvements
1207	3080	Round Valley Airport	24,964	1100	3050	Round Valley Airport
1208	3090	Little River Airport	20,000	1100	3050	Little River Airport
1220	1122	Property Characteristics	91,687	1100	1120	Assessor
1221	4050	Mental Health Services	35,000	1201	1710	Capital Improvements
1221	4050	Mental Health Services	49,739	1400	8010	Debt Service
1222	2852	Planning & Building Special Projects	12,000	1100	2851	Planning and Building
1223	4051	Mental Health Services Act	353,656	1221	4050	Mental Health
1223	4051	Mental Health Services Act	154,030	1227	4072	Whole Person Care
1224	4052	Mental Health Treatment-Measure B	2,706,600	1301	1713	Capital Projects Measure B
1226	4071	Intergov Transfers (IGT)	1,830,000	1100	4013	Public Health Nursing
1226	4071	Intergov Transfers (IGT)	300,000	1221	4050	Mental Health
1226	4071	Intergov Transfers (IGT)	695,000	1100	4010	Public Health
1227	4072	Whole Person Care	52,300	1100	4012	SUDT
1227	4072	Whole Person Care	101,730	1221	4050	Mental Health
1300	1712	Capital Projects	275,000	1201	1710	Capital Improvements
7150	0715	Health Insurance	402,533	1100	4025	Employee Wellness

**19,238,094**

### FY 2020-21 Operating Transfer Summary



# BUDGET OVERVIEW

## MAJOR TRUST FUND BALANCES & ACTIVITY

Org	Object	Description	6/30/2018	6/30/2019	6/30/2020 (Estimated)		
			Fund Balance	Fund Balance	Revenues	Expenditures	Fund Balance
<b>Asset Forfeiture Trusts</b>							
2110	760201	Sheriff - State	84,100	49,064	31,733	69,255	<b>86,586</b>
2110	760202	Sheriff - Federal	164	166	-	3	<b>169</b>
2110	760203	Sheriff/COMMET - State	219,918	176,893	118,625	90,928	<b>149,197</b>
2110	760204	Sheriff/COMMET - Federal	138,320	143,516	-	2,701	<b>146,217</b>
2110	760220	District Attorney - State	1,269,571	1,308,743	296,653	169,245	<b>1,181,335</b>
2110	760276	District Attorney - Federal	8,692	8,829	-	138	<b>8,967</b>
2110	760292	District Attorney - Federal	25,960	26,371	-	412	<b>26,782</b>
<b>Total Asset Forfeiture Trusts</b>			<b>1,746,723</b>	<b>1,713,583</b>	<b>447,011</b>	<b>332,683</b>	<b>1,599,255</b>
<b>Welfare Advance Trusts</b>							
2310	760350	Welfare Administration Trust	64,226	<b>213,032</b>	21,116,216	21,065,501	<b>162,317</b>
2310	760351	Aid to Families with Dept. Children	733,904	<b>1,947,288</b>	15,475,702	14,731,254	<b>1,202,840</b>
2310	760353	MEDI-CAL Trust	2,809,193	<b>3,593,894</b>	6,457,712	5,410,551	<b>2,546,733</b>
2310	760354	Food Stamp Trust	(95,510)	-	6,176,162	6,092,852	<b>(83,310)</b>
2310	760355	Child Support Trust	54,525	<b>(12,260)</b>	2,460,079	2,605,118	<b>132,779</b>
<b>Total Welfare Advance Trusts</b>			<b>3,566,338</b>	<b>5,741,954</b>	<b>51,685,871</b>	<b>49,905,275</b>	<b>3,961,359</b>
<b>1991 Realignment Trusts</b>							
2810	760900	Public Health	533,784	<b>1,263,837</b>	2,761,741	2,656,929	<b>1,159,026</b>
2810	760901	Public Health Match	-	-	3,140,071	3,140,071	-
2810	760902	Welfare	-	<b>410,529</b>	18,421,039	18,869,891	<b>859,381</b>
2810	760904	Mental	-	-	4,560,230	4,560,230	-
2810	760905	Mental Health Match	-	-	9,440,572	9,440,572	-
2810	760906	California Children's Services	811,822	272,870	-	111,111	<b>383,981</b>
<b>Total 1991 Realignment Trusts</b>			<b>1,345,606</b>	<b>1,947,236</b>	<b>38,323,652</b>	<b>38,778,804</b>	<b>2,402,388</b>
<b>2011 Realignment Trusts</b>							
2810	760911	Juvenile Justice	669,364	<b>728,311</b>	480,720	695,891	<b>943,482</b>
2810	760912	Local Community Corrections	70,364	<b>304,998</b>	3,811,254	3,509,859	<b>3,603</b>
2810	760913	Local Law Enforcement Service	559,222	<b>842,269</b>	-	318,159	<b>1,160,428</b>
2810	760914	District Attorney/Public Health	133,708	<b>120,972</b>	190,520	137,875	<b>68,327</b>
2810	760915	Trial Court Security	-	-	1,622,205	1,760,512	<b>138,307</b>
2810	760916	Health/Human Services	-	-	14,583,265	14,583,265	-
2810	760917	Mental Health	-	<b>237,329</b>	12,681,410	12,840,347	<b>396,266</b>
<b>Total 2011 Realignment Trusts</b>			<b>1,432,658</b>	<b>2,233,880</b>	<b>33,369,374</b>	<b>33,845,908</b>	<b>2,710,414</b>

\* The numbers listed here are estimated prior to the close of the 2018-19 fiscal year. A negative balance indicates a delay in the claiming process, not an on-going revenue deficit. Numbers may not add up due to rounding.



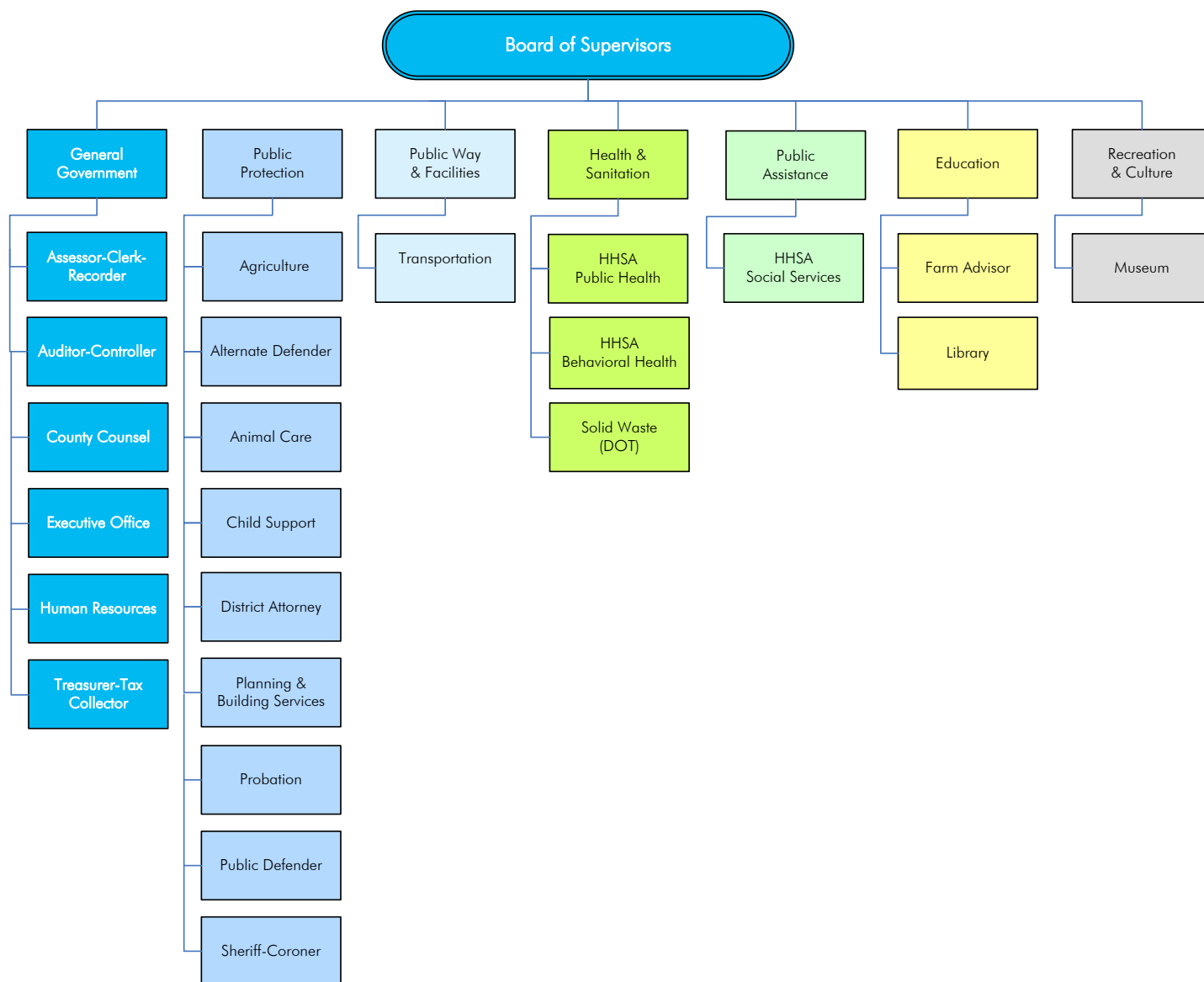
# FUNCTIONAL AREA BUDGET SUMMARY

# BUDGET OVERVIEW

## Functional Area Budget Summary

### INTRODUCTION

The Mendocino County budget is organized into seven functional areas. Each governmental department and/or budget unit is organized under the appropriate function. The functions of Debt Service and Contingencies are also included, but both are administered through the Auditor-Controller's Office, and are not reflected here. The seven functional areas are: General Government, Public Protection, Public Ways & Facilities, Health & Sanitation, Public Assistance, Education, and Recreation and Culture are made up of various departments and/or budget units throughout the County organization. This section provides summary information for each functional area.

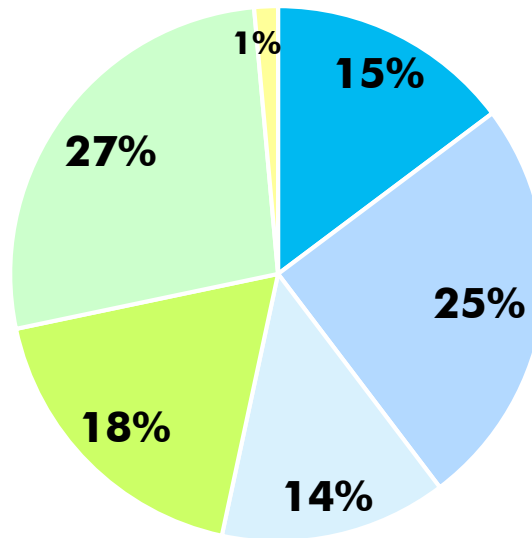


## Functional Area Budget Summary

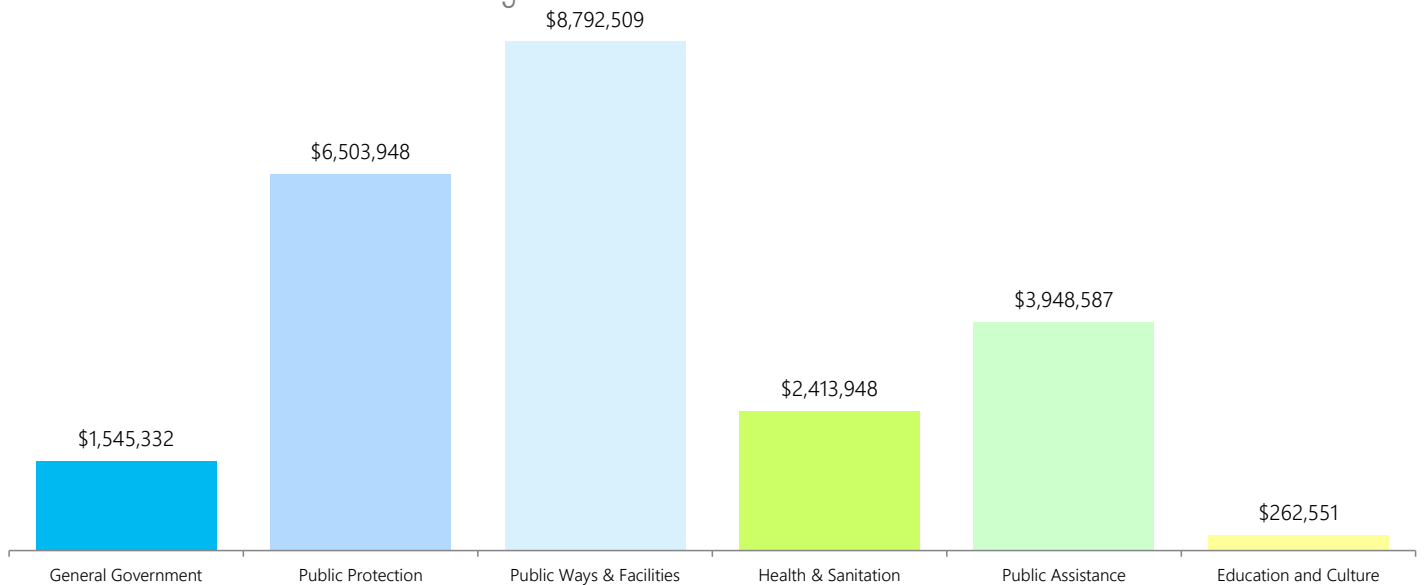
### Total Appropriations

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education and Culture

Note: Numbers may not add due to rounding.



### FY 2020-21 Functional Area Change Over Prior Year



Functional Area	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 20-21
	Actual	Adopted	Adopted	Change	% Change
General Government	37,749,693	46,487,029	48,032,361	1,545,332	3.3%
Public Protection	66,087,196	74,567,072	81,071,020	6,503,948	8.7%
Public Ways & Facilities	20,719,790	35,768,026	44,560,535	8,792,509	24.6%
Health & Sanitation	51,497,220	57,266,481	59,680,429	2,413,948	4.2%
Public Assistance	70,859,594	83,441,187	87,389,774	3,948,587	4.7%
Education and Culture	4,264,929	4,402,929	4,665,480	262,551	6.0%
<b>Sub-total</b>	<b>251,178,422</b>	<b>301,932,724</b>	<b>325,399,599</b>	<b>23,466,875</b>	<b>7.8%</b>
Debt Service	9,738,161	9,731,550	9,721,850	(9,700)	-0.1%
Contingencies	-	-	-	-	0.0%
<b>Total</b>	<b>260,916,583</b>	<b>311,664,274</b>	<b>335,121,449</b>	<b>23,457,175</b>	<b>7.5%</b>

Note: Data derived from net appropriations. Charts do not include all State and Federal grant funding.

# BUDGET OVERVIEW

## General Government



Mendocino County Supervisor Ted Williams presents a proclamation to the Community Foundation on its twenty fifth anniversary.



The County receiving a California State Association of Counties (CSAC) Challenge Award for its innovative Mendocino County Working of Wellness Program.

Left to Right: Supervisor Carre Brown, Wellness Program Manager Katie Ford and CSAC Deputy Director of Legislative Services Darby Kernan.



Mendocino County Chief Executive Officer Carmel Angelo moderated a panel discussion on recovering from a catastrophic disaster at the Governor's Emergency Management Preparedness Summit.

## FUNCTIONAL AREA OVERVIEW

The General Government Service Area provides direction, administration, and oversight of all Mendocino County Departments.

## DEPARTMENTS

### Board of Supervisors

The Board is responsible for exercising its legislative and quasi-judicial authority, within budgetary constraints, to provide for the health, welfare, and safety of the residents of the County of Mendocino.

### Executive Office

The Executive Office provides a supportive framework for Board policies and decisions. This Department oversees the Clerk of the Board, Central Services, Facilities, Fleet Management, Information Services, Capital Improvements, and Capital Projects within the General Government Function. The Executive Office also oversees the Conflict Defender (Public Protection Function), Water Agency (Special District) and Vehicle Replacement, Risk Management and Workers Comp (ISF).

### Auditor-Controller

The Auditor-Controller exercises general supervision over the accounting of all organizations. This Department oversees the Non-Departmental, Teeter Plan and Miscellaneous budget units within the General Government Function, and also oversees the Contingency Fund (Contingency Function), General Debt Service, Pension Obligation Bond (Debt Function) and Unemployment Insurance and Information Technology funds.

### Assessor-Clerk-Recorder

The Assessor-Clerk-Recorder provides assessment and recording of real property in the county. The Department oversees the Assessor, Elections, Clerk-Recorder, Property Characteristics, Recorder's Modernization and Micrographics in the General Government Function.

### Treasurer-Tax Collector

The Treasurer-Tax Collector is responsible for the collection, custody, investment, and disbursements of the funds of the County, School Districts, Special Districts, and Trust Funds. The Department oversees Treasurer-Court Collections and also Court Collection-AB233 (Public Protection Function).

### County Counsel

The County Counsel is required to provide legal advice to all County officers and departments, boards and commissions, municipal advisory commissions, Grand Jury and special districts governed by the Board of Supervisors.

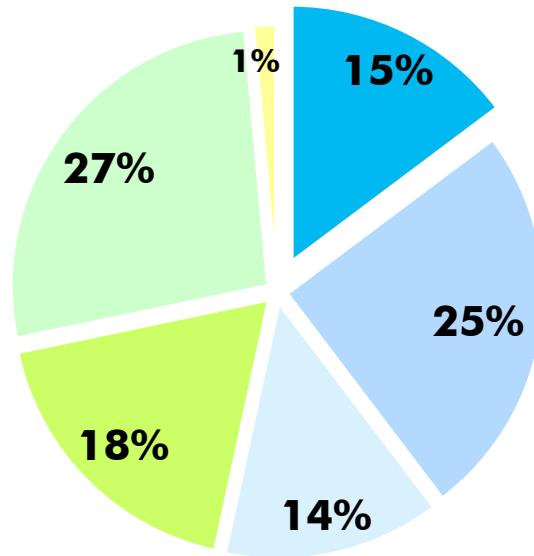
### Human Resources

Human Resources provides guidance and assistance to the public, the Chief Executive Officer, the Board of Supervisors, County employees, and all County Departments related to Human Resources management, talent acquisition, employee development, and retention of its workforce. The Department oversees Human Resources, Employee Wellness (Health & Sanitation Function) and the Health Insurance fund.

### Total Appropriations

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education and Culture

Note: Numbers may not add due to rounding.



### FY 2020-21 Functional Area Expenditures



	FY 18-19 Actual	FY 19-20 Adopted	FY 20-21 Adopted	FY 20-21 Change	FY 20-21 % Change
<b>General Government Expenditures</b>					
Board of Supervisors	765,345	885,546	819,335	(66,211)	-8.1%
Executive Office	11,627,011	16,193,864	19,656,680	3,462,816	17.6%
Auditor-Controller	17,727,864	21,212,605	19,217,429	(1,995,176)	-10.4%
Assessor Clerk-Recorder	2,170,854	2,761,056	2,872,075	111,019	3.9%
Treasurer-Tax Collector	813,362	825,240	852,289	27,049	3.2%
County Counsel	1,196,084	1,147,980	1,296,935	148,955	11.5%
Human Resources	1,293,426	1,205,944	950,508	(255,436)	-26.9%
Economic Development (PBS)	647,720	567,371	567,371	-	0.0%
Land Improvement (DOT)	908,280	1,038,808	1,101,268	62,460	5.7%
Retirement (MCERA)	599,746	648,615	698,471	49,856	7.1%
<b>Total</b>	<b>37,749,693</b>	<b>46,487,029</b>	<b>48,032,361</b>	<b>1,545,332</b>	<b>3.2%</b>

# BUDGET OVERVIEW

## Public Protection



Bacon was adopted in July 2018 from the Ukiah Animal Shelter. A great pooch and favorite of shelter volunteers and staff. Pigs are intelligent, social creatures. Although she never wants to be part of a bacon, lettuce and tomato sandwich this girl would love an animal friend to live with.



The County Search and Rescue team preparing for a search for a missing person at Lake Mendocino.



Planning and Building Services Department staff present to the Planning Commission on amendments to the cannabis cultivation ordinance.

## FUNCTIONAL AREA OVERVIEW

The Public Protection Service Area ensures safe communities throughout Mendocino County by providing programs and services including law enforcement, crime prevention, wildfire prevention, emergency preparedness, and criminal justice.

## DEPARTMENTS

### District Attorney

The District Attorney is the public prosecutor of the County whose authority extends throughout the county, including the incorporated cities, and State and Federal lands.

### Public Defender

The Public Defender is responsible for representing any person financially unable to employ counsel and who is charged with the commission of any contempt or criminal offense within the jurisdiction of the Superior Court.

### Alternate Defender

The Alternate Defender is appointed by the court in cases when the Public Defender declares a conflict of interest.

### Child Support Services

The Child Support Services department provides services to locate parents, establish paternity, and establish and enforce child support orders for financial and medical support in cooperation with the Superior Court.

### Sheriff-Coroner

The Sheriff is the Chief Law Enforcement Officer, whose authority extends throughout the County, including the incorporated cities, and State and Federal property.

### Probation

The Probation Department's primary function is to promote public safety by reducing criminal behavior and its impact upon the community. The Department oversees Probation and Juvenile Hall.

### Agriculture

The Agriculture Department promotes and protects Mendocino's agriculture as well as protects the environment and public health and safety.

### Animal Care Services

Animal Care is administered as part of the Health and Human Services Agency, but managed by the Executive Office. Animal Care operates a shelter in Ukiah and is re-opening a coastal shelter in Fort Bragg that has been closed for several years.

### Planning & Building Services

Planning and Building Services consists of: planning, building, code enforcement, administrative services and workforce development. The Department also oversees the Fish & Game Commission, Economic Development (General Government), and CDBG.

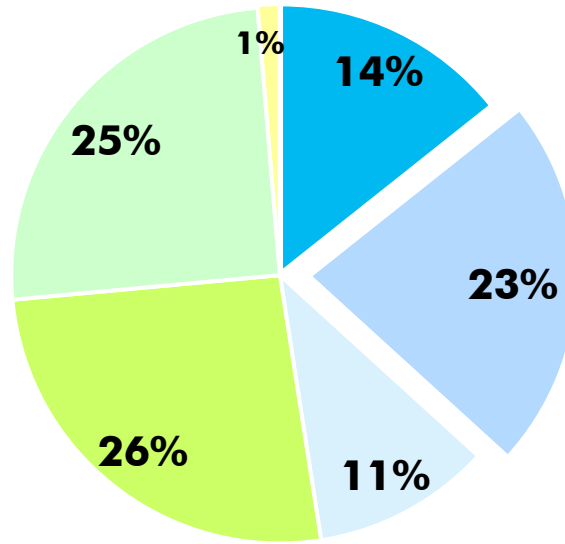
### Disaster Recovery

Disaster Recovery works with state, federal, and local partners in the physical and financial recovery of the County from the October 2017 Wildfires.



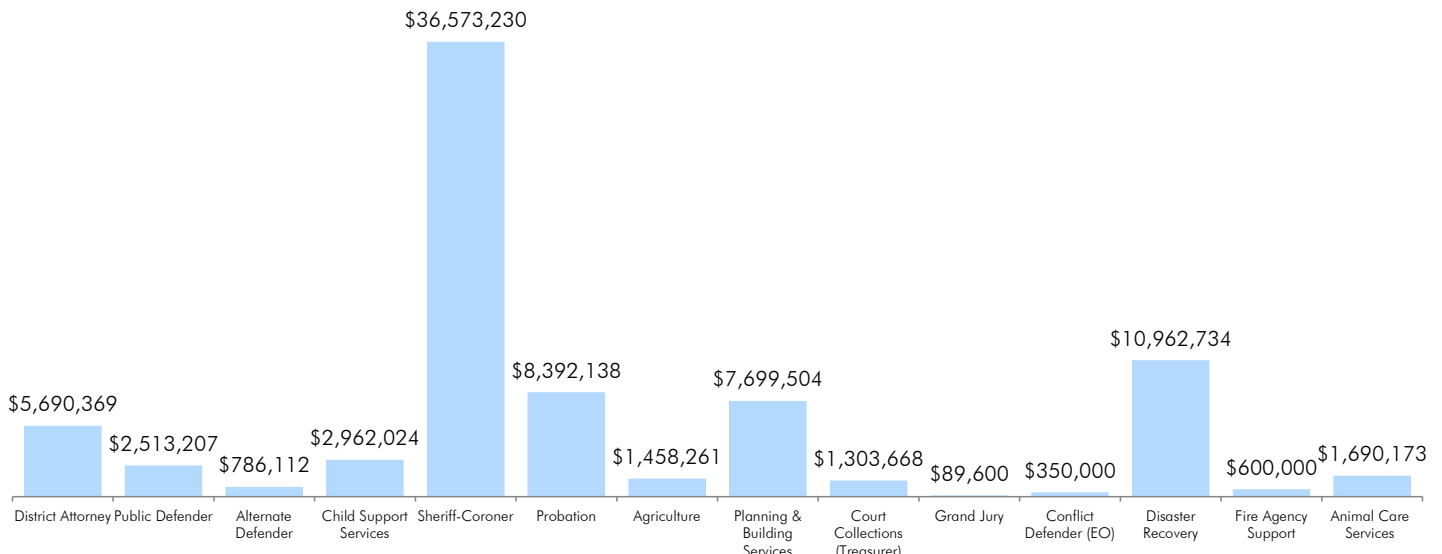
### Total Appropriations

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education and Culture



Note: Numbers may not add due to rounding.

### FY 2020-21 Functional Area Expenditures



Public Protection Departments	FY 18-19 Actual	FY 19-20 Adopted	FY 20-21 Adopted	FY 20-21 Change	FY 20-21 % Change
District Attorney	5,445,143	5,673,660	5,690,369	16,709	0.3%
Public Defender	2,581,800	2,598,201	2,513,207	(84,994)	-3.4%
Alternate Defender	915,209	786,112	786,112	-	0.0%
Child Support Services	2,500,486	2,928,049	2,962,024	33,975	1.1%
Sheriff-Coroner	35,290,900	36,906,495	36,573,230	(333,265)	-0.9%
Probation	6,943,161	8,166,812	8,392,138	225,326	2.7%
Agriculture	1,994,719	1,340,623	1,458,261	117,638	8.1%
Planning and Building Services	5,393,146	6,211,168	7,699,504	1,488,336	19.3%
Court Collections (Treasurer)	1,304,890	1,292,012	1,303,668	11,656	0.9%
Grand Jury	77,038	84,224	89,600	5,376	6.0%
Conflict Defender (EO)	501,038	329,000	350,000	21,000	6.0%
Fire Agency Support	1,557,183	6,667,378	10,962,734	4,295,356	39.2%
Disaster Recovery	-	-	600,000	600,000	100.0%
Animal Care Services (HHSA)	1,582,482	1,583,338	1,690,173	106,835	6.3%
<b>Total</b>	<b>66,087,196</b>	<b>74,567,072</b>	<b>81,071,020</b>	<b>6,503,948</b>	<b>8.7%</b>

# BUDGET OVERVIEW

## Proposition 172



Mendocino County Sheriff's Deputies with their K-9 partners at the Sheriff's Willits Sub-Station.

## FUNDING OVERVIEW

### HISTORY

Proposition 172, the Local Public Safety Protection and Improvement Act, was enacted by California's voters in 1993. The voter initiative was proposed by the legislature and Governor Wilson in response to the Educational Revenue Augmentation Funds (ERAF) shift from the prior year. The intention was to partially back-fill the loss of property tax revenue to ERAF with a statewide 1/2 cent sales tax. The initiative was approved by 58% of the voters statewide, although in Mendocino County it only garnered 45% voter approval. The Act allowed the local Board of Supervisors to enact the tax if it passed by a statewide majority, but failed locally. The Mendocino County Board enacted the "Proposition 172" tax after its statewide passage.

All Proposition 172 funding is directed to cities and counties, as they are the primary losers to ERAF. The Act restricted the use of the funds to local public safety, including but not limited to: police and sheriffs, fire protection, county district attorneys, ocean lifeguards, and county corrections. The County of Mendocino has never provided fire service, as all county fire districts are independent special districts that receive dedicated revenue from property tax and other sources.

### CHANGES IN BUDGETING FOR FY 2020-21

In Mendocino County, the Board of Supervisors has decided annually, through their budget process, to utilize the Proposition 172 funds to support County mandated services by funding four public safety budget units: BU 2070 - *District Attorney*, BU 2310 - *Sheriff*, BU 2510 - *Jail*, and BU 2560 - *Probation*. However, in preparing the FY 2016-17 Budget, the Board directed that a percentage of the County's Proposition 172 funding be used to support local fire agencies. The funding for direct support of fire agencies is continued in the FY 2019-20 Budget, but with a simplified formula from the previous year. The total direct funding provided in FY 2018-19 was \$398,000. The Board directed that this total be utilized to establish a percentage of total budgeted Proposition 172 funds from the current year, and then this percentage be utilized to establish the funding amount for fire agencies in any subsequent years. FY 2019-20 the Board increased the fire agency allocations from the base amount. To the right is a table that reflects allocations of Proposition 172 funds prior to fire agencies receiving a split, and allocations in the current year.

Funding for support of fire agencies is budgeted in separate locations. The direct fire agency support payments from Proposition 172 fund are budgeted in BU 1940 - *Miscellaneous*, while the Fire and Emergency Medical Services (EMS) dispatch contract is budgeted in BU 4016 - *Emergency Medical Services*. The costs of this contract are covered with EMS provider payments and General Fund dollars (including a specific allocation of property tax that comes from the former CSA #3). Both the previous Proposition 172 budgeting practice and revised process due to the fire agencies support shift, is further described through the chart and tables on the following page.

### PUBLIC SAFETY DEPARTMENTS

- District Attorney - BU 2070
- Sheriff-Coroner - BU 2310
- Jail - BU 2510
- Probation - BU 2560
- Miscellaneous (Fire Agencies) - BU 1940 (Fire agencies are not County departments, but are eligible Proposition 172 recipients)

Note: This is not an exclusive list of "public safety" departments or responsibilities, only a list of departments or entities that currently receive Proposition 172 funding.

### PROP. 172 "MOE" CALCULATIONS

Dept.	FY 18-19 MOE Calc.	FY 18-19 Actual*	FY 19-20 Adopted	FY 20-21 Adopted
DA	1,706,612	5,515,319	5,673,660	5,690,369
Sheriff	7,279,207	18,904,542	21,528,331	21,147,209
Jail	5,512,154	13,935,698	14,955,099	14,863,030
Probation	1,662,565	5,639,228	5,756,924	5,925,063
	<b>16,160,538</b>	<b>43,994,787</b>	<b>47,914,014</b>	<b>47,625,671</b>

\* The County Auditor-Controller performs an annual calculation from the "base year" of FY 1992-1993 (prior to passage of Prop. 172) in order to determine the County's minimum level of funding to the "public safety" departments based on that base year and the increase in Prop. 172 sales tax receipts. The calculation is based on actual receipts and expenditures so FY 18-19 is the most recent calculation available. \*AB 2788 requires certain adjustments to the calculation (i.e. asset forfeiture and grant funding is excluded from the calculation).



Hopland Fire District in Talmage responding to the River and Ranch Fire.

### FIRE AGENCY SUPPORT - BU'S 1940

Revenue Sources for Fire Agency Support	Direct Fire Agency Support Payments (BU 1940)	Prop. 172 Allocation %	Prior to FY 16-17	FY 20-21 Adopted
Proposition 172	398,252		10.56%	10.04%
General Fund	-		45.04%	42.82%
			34.11%	32.43%
			10.29%	9.78%
			0.00%	4.94%
<b>Add'l Funds to Fire/Loss to GF</b>	<b>398,252</b>	<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>

# BUDGET OVERVIEW

## Public Ways & Facilities



Department of Transportation Bridge Crew photographed at the completion of an emergency winter bridge construction.



Mendocino County Department of Transportation crew working on a culvert replacement project on Eel River Road.



Department of Transportation Bridge Crew during Davis Creek Bridge construction project.

## FUNCTIONAL AREA OVERVIEW

The Public Ways & Facilities function maintains all the County roads, bridges, airports and solid waste landfill, as well as responds to storm damage.

## DEPARTMENTS

### Department of Transportation

The Transportation Department provides improvements to the County Maintained Road System, oversees Administration & Road Maintenance, Round Valley & Little River Airports, Storm Damage, Federal & State Programs, and administers Land Improvement (General Government Function), and Solid Waste Division & Landfill Closure (Health & Sanitation Function).

### Administration & Road Maintenance

Maintenance, engineering and technical assistance, administration, and business services all function to support the County Maintained Road System.

### Storm Damage

Budget Unit 3030 serves as a special use budget to accommodate the repair and restoration of features damaged under various declared disasters.

### Federal & State Programs

Programs within Budget Unit 3041 provide funding for the improvements to the County Maintained Road System.

### Round Valley Airport

The responsibilities include day-to-day operations and supervision for programs such as hangar leases, aviation fuel sales, grant administration and airport safety. These programs are administered by the Mendocino County Department of Transportation (MCDOT) administration staff.

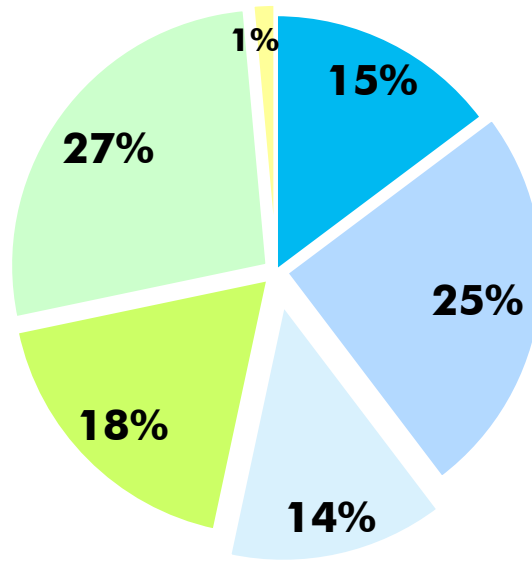
### Little River Airport

Responsibilities include the day-to-day operations and supervision of programs such as hangar leases, fixed-base operator concessions, aviation fuel sales, grant administration and airport safety.

## Public Ways & Facilities

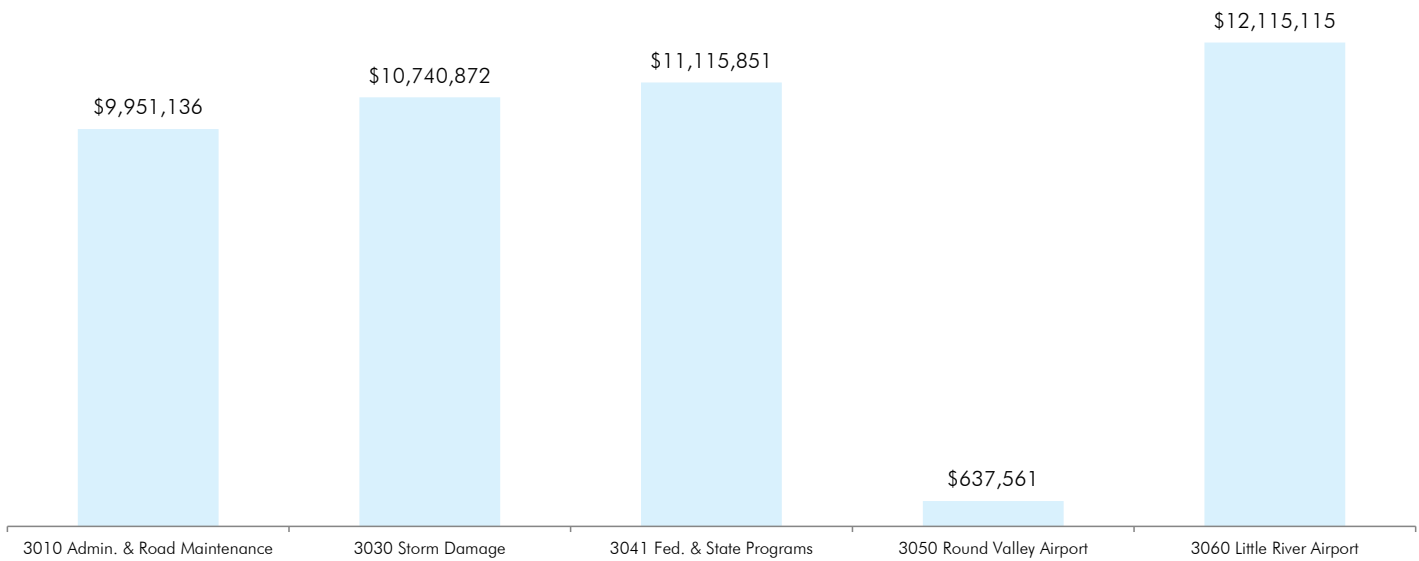
### Total Appropriations

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education and Culture



Note: Numbers may not add due to rounding.

### FY 2020-21 Functional Area Expenditures



Public Ways & Facilities Departments	FY 18-19	FY 19-20	FY20-21	FY20-21	FY20-21
	Actual	Adopted	Adopted	Change	% Change
DOT - Admin. & Road Maintenance	9,436,600	10,832,042	9,951,136	(880,906)	-8.9%
DOT - Storm Damage	2,673,882	8,688,404	10,740,872	2,052,468	19.1%
DOT - Fed. & State Programs	8,465,030	9,847,312	11,115,851	1,268,539	11.4%
DOT - Round Valley Airport	35,035	305,153	637,561	332,408	52.1%
DOT - Little River Airport	109,243	6,095,115	12,115,115	6,020,000	49.7%
<b>Total</b>	<b>20,719,790</b>	<b>35,768,026</b>	<b>44,560,535</b>	<b>8,792,509</b>	<b>24.6%</b>

# BUDGET OVERVIEW

## Health & Sanitation



HHSA Fire Extinguisher Training with the Ukiah Fire Department.



Environmental Health staff attend the Redwood Empire Hazardous Incident Team (REHIT) training.



Team members from Environmental Health and the Redwood Empire Hazardous Incident Team (REHIT) responded to a dump truck on its side at mile marker 13.20 on Highway 253.

## FUNCTIONAL AREA OVERVIEW

The Health & Sanitation Area ensures the health and well-being of the communities throughout Mendocino County by providing programs and services for Mental Health, Public Health and Substance Use Disorder Treatment, Employee Wellness and the County's Solid Waste department.

## DEPARTMENTS

### Health & Human Services Agency

The Health and Human Services Agency (HHSA) is an organization that serves the community through coordinated, multi-disciplinary services. The Department oversees Public Health Admin., Environmental Health, Substance Abuse Disorder, Public Health Nursing, Emergency Medical Services, Hospital & Medical Services, CA Children Services, Mental Health Services and Mental Health Services Act. The Department also oversees Animal Care & Mobile Spay-Neuter (Public Protection), Social Services, CalWORKS/Foster Care, In Home Support Services and General Assistance (Public Assistance), as well as administration of various grants.

### Public Health

The Division of Public Health Administration works closely with the public to promote and safeguard the health and wellness of the people of Mendocino County.

### Behavioral Health

Behavioral Health and Recovery Services includes two primary programs, Substance Use Disorder Treatment (SUDT), which assists individuals who have substance use disorders to create and maintain a healthy and balanced lifestyle free of alcohol and other drug abuse and Mental Health Services which serves the people of Mendocino County whose lives are affected by serious and chronic mental illness.

### Solid Waste

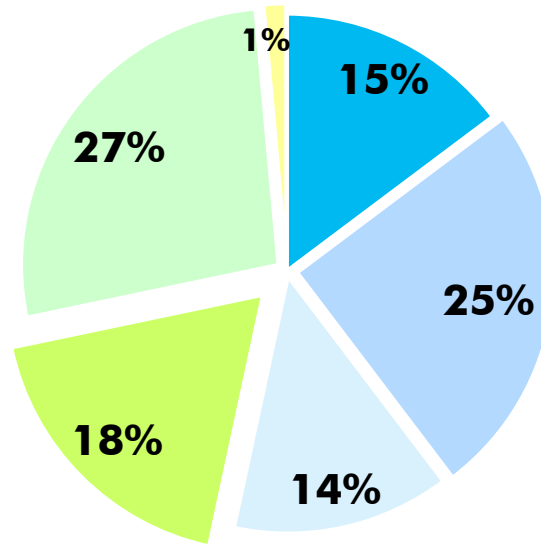
Operations were privatized at the County's six small volume transfer stations: Albion, Caspar, Boonville, Laytonville, Potter Valley and South Coast. The management of the County's solid waste system is being administered by the Mendocino Solid Waste Management Authority (MSWMA) through a Memorandum of Understanding. Oversight is provided by the Department of Transportation.

### Employee Wellness

The Human Resources Department is charged with administering the Mendocino County Working on Wellness (MCWOW) program and the Employee Assistance Program (EAP). The MCWOW program provides opportunities for wellness for all employees and their insured family members.

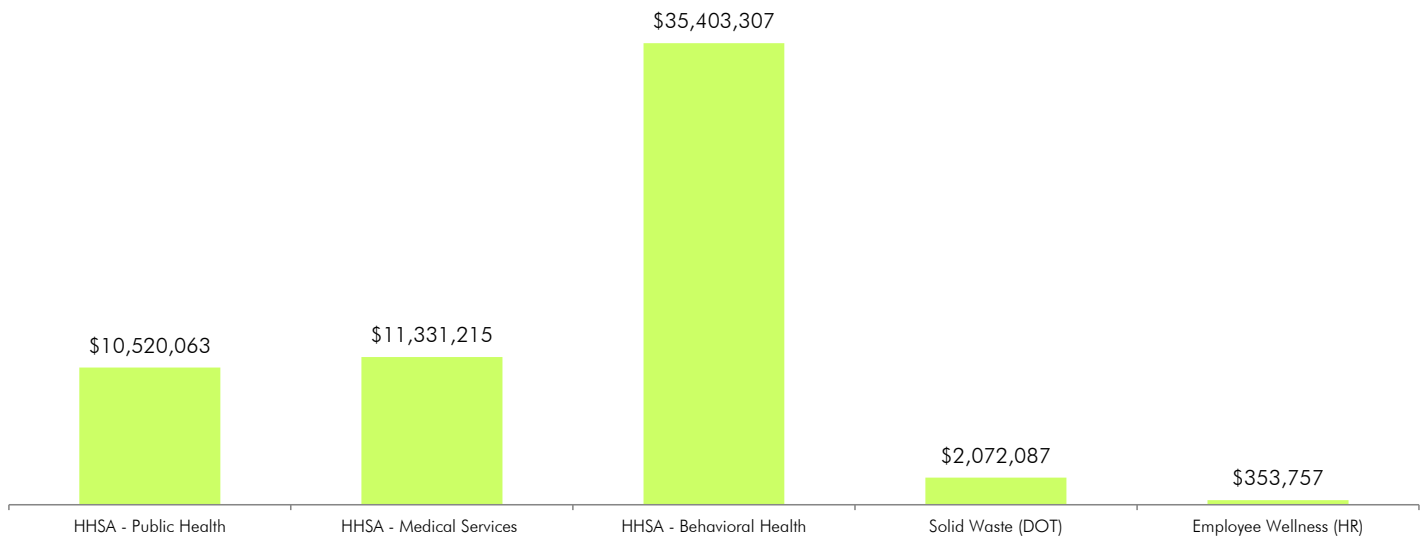
### Total Appropriations

- General Government
- Public Protection
- Public Ways & Facilities
- Health & Sanitation
- Public Assistance
- Education and Culture



Note: Numbers may not add due to rounding.

### FY 2020-21 Functional Area Expenditures



Health & Sanitation Departments	FY 18-19 Actual	FY 19-20 Adopted	FY 20-21 Adopted	FY 20-21 Change	FY 20-21 % Change
HHS - Public Health	7,178,848	9,716,301	10,520,063	803,762	7.6%
HHS - Medical Services	10,215,131	8,911,319	11,331,215	2,419,896	21.4%
HHS - Behavioral Health	33,050,208	36,215,208	35,403,307	(811,901)	-2.3%
Solid Waste (DOT)	754,594	2,001,256	2,072,087	70,831	3.4%
Employee Wellness (HR)	298,439	422,397	353,757	(68,640)	-19.4%
<b>Total</b>	<b>51,497,220</b>	<b>57,266,481</b>	<b>59,680,429</b>	<b>2,413,948</b>	<b>4.2%</b>

# BUDGET OVERVIEW

## Public Assistance



HHSA Assistant Director Bekkie Emery presenting at the Service Pin Ceremony. Each year this ceremony is held to recognize and appreciate all the hard work that the County employees do.



HHSA staff the Women, Infants and Children (WIC) program booth at a local community fair. WIC is a nutrition program that helps mothers and young children eat well and stay healthy.



Staff from HHSA Employment and Family Services Division at the 2018 Mendocino County Job Fair.

## FUNCTIONAL AREA OVERVIEW

The Public Assistance Area ensures the welfare of the communities of Mendocino County through Employment and Family Assistance Services, Family and Children's Services and Adult and Aging Services.

## DEPARTMENTS

### Health & Human Services Agency

The Health and Human Services Agency (HHSA) is an organization that serves the community through coordinated, multi-disciplinary services. This Department oversees Social Services, CalWORKS/Foster Care, In Home Support Services and General Assistance. The Department also oversees Public Health Admin., Environmental Health, Substance Abuse Disorder, Public Health Nursing, Emergency Medical Services, Hospital & Medical Services, CA Children Services, Mental Health Services and Mental Health Services Act (Health & Sanitation); and Animal Care & Mobile Spay-Neuter (Public Protection), as well as administration of various grants

### HHSA Administration

HHSA Administration supports the Agency's vision of Healthy People in Healthy Communities through the leadership and adoption of cross-agency operational goals and objectives.

### Social Services

Social Services is comprised of the key service areas of Employment and Family Assistance Services (EFAS); Family and Children's Services; and Adult and Aging Services. The majority of the services are mandated by State and Federal laws that differentiate client populations according to factors such as age, condition, types of services, and various risk factors.

### CalWORKS/Foster Care-Adoptions

This budget unit contains expenditures for direct payments to foster care providers and adoptive parents which are mandated and primarily funded by the State and Federal governments.

### IHSS

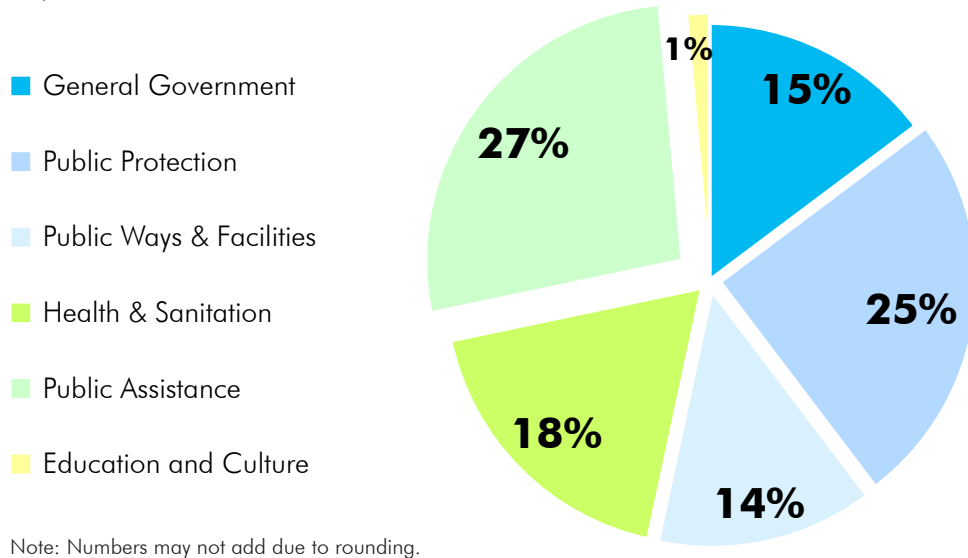
In-Home Supportive Services (IHSS) administers public assistance programs to assist disabled individuals to remain in their homes. These programs include Public Authority and Quality Assurance.

### General Assistance

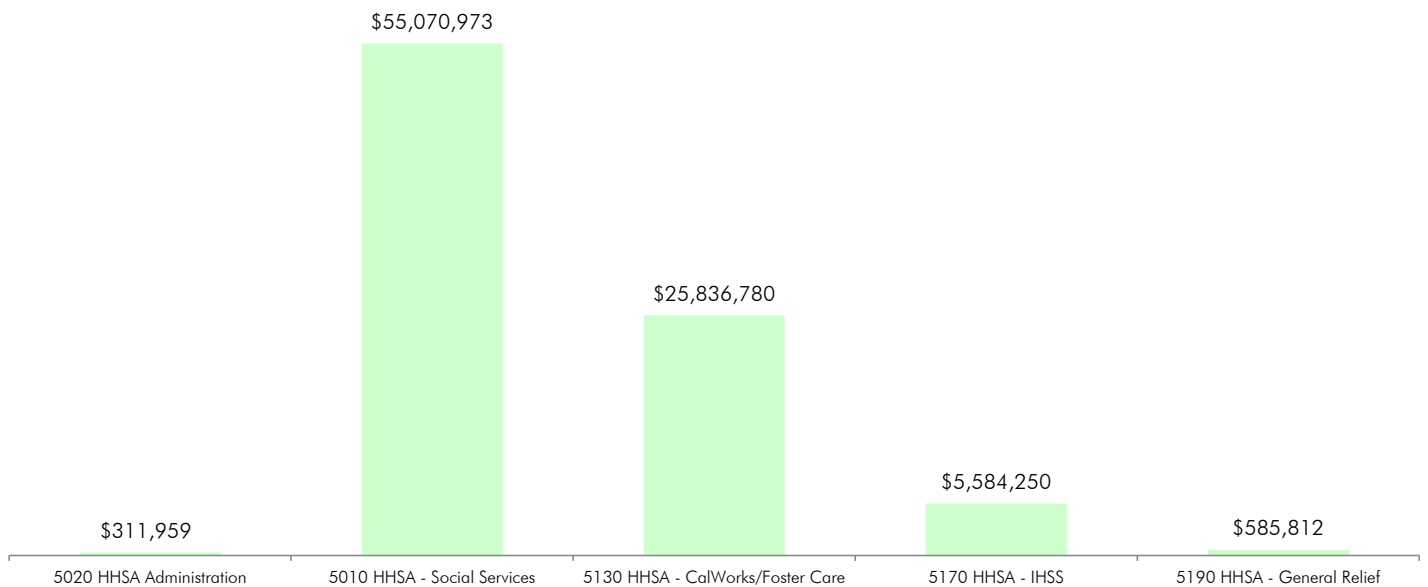
General Assistance/General Relief administers public assistance programs to assist individuals meeting criteria to engage in employment opportunities or obtain long term disability support. This program works in collaboration with the CalFresh and Medi-Cal programs to meet the needs of the qualified individuals.



### Total Appropriations



### FY 2020-21 Functional Area Expenditures



<b>Public Assistance Departments</b>	<b>FY 18-19 Actual</b>	<b>FY 19-20 Adopted</b>	<b>FY 20-21 Adopted</b>	<b>FY 20-21 Change</b>	<b>FY 20-21 % Change</b>
HHS - Administration	262,115	(86,515)	311,959	398,474	0.0%
HHS - Social Services	42,048,452	52,355,087	55,070,973	2,715,886	4.9%
HHS - CalWorks/Foster Care	23,204,505	26,018,100	25,836,780	(181,320)	-0.7%
HHS - IHSS	4,770,748	4,579,721	5,584,250	1,004,529	18.0%
HHS - General Relief	573,775	574,794	585,812	11,018	1.9%
<b>Total</b>	<b>70,859,594</b>	<b>83,441,187</b>	<b>87,389,774</b>	<b>3,948,587</b>	<b>4.7%</b>

# BUDGET OVERVIEW

## Education, Recreation & Culture



County Library staff hosting a booth at the 2018 Ukiah Pumpkin Fest.



Past Willits Frontier Days Sweethearts reunite at the grand opening of the Frontier Days Exhibit at the County Museum. .



A sheep shearing class that was held through the Mendocino County Farm Advisor in Hopland.

## FUNCTIONAL AREA OVERVIEW

The Education Area provides education to the communities throughout Mendocino County through the services provided to the community by the Cultural Services Agency which includes Library system and the Farm Advisor (UCCE). The Culture Area preserves the county history through the services provided by the Cultural Services Agency which includes the County museum. The Recreation Area provides recreation and programming opportunities through the County parks which is s a division of the Cultural Services Agency.

## DEPARTMENTS

### Cultural Services Agency

#### Library

The Mendocino County Library System provides library services for all residents and visitors to our beautiful county. The Mendocino County Library consists of five branches located in Ukiah, Fort Bragg, Willits, Covelo, and Point Arena along with a bookmobile that provides services to outlying areas.

#### Museum

Staff provides diverse services ranging from coordinating and crafting short-term and long-term exhibits, hosting educational and entertainment events, guiding school and tour groups, coordinating activities with other organizations such as Roots of Motive Power and Mendocino College, running the Museum Gift Shop, and managing the artifact and archive collections and space of the Mendocino County Museum. The Museum serves as the official archival repository for Mendocino County and for the State of California for Frolic shipwreck materials.

#### Parks

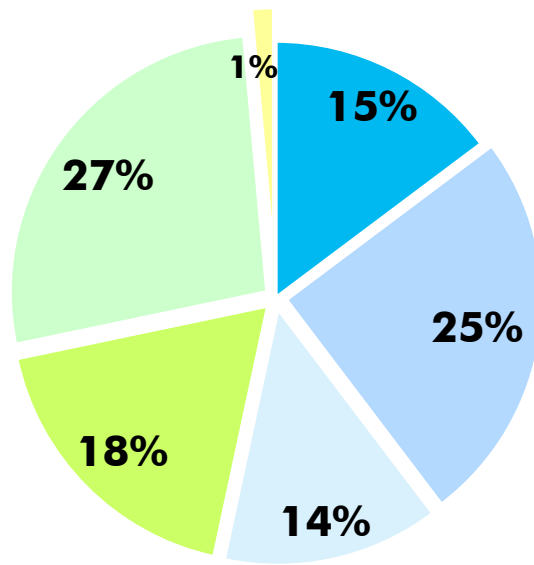
The Mendocino County Parks system is operated by the Cultural Services Agency -- Parks Division and maintained by the Facilities and Fleet Division of the Executive Office. The Parks system includes six parks and three public access areas. Each park has its own "personality", showcasing a different facet of Mendocino County's wealth of natural resources.

#### Farm Advisor (UCCE)

The University of California Cooperative Extension (UCCE) in Mendocino County is part of a statewide system that serves as the primary public outreach and off-campus delivery vehicle for the University of California (UC). This system is designed to provide University of California research-based information to landowners, public agencies, private industries, various organizations and the general public. UCCE has been actively involved in serving the people of Mendocino County since 1918.

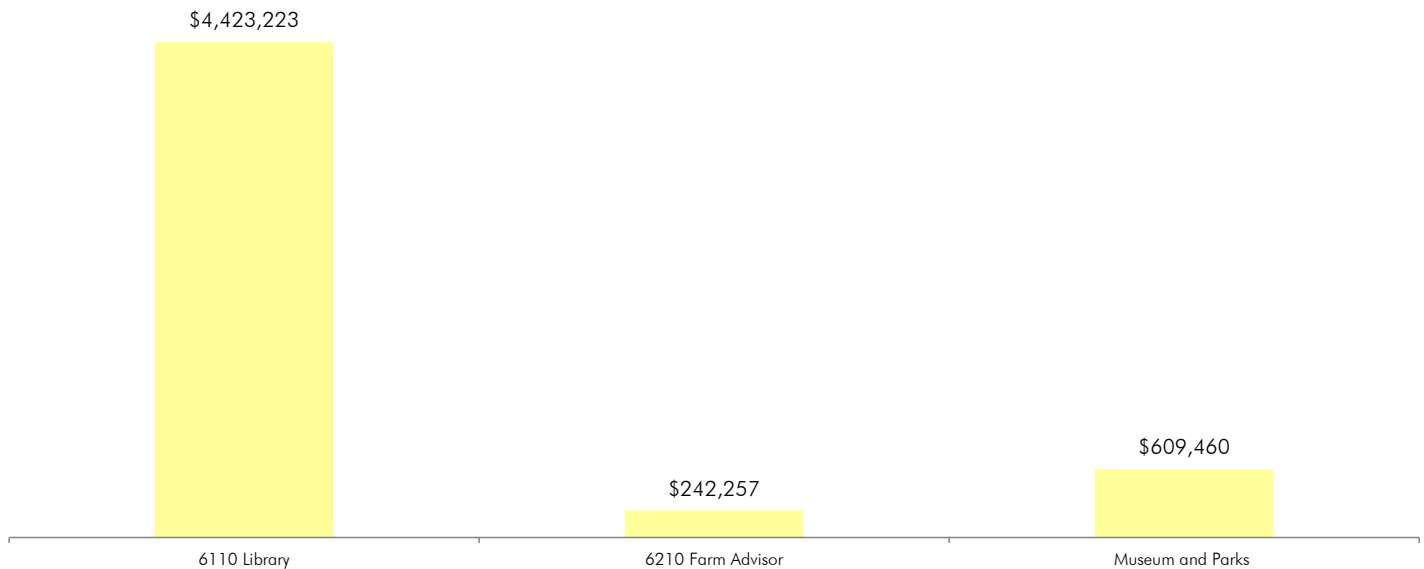
### Total Appropriations

- General Government
- Public Protection
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- Health & Sanitation
- Public Assistance
- Education and Culture



Note: Numbers may not add due to rounding.

### FY 2020-21 Functional Area Expenditures



	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 20-21
<b>Education, Culture Recreation</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Change</b>	<b>% Change</b>
Library	4,026,767	4,175,437	4,423,223	247,786	5.6%
Farm Advisor	238,162	227,492	242,257	14,765	6.1%
Museum and Parks	485,981	600,460	609,460	9,000	1.5%
<b>Total</b>	<b>4,264,929</b>	<b>4,402,929</b>	<b>4,665,480</b>	<b>262,551</b>	<b>6.0%</b>



A photograph of a dense forest of tall, slender trees, likely redwoods, with a dirt path leading through them. The trees are tall and thin, with a thick canopy of green leaves. The ground is covered in brown leaves and green moss. The text "BUDGET SUMMARY" is overlaid in white, uppercase letters across the top of the image.

# BUDGET SUMMARY



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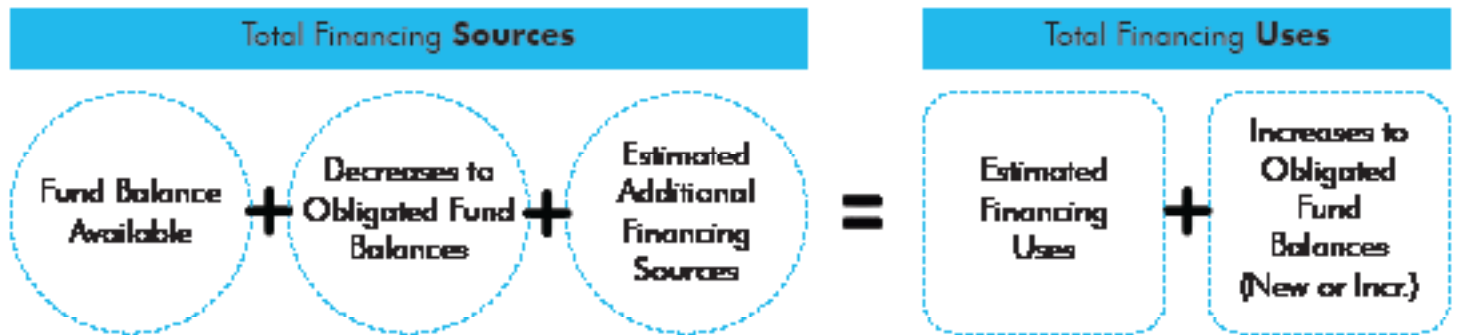
# BUDGET SUMMARY

## UNDERSTANDING BUDGET SCHEDULES

The budget schedules in the budget book contain numerical information included in the County Budget. Each schedule is presented in the format prescribed by the California State Controller, and are provided by the Mendocino County Auditor-Controller's Office. The schedules are obtained through the County's financial system, where budget information was entered by County departments under the direction of the Executive Office.

### COUNTY BUDGET FORMULA

The basic budget formula is applicable to counties, dependent special districts and other agencies under the supervision and control of the board of supervisors. Government Code Section 29009 requires the adopted budget to be in balance; therefore, Total Financing Sources shall equal Total Financing Uses.



Source: California State Controller's Office County Budget Guide

### THE HEADING

Each type of schedule is identified numerically and contains a heading to describe the information contained within. Schedule numbers are located in the upper right, and the schedule title is located at the top of each schedule. For example, Schedule 9 (each governmental budget unit has its own Schedule 9) is titled "Budget Unit Detail."

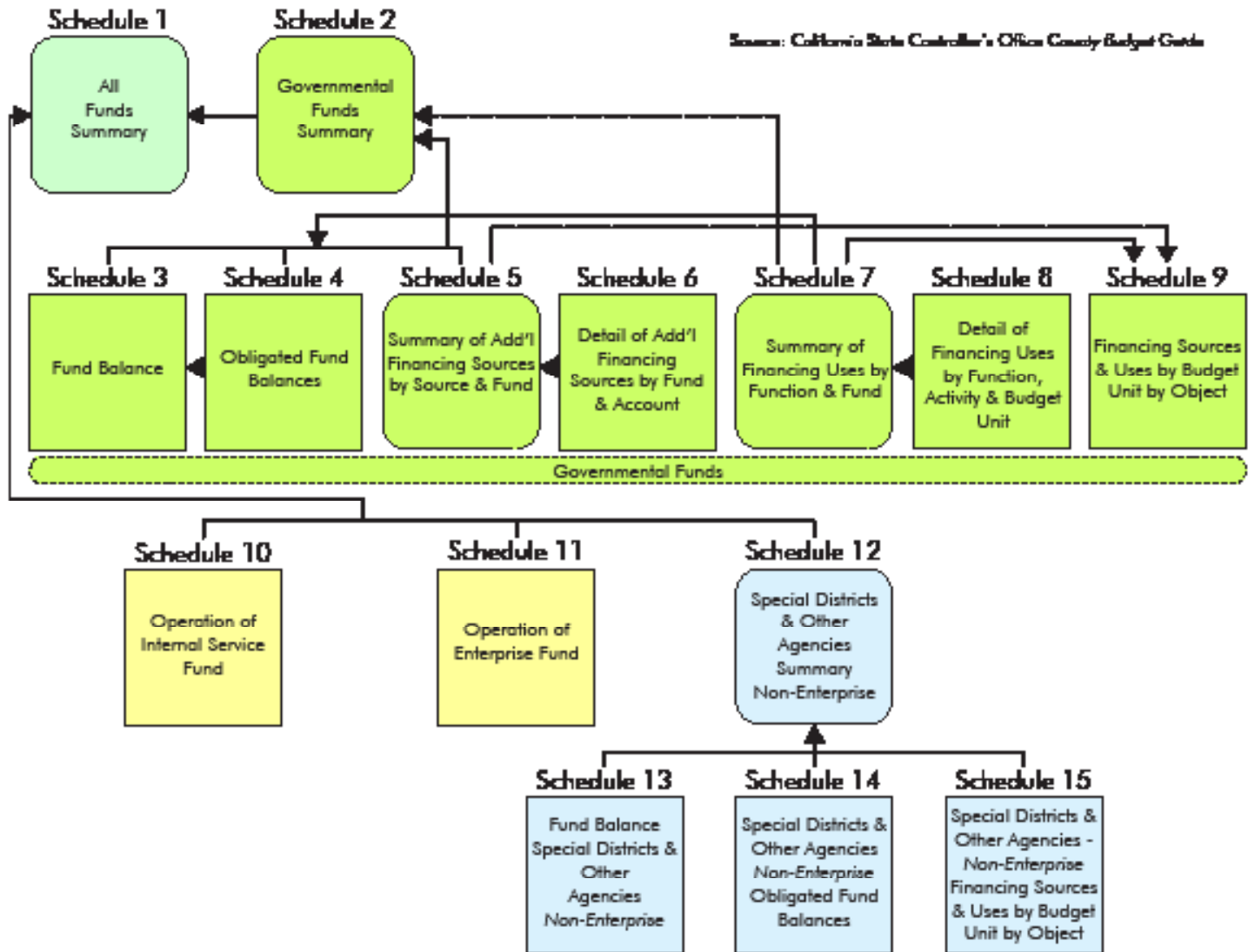
### SCHEDULE LISTING

The State Controller requires that 15 different schedules be presented within the budget book. Schedules 1 through 8 and 12 through 14 can be found in this budget book under the section titled "Budget Summary". The remaining tabs are found throughout the book under the appropriate budget units (where applicable). Below is a list of each of the budget schedules required:

- 1 All Funds Summary
- 2 Governmental Funds Summary
- 3 Fund Balance – Governmental Funds
- 4 Reserves/Designations – By Governmental Funds
- 5 Summary of Additional Financing Sources by Source and Fund
- 6 Detail of Additional Financing Sources by Fund and Account
- 7 Summary of Financing Uses by Function and Fund
- 8 Detail of Financing Uses by Function, Activity and Budget Unit
- 9 Financing Sources and Uses by Budget Unit by Object (Most Common Schedule)
- 10 Operation of Internal Service Funds
- 11 Operation of Enterprise Funds (*The County of Mendocino does not utilize this schedule.*)
- 12 Special Districts and Other Agencies Summary
- 13 Fund Balance – Special Districts and Other Agencies
- 14 Special Districts and Other Agencies – Reserves/Designations
- 15 Special Districts and Other Agencies – Financing Sources and Uses by Budget Unit by Object



## BUDGET SCHEDULE FLOWCHART



# BUDGET SUMMARY

## READING A SCHEDULE 9 (BUDGET UNIT DETAIL)

Each Budget Unit in a Governmental Fund has a Schedule 9, making it the most common schedule in the Budget book. The following instructions explain how to read a Schedule 9 form.

### FINANCING USES CLASSIFICATION, COLUMN 1

Column 1 provides information on what specific category of revenue or expenditure is shown, along with the code used by staff to represent those figures. All expenditures start with the number 86, while revenues start with the number 82. The third number in each code is called the “Thousand Series Number,” which delineates groupings of revenues and expenditures. For example, “861011 Regular Employees” covers the cost of employee salaries (but not benefits). “86” means it is an expenditure. If the next numbers fall between 1000 and 1999 it means they cover personnel compensation related costs. By looking at the number you can tell that 861011 is a personnel related expenditure. The Thousand Series for expenditures used throughout the Budget book are:

The 1000 Series – Salaries & Employee Benefits

The 2000 Series – Services & Supplies

The 3000 Series – Other Charges

The 4000 Series – Fixed Assets

The 5000 Series – Expenditure Transfers & Reimbursements

### 2017-18 ACTUALS, COLUMN 2

Column 2 represents actual amounts for spending and revenues *three years prior to the current budget year*. These represent some of the best comparisons to use when examining a budget. This is not required information for the State Controller’s Office, but is included for additional historical context for the public.

### 2018-19 ACTUALS, COLUMN 3

Column 3 represents actual amounts for spending and revenues *two years prior to the budget year*. These actual prior year numbers represent some of the best comparisons to use when examining a budget.

### 2019-20 ESTIMATED, COLUMN 4

Column 4 represents estimated amounts for spending and revenues *one year prior to the budget year*. When reading the Budget book, it is important to note that column 4 has the notation *Estimated*, and may not accurately reflect what the *Actual* numbers will be when the fiscal year is closed. This is because the Budget was Adopted and the book is published before the year-end closeout has been completed, and thus not all expenditures have been paid or revenues received. Actual numbers for FY 2019-20 will not be reflected until the following year’s budget book.

### 2020-21 ADOPTED, COLUMNS 5 & 6

Column 5 represents the final Adopted budget numbers for FY 2020-21. Column 6 reflects the Adopted Budget’s change over FY 2019-20’s budget. This is not a requirement of the State Controller’s Office, but again provides a helpful comparison of changes over the prior year.

# BUDGET SUMMARY SCHEDULES

# BUDGET SUMMARY

## Schedule 1

ALL FUNDS SUMMARY							
	Total Financing Sources			Total Financing Uses			
Fund Name	Estimated Fund Balance Undesignated at June 30, 2020	Cancellation of Prior Year Reserves and Designations	Additional Financing Sources	Total Financing Sources	Financing Uses	Provision for Reserves and/or Designations	Total Financing Uses
Governmental Funds:							
County General Fund	-	241,579	223,010,912	223,252,491	223,252,491	-	223,252,491
Special Revenue Funds	36,593,880	-	92,706,637	129,300,517	98,353,708	30,946,808	129,300,517
Capital Projects Funds	771,182	-	2,934,600	3,705,782	3,996,600	(290,818)	3,705,782
Debt Service Funds	9,782,130	-	9,721,850	19,503,980	9,721,850	9,782,130	19,503,980
Total Gvn'tl Funds	47,147,192	241,579	328,373,998	375,762,769	335,324,649	40,438,120	375,762,769
Other Funds:							
Internal Service Funds	-	6,925,787	25,248,667	32,174,454	32,174,454	-	32,174,454
Special Districts	1,369,465	-	1,891,472	3,260,937	1,849,072	1,411,865	3,260,937
Total Other Funds	1,369,465	6,925,787	27,140,139	35,435,391	34,023,526	1,411,865	35,435,391
Total All Funds	48,516,657	7,167,366	355,514,137	411,198,160	369,348,175	41,849,985	411,198,160

## GOVERNMENTAL FUNDS SUMMARY

County Funds	Available Financing				Requirements		
	Estimated Fund Balance Undesignated at June 30, 2020	Cancellation of Prior Year Reserves and Designations	Additional Financing Sources	Total Financing Sources	Financing Uses	Increases to Reserves and/or Designations	Total Financing Uses
<b>County Operating Funds:</b>							
1100 - County General Fund	-	241,579	223,010,912	223,252,491	223,252,491	-	223,252,491
<b>Total General Fund</b>	<b>-</b>	<b>241,579</b>	<b>223,010,912</b>	<b>223,252,491</b>	<b>223,252,491</b>	<b>-</b>	<b>223,252,491</b>
Special Revenue Funds							
1200 - Road Fund	10,499,716		28,436,403	38,936,119	31,807,859	7,128,260	38,936,119
1201 - Accumulated Capital Outlay Fund	3,613,238		1,768,000	5,381,238	5,501,516	(120,278)	5,381,238
1202 - Landfill Closure Fund	-		460,200	460,200	1,824,774	(1,364,574)	460,200
1205 - Library Fund	1,602,396		3,594,465	5,196,861	4,423,223	773,638	5,196,861
1206 - Fish and Game Fund	114,622		11,700	126,322	11,700	114,622	126,322
1207 - Special Aviation Fund - Round Valley	71,566		20,000	91,566	24,964	66,602	91,566
1208 - Special Aviation Fund - Little River	83,495		20,000	103,495	20,000	83,495	103,495
1210 - Supplemental Law Enforcement Fund	426,087		141,040	567,127	148,389	418,738	567,127
1211 - Probation COPS AB1913/CPA	319,956		-	319,956	-	319,956	319,956
1213 - Animal Care Mobile Spay-Neuter	3,325		107,250	110,575	139,552	(28,977)	110,575
1216 - Sheriff Special Projects	91,422		400	91,822	11,203	80,619	91,822
1217 - Recorder's Modernization	90,021		61,800	151,821	52,700	99,121	151,821
1218 - Micrographics	(179)		94,819	94,640	94,819	(179)	94,640
1220 - Assessor Property Characteristics	219,450		26,449	245,899	91,687	154,212	245,899
1221 - Mental Health	1,365,145		24,159,520	25,524,665	24,175,270	1,349,395	25,524,665
1222 - General Plan Update	1,106,417		697,500	1,803,917	517,000	1,286,917	1,803,917
1223 - Mental Health Services Act	5,907,073		4,849,691	10,756,764	5,577,087	5,179,677	10,756,764
1224 - Mental Health Treatment Act	10,001,077		8,700,000	18,701,077	2,993,175	15,707,902	18,701,077
1225 - Disaster Recovery	1,079,053		11,322,656	12,401,709	10,962,734	1,438,975	12,401,709
1226 - Intergovernmental Transfers	-		6,405,479	6,405,479	5,887,192	518,287	6,405,479
1227 - Whole Person Care	-		1,829,265	1,829,265	4,088,864	(2,259,599)	1,829,265
1240 - Fire Agency Support	-		600,000	600,000	600,000	-	600,000
<b>Total Special Revenue Funds</b>	<b>36,593,880</b>	<b>-</b>	<b>93,306,637</b>	<b>129,900,517</b>	<b>98,953,708</b>	<b>30,946,808</b>	<b>129,900,517</b>
<b>Capital Projects Fund:</b>							
1300 - Capital Projects	771,182	-	2,934,600	3,705,782	3,996,600	(290,818)	3,705,782
<b>Total Capital Projects Fund</b>	<b>771,182</b>	<b>-</b>	<b>2,934,600</b>	<b>3,705,782</b>	<b>3,996,600</b>	<b>(290,818)</b>	<b>3,705,782</b>
Debt Service Funds:							
1400 - Debt Service Fund	2,024,572	-	1,869,100	3,893,672	1,869,100	2,024,572	3,893,672
1410 - Pension Obligation Bond Fund	7,757,558	-	7,852,750	15,610,308	7,852,750	7,757,558	15,610,308
<b>Total Debt Service Funds</b>	<b>9,782,130</b>	<b>-</b>	<b>9,721,850</b>	<b>19,503,980</b>	<b>9,721,850</b>	<b>9,782,130</b>	<b>19,503,980</b>
<b>Total Governmental Funds</b>	<b>47,147,192</b>	<b>241,579</b>	<b>328,973,998</b>	<b>376,362,769</b>	<b>335,924,649</b>	<b>40,438,120</b>	<b>376,362,769</b>
<b>2018-19 Appropriations Limit</b>	<b>96,069,277</b>						
<b>Approp's Subject to Limitations</b>	<b>75,908,385</b>						

# BUDGET SUMMARY

## Schedule 3

<b>FUND BALANCE - GOVERNMENTAL FUNDS</b>					
		<b>Less: Portion Reserved Designated at June 30</b>			
<b>County Funds</b>	<b>Estimated Fund Balance Per Auditor at June 30, 2020</b>	<b>Encumbrance</b>	<b>General and Other Reserves</b>	<b>Designations</b>	<b>Fund Balance Available to Finance Current Year Budget</b>
<b>General Fund</b>					
1100 - County General Fund	25,410,712	857,351	17,617,557	6,935,804	-
<b>Total General Fund</b>	<b>25,410,712</b>	<b>857,351</b>	<b>17,617,557</b>	<b>6,935,804</b>	<b>-</b>
<b>Special Revenue Funds</b>					
1200 - Road Fund	11,220,917	186,720	534,481	-	10,499,716
1201 - Accumulated Capital Outlay Fund	4,253,267	640,029	-	-	3,613,238
1202 - Landfill Closure Fund	4,076,556	-	-	4,076,556	-
1205 - Library Fund	1,633,670	-	175	31,099	1,602,396
1206 - Fish and Game Fund	114,622	-	-	-	114,622
1207 - Spec Aviation Fund-Round Valley	71,566	-	-	-	71,566
1208 - Spec Aviation Fund-Little River	83,495	-	-	-	83,495
1210 - Supp Law Enforcement Fund	426,087	-	-	-	426,087
1211 - Probation COPS AB1913/CPA	319,956	-	-	-	319,956
1213 - Animal Care Mobile Spay Prog	3,325	-	-	-	3,325
1216 - Sheriff Special Projects	91,422	-	-	-	91,422
1217 - Recorder's Modernization	90,021	-	-	-	90,021
1218 - Micrographics Fund	(179)	-	-	-	(179)
1220 - Assessor Property Characteristics	219,450	-	-	-	219,450
1221 - Mental Health Fund	1,365,145	-	-	-	1,365,145
1222 - General Plan Update Fund	1,106,417	-	-	-	1,106,417
1223 - Mental Health Services Act	7,002,852	77,441	-	1,018,338	5,907,073
1224 - Mental Health Treatment Act	10,001,077	-	-	-	10,001,077
1225 - Disaster Recovery	1,079,053	-	-	-	1,079,053
1226 - Intergovernmental Transfers	7,492,534	-	-	7,492,534	-
1226 - Whole Person Care	1,275,901	-	-	1,275,901	-
<b>Total Special Revenue Funds</b>	<b>51,927,154</b>	<b>904,190</b>	<b>534,656</b>	<b>13,894,428</b>	<b>36,593,880</b>
<b>Capital Project Fund</b>					
1300 - Capital Projects	771,182	-	-	-	771,182
<b>Total Capital Projects Fund</b>	<b>771,182</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>771,182</b>
<b>Debt Service Funds</b>					
1400 - Debt Service Fund	2,024,572	-	-	-	2,024,572
1410 - Pension Obligation Bonds Fund	7,757,558	-	-	-	7,757,558
<b>Total Debt Service Funds</b>	<b>9,782,130</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,782,130</b>
<b>Total Governmental Funds</b>	<b>87,891,178</b>	<b>1,761,541</b>	<b>18,152,213</b>	<b>20,830,232</b>	<b>47,147,192</b>

## DETAILS OF PROVISIONS FOR RESERVES/DESIGNATIONS BY GOVERNMENTAL FUNDS

Description - Purpose	Estimated Reserve and/or Designated Balance as of June 30, 2020	Amount Made Available For Financing by Cancellation	Increases or New Reserves and/or Designations To Be Provided in Budget Year	Total Reserves and/or Designations for Budget Year
<b>General Fund</b>				
General Reserve	12,287,010	-	-	12,287,010
Reserve for Retirement Contribution	4,500,000	-	-	4,500,000
Reserve for Teeter	648,302	-	-	648,302
Reserve for Inventory	177,326	-	-	177,326
Reserve for Imprest Cash	4,919	-	-	4,919
Designated for Planning - General Plan Update	1,851,027	-	-	1,851,027
Designated for Animal Care - Spay & Neuter Program	112,808	-	-	112,808
Designated for Public Health - Child Car Seat Program	3,296	-	-	3,296
Designated for Sheriff Vehicle Replacement	120,313	-	-	120,313
Designated for Sheriff Civil Automation	76,764	-	-	76,764
Designated for Sheriff Warrant System Update	114,865	-	-	114,865
Designated for Public Health Automation	74,578	71,839	-	2,739
Designated for Public Health - CCS Travel	53,295	53,295	-	-
Designated for SUDT - Alcohol Abuse Education	43,934	43,934	-	-
Designated for SUDT - Drug Abuse Education	72,511	72,511	-	-
Designated for Environmental Health - REHIT Program	25,374	-	-	25,374
Designated for Social Services - MH Audit Adjustment	1,000,000	-	-	1,000,000
Designated for Social Svcs - CalWorks/AS/Fam Conn	995,633	-	-	995,633
Designated for Social Services - CSOC DSS	1,558,480	-	-	1,558,480
Designated for Animal Care - Animal Rescue	31,596	-	-	31,596
Designated for PH Nursing - Targeted Case Mgmt Audit	79,943	-	-	79,943
Designated for Probation - Juvenile Probation Svcs	138,248	-	-	138,248
Designated for CalFIRE Dispatch Services	583,139	-	-	583,139
<b>Total General Fund</b>	<b>24,553,361</b>	<b>241,579</b>	<b>-</b>	<b>24,311,782</b>
<b>Special Revenue Funds</b>				
<b>Road Fund</b>				
Reserve for Inventory	534,381	-	-	534,381
Reserve for Imprest Cash	50	-	-	50
<b>Landfill Closure</b>				
Designated for Solid Waste - Landfill Closure	2,060,983	-	-	2,060,983
Designated for Solid Waste - Landfill Closure - South Coast	2,015,573	-	-	2,015,573

# BUDGET SUMMARY

Schedule 4

<b>DETAILS OF PROVISIONS FOR RESERVES/DESIGNATIONS BY GOVERNMENTAL FUNDS</b>				
<b>Description - Purpose</b>	<b>Estimated Reserve and/or Designated Balance as of June 30, 2020</b>	<b>Amount Made Available For Financing by Cancellation</b>	<b>Increases or New Reserves and/or Designations To Be Provided in Budget Year</b>	<b>Total Reserves and/or Designations for Budget Year</b>
<b>Library Fund</b>				
Designated for Library Operations - Ukiah Branch	13,814	-	-	13,814
Designated for Library Operations - Fort Bragg Branch	4,712	-	-	4,712
Designated for Library Operations - Willits Branch	12,573	-	-	12,573
Reserve for Imprest Cash	175	-	-	175
<b>Mental Health Fund</b>				
Designated for MHSA Prudent Reserve	1,018,338	-	-	1,018,338
<b>HMS Intergovernment Transfers Fund</b>				
Designated for Hospital & Medical Svcs - IGT Medi-Cal	7,492,534	-	-	7,492,534
<b>Whole Person Care Fund</b>				
Designated for Hospital & Medical Svcs - Whole Person Care	1,275,901	-	-	1,275,901
<b>Total Special Revenue Funds</b>	<b>14,429,034</b>	<b>-</b>	<b>-</b>	<b>14,429,034</b>
<b>Capital Project Fund</b>				
<b>Capital Project Fund</b>	-	-	-	-
Designated for Capital Projects	-	-	-	-
<b>Total Capital Project Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Debt Service Funds</b>				
<b>Debt Service Fund</b>	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Pension Obligation Bond Fund</b>				
Designated for Debt Service	-	-	-	-
<b>Total Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Governmental Funds</b>	<b>38,982,395</b>	<b>241,579</b>	<b>-</b>	<b>38,740,816</b>



## SUMMARY OF ADDITIONAL FINANCING SOURCES - GOVERNMENTAL FUNDS

Description	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>Summary by Source</b>				
Current Secured Property Tax	33,786,268	35,360,372	36,178,685	37,178,685
Current Unsecured Property Tax	972,858	1,049,903	1,005,900	1,005,900
Taxes (Other than Current Property)	44,289,800	54,561,190	52,834,771	54,311,570
<b>Total Taxes</b>	<b>79,048,926</b>	<b>90,971,465</b>	<b>90,019,356</b>	<b>92,496,155</b>
Licenses & Permits	4,029,513	4,623,759	4,369,450	5,348,458
Fines, Forfeitures, & Penalties	1,372,278	1,453,971	1,451,466	1,376,614
Use of Money & Property	1,195,863	1,570,067	1,122,460	1,318,498
Aid from Other Govtl Agencies	130,141,612	134,029,555	170,527,389	181,385,768
Charges for Current Services	26,324,084	29,355,167	22,811,028	25,234,196
Other Revenues	20,025,965	16,802,452	15,555,374	21,814,309
<b>Total Summary by Source</b>	<b>262,138,241</b>	<b>278,806,435</b>	<b>305,856,523</b>	<b>328,973,998</b>
<b>Summary by Fund</b>				
1100 - County General	189,150,994	183,378,732	208,311,186	223,010,912
1200 - Roads	17,700,366	21,329,472	25,750,763	28,436,403
1201 - Accumulated Capital Outlay	4,319,834	3,014,918	1,279,248	1,768,000
1202 - Landfill Closure	767,267	813,874	460,200	460,200
1205 - County Library	3,339,166	3,599,200	3,584,071	3,594,465
1206 - Fish & Game	85,460	11,419	35,906	11,700
1207 - Aviation - Round Valley	50,000	-	10,000	20,000
1208 - Aviation - Little River	20,000	-	-	20,000
1210 - Supp Law Enforcement Services	217,832	169,241	104,482	141,040
1211 - Probation COPS AB1913	244,694	243,272	240,241	-
1213 - Mobile Spay/Neuter Program	128,838	168,151	90,450	107,250
1214 - Museum Bookstore	-.48	-	-	-
1216 - Sheriff Special Projects	37,671	64,694	-	400
1217 - Recorder Modernization	43,411	17,498	61,800	61,800
1218 - Micrographics	81,132	88,768	87,528	94,819
1220 - Assessor Property Characteristics	26,014	26,580	25,000	26,449
1221 - Mental Health Service	26,581,113	24,633,837	24,413,831	24,159,520
1222 - General Plan Update	297,801	357,323	250,000	697,500
1223 - Mental Health Services Act	5,023,502	4,915,746	4,836,832	4,849,691
1224 - Mental Health Treatment Act	1,606,671	8,624,843	7,500,000	8,700,000
1225 - Disaster Recovery	1,526,326	2,179,438	7,723,465	11,322,656
1226 - Intergovernmental Tran.	-	9,987,070	5,720,000	6,405,479
1227 - Whole Person Care	-	4,958,157	4,834,770	1,829,265
1240 - Fire Agency Support	-	-	-	600,000
1300 - Capital Projects	11,731	1,012,801	500,000	3,000
1301 - Capital Projects	-	-	1,000,000	2,931,600
1400 - Debt Service	1,888,582	1,888,801	1,870,750	1,869,100
1410 - Pension Obligation Bonds	8,989,836	7,322,599	7,166,000	7,852,750
<b>Total Summary by Fund</b>	<b>262,138,241</b>	<b>278,806,435</b>	<b>305,856,523</b>	<b>328,973,998</b>

# BUDGET SUMMARY

## Schedule 6

DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT				
SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>General Fund</b>				
<b>Taxes</b>				
Property Tax Current Secured				
Non-Departmental Revenue	33,595,380	35,161,716	36,000,000	37,000,000
Emergency Medical Services	190,888	198,656	178,685	178,685
Property Tax Current Unsecured				
Non-Departmental Revenue	967,268	1,043,859	1,000,000	1,000,000
Emergency Medical Services	5,589	6,044	5,900	5,900
Supplemental Roll Tax				
Non-Departmental Revenue	440,066	748,972	700,000	500,000
Emergency Medical Services	2,542	4,876	4,000	4,000
Property Tax Prior Secured				
Non-Departmental Revenue	-	-	-	-
Teeter Plan	3,429,952	2,911,322	3,200,000	3,200,000
Emergency Medical Services	-	-	-	-
Property Tax Prior Unsecured				
Non-Departmental Revenue	(26,094)	59,984	50,000	50,000
Emergency Medical Services	(163)	347	200	200
Penalty & Cost on Delinquencies				
Non-Departmental Revenue	949,794	749,836	700,000	500,000
Treasurer-Tax Collector	-	50,506	100,771	98,118
Teeter Plan	1,812,352	1,427,780	1,700,000	1,700,000
Sales & Use Tax				
Non-Departmental Revenue	6,382,048	6,594,284	6,500,000	6,200,000
Sales Tax - Public Safety				
Non-Departmental Revenue	-	-	-	-
Miscellaneous Budget	408,537	418,231	412,000	398,252
District Attorney	755,152	787,628	788,500	810,000
Sheriff-Coroner	3,216,947	3,359,234	3,375,050	3,454,000
Jail and Rehabilitation	2,436,120	2,544,039	2,555,200	2,616,000
Probation Officer	734,763	767,150	769,050	789,000
Emergency Medical Services	-	-	-	-
Timber Yield Tax				
Non-Departmental Revenue	662,781	883,448	800,000	800,000
Campgrounds/RV Parks Occupancy Tax				
Non-Departmental Revenue	-	-	-	600,000
Room Occupancy Tax				
Non-Departmental Revenue	5,682,028	5,872,388	6,000,000	4,400,000
Property Transfer Tax				
Non-Departmental Revenue	668,839	615,913	600,000	700,000

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Prop Tax In-Lieu of VLF				
Non-Departmental Revenue	11,340,056	11,797,060	11,800,000	12,200,000
Williamson Act Replacement Tax				
Non-Departmental Revenue	487,259	580,538	580,000	598,000
Cannabis Business Tax				
Non-Departmental Revenue	1,296,125	3,711,693	2,500,000	4,000,000
<b>Total Taxes</b>	<b>75,438,231</b>	<b>80,295,504</b>	<b>80,319,356</b>	<b>81,802,155</b>
<b>Licenses &amp; Permits</b>				
Animal License				
Animal Care	326,600	340,289	349,500	415,000
Business License				
Treasurer-Tax Collector	144,525	147,313	130,000	147,000
Cannabis Facility Business License				
Treasurer-Tax Collector	15,116	21,910	18,000	18,000
Planning & Building Services	10,308	20,496	15,000	7,000
Franchise				
Non-Departmental Revenue	871,804	876,534	800,000	870,000
Mobile Home Set Up Fee				
Planning & Building Services	20,149	20,039	23,000	18,000
Construction Permit				
Planning & Building Services	1,370,124	1,613,024	1,530,000	2,090,000
Zoning Permit				
Planning & Building Services	258,358	337,037	330,000	374,000
Other Permit				
Mendocino County Sheriff	904	930	500	500
Agriculture Department	2,649	2,746	2,500	2,000
Planning & Building Services	22,813	8,005	7,500	6,300
General Relief	1,830	1,872	-	-
Gun Permit				
Mendocino County Sheriff	58,265	61,229	50,000	56,000
Marriage License, GC 26840.3				
Clerk-Recorder	28,263	29,374	26,000	29,000
Lumber Mill Permit				
Treasurer-Tax Collector	665	180	385	180
Variance & Use Permit				
Planning & Building Services	193,396	279,346	280,000	345,000
Land Use Fee				
Environmental Health	455,302	556,215	549,565	659,478
Coastal Zone Permit				
Planning & Building Services	183,442	234,547	190,000	240,000
<b>Total Licenses &amp; Permits</b>	<b>3,964,513</b>	<b>4,551,088</b>	<b>4,301,950</b>	<b>5,277,458</b>

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
<b>Fines, Forfeitures &amp; Penalties</b>				
Vehicle Code Fine				
Courts - AB233 Program	307,647	351,940	330,412	324,950
25% Extra Fine				
Courts - AB233 Program	148,108	138,662	134,721	132,709
Criminal Justice Construction Fund				
Information Services	15,200	14,200	14,200	-
Conflict Defender	171,000	166,300	219,600	219,600
Mendocino County Sheriff	152,000	145,000	150,000	150,000
Probation Officer	30,400	30,000	30,000	30,000
Warrant System Update				
Mendocino County Sheriff	2,281	2,396	2,000	1,000
Other Court Fine				
Courts - AB233 Program	30,305	35,677	32,249	37,184
Fine County Clerk for Superior Court				
Courts - AB233 Program	-	-	-	-
County Commission of City Fine				
Courts - AB233 Program	6,683	4,588	4,059	5,139
Miscellaneous Court Fine				
Courts - AB233 Program	13	55	41	-
District Attorney	25,695	20,743	18,000	20,000
Mendocino County Sheriff	141,476	13,311	125,000	12,000
Mendocino County Jail	38,878	15,522	10,000	21,045
Probation Officer	11,108	4,435	5,000	5,000
Agriculture Department	850	1,000	3,500	1,000
Public Health	698	963	1,000	1,000
Emergency Medical Services	96,680	113,792	115,450	110,365
Drug/Alcohol Fine				
Substance Use Disorder Treatment	15,258	14,690	-	15,000
County Alcohol Education				
Substance Use Disorder Treatment	12,123	11,340	21,669	27,216
Drug Abuse Education				
Substance Use Disorder Treatment	8,177	5,309	-	4,700
Fine Judicial District				
Courts - AB233 Program	13,247	7,286	7,335	11,316
Mendocino County Sheriff	62	28	-	-

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>Forfeiture &amp; Penalty</b>				
Non-Departmental Revenue	-	-	-	-
Treasurer-Tax Collector	-	-	500	-
County Clerk - Election	-	-	-	-
Courts - AB233 Program	18,703	30,625	-	15,390
Mendocino County Sheriff	188	174	-	-
Planning & Building Services	7,331	187,996	133,230	163,000
Animal Care	(15)	-	-	-
Social Services	-	-	7,000	7,000
<b>Asset Forfeiture</b>				
District Attorney	-	13,381	-	-
Mendocino County Sheriff	15,808	49,500	-	-
Mendocino County Jail	-	4,515	-	-
Probation Officer	-	-	-	-
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>1,269,904</b>	<b>1,383,428</b>	<b>1,364,966</b>	<b>1,314,614</b>
<b>Use of Money &amp; Property</b>				
<b>Interest</b>				
Non-Departmental Revenue	807,487	1,032,538	1,000,000	1,000,000
Miscellaneous Budget	-	-	-	-
Child Support Services	6,239	8,792	6,000	8,500
<b>Rents &amp; Concessions</b>				
Facilities	3,713	3,179	5,000	5,000
DOT - Round Valley Airport	4,955	5,420	4,920	4,920
DOT - Mendocino County Airport	45,984	42,785	45,000	45,000
Public Health Nursing	2,000	-	-	-
Social Services	65,912	97,783	-	-
Cultural Services	7,860	11,004	9,400	9,400
<b>Total Use of Money &amp; Property</b>	<b>944,151</b>	<b>1,201,501</b>	<b>1,070,320</b>	<b>1,072,820</b>
<b>Aid from Other Governmental Agencies</b>				
<b>Motor Vehicle License Fee</b>				
Non-Departmental Revenue	39,161	35,807	36,000	50,000
District Attorney	104,176	100,001	100,000	100,000
Mendocino County Jail	-	-	70,000	-
Public Health	-	-	-	-
Environmental Health	-	-	-	-
Public Health Nursing	-	-	-	-
Hospital & Medical Services	-	-	-	-
Social Services	527,376	779,077	779,077	920,048
<b>State Welfare Administration</b>				
Probation Officer	-	-	-	-
Social Services	4,539,203	5,405,553	6,305,743	6,689,622

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
In Home Support Services	36,788	44,529	40,603	698,726
State AFDC				
CalWorks/Foster Care	5,092,996	5,309,125	4,374,562	4,486,586
State Aid California Children				
Public Health - CCS	597,740	640,548	571,929	495,911
Realignment Health Service				
Probation Officer	91,002	91,002	91,002	91,002
Public Health	1,129,023	69,185	1,196,451	1,103,652
Environmental Health	232,612	112,008	335,826	350,797
Substance Use Disorder Treatment	-	-	-	-
Public Health Nursing	172,264	206	246,881	277,781
Emergency Medical Services	-	-	-	-
Hospital & Medical Services	3,608,601	-	-	-
Public Health - CCS	-	(272,871)	84,994	64,505
Social Services	6,971,209	7,002,202	7,071,819	6,992,106
Cal Works/Foster Care	5,063,630	5,386,835	5,983,459	5,738,014
Realignment Mental Health				
Substance Use Disorder Treatment	375,557	608,003	592,182	561,763
Realignment Public Assistance				
Social Services	5,042,430	4,747,648	5,827,023	5,656,627
CalWorks/Foster Care	3,732,750	3,166,035	4,012,303	4,250,298
In Home Support Services	2,731,747	2,965,262	2,760,435	3,084,941
Realignment Public Safety				
Executive Office	-	-	-	-
District Attorney	106,884	148,584	197,194	198,903
Public Defender	97,820	154,818	174,051	91,557
Mendocino County Sheriff	1,573,365	1,667,153	1,608,195	1,840,034
Mendocino County Jail	1,142,853	1,550,983	1,557,582	1,468,244
Juvenile Hall	-	-	-	-
Probation Officer	1,219,567	1,178,075	1,334,493	1,379,320
Substance Use Disorder Treatment	37,774	24,713	55,738	55,738
State Aid - Drug & Alcohol				
Alcohol/Other Drug Program	1,074,731	886,684	1,101,794	1,138,861
Coastal Conservancy				
Planning & Building Services	-	-	-	-
SB90 Reimbursement				
Non-Departmental Revenue	-	-	-	-
District Attorney	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Probation Officer	5,259	2,771	-	-
State Aid for Agriculture				
Agriculture Department	-	-	-	-

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
State Aid Agriculture Gas Tax				
Agriculture Department	33,995	157,203	141,000	185,000
State Reimis - EC Poisons				
Agriculture Department	116,382	117,954	116,000	116,000
Pesticide Regulatory				
Agriculture Department	1,952	488	1,952	-
State Breakfast/Lunch Program				
Juvenile Hall	29,663	(1,675)	-	-
State Aid for Veterans Affairs				
Social Services	97,468	28,703	108,000	108,000
County Hospital				
Emergency Medical Services	-	86,672	40,000	40,000
Non-County Hospital				
Hospital & Medical Services	104,877	104,373	76,000	76,000
EMS - Physician Services				
Hospital & Medical Services	99,682	215,030	300,000	200,000
Homeowners Property Tax Relief				
Non-Departmental Revenue	282,441	278,952	300,000	280,000
Emergency Medical Services	1,634	1,615	1,600	1,600
State Youthful Offender				
Juvenile Hall	18,202	30,927	108,727	198,648
Probation Officer	151,200	303,163	533,968	429,677
State Other				
Non-Departmental Revenue	130,000	130,000	130,000	130,000
Executive Office	-	-	-	-
Facilities	26,276	34,389	25,000	25,000
Land Improvement	-	-	-	-
Information Services	-	-	-	-
Court Collection-AB233 Program	14,221	22,406	15,591	15,591
District Attorney	34,667	36,872	40,000	40,000
Mendocino County Sheriff	566,272	622,003	885,000	805,000
Mendocino County Jail	146,477	168,263	639,414	598,144
Probation Officer	1,126,393	934,642	1,279,533	1,390,636
Agriculture Department	216,541	95,739	233,126	240,000
Cannabis Management	-	28,600	-	-
Emergency Services	-	144,341	-	-
Planning & Building Services	-	-	-	-
DOT - Round Valley Airport	-	-	-	27,293
DOT - Mendocino County Airport	637	-	-	-
Public Health	-	-	-	-
Environmental Health	20,941	-	-	-
Alcohol/Other Drug Program	-	-	-	-

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Public Health Nursing	366,142	447,773	624,519	562,801
Emergency Medical Services	-	-	-	-
Hospital & Medical Services	-	-	-	-
Public Health - CCS	178,204	307,384	531,907	471,087
Social Services	40,525	41,514	-	-
Farm Advisor	-	-	-	-
Federal Welfare Administration				
Probation Officer	-	-	-	-
Social Services	16,382,296	12,740,919	18,391,751	19,511,397
CalWorks/AFDC	-	-	-	-
In Home Support Services	137,750	142,874	182,500	182,500
Title IV-E				
Probation Officer	148,432	144,827	150,000	75,000
Health Related Funds				
Social Services	8,469,190	10,123,221	13,136,965	13,936,712
Federal AFDC				
CalWorks/AFDC	7,486,066	7,582,416	9,906,490	9,620,596
Federal Forest Reserve				
Miscellaneous	-	-	-	-
Federal Grazing Fee				
Non-Departmental Revenue	930	1,154	-	-
Federal Land In Lieu Tax				
Non-Departmental Revenue	641,536	810,909	800,000	700,000
Federal Other Revenue				
Non-Departmental Revenue	92	-	-	-
Land Improvement	-	-	-	-
Information Services	-	-	-	-
District Attorney	-	-	-	-
Mendocino County Sheriff	19,923	82,532	27,912	11,000
Mendocino County Jail	45,736	78,553	47,675	28,000
Probation Officer	(30)	-	-	-
Emergency Services	-	-	150,000	150,000
DOT - Round Valley Airport	-	-	245,970	545,855
DOT - Mendocino County Airport	4,200	770	6,000,000	12,000,000
Public Health	269,244	191,692	157,472	150,000
Environmental Health	13,032	24,281	30,000	30,000
Substance Use Disorder Treatment	100	-	-	-
Hospital & Medical Services	6,702,130	-	-	-
Federal Aid Child Support				
Child Support Services	1,695,079	1,735,792	2,077,006	2,044,701



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Other Governmental Agency Aid				
Non-Departmental Revenue	-	-	-	-
Retirement	592,996	599,746	648,615	698,471
District Attorney	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Probation Officer	-	-	-	-
Planning & Building Services	146,437	-	-	-
Public Health	63,279	18,015	2,200	4,400
Substance Use Disorder Treatment	-	-	-	-
Public Health Nursing	-	-	-	-
General Relief	-	-	-	-
<b>Total Aid from Governmental Agencies</b>	<b>91,969,729</b>	<b>80,418,968</b>	<b>104,595,229</b>	<b>113,414,145</b>
<b>Charges for Current Services</b>				
Tax Deeded Administration Fee				
Treasurer-Tax Collector	14,250	300	12,000	300
50% Redemption Fee				
Treasurer-Tax Collector	7,710	19,869	16,000	19,868
Release of Lien				
Treasurer-Tax Collector	2,500	30,274	4,000	8,000
Debt Service Fee				
Auditor-Controller	129,146	173,018	135,000	135,000
Prop Characteristics Fee				
Assessor	-	-	-	-
PTR Screening Fee				
Courts - AB233 Program	25,610	17,220	16,404	16,558
Cite Processing Fee				
Courts - AB233 Program	1,624	1,360	1,305	1,438
Probation Officer	192	306	300	-
Accounting Fee				
Auditor-Controller	111,529	145,389	100,000	100,000
Audit Fee				
Auditor-Controller	-	-	-	-
Election Services				
County Clerk - Election	96,816	171,520	34,700	86,800
Treasurer Cost Reimbursement				
Treasurer-Tax Collector	253,929	272,112	276,640	294,142
Legal Services				
County Counsel	22,779	28,994	20,000	20,000
State Aid Child Support				
Child Support Services	872,988	893,438	1,023,003	1,053,331
Legal Services Reimbursement				
County Counsel	4,127	5,278	3,000	3,000

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Court Collection - AB233 Program	4,356	3,542	3,462	5,057
Public Defender	26,040	24,959	20,000	20,000
Recommended Map Filing Fee				
Land Improvement	-	-	2,650	2,650
Parcel Map MS Filing Fee				
Land Improvement	2,300	6,200	7,000	7,000
Parcel Map PS Filing Fee				
Land Improvement	-	-	2,250	2,250
Plan Check & Inspection Fee				
Land Improvement	10,101	6,109	2,500	5,000
Parcel Subdivision Inspection				
Land Improvement	-	-	550	550
Basic Improvement Inspection Fee				
Land Improvement	400	556	1,000	1,000
Subdivision Agreement Processing Fee				
Land Improvement	-	-	1,100	1,100
Planning & Engineering				
Planning & Building Services	149,828	73,350	70,000	88,000
Record-Survey Exam Fee				
Land Improvement	22,325	24,400	22,000	20,000
Tentative Map Subdivision				
Land Improvement	62,834	59,600	40,000	40,000
Environmental Impact Fee				
Planning & Building Services	961	46,924	10,000	45,000
General Plan Amendment				
Planning & Building Services	9,465	24,092	20,000	5,000
Other Permit Fee				
Planning & Building Services	49,049	45,520	75,000	40,700
Abandoned Vehicle Abatement Fee				
Planning & Building Services	16,186	55,233	60,000	55,850
General Plan Maintenance Fee				
Planning & Building Services	390,285	460,213	395,000	497,000
Purchasing Fee				
Central Services	-	-	-	-
Agricultural Services				
Agriculture Department	19,651	22,085	19,000	-
Agriculture Certification				
Agriculture Department	1,920	2,615	2,500	1,500
Inspect/Test Weights & Measures				
Agriculture Department	78,400	4,304	200,000	175,000
Appeal Abatement Fee				
County Counsel	-	-	-	-
Cannabis Application/Inspect				

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Agriculture Department	432,818	111	-	130,000
Cannabis Management	-	465,726	391,396	480,000
Fee Judicial District				
Courts - AB233 Program	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Civil Fee Sheriff				
Mendocino County Sheriff	67,199	78,587	100,000	80,000
Adult Probation Supervision				
Probation Officer	275,515	280,019	250,000	250,000
Adult Probation Diversion				
Probation Officer	15,563	12,017	10,000	10,000
Adult Probation Pre-Sentence				
Probation Officer	72,723	62,688	55,000	55,000
Estate Fee - Public Administrator				
County Counsel	876	-	-	-
Social Services	55,088	37,477	60,000	60,000
Juvenile Drug Court Enrollment Fee				
Probation Officer	-	-	-	-
Humane Services				
Animal Care	106,117	104,849	160,000	130,000
Incinerator Services				
Animal Care	3,490	4,041	3,500	4,000
Domestic Animal Control Contract				
Mendocino County Sheriff	22,000	22,000	22,000	-
Animal Care	138,723	(246,561)	123,935	77,500
Law Enforcement Services				
Mendocino County Sheriff	164,580	102,334	160,000	160,000
Sheriff Point Arena Contract				
Mendocino County Sheriff	100,000	91,667	100,000	100,000
Recorder Modernization Fee				
Clerk-Recorder	230	526	-	-
Medical Marijuana Zip Tie				
Mendocino County Sheriff	1,125	625	-	-
Restitution 11470.2				
Mendocino County Sheriff	148,067	25,750	-	-
Recorder Service Fee				
Clerk-Recorder	1,991	975	800	900
Recording Fee				
Clerk-Recorder	265,169	275,504	221,963	230,000
Courts - AB233 Program	50,191	44,343	49,674	50,411
Health - Vital Statistics				
Public Health	43,719	44,648	46,000	46,000
Drug Diversion Service				

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Substance Use Disorder Treatment	11,545	20,177	20,000	25,000
Clerk Fee				
Clerk-Recorder	50,013	56,387	52,000	50,000
Work Furlough				
Probation Officer	619	2,138	500	250
Work Release				
Mendocino County Jail	17,426	22,450	20,000	20,000
Electronic Monitoring Fee				
Mendocino County Jail	-	-	-	-
Probation Officer	-	-	-	-
T/C Tax Sale Cost Reimbursement				
Treasurer-Tax Collector	-	-	-	-
Interfund Revenue - DOT				
Solid Waste	27,640	28,007	28,302	-
Interfund Revenue - Engineering				
Land Improvement	96,090	121,639	32,588	38,500
Interfund Revenue - Printing				
Central Services	9,745	14,300	4,250	14,250
Interfund Revenue - Xerox				
Central Services	7,129	8,671	14,842	3,600
Interfund Revenue - Garage				
Fleet Management	51,504	62,875	20,000	25,000
Interfund Revenue - Janitor				
Facilities	141,305	217,254	125,000	130,000
Interfund Revenue - Legal				
County Counsel	263,700	430,587	400,000	400,000
Consumer Protection Program				
Environmental Health	438,225	455,615	554,355	637,508
Nursing Fee				
Public Health Nursing	11,576	10,752	11,000	8,000
Caspar Refuse Disposal Site				
Solid Waste	-	-	-	-
Caspar/Fort Bragg Refuse				
Solid Waste	-	12,853	5,000	5,000
Solid Waste Fee				
Non-Departmental Revenue	-	-	-	-
Environmental Health	87,604	82,070	115,000	115,000
California Children's Services				
Public Health - CCS	860	80	600	600
Meals & Prisoner Care Sheriff				
Mendocino County Jail	-	-	-	-
Support in Juvenile Hall				
Juvenile Hall	34,659	27,388	17,000	17,000
Driving Under Influence				

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Substance Use Disorder Treatment	17,094	17,408	17,890	17,890
Bailiff Services				
Mendocino County Jail	-	-	-	-
Educational Services (Testing)				
Emergency Medical Services	-	-	-	-
EMS Per Call Fee				
Emergency Medical Services	11,616	-	15,000	-
Parks & Recreation Fee				
Facilities	19,193	15,412	-	-
Cultural Services - Museum	-	-	21,000	9,000
Collection Fee				
Treasurer-Tax Collector	38,179	37,535	45,786	38,121
Courts - AB233 Program	469,583	480,736	562,370	548,853
Social Services	28,906	36,528	55,000	55,000
Drug Testing Program				
Probation Officer	12,258	10,017	9,900	8,500
Other Charges				
Clerk of the Board	4,670	11,075	7,000	7,000
Executive Office	45	18	-	-
Auditor-Controller	24,829	1,580	7,500	7,500
Assessor	20,742	11,540	-	-
Treasurer-Tax Collector	41,233	26,332	27,000	26,332
Central Services	5,849	9,576	10,000	14,800
County Counsel	3,514	12,279	400	400
Human Resources	4,606	-	-	-
Economic Development	161,578	-	-	-
Land Improvement	-	31,405	-	-
Information Services	-	-	-	-
Court Collection Program	200	500	-	-
Courts - AB233 Program	-	24	-	-
District Attorney	326,295	110,297	110,815	121,197
Mendocino County Sheriff	-	13,381	-	-
Mendocino County Jail	30,149	-	-	-
Juvenile Hall	16,612	14,428	-	-
Probation Officer	92,223	111,840	100,000	110,000
Planning & Building Services	174,043	-	-	-
Animal Care	124,998	209,932	146,500	76,000
Public Health	519,619	503,449	757,594	693,552
Environmental Health	497,092	812,960	933,304	1,090,638
Substance Use Disorder	102,840	75,444	599,221	330,357
Public Health Nursing	14,042	13,221	27,005	30,991
Emergency Medical Services	73,461	64,186	81,025	132,700
Employee Wellness	-	-	-	-
Hospital & Medical Services	-	-	-	-

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Public Health - CCS	9,313	4,740	8,317	16,213
Solid Waste	421,453	450,201	325,000	345,000
Social Services	44,428	171,511	60,000	60,000
HHS Administration	369,288	262,115	-	311,959
Cultural Services - Museum	-	10,239	9,000	5,000
Conservator Service Fee				
Social Services	39,429	13,943	72,000	72,000
Data Processing Services				
Information Services	203,589	202,299	216,886	197,683
Collection Service				
Probation Officer	6,430	5,326	-	-
County Cost Plan Charges				
Non-Departmental Revenue	2,467,399	2,595,366	2,600,000	3,275,153
Returned Check Charge				
Treasurer-Tax Collector	1,245	1,950	1,000	1,950
Clerk-Recorder	50	100	-	-
Courts - AB233 Program	523	555	650	543
Probation Officer	-	-	-	-
Payment Plan Processing Fee				
Treasurer-Tax Collector	6,900	8,520	6,000	8,520
County 30% State PA				
Courts - AB233 Program	217,944	195,210	185,295	165,707
Traffic School Fee				
Courts - AB233 Program	402,555	450,895	446,517	482,839
Traffic School \$24				
Courts - AB233 Program	61,907	69,893	68,320	76,886
<b>Total Charges for Current Services</b>	<b>12,989,102</b>	<b>13,125,229</b>	<b>13,773,433</b>	<b>14,925,897</b>
<b>Other Revenues</b>				
Prior Year Revenue				
Non-Departmental Revenue	816	23	-	-
Executive Office	308	-	-	-
Auditor-Controller	-	-	50,000	50,000
Treasurer-Tax Collector	-	-	-	-
Central Services	-	-	-	-
Clerk-Recorder	-	-	-	-
Public Defender	1,267	-	-	-
Sheriff-Coroner	-	-	-	-
Jail & Rehabilitation	-	-	-	-
Agriculture Department	-	-	-	-
Planning & Building Services	-	-	-	-
Public Health Administration	-	-	-	-
Environmental Health	-	-	-	-
Social Services Administration	-	-	-	-
Sale of Fixed Assets	-	-	-	-

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Non-Departmental Revenue	-	2,000	-	-
Central Services	-	-	-	5,000
Other Sales				
Non-Departmental Revenue	-	-	-	-
Clerk of the Board	-	-	-	-
Auditor-Controller	267	299	300	300
Assessor	13,152	8,933	12,000	12,000
Treasurer-Tax Collector	7,825	11,020	7,000	10,800
Central Services	19,378	27,182	23,350	10,600
County Counsel	105	2,306	-	-
Human Resources	92	235	500	-
Facilities	-	-	-	-
Fleet Management	750	2,068	2,000	3,000
Land Improvement	-	-	-	-
Clerk-Recorder	72,064	75,079	68,000	70,000
Information Services	-	-	-	-
District Attorney	28,872	23,184	18,000	18,000
Mendocino County Sheriff	5,814	13,663	-	-
Agriculture Department	-	-	-	-
Planning & Building Services	2,901	4,857	6,000	5,000
Animal Care	316	-	-	-
DOT - Round Valley Airport	653	949	500	500
DOT - Mendocino County Airport	13,674	8,176	10,000	10,000
Public Health	2,956	3,485	3,000	3,500
Public Health Nursing	-	-	-	-
Solid Waste	-	-	-	-
Farm Advisor	-	-	-	-
Sale of Map - Surveyor				
Land Improvement	624	209	500	500
Sale of Map - Assessor				
Assessor	605	843	2,500	2,500
Other				
Non-Departmental Revenue	92,823	258,413	90,000	100,000
Clerk of the Board	(300)	-	-	-
Board of Supervisors	-	1,000	-	-
Executive Office	-	-	-	-
Auditor-Controller	-	-	-	-
Treasurer-Tax Collector	220	790	-	800
Facilities	17,932	18,302	19,000	20,000
Fleet Management	-	-	-	-
Economic Development	20,625	27,500	-	-
Clerk-Recorder	447	674	500	500
Courts - AB233 Program	-	-	-	-
District Attorney	2,266	162	-	-

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Child Support Services	-	-	-	-
Mendocino County Sheriff	4,296	24,291	-	-
Mendocino County Jail & Rehabilitation	-	18,186	16,000	23,848
Probation Officer	-	3,710	-	-
Agriculture Department	-	-	-	-
Planning & Building Services	(550)	-	25,000	25,000
Animal Care	-	-	-	-
Public Health	11,125	(3,787)	38,125	-
Environmental Health	417	707	-	-
Substance Use Disorder Treatment	14	-	-	-
Public Health Nursing	54	1,000	-	1,000
Emergency Medical Services	170	551	300	300
Employee Wellness	250	-	-	-
Social Services	9,431	5,264	-	-
General Relief	-	-	-	-
Farm Advisor	-	-	-	-
Cultural Services	15,297	14,084	6,700	6,700
Refund Jury & Witness Fee				
Non-Departmental Revenue	35	-	-	-
Cancelled Outlawed Warrant				
Auditor-Controller	16,867	-	30,000	30,000
Treasurer-Tax Collector	-	-	-	-
General Relief Refund				
General Relief	53,041	66,946	50,964	58,442
Donation				
Non-Departmental Revenue	-	-	-	-
Executive Office	20,000	-	-	-
Miscellaneous Budget	25,000	-	-	-
Mendocino County Sheriff	221	1	-	-
Agriculture Department	-	-	-	-
Animal Care	3,876	3,327	4,500	4,500
Public Health	-	-	-	-
Public Health Nursing	802	20	500	200
Cultural Services	2,808	6,256	5,300	5,300
Civil Assessment PC 1214.1				
Probation Officer	177	216	-	-
Vending Machine				
Central Services	569	4,476	6,000	3,000
Facilities	76	18	-	-
Tobacco Settlement				
Non-Departmental Revenue	956,820	873,969	900,000	900,000
Other				
Substance Use Disorder Treatment	-	-	70,000	49,000
Grant Revenue				



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Animal Care	-	-	-	-
District Attorney	13,247	-	-	-
Agriculture Department	-	-	-	93,870
Public Health	185,402	439,599	703,424	501,179
Substance Use Disorder Treatment	-	-	-	-
Social Services	-	-	-	-
Operating Transfer In				
Non-Departmental Revenue	-	-	-	-
Executive Office	-	-	-	-
Auditor-Controller	650	-	-	-
Assessor	-	-	90,028	91,687
Facilities	-	-	-	-
Sheriff-Coroner	72,975	-	-	-
Agriculture Department	-	-	-	-
Office of Emergency Services	-	45,448	-	-
Planning & Building Services	16,000	20,000	15,000	12,000
Animal Care	-	2,549	-	-
DOT - Round Valley Airport	40,000	-	19,734	24,964
DOT - Mendocino County Airport	-	-	-	20,000
Public Health	1,502	17,508	-	695,000
Environmental Health	137,774	-	-	-
Substance Use Disorder Treatment	71,549	18,922	104,600	52,300
Public Health Nursing	-	(13,051)	-	1,830,000
Employee Wellness	315,942	338,732	436,607	402,533
County Medical Services	149,285	-	-	-
Social Services	99,222	-	-	-
Medi-Cal				
Substance Use Disorder Treatment	44,570	22,720	50,000	50,000
<b>Total Other Revenues</b>	<b>2,575,364</b>	<b>2,403,014</b>	<b>2,885,932</b>	<b>5,203,823</b>
<b>Total General Fund</b>	<b>189,150,994</b>	<b>183,378,732</b>	<b>208,311,186</b>	<b>223,010,912</b>
<b>Special Revenue Funds</b>				
<b>Road Fund</b>				
<b>Taxes</b>				
Transportation Funds				
Admin/Road Maint	64,140	62,031	60,000	54,000
Federal & State Programs	-	-	-	-
<b>Total Taxes</b>	<b>64,140</b>	<b>62,031</b>	<b>60,000</b>	<b>54,000</b>
<b>Licenses &amp; Permits</b>				
Other Permit				
Admin/Road Maint	420	210	500	-
Transportation Permit Fee				
Admin/Road Maint	7,932	8,374	7,000	6,000
Co Highway Encroachment Permit				

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Admin/Road Maint	52,958	50,597	50,000	50,000
<b>Total Licenses &amp; Permits</b>	<b>61,310</b>	<b>59,181</b>	<b>57,500</b>	<b>56,000</b>
<b>Fines, Forfeitures &amp; Penalties</b>				
Vehicle Code Fine				
Admin/Road Maint	43,366	49,416	40,000	40,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>43,366</b>	<b>49,416</b>	<b>40,000</b>	<b>40,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Admin/Road Maint	89,667	78,597	60,000	70,000
<b>Total Use of Money Property</b>	<b>89,667</b>	<b>78,597</b>	<b>60,000</b>	<b>70,000</b>
<b>Aid from Other Governmental Agencies</b>				
State HUTA Section 2103				
Admin/Road Maint	1,069,663	955,275	2,064,250	1,900,980
State Highway Users Tax				
Admin/Road Maint	1,217,719	1,204,271	1,215,639	1,259,849
State Collier Unruh				
Admin/Road Maint	374,287	375,680	385,503	398,093
State Transportation STPd(1)				
Admin/Road Maint	198,772	121,370	127,229	127,000
State RMRA SB1				
Admin/Road Maint	1,243,613	3,918,019	3,538,241	4,049,881
State Aid for Disaster				
Storm Damage	266,704	271,524	1,471,951	1,659,237
Prop 111 State Gas Tax				
Admin/Road Maint	1,062,455	1,082,853	1,097,860	1,137,373
State Other				
Admin/Road Maint	-	-	-	-
Federal & State Programs	17,973	78,101	58,725	359,002
State Exchange Program				
Admin/Road Maint	602,390	-	602,390	602,390
Federal Forest Reserve				
Admin/Road Maint	117,032	104,093	100,000	500
Federal Other				
Road Admin and Maintenance	-	-	69,500	-
Storm Damage	1,995,439	2,011,652	6,341,109	8,038,921
Federal & State Programs	3,579,185	5,889,043	4,560,311	4,765,315
Flood Control Lands				
Admin/Road Maint	-	-	500	500
Other Governmental Agency Aid				
Federal & State Programs	59,554	500,742	45,450	53,776
<b>Total Aid from Other Govtl Agencies</b>	<b>11,804,785</b>	<b>16,512,623</b>	<b>21,678,658</b>	<b>24,352,817</b>
<b>Charges for Current Services</b>				
Interfund Revenue - DOT				
Admin/Road Maint	176,995	219,585	132,605	76,726

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Transportation-Storm Damage	-	606,918	-	-
Federal & State Programs	-	-	-	-
Other Charges				
Admin/Road Maint	43,821	19,611	10,000	2,000
<b>Total Charges for Current Services</b>	<b>220,816</b>	<b>846,114</b>	<b>142,605</b>	<b>78,726</b>
<b>Other Revenues</b>				
Sale of Fixed Assets				
Admin/Road Maint	6,874	2,319	10,000	10,000
Other Sales				
Admin/Road Maint	7,679	6,813	8,500	5,000
Other				
Admin/Road Maint	5,511	91,790	500	3,000
Federal & State Programs	-	-	-	-
Refund Jury & Witness Fee				
Admin/Road Maint	-	-	-	-
Operating Transfer In				
Admin/Road Maint	3,646,219	3,620,588	3,693,000	3,766,860
Federal & State Programs	1,750,000	-	-	-
<b>Total Other Revenues</b>	<b>5,416,282</b>	<b>3,721,509</b>	<b>3,712,000</b>	<b>3,784,860</b>
<b>Total Road Fund</b>	<b>17,700,366</b>	<b>21,329,472</b>	<b>25,750,763</b>	<b>28,436,403</b>
<b>Capital Improvement Fund</b>				
<b>Fines, Forfeitures &amp; Penalties</b>				
Asset Forfeiture				
Capital Improvements	-	-	-	-
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Use of Money &amp; Property</b>				
Interest				
Capital Improvements	22,195	46,449	-	-
Endowment Fund Interest				
Capital Improvements	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>22,195</b>	<b>46,449</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Capital Improvements	-	183,000	-	28,000
Other Governmental Agency Aid				
Capital Improvements	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>-</b>	<b>183,000</b>	<b>-</b>	<b>28,000</b>
<b>Charges for Current Services</b>				
Other Charges				
Capital Improvements	1,054,082	456,541	-	-
<b>Total Charges for Current Services</b>	<b>1,054,082</b>	<b>456,541</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other				
Capital Improvements	-	-	-	-

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Operating Transfer In				
Capital Improvements	3,243,557	2,328,928	1,279,248	1,740,000
<b>Total Other Revenues</b>	<b>3,243,557</b>	<b>2,328,928</b>	<b>1,279,248</b>	<b>1,740,000</b>
<b>Total Capital Improvement Fund</b>	<b>4,319,834</b>	<b>3,014,918</b>	<b>1,279,248</b>	<b>1,768,000</b>
<b>Landfill Closure Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Landfill Closure	45,731	59,527	10,000	10,000
<b>Total Use of Money &amp; Property</b>	<b>45,731</b>	<b>59,527</b>	<b>10,000</b>	<b>10,000</b>
<b>Charges for Current Services</b>				
Caspar/Fort Bragg Refuse				
Landfill Closure	120,000	104,442	50,000	50,000
Other Charges				
Landfill Closure	601,536	649,905	400,200	400,200
<b>Total Charges for Current Services</b>	<b>721,536</b>	<b>754,347</b>	<b>450,200</b>	<b>450,200</b>
<b>Other Revenues</b>				
Sale of Fixed Assets				
Landfill Closure	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Landfill Closure Fund</b>	<b>767,267</b>	<b>813,874</b>	<b>460,200</b>	<b>460,200</b>
<b>Library Fund</b>				
<b>Taxes</b>				
Sales & Use Tax				
Mendocino County Library	1,939,984	2,058,558	2,140,000	2,140,000
<b>Total Taxes</b>	<b>1,939,984</b>	<b>2,058,558</b>	<b>2,140,000</b>	<b>2,140,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Mendocino County Library	28,662	34,954	31,800	34,954
Endowment Fund Interest				
Mendocino County Library	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>28,662</b>	<b>34,954</b>	<b>31,800</b>	<b>34,954</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Mendocino County Library	-	-	-	-
State Library Grant				
Mendocino County Library	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Charges for Current Services</b>				
Library Services				
Mendocino County Library	60,295	58,217	50,000	30,885
<b>Total Charges for Current Services</b>	<b>60,295</b>	<b>58,217</b>	<b>50,000</b>	<b>30,885</b>

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>Other Revenues</b>				
Prior Year Revenue				
Library	-	-	-	-
Other Sales				
Mendocino County Library	8,267	8,272	8,000	8,000
Other				
Mendocino County Library	-	-	-	-
Donation				
Mendocino County Library	1,717	1,608	1,500	800
Grant Revenue				
Mendocino County Library	-	111,349	-	-
Operating Transfer In				
Mendocino County Library	1,300,241	1,326,243	1,352,771	1,379,826
<b>Total Other Revenues</b>	<b>1,310,224</b>	<b>1,447,471</b>	<b>1,362,271</b>	<b>1,388,626</b>
<b>Total Library Fund</b>	<b>3,339,166</b>	<b>3,599,200</b>	<b>3,584,071</b>	<b>3,594,465</b>
<b>Fish &amp; Game Fund</b>				
<b>Fines, Forfeitures &amp; Penalties</b>				
Other Court Fine				
Fish & Game	47,608	9,626	35,000	10,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>47,608</b>	<b>9,626</b>	<b>35,000</b>	<b>10,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Fish & Game	1,059	1,793	800	1,700
<b>Total Use of Money &amp; Property</b>	<b>1,059</b>	<b>1,793</b>	<b>800</b>	<b>1,700</b>
<b>Changes for Current Services</b>				
Other Charges				
Fish & Game	36,680	-	106	-
<b>Total Charges for Current Services</b>	<b>36,680</b>	<b>-</b>	<b>106</b>	<b>-</b>
<b>Other Revenues</b>				
Other	-	-	-	-
Prior Year Revenues	113	-	-	-
<b>Total Other Revenues</b>	<b>113</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fish &amp; Game Fund</b>	<b>85,460</b>	<b>11,419</b>	<b>35,906</b>	<b>11,700</b>
<b>Special Aviation Fund</b>				
<b>Aid from Other Governmental Agencies</b>				
State Aid for Aviation				
Round Valley Special Aviation	50,000	-	10,000	20,000
Little River Special Aviation	20,000	-	-	20,000
Federal Other Revenue				
Round Valley Special Aviation	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>70,000</b>	<b>-</b>	<b>10,000</b>	<b>40,000</b>
<b>Total Special Aviation Fund</b>	<b>70,000</b>	<b>-</b>	<b>10,000</b>	<b>40,000</b>

# BUDGET SUMMARY

## Schedule 6

DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT				
SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>AB3229 COPS Program Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Sheriff COPS Program	2,865	4,946	540	540
County Jail - COPS Program	698	1,204	-	500
<b>Total Use of Money &amp; Property</b>	<b>3,563</b>	<b>6,150</b>	<b>540</b>	<b>1,040</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Sheriff - COPS Program	139,416	148,727	103,942	100,000
County Jail - COPS Program	34,667	14,365	-	40,000
<b>Total Aid from Other Govtl Agencies</b>	<b>174,083</b>	<b>163,091</b>	<b>103,942</b>	<b>140,000</b>
<b>Other Revenues</b>				
Other				
County Jail - COPS Program	40,186	-	-	-
Operating Transfer In				
Sheriff - COPS Program	-	-	-	-
<b>Total Other Revenues</b>	<b>40,186</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total AB3229 COPS Program Fund</b>	<b>217,832</b>	<b>169,241</b>	<b>104,482</b>	<b>141,040</b>
<b>Juvenile Justice Crime Prevention Act Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Probation AB1913/CPA 2000	3,161	3,031	-	-
<b>Total Use of Money &amp; Property</b>	<b>3,161</b>	<b>3,031</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Probation AB1913/CPA	241,533	240,241	240,241	-
<b>Total Aid from Other Govtl Agencies</b>	<b>241,533</b>	<b>240,241</b>	<b>240,241</b>	<b>-</b>
<b>Total JJCPA Fund</b>	<b>244,694</b>	<b>243,272</b>	<b>240,241</b>	<b>-</b>
<b>Mobile Spay &amp; Neuter Fund</b>				
<b>Licenses &amp; Permits</b>				
Animal License				
Mobile Spay/Neuter	3,690	13,490	10,000	15,000
<b>Total Use of Money &amp; Property</b>	<b>3,690</b>	<b>13,490</b>	<b>10,000</b>	<b>15,000</b>
Interest				
Mobile Spay/Neuter	131	97	200	200
<b>Total Use of Money &amp; Property</b>	<b>131</b>	<b>97</b>	<b>200</b>	<b>200</b>
<b>Charges for Current Services</b>				
Humane Services				
Mobile Spay/Neuter	1,600	6,700	4,000	4,000
Other Charges				
Mobile Spay/Neuter	102,058	147,055	75,000	87,050
<b>Total Charges for Current Services</b>	<b>103,658</b>	<b>153,755</b>	<b>79,000</b>	<b>91,050</b>
<b>Other Revenues</b>				
Other				

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Mobile Spay/Neuter	-	-	750	250
Donation				
Mobile Spay/Neuter	836	809	500	750
Other Charges				
Mobile Spay/Neuter	20,523	-	-	-
<b>Total Other Revenues</b>	<b>21,359</b>	<b>809</b>	<b>1,250</b>	<b>1,000</b>
<b>Total Mobile Spay &amp; Neuter Fund</b>	<b>128,838</b>	<b>168,151</b>	<b>90,450</b>	<b>107,250</b>
<b>Museum Special Projects Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Museum Bookstore	-0.48	-	-	-
Endowment Fund	-0.48	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>-0.48</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other Sales				
Museum Bookstore	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Museum Spec Projects Fund</b>	<b>-0.48</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Sheriff Special Projects Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Sheriff Special Projects	240	1,250	-	400
<b>Total Use of Money &amp; Property</b>	<b>240</b>	<b>1,250</b>	<b>-</b>	<b>400</b>
<b>Charges for Current Services</b>				
Restitution 11470.2				
Sheriff Special Projects	18,700	63,444	-	-
<b>Total Charges for Current Services</b>	<b>18,700</b>	<b>63,444</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other				
Sheriff Special Projects	-	-	-	-
Donation				
Sheriff Special Projects	18,732	-	-	-
<b>Total Other Revenues</b>	<b>18,732</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Sheriff Spec Projects Fund</b>	<b>37,671</b>	<b>64,694</b>	<b>-</b>	<b>400</b>
<b>Recorder Modernization Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Modernization	1,598	1,788	800	800
<b>Total Use of Money &amp; Property</b>	<b>1,598</b>	<b>1,788</b>	<b>800</b>	<b>800</b>
<b>Charges for Current Services</b>				
Recorder Modernization Fee				
Modernization	31,041	4,171	51,000	60,000
Other Charges				

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
Modernization	10,771	11,539	10,000	1,000
<b>Total Charges for Current Services</b>	<b>41,812</b>	<b>15,710</b>	<b>61,000</b>	<b>61,000</b>
<b>Total Recorder Modernization Fund</b>	<b>43,411</b>	<b>17,498</b>	<b>61,800</b>	<b>61,800</b>
<b>Micrographics Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Micrographics	(250)	(425)	-	-
<b>Total Use of Money &amp; Property</b>	<b>(250)</b>	<b>(425)</b>	<b>-</b>	<b>-</b>
<b>Charges for Current Services</b>				
Recorder Modernization Fee				
Micrographics	38,134	56,696	55,528	57,819
Micrographic Fee				
Micrographics	17,327	15,253	14,000	17,000
<b>Total Charges for Current Services</b>	<b>55,461</b>	<b>71,949</b>	<b>69,528</b>	<b>74,819</b>
<b>Other Revenues</b>				
Other Sales				
Micrographics	25,921	17,244	18,000	20,000
<b>Total Other Revenues</b>	<b>25,921</b>	<b>17,244</b>	<b>18,000</b>	<b>20,000</b>
<b>Total Micrographics Fund</b>	<b>81,132</b>	<b>88,768</b>	<b>87,528</b>	<b>94,819</b>
<b>Assessor Property Characteristics Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Property Characteristics	2,209	3,208	-	-
<b>Total Use of Money &amp; Property</b>	<b>2,209</b>	<b>3,208</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other Sales				
Property Characteristics	23,805	23,372	25,000	26,449
<b>Total Other Revenues</b>	<b>23,805</b>	<b>23,372</b>	<b>25,000</b>	<b>26,449</b>
<b>Total Prop Characteristics Fund</b>	<b>26,014</b>	<b>26,580</b>	<b>25,000</b>	<b>26,449</b>
<b>Mental Health Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Mental Health Services	(47,823)	(31,055)	(21,000)	(27,416)
<b>Total Use of Money &amp; Property</b>	<b>(47,823)</b>	<b>(31,055)</b>	<b>(21,000)</b>	<b>(27,416)</b>
<b>Aid from Other Governmental Agencies</b>				
Motor Vehicle License Fee				
Mental Health Service	-	-	-	-
State Aid Mental Health				
Mental Health Service	7,189,585	5,756,146	6,178,965	6,271,280
Medi-Cal Mental Health				
Mental Health Service	8,801,450	8,800,566	10,300,498	10,609,498
Realignment Mental Health				
Mental Health Service	3,973,056	3,793,066	4,180,046	4,182,046



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Realignment Public Safety				
Mental Health Service	129,340	127,686	135,268	117,940
Managed Care - State				
Mental Health Service	-	-	-	-
State Other				
Mental Health Service	109,783	197,038	2,243,938	1,183,125
Other Governmental Agency Aid				
Mental Health Service	-	18,088	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>20,203,213</b>	<b>18,692,589</b>	<b>23,038,715</b>	<b>22,363,889</b>
<b>Charges for Current Services</b>				
Mental Health Service				
Mental Health Service	44,293	494	-	-
Other Charges				
Mental Health Service	1,652,678	5,748,597	742,156	917,511
<b>Total Charges for Current Services</b>	<b>1,696,972</b>	<b>5,749,091</b>	<b>742,156</b>	<b>917,511</b>
<b>Other Revenues</b>				
Other Sales				
Mental Health Service	450	40	500	150
Other				
Mental Health Service	93,475	174,107	150,000	150,000
Grant Revenue				
Mental Health Service	-	23	-	-
Operating Transfer In				
Mental Health Services	4,634,827	49,042	503,460	755,386
<b>Total Other Revenues</b>	<b>4,728,751</b>	<b>223,211</b>	<b>653,960</b>	<b>905,536</b>
<b>Total Mental Health Fund</b>	<b>26,581,113</b>	<b>24,633,837</b>	<b>24,413,831</b>	<b>24,159,520</b>
<b>General Plan Update Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Planning & Building - Special	8,160	14,720	10,000	17,000
<b>Total Use of Money &amp; Property</b>	<b>8,160</b>	<b>14,720</b>	<b>10,000</b>	<b>17,000</b>
<b>Charges for Current Services</b>				
Environ Impact Report				
Planning & Building - Special	139,875	59,035	50,000	400,000
Micrographic Fee				
Planning & Building - Special	99,131	196,880	130,000	180,000
AB717 Continuing Education & Training				
Planning & Building - Special	50,635	81,615	60,000	100,000
Other Charges				
Planning & Building - Special	-	5,073	-	500
<b>Total Charges for Current Services</b>	<b>289,641</b>	<b>342,603</b>	<b>240,000</b>	<b>680,500</b>
<b>Total General Plan Update Fund</b>	<b>297,801</b>	<b>357,323</b>	<b>250,000</b>	<b>697,500</b>
<b>Mental Health Act Fund</b>				

# BUDGET SUMMARY

## Schedule 6

<b>DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
<b>Use of Money &amp; Property</b>				
Interest				
Mental Health Services Act	113,759	109,211	-	-
<b>Total Use of Money &amp; Property</b>	<b>113,759</b>	<b>109,211</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Government Agencies</b>				
State Aid Mental Health				
Mental Health Services Act	4,893,070	4,823,208	4,836,832	4,836,832
<b>Total Aid from Other Govtl Agencies</b>	<b>4,893,070</b>	<b>4,823,208</b>	<b>4,836,832</b>	<b>4,836,832</b>
<b>Charges from Current Services</b>				
Other Charges				
Mental Health Services Act	16,673	(16,673)	-	12,859
<b>Total Charges fro Current Services</b>	<b>16,673</b>	<b>(16,673)</b>	<b>-</b>	<b>12,859</b>
<b>Other Revenues</b>				
Operating Transfer In				
Mental Health Services Act	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Mental Health Services Act Fund</b>	<b>5,023,502</b>	<b>4,915,746</b>	<b>4,836,832</b>	<b>4,849,691</b>
<b>Mental Health Treatment Fund</b>				
<b>Taxes</b>				
Sales and Use Tax				
Mental Health Treatment	1,606,571	8,555,373	7,500,000	8,500,000
<b>Total Taxes</b>	<b>1,606,571</b>	<b>8,555,373</b>	<b>7,500,000</b>	<b>8,500,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Mental Health Treatment	100	69,470	-	200,000
<b>Total Use of Money &amp; Property</b>	<b>100</b>	<b>69,470</b>	<b>-</b>	<b>200,000</b>
<b>Total Mental Health Treatment Fund</b>	<b>1,606,671</b>	<b>8,624,843</b>	<b>7,500,000</b>	<b>8,700,000</b>
<b>Disaster Recovery</b>				
<b>Aid from Other Governmental Agencies</b>				
State Aid for Disaster				
Disaster Recovery	22,043	179,885	112,500	-
State Other				
Disaster Recovery	-	-	1,900,000	1,700,000
Federal Other Revenue				
Disaster Recovery	723,349	1,221,366	3,774,089	6,174,371
Other Governmental Agency Aid				
Disaster Recovery	-	-	35,493	-
<b>Total Aid from Other Govtl Agencies</b>	<b>745,392</b>	<b>1,401,251</b>	<b>5,822,082</b>	<b>7,874,371</b>
<b>Charges for Current Services</b>				
Other Charges				
Disaster Recovery	-	1,598	-	-
<b>Total Charges for Current Service</b>	<b>-</b>	<b>1,598</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
Grant Revenue				
Disaster Recovery	404,854	74,469	1,401,383	1,670,000
Operating Transfer In				
Disaster Recovery	376,080	702,120	500,000	1,778,285
<b>Total Other Revenues</b>	<b>780,934</b>	<b>776,589</b>	<b>1,901,383</b>	<b>3,448,285</b>
<b>Total Disaster Recovery Fund</b>	<b>1,526,326</b>	<b>2,179,438</b>	<b>7,723,465</b>	<b>11,322,656</b>
<b>Intergovernmental Transfer Fund</b>				
<b>Aid from Other Governmental Agencies</b>				
Realignment Health Services				
Intergov Transfer (IGT)	-	2,108,495	2,200,000	2,562,192
Federal Other Revenue				
Intergov Transfer (IGT)	-	5,785,722	3,520,000	3,843,287
<b>Total Aid from Other Govtl Agencies</b>	<b>-</b>	<b>7,894,217</b>	<b>5,720,000</b>	<b>6,405,479</b>
<b>Other Revenues</b>				
Operating Transfer In				
Intergov Transfer (IGT)	-	2,092,853	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>2,092,853</b>	<b>-</b>	<b>-</b>
<b>Total Intergovernmental Transfer Fund</b>	<b>-</b>	<b>9,987,070</b>	<b>5,720,000</b>	<b>6,405,479</b>
<b>Whole Person Care Fund</b>				
<b>Aid from Other Governmental Agencies</b>				
Realignment Health Services				
Whole Person Care (WPC)	-	730,069	1,219,510	455,725
State Other				
Whole Person Care (WPC)	-	200,000	-	-
Federal Other Revenue				
Whole Person Care (WPC)	-	2,734,851	3,223,180	1,219,510
<b>Total Aid from Other Govtl Agencies</b>	<b>-</b>	<b>3,664,919</b>	<b>4,442,690</b>	<b>1,675,235</b>
<b>Charges for Current Services</b>				
Other Charges				
Whole Person Care (WPC)	-	437,358	-	-
<b>Total Charges for Current Services</b>	<b>-</b>	<b>437,358</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Operating Transfer In				
Whole Person Care	-	855,880	392,080	154,030
<b>Total Other Revenues</b>	<b>-</b>	<b>855,880</b>	<b>392,080</b>	<b>154,030</b>
<b>Total Whole Person Care Fund</b>	<b>-</b>	<b>4,958,157</b>	<b>4,834,770</b>	<b>1,829,265</b>
<b>Fire Agency Support</b>				
<b>Taxes</b>				
Trans Occup Tax - Campground/RV Parks				
Fire Agency Support	-	-	-	600,000
<b>Total Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>
<b>Total Fire Agency Support</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>
<b>Total Special Revenue Funds</b>	<b>62,097,097</b>	<b>85,203,501</b>	<b>87,008,587</b>	<b>93,306,637</b>

# BUDGET SUMMARY

Schedule 6

<b>BUDGET UNIT DETAIL</b>				
<b>SOURCE CLASSIFICATION</b>	<b>2017-18 Actual Revenues</b>	<b>2018-19 Actual Revenues</b>	<b>2019-20 Estimated Revenues</b>	<b>2020-21 Adopted Budget</b>
<b>Capitol Projects Funds</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Capital Projects	11,731	12,801	-	3,000
<b>Total Use of Money &amp; Property</b>	<b>11,731</b>	<b>12,801</b>	<b>-</b>	<b>3,000</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Capital Projects	-	-	-	-
Federal Other Revenue				
Capital Projects	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Operating Transfer In				
Capital Projects	-	1,000,000	500,000	
<b>Total Other Revenues</b>	<b>-</b>	<b>1,000,000</b>	<b>500,000</b>	<b>-</b>
<b>Total Capital Projects Fund</b>	<b>11,731</b>	<b>1,012,801</b>	<b>500,000</b>	<b>3,000</b>
<b>Capitol Projects - MHTA Funds</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Capital Projects	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Government Agencies</b>				
Interest				
Capital Projects	-	-	-	225,000
<b>Total Use of Money &amp; Property</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>225,000</b>
<b>Other Revenues</b>				
Operating Transfer In				
Capital Projects	-	-	1,000,000	2,706,600
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>2,706,600</b>
<b>Total Capital Projects MHTA Fund</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>2,931,600</b>
<b>Total Capital Projects Fund</b>	<b>11,731</b>	<b>1,012,801</b>	<b>1,500,000</b>	<b>2,934,600</b>
<b>Debt Service Fund</b>				
<b>Fines, Forfeitures &amp; Penalties</b>				
Criminal Justice Construction Fund				
Debt Service- COPs	11,400	11,500	11,500	12,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>11,400</b>	<b>11,500</b>	<b>11,500</b>	<b>12,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Debt Service	(3,360)	(6,273)	(4,000)	(8,000)
Rents & Concessions				
Debt Service	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>(3,360)</b>	<b>(6,273)</b>	<b>(4,000)</b>	<b>(8,000)</b>

## BUDGET UNIT DETAIL

SOURCE CLASSIFICATION	2017-18 Actual Revenues	2018-19 Actual Revenues	2019-20 Estimated Revenues	2020-21 Adopted Budget
<b>Aid from Other Governmental Agencies</b>				
Other Governmental Agency Aid				
Debt Service	39,807	35,447	39,000	30,000
<b>Total Aid from Other Govtl Agencies</b>	<b>39,807</b>	<b>35,447</b>	<b>39,000</b>	<b>30,000</b>
<b>Other Revenues</b>				
Other				
Debt Service	-	-	-	-
Operating Transfer In				
Debt Service	1,840,736	1,848,127	1,824,250	1,835,100
Loan/Bond Proceeds				
Debt Service	-	-	-	-
<b>Total Other Revenues</b>	<b>1,840,736</b>	<b>1,848,127</b>	<b>1,824,250</b>	<b>1,835,100</b>
<b>Total Debt Service Fund</b>	<b>1,888,582</b>	<b>1,888,801</b>	<b>1,870,750</b>	<b>1,869,100</b>
<b>Pension Obligation Bond Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Pension Obligation Bonds	(28,820)	(36,730)	(37,000)	(58,000)
<b>Total Use of Money &amp; Property</b>	<b>(28,820)</b>	<b>(36,730)</b>	<b>(37,000)</b>	<b>(58,000)</b>
<b>Charges for Current Services</b>				
County Share Retirement				
Pension Obligation Bonds	9,018,656	7,359,328	7,203,000	7,910,750
<b>Total Charges for Current Services</b>	<b>9,018,656</b>	<b>7,359,328</b>	<b>7,203,000</b>	<b>7,910,750</b>
<b>Total Pension Obligation Bond Fund</b>	<b>8,989,836</b>	<b>7,322,599</b>	<b>7,166,000</b>	<b>7,852,750</b>
<b>Total Debt Service Funds</b>	<b>10,878,418</b>	<b>9,211,400</b>	<b>9,036,750</b>	<b>9,721,850</b>
<b>TOTAL ALL FUNDS</b>	<b>262,138,241</b>	<b>278,806,435</b>	<b>305,856,523</b>	<b>328,973,998</b>

# BUDGET SUMMARY

Schedule 6D

<b>BUDGET SUMMARY BY LINE ITEM</b>				
<b>FINANCING USES CLASSIFICATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted Budget</b>
<b>Salaries &amp; Employee Benefits</b>				
861011 - Regular Employees	61,475,656	65,356,177	80,199,111	78,143,289
861012 - Extra Help	1,587,052	1,490,659	1,040,259	846,843
861013 - Overtime Regular Employees	4,729,141	4,365,520	2,812,457	2,534,891
861021 - Co Contrib to Retirement	19,890,037	21,470,396	25,247,180	28,282,338
861022 - Co Contrib to OASDI	3,901,059	4,117,551	4,469,090	4,710,034
861023 - Co Contrib to OASDI-Medicare	944,387	994,701	1,054,582	1,126,939
861024 - Co Contrib to Retire Increment	7,719,966	7,566,968	7,649,779	6,778,975
861030 - Co Contrib to Emp Insurance	8,098,678	7,282,898	10,749,660	10,453,062
861031 - Co Contrib to Unemp Ins	195,170	195,455	198,527	196,544
861035 - Co Contrib to Workers Comp	4,766,300	4,976,991	4,848,243	4,904,041
<b>Total Salaries &amp; Employee Benefits</b>	<b>113,307,445</b>	<b>117,817,316</b>	<b>138,268,888</b>	<b>137,976,956</b>
<b>Services &amp; Supplies</b>				
862050 - Clothing & Personal Items	46,720	47,831	81,500	77,900
862060 - Communications	636,637	708,175	713,401	1,127,753
862061 - Communications Lease	257,086	255,941	267,335	-
862062 - Communications Microwave	2,382	2,225	2,000	-
862080 - Food	488,235	445,666	459,750	456,500
862090 - Household Expense	1,004,259	1,029,084	1,013,155	1,179,239
862101 - Insurance - General	1,507,393	1,742,918	1,925,982	2,342,960
862109 - Insurance - Other	81,000	74,562	81,040	132,071
862110 - Jury & Witness Expense	62,621	54,939	71,666	71,692
862120 - Maintenance - Equipment	959,032	1,176,027	1,189,465	679,107
862130 - Maint - Struct Impr & Grounds	794,190	771,541	1,235,656	1,012,508
862135 - Corrective Maintenance	1,950,847	1,969,678	4,000,000	5,850,000
862140 - Medical Dental & Lab Supplies	156,233	155,006	175,725	163,229
862150 - Memberships	197,001	179,112	244,424	253,821
862160 - Miscellaneous Expense	41,778	51,708	66,500	65,000
862170 - Office Expense	1,565,496	1,512,899	1,714,380	1,677,099
862171 - Paper Supplies	25,256	23,247	49,000	42,000
862172 - Office Expense - Fedex/UPS	15,234	13,137	18,000	18,000
862175 - Office Support Coast Applied	181,419	-	-	-
862176 - Fuel Expense	533,919	633,626	658,260	686,977
862181 - Auditing & Fiscal Services	77,461	71,515	80,500	91,700
862182 - Data Processing Services	549,529	537,433	706,794	733,539
862183 - Legal Fees	494,128	526,618	32,000	382,500
862184 - Arch Eng & Plan Services	2,111,503	731,533	4,311,549	4,345,131
862185 - Medical & Dental Services	3,399,615	3,344,627	4,084,967	4,550,859
862186 - Indigent Burial	48,440	31,437	55,460	50,000
862187 - Education & Training	561,636	661,317	1,012,060	935,359
862188 - Printing	173,097	149,399	267,500	302,500
862189 - Professional & Spec Services	10,318,060	10,904,623	19,713,575	20,518,337
862190 - Publication & Legal Notices	134,992	120,663	169,000	162,075

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
862193 - Construction Contracts	3,709,369	8,333,719	16,814,934	24,515,430
862194 - A-87 Costs	2,062,326	2,204,790	2,271,832	2,680,367
862196 - Collection Expense Fines	1,295	-	5,000	2,500
862200 - Rents & Leases Equipment	74,208	134,761	99,556	141,102
862201 - Rents & Leases Copiers	155,708	94,853	440,351	445,000
862210 - Rents & Leases Bldg/Grds	380,095	346,829	433,884	433,409
862220 - Small Tools & Instruments	45,712	25,307	46,700	40,700
862230 - Info Technology Equipment	913,488	721,307	1,507,784	1,280,090
862231 - Election Supplies & Services	203,776	98,095	80,000	80,000
862232 - Law Enforce Supplies & Svcs	315,608	387,890	618,743	505,111
862233 - Vehicle Collision	-	-	-	-
862239 - Special Department Expense	14,781,534	19,770,691	15,466,774	18,506,910
862240 - Special Departmental Fund	1,209	868	5,000	5,000
862250 - Transportation & Travel	1,832,337	1,776,940	1,719,753	1,970,282
862253 - Trans & Travel Out of County	571,048	556,562	631,820	713,657
862260 - Utilities	1,737,417	1,665,527	1,777,461	1,810,692
<b>Total Services &amp; Supplies</b>	<b>55,160,331</b>	<b>64,044,626</b>	<b>86,320,236</b>	<b>101,038,106</b>
<b>Other Charges</b>				
863111 - Public Assistance Payment	6,031,766	5,377,222	6,823,260	6,955,140
863112 - Pmts to Private Institution	319,101	413,742	2,026,492	2,302,599
863113 - Pmts Other Govtl Agency	4,004,200	20,312,162	4,418,089	4,542,849
863115 - Service Connected Expense	419,601	496,977	369,855	372,855
863116 - Child Care Services - MOE	271,245	226,415	405,327	405,327
863118 - Family Services	3,844,931	2,951,873	4,310,448	4,578,448
863119 - Supp & Care Persons - Other	60,638	89,774	110,200	103,360
863121 - Independent Living Skills	70,422	87,864	65,000	65,000
863122 - Aid to Adopted Children	5,155,746	5,986,680	5,752,080	6,501,480
863124 - GR/SSI/SSP Applicants	76,419	88,669	70,200	63,360
863125 - Severely Emotionally Disturbed	-	-	-	-
863126 - Cal-Learn Program Services	956	1,620	10,000	10,000
863127 - Foster Care Payments	11,882,746	11,598,923	13,442,760	12,380,160
863131 - Family Preservation	177,609	175,442	260,433	260,433
863132 - Family Track	1,030,656	1,262,922	1,054,000	1,004,000
863133 - Office of Education Contract	1,004,046	587,880	682,100	843,399
863135 - Job Alliance Program Services	302,092	461,412	894,850	894,850
863138 - Welfare to Work 15%	468,694	562,326	850,613	699,080
863139 - In Home Supportive Services	4,254,088	4,484,634	4,236,621	5,214,250
863140 - IHSS Public Authority	1,531	2,261	59,000	59,000
863152 - Non-County Contract Hospital	91,464	104,373	76,000	76,000
863154 - Physician Services - EMS	99,634	215,030	300,000	200,000
863160 - Acute Hospitalization	-	-	-	-
863161 - Non-Acute Hospitalization	-	-	-	-
863162 - Residential Care	2,209,183	2,588,292	2,247,900	2,209,350

# BUDGET SUMMARY

Schedule 6D

<b>BUDGET SUMMARY BY LINE ITEM</b>				
<b>FINANCING USES CLASSIFICATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted Budget</b>
863163 - Individual Providers	-	-	-	-
863164 - Organizational Providers	-	-	-	-
863280 - Contrib to Other Agencies	20,392,561	1,226,389	20,446,781	20,797,089
863310 - Interest	4,218,052	4,008,326	4,378,350	3,544,250
863311 - Principal	9,352,760	9,793,225	10,245,000	11,070,000
863330 - Rights of Way	42,100	4,745	30,000	109,000
863340 - Taxes & Assessments	-0.02	1,943	-	-
<b>Total Other Charges</b>	<b>75,782,241</b>	<b>73,111,122</b>	<b>83,565,359</b>	<b>85,261,279</b>
<b>Fixed Assets</b>				
864350 - Land	-	-	-	-
864360 - Structures & Improvements	5,671,777	2,025,782	5,607,404	5,517,516
864365 - Construction in Progress	421,488	828,613	959,808	3,721,600
864370 - Equipment	1,474,604	904,762	2,201,171	941,193
<b>Total Fixed Assets</b>	<b>7,567,869</b>	<b>3,759,157</b>	<b>8,768,383</b>	<b>10,180,309</b>
<b>Expenditure Transfer &amp; Reimbursement</b>				
865380 - Intrafund Transfer	(11,742,134)	(12,049,425)	(15,490,394)	(17,367,564)
865802 - Operating Transfer Out	17,488,089	14,871,974	11,851,996	18,835,561
<b>Total Expend Transfer &amp; Reimb</b>	<b>5,745,956</b>	<b>2,822,550</b>	<b>(3,638,398)</b>	<b>1,467,997</b>
Contingency				
869991 - Appropriation for Contingency	-	-	-	-
<b>Total Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>257,563,841</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,648</b>
<b>Less: Revenues</b>				
821110 - Property Tax Current Secured	33,786,268	35,360,372	36,178,685	37,178,685
821120 - Property Tax Current Unsecured	972,858	1,049,903	1,005,900	1,005,900
821130 - Supplemental Roll Tax	442,608	753,848	704,000	504,000
821210 - Property Tax Prior Secured	3,429,952	2,911,322	3,200,000	3,200,000
821220 - Property Tax Prior Unsecured	(26,257)	60,331	50,200	50,200
821400 - Penalty & Cost on Delinquencies	2,762,146	2,228,123	2,500,771	2,298,118
821500 - Sales & Use Tax	9,928,603	17,208,215	16,140,000	16,840,000
821501 - Transportation Funds	64,140	62,031	60,000	54,000
821510 - Sales Tax - Public Safety	7,551,520	7,876,282	7,899,800	8,067,252
821600 - Timber Yield Tax	662,781	883,448	800,000	800,000
821700 - Highway Property Rental	-	-	-	600,000
821701 - Room Occupancy Tax	5,682,028	5,872,388	6,000,000	4,400,000
821702 - Property Transfer Tax	668,839	615,913	600,000	700,000
821704 - Prop Tax In-Lieu of VLF	11,340,056	11,797,060	11,800,000	12,200,000
821705 - In-Lieu of Sales Tax	-	-	-	-
821706 - Williamson Act Replacement Tax	487,259	580,538	580,000	598,000
821707 - Cannabis Business Tax	1,296,125	3,711,693	2,500,000	4,000,000



## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
822100 - Animal License	330,290	353,779	359,500	430,000
822200 - Business License	144,525	147,313	130,000	147,000
822204 - Cannabis Facility Business License	25,424	42,406	33,000	25,000
822210 - Franchise	871,804	876,534	800,000	870,000
822250 - Mobile Home Setup Fee	20,149	20,039	23,000	18,000
822300 - Construction Permit	1,370,124	1,613,024	1,530,000	2,090,000
822500 - Zoning Permit	258,358	337,037	330,000	374,000
822600 - Other Permit	28,616	13,764	11,000	8,800
822601 - Gun Permit	58,265	61,229	50,000	56,000
822602 - Marriage License GC 26840.3	28,263	29,374	26,000	29,000
822603 - Lumber Mill Permit	665	180	385	180
822605 - Variance & Use Permit	193,396	279,346	280,000	345,000
822606 - Land Use Fee	455,302	556,215	549,565	659,478
822608 - Transportation Permit Fee	7,932	8,374	7,000	6,000
822609 - Coastal Zone Permit	183,442	234,547	190,000	240,000
822610 - Co Hwy Encroachment Permit	52,958	50,597	50,000	50,000
823100 - Vehicle Code Fine	351,013	401,356	370,412	364,950
823101 - 25% Extra Fine	148,108	138,662	134,721	132,709
823110 - Criminal Justice Constr Fund	380,000	367,000	425,300	411,600
823130 - Warrant System	2,281	2,396	2,000	1,000
823200 - Other Court Fine	77,913	45,303	67,249	47,184
823203 - Co Commission on City Fine	6,683	4,588	4,059	5,139
823204 - Miscellaneous Court Fine	315,398	169,822	277,991	170,410
823205 - Drug/Alcohol Fine	15,258	14,690	-	15,000
823206 - County Alcohol Education	12,123	11,340	21,669	27,216
823207 - Drug Abuse Education	8,177	5,309	-	4,700
823210 - Fine Judicial District	13,309	7,315	7,335	11,316
823300 - Forfeiture & Penalty	26,206	218,795	140,730	185,390
823310 - Asset Forfeiture	15,808	67,396	-	-
824100 - Interest	1,065,439	1,409,895	1,058,140	1,254,178
824200 - Rents & Concessions	130,424	160,171	64,320	64,320
825120 - State Aid for Aviation	70,000	-	10,000	40,000
825125 - State HUTA Section 2103	1,069,663	955,275	2,064,250	1,900,980
825130 - State Highway Users Tax	1,217,719	1,204,271	1,215,639	1,259,849
825140 - State Collier Unruh	374,287	375,680	385,503	398,093
825150 - Motor Vehicle License Fee	670,713	914,884	985,077	1,070,048
825180 - Transportation STPd(1)	198,772	121,370	127,229	127,000
825190 - State RMRA SB1	1,243,613	3,918,019	3,538,241	4,049,881
825210 - State Welfare Administration	4,575,991	5,450,081	6,346,346	7,388,348
825241 - State AFDC	5,092,996	5,309,125	4,374,562	4,486,586

# BUDGET SUMMARY

Schedule 6D

<b>BUDGET SUMMARY BY LINE ITEM</b>				
<b>FINANCING USES CLASSIFICATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted Budget</b>
825250 - State Aid California Children	597,740	640,548	571,929	495,911
825330 - State Aid Mental Health	12,082,655	10,579,354	11,015,797	11,108,112
825331 - Medi-Cal Mental Health	8,801,450	8,800,566	10,300,498	10,609,498
825341 - Realignment Health Services	17,268,341	15,227,130	18,429,942	17,635,774
825342 - Realignment Mental Health	4,348,613	4,401,069	4,772,228	4,743,809
825343 - Realignment Public Assistance	11,506,928	10,878,946	12,599,761	12,991,866
825344 - 2011 Realignment Pub Safety	4,307,603	4,852,011	5,062,521	5,151,736
825393 - State Aid - Drug & Alcohol	1,074,731	886,684	1,101,794	1,138,861
825398 - SB90 Reimbursement	5,259	2,771	-	-
825411 - State Aid Agriculture Gas Tax	33,995	157,203	141,000	185,000
825412 - State Reimis - EC Poisons	116,382	117,954	116,000	116,000
825413 - Pesticide Regulatory	1,952	488	1,952	-
825460 - State Aid for Disaster	288,747	451,409	1,584,451	1,659,237
825464 - State Breakfast/Lunch Program	29,663	(1,675)	-	-
825470 - State Aid for Veterans Affairs	97,468	28,703	108,000	108,000
825472 - County Hospital	-	86,672	40,000	40,000
825473 - Non-County Hospital	104,877	104,373	76,000	76,000
825475 - EMS - Physician Services	99,682	215,030	300,000	200,000
825481 - Homeowners Prop Tax Relief	284,075	280,567	301,600	281,600
825487 - Prop 111 State Gas Tax	1,062,455	1,082,853	1,097,860	1,137,373
825489 - State Youthful Offender	169,402	334,090	642,695	628,325
825490 - State Other	3,410,668	4,075,399	8,950,936	7,940,679
825491 - State Exchange Program	602,390	-	602,390	602,390
825510 - Federal Welfare Administration	16,520,045	12,883,793	18,574,251	19,693,897
825518 - Title IV-E	148,432	144,827	150,000	75,000
825520 - Health Related Funds	8,469,190	10,123,221	13,136,965	13,936,712
825541 - Federal AFDC	7,486,066	7,582,416	9,906,490	9,620,596
825640 - Federal Forest Reserve	117,032	104,093	100,000	500
825650 - Federal Grazing Fee	930	1,154	-	-
825660 - Federal Land In Lieu Tax	641,536	810,909	800,000	700,000
825670 - Federal Other Revenue	13,352,401	18,038,549	28,147,218	36,956,259
825676 - Flood Control Lands	-	-	500	500
825686 - Federal Aid Child Support	1,695,079	1,735,792	2,077,006	2,044,701
825810 - Other Govt Agency Aid	902,072	1,153,951	770,758	786,647
826112 - Tax Deeded Admin Fee	14,250	300	12,000	300
826113 - 50% Redemption Fee	7,710	19,869	16,000	19,868

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
826114 - Release of Lien	2,500	30,274	4,000	8,000
826115 - Debt Service Fee	129,146	173,018	135,000	135,000
826117 - PTR Screening Fee	25,610	17,220	16,404	16,558
826118 - Cite Processing Fee	1,817	1,666	1,605	1,438
826120 - Accounting Fee	111,529	145,389	100,000	100,000
826140 - Election Services	96,816	171,520	34,700	86,800
826151 - Treasurer Cost Reimbursement	253,929	272,112	276,640	294,142
826161 - Legal Services	22,779	28,994	20,000	20,000
826162 - State Aid Child Support	872,988	893,438	1,023,003	1,053,331
826163 - Legal Services Reimbursement	34,523	33,779	26,462	28,057
826171 - Recommended Map Filing Fee	-	-	2,650	2,650
826172 - Parcel Map MS Filing Fee	2,300	6,200	7,000	7,000
826173 - Parcel Map PS Filing Fee	-	-	2,250	2,250
826175 - Plan Check & Inspection Fee	10,101	6,109	2,500	5,000
826176 - Parcel Subdivision Inspection	-	-	550	550
826177 - Basic Improvement Inspect Fee	400	556	1,000	1,000
826178 - Subd Agreement Processing Fee	-	-	1,100	1,100
826180 - Planning & Engineering	149,828	73,350	70,000	88,000
826181 - Record - Survey Exam Fee	22,325	24,400	22,000	20,000
826182 - Tentative Map Subdivision	62,834	59,600	40,000	40,000
826184 - Environmental Impact Report	140,836	105,959	60,000	445,000
826185 - General Plan Amendment	9,465	24,092	20,000	5,000
826186 - Other Permit Fee	49,049	45,520	75,000	40,700
826187 - Abandoned Vehicle Abate Fee	16,186	55,233	60,000	55,850
826188 - General Plan Maintenance Fee	390,285	460,213	395,000	497,000
826200 - Agricultural Services	19,651	22,085	19,000	-
826201 - Agriculture Certification	1,920	2,615	2,500	1,500
826202 - Insp/Test Weights & Measures	78,400	4,304	200,000	175,000
826204 - Appeal Abatement Fee	-	-	-	-
826205 - Cannabis Application/Inspect	432,818	465,837	391,396	610,000
826223 - Civil Fee Sheriff	67,199	78,587	100,000	80,000
826226 - Adult Probation Supervision	275,515	280,019	250,000	250,000
826227 - Adult Probation Diversion	15,563	12,017	10,000	10,000
826228 - Adult Probation Pre-Sentence	72,723	62,688	55,000	55,000
826230 - Estate Fee - Public Admin	55,964	37,477	60,000	60,000
826240 - Humane Services	107,717	111,549	164,000	134,000

# BUDGET SUMMARY

Schedule 6D

<b>BUDGET SUMMARY BY LINE ITEM</b>				
<b>FINANCING USES CLASSIFICATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted Budget</b>
826241 - Incinerator Services	3,490	4,041	3,500	4,000
826242 - Domestic Animal Care	160,723	(224,561)	145,935	77,500
826250 - Law Enforcement Services	164,580	102,334	160,000	160,000
826254 - Sheriff Point Arena Contract	100,000	91,667	100,000	100,000
826255 - Recorder Modernization Fee	69,405	61,393	106,528	117,819
826257 - Medical Marijuana Zip Tie	1,125	625	-	-
826258 - Restitution 11470.2	166,767	25,750	-	-
826259 - Recorder Service Fee	1,991	975	800	900
826260 - Micrographic Fee	116,458	212,133	144,000	197,000
826261 - Recording Fee	315,360	319,847	271,637	280,411
826263 - Health - Vital Statistics	43,719	44,648	46,000	46,000
826264 - AB717 Continuing Education	50,635	81,615	60,000	100,000
826265 - Drug Diversion Service	11,545	20,177	20,000	25,000
826266 - Clerk Fee	50,013	56,387	52,000	50,000
826268 - Work Furlough	619	2,138	500	250
826269 - Work Release	17,426	22,450	20,000	20,000
826272 - Interfund Revenue - DOT	204,635	854,510	160,907	76,726
826273 - Interfund Revenue - Engineering	96,090	121,639	32,588	38,500
826274 - Interfund Revenue - Printing	9,745	14,300	4,250	14,250
826275 - Interfund Revenue - Xerox	7,129	8,671	14,842	3,600
826276 - Interfund Revenue - Garage	51,504	62,875	20,000	25,000
826277 - Interfund Revenue - Janitor	141,305	217,254	125,000	130,000
826278 - Interfund Revenue - Legal	263,700	430,587	400,000	400,000
826283 - Consumer Protection Program	438,225	455,615	554,355	637,508
826290 - Mental Health Service	44,293	494	-	-
826300 - Nursing Fee	11,576	10,752	11,000	8,000
826310 - Caspar/Fort Bragg Refuse	120,000	117,295	55,000	55,000
826315 - Solid Waste Fee	87,604	82,070	115,000	115,000
826330 - California Children's Services	860	80	600	600
826346 - Support in Juvenile Hall	34,659	27,388	17,000	17,000
826348 - Driving Under Influence	17,094	17,408	17,890	17,890
826361 - EMS Per Call Fee	11,616	-	15,000	-
826370 - Library Services	60,295	58,217	50,000	30,885
826375 - Parks & Recreation Fee	19,193	15,412	21,000	9,000
826380 - Collection Fee	536,667	554,799	663,156	641,974

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
826385 - Drug Testing Program	12,258	10,017	9,900	8,500
826390 - Other Charges	6,900,476	10,844,794	4,916,212	5,283,758
826391 - Conservator Service Fee	39,429	13,943	72,000	72,000
826392 - Data Processing Services	203,589	202,299	216,886	197,683
826399 - Collection Service	6,430	5,326	-	-
826400 - County Share Retirement	9,018,656	7,359,328	7,203,000	7,910,750
826402 - County Cost Plan Charges	2,467,399	2,595,366	2,600,000	3,275,153
826404 - Returned Check Charge	1,818	2,605	1,650	2,493
826405 - Payment Plan Process Fee	6,900	8,520	6,000	8,520
826504 - County 30% State PA	217,944	195,210	185,295	165,707
826505 - Traffic School Fee	402,555	450,895	446,517	482,839
826506 - Traffic School \$24	61,907	69,893	68,320	76,886
827400 - Prior Year Revenue	2,505	23	50,000	50,000
827500 - Sale of Fixed Assets	6,874	4,319	10,000	15,000
827600 - Other Sales	234,942	237,175	210,650	203,299
827601 - Sale of Map - Surveyor	624	209	500	500
827602 - Sale of Map - Assessor	605	843	2,500	2,500
827700 - Other	313,687	636,746	346,875	331,398
827701 - Refund Jury & Witness Fee	35	-	-	-
827703 - Cancel Outlawed Warrant	16,867	-	30,000	30,000
827704 - General Relief Refund	53,041	66,946	50,964	58,442
827707 - Donation	73,991	75,487	12,300	11,550
827711 - Civil Assmt PC 1214.1	177	216	-	-
827713 - Vending Machine	645	4,494	6,000	3,000
827715 - Tobacco Settlement	956,820	873,969	900,000	900,000
827800 - Other	-	-	70,000	49,000
827801 - Grant Revenue	603,503	625,417	2,104,807	2,265,049
827802 - Operating Transfer In	17,717,080	14,253,889	11,710,778	17,844,571
827805 - Medi-Cal	44,570	22,720	50,000	50,000
<b>Total Revenues</b>	<b>262,138,241</b>	<b>278,806,435</b>	<b>305,856,523</b>	<b>328,973,998</b>
<b>Total Net County Cost</b>	<b>(4,574,399)</b>	<b>(17,251,664)</b>	<b>7,427,945</b>	<b>6,950,650</b>

# BUDGET SUMMARY

Schedule 7

<b>SUMMARY OF COUNTY FINANCING REQUIREMENTS BY FUNCTION &amp; FUND</b>				
Description	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
<b>Summary by Function</b>				
1 General Government	38,634,177	37,789,985	47,553,552	48,081,137
2 Public Protection	65,115,616	66,087,196	74,567,072	81,071,020
3 Public Ways and Facilities	15,987,172	20,719,790	35,787,760	44,605,499
4 Health and Sanitation	51,838,032	51,609,134	57,199,958	59,780,429
5 Public Assistance	72,080,971	70,859,594	83,441,187	87,389,774
6 Education	3,743,312	4,264,929	4,402,929	4,665,480
7 Recreation and Culture	417,047	485,981	600,460	609,460
8 Debt Service	9,747,515	9,738,161	9,731,550	9,721,850
<b>Total Financing Uses by Function</b>	<b>257,563,841</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,649</b>
<b>Appropriations for Contingencies</b>				
General Fund	-	-	-	-
<b>Total Appropriations for Contingencies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Subtotal Financing Uses</b>	<b>257,563,841</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,649</b>
<b>Provisions for Reserves and Designations</b>				
General Fund	-	-	-	-
Road Fund	-	-	-	-
County Library	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
<b>Total Reserves and Designations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Financing Uses</b>	<b>257,563,841</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,649</b>
<b>Summary by Fund</b>				
1100 - County General	187,120,582	184,386,105	212,550,970	223,252,491
1200 - Roads	15,749,054	20,575,512	29,367,758	31,807,859
1201 - Accumulated Capital Outlay	4,875,934	2,019,549	5,576,404	5,501,516
1202 - Landfill Closure	726,371	543,949	1,764,096	1,824,774
1205 - County Library	3,514,960	4,026,767	4,175,437	4,423,223
1206 - Fish & Game	48,607	7,892	35,906	11,700
1207 - Aviation - Round Valley	40,000	-	19,734	24,964
1208 - Aviation - Little River	-	-	-	20,000
1210 - Supp Law Enforcement Services	131,301	82,678	79,880	148,389
1211 - Probation COPS AB1913	285,431	-	206,726	-
1213 - Mobile Spay/Neuter Program	128,838	168,151	151,782	139,552
1216 - Sheriff Special Projects	(11,075)	21,062	-	11,203
1217 - Recorder Modernization	46,840	49,182	50,200	52,700
1218 - Micrographics	81,132	88,947	87,528	94,819
1220 - Assessor Property Characteristics	-	-	90,028	91,687
1221 - Mental Health Service	27,141,122	25,866,757	23,726,049	24,175,270
1222 - General Plan Update	30,671	111,656	112,500	517,000
1223 - Mental Health Services Act	6,216,496	5,274,428	7,877,696	5,577,087

## SUMMARY OF COUNTY FINANCING REQUIREMENTS BY FUNCTION & FUND

Description	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget
1224 - Mental Health Services Treatment	199,048	31,389	1,720,292	2,993,175
1225 - Disaster Recovery	1,069,528	1,557,183	6,667,378	10,962,734
1226 - Intergovernmental	-	2,494,535	2,650,000	5,887,192
1227 - Whole Person Care	-	3,682,255	4,682,746	4,088,864
1240 - Fire Agency Support	-	-	-	600,000
1300 - Capital Projects	421,488	828,613	959,808	1,065,000
1301 - Capital Projects	-	-	1,000,000	2,931,600
1400 - Debt Service	1,872,055	1,870,815	1,870,750	1,869,100
1410 - Pension Obligation Bonds	7,875,460	7,867,346	7,860,800	7,852,750
<b>Total Financing Uses</b>	<b>257,563,841</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,649</b>

# BUDGET SUMMARY

## Schedule 8

### SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget	Fund
<b>1 General Government</b>					
<b>101 General - Legislative &amp; Admin</b>					
Clerk of the Board	498,753	477,568	601,041	553,656	1100
Board of Supervisors	653,237	765,345	885,546	819,335	1100
Executive Office	898,971	964,367	1,130,774	1,234,650	1100
<b>101 General - Legislative &amp; Admin</b>	<b>2,050,961</b>	<b>2,207,280</b>	<b>2,617,361</b>	<b>2,607,641</b>	
<b>102 General - Finance</b>					
Nondepartmental Revenue	10,152,939	10,705,533	8,231,035	10,452,147	1100
Auditor-Controller	1,351,324	1,373,304	1,374,646	1,449,984	1100
Assessor	1,615,377	1,371,957	1,843,559	1,842,544	1100
Property Characteristics	-	-	90,028	91,687	1220
Treasurer-Tax Collector	746,224	813,362	825,240	852,289	1100
General Services	278,884	277,545	436,877	459,642	1100
<b>102 General - Finance</b>	<b>14,144,748</b>	<b>14,541,702</b>	<b>12,801,385</b>	<b>15,148,293</b>	
<b>103 General - Counsel</b>					
County Counsel	884,336	1,196,084	1,147,980	1,296,935	1100
<b>103 General - Counsel</b>	<b>884,336</b>	<b>1,196,084</b>	<b>1,147,980</b>	<b>1,296,935</b>	
<b>104 General - Personnel</b>					
Human Resources	1,259,453	1,293,426	1,205,944	950,508	1100
Employee Assistance (see 401)	-	40,293	-	48,776	1100
<b>104 General - Personnel</b>	<b>1,259,453</b>	<b>1,333,719</b>	<b>1,205,944</b>	<b>999,284</b>	
<b>105 General - Elections</b>					
General - County Clerk-Election	589,721	427,202	436,468	512,495	1100
<b>105 General - Elections</b>	<b>589,721</b>	<b>427,202</b>	<b>436,468</b>	<b>512,495</b>	
<b>107 General - Property Management</b>					
Facilities	3,806,209	3,684,235	3,917,599	4,130,954	1100
Capital Improvements	4,875,934	2,019,549	5,576,404	5,501,516	1201
Capital Projects	421,488	828,613	959,808	1,065,000	1300
Capital Projects	-	-	1,000,000	2,931,600	1301
<b>107 General - Property Management</b>	<b>9,103,631</b>	<b>6,532,397</b>	<b>11,453,811</b>	<b>13,629,070</b>	
<b>109 General - Promotion</b>					
Economic Development	698,934	647,720	567,371	567,371	1100
<b>109 General - Promotion</b>	<b>698,934</b>	<b>647,720</b>	<b>567,371</b>	<b>567,371</b>	
<b>110 General - Other</b>					
Fleet Management	(183,651)	104,263	(53,424)	28,000	1100
Land Improvement	805,789	908,280	1,038,808	1,101,268	1100
Retirement	592,996	599,746	648,615	698,471	1100
Teeter Plan Debt Service	3,831,287	4,070,878	4,900,000	4,900,000	1100
Miscellaneous Budget	1,533,565	1,578,149	6,706,924	2,415,298	1100
Clerk-Recorder	195,202	233,566	253,273	277,830	1100
Modernization	46,840	49,182	50,200	52,700	1217
Micrographics	81,132	88,947	87,528	94,819	1218



## SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget	Fund
Information Services	2,959,857	3,270,872	3,624,785	3,751,662	1100
<b>110 General - Other</b>	<b>9,863,018</b>	<b>10,903,882</b>	<b>17,256,709</b>	<b>13,320,048</b>	
<b>1 General Government - Total</b>	<b>38,594,800</b>	<b>37,789,985</b>	<b>47,487,029</b>	<b>48,081,137</b>	
<b>2 Public Protection</b>					
<b>201 Public Protection - Judicial</b>					
Courts - AB233 Program	2,127,660	1,304,890	1,292,012	1,303,668	1100
Grand Jury	81,856	77,038	84,224	89,600	1100
District Attorney	5,138,330	5,445,143	5,673,660	5,690,369	1100
Public Defender	2,630,226	2,581,800	2,598,201	2,513,207	1100
Alternate Defender	895,528	915,209	786,112	786,112	1100
Conflict Defender	471,095	501,038	329,000	350,000	1100
Child Support Services	2,430,379	2,500,486	2,928,049	2,962,024	1100
<b>201 Public Protection - Judicial</b>	<b>13,775,073</b>	<b>13,325,604</b>	<b>13,691,258</b>	<b>13,694,980</b>	
<b>202 Public Protection - Police Protect</b>					
Sheriff-Coroner	20,759,858	20,629,001	21,528,332	21,147,209	1100
Sheriff COPS Program	58,176	82,678	79,880	107,889	1210
Sheriff Special Projects	(11,075)	21,062	-	11,203	1216
<b>202 Public Protection - Police Protect</b>	<b>20,806,960</b>	<b>20,732,741</b>	<b>21,608,212</b>	<b>21,266,301</b>	
<b>203 Public Protection - Detention</b>					
Jail and Rehabilitation Center	13,001,088	14,274,948	14,955,099	14,863,030	1100
Jail COPS Program	73,125	-	-	40,500	1210
Juvenile Hall	2,785,762	1,955,112	2,203,162	2,467,075	1100
Probation Officer	5,120,211	4,988,049	5,756,924	5,925,063	1100
Probation AB1913/CPA 2000	285,431	-	206,726	-	1211
<b>203 Public Protection - Detention</b>	<b>21,265,616</b>	<b>21,218,110</b>	<b>23,121,911</b>	<b>23,295,668</b>	
<b>204 Public Protection - Fire Protection</b>					
Fire Agency Support	-	-	-	600,000	1100
<b>204 Public Protection - Fire Protection</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	
<b>206 Public Protection - Protection</b>					
Agriculture	1,495,895	1,409,145	1,340,623	1,458,261	1100
<b>206 Public Protection - Protection</b>	<b>1,495,895</b>	<b>1,409,145</b>	<b>1,340,623</b>	<b>1,458,261</b>	
<b>207 Public Protection - Other Protect</b>					
Cannabis Management	105,094	585,574	498,397	822,172	1100
Emergency Services	273,452	283,211	343,184	403,399	1100
Fish & Game	48,607	7,892	35,906	11,700	1206
Planning & Building Services	4,812,775	5,273,598	5,564,365	6,348,632	1100
Planning & Building - Special	30,671	111,656	112,500	517,000	1222
Animal Care	1,302,893	1,414,331	1,431,556	1,550,621	1100
Mobile Spay/Neuter	128,838	168,151	151,782	139,552	1213
Disaster Recovery	1,069,528	1,557,183	6,667,378	10,962,734	1225
<b>207 Public Protection - Other Protect</b>	<b>7,771,859</b>	<b>9,401,596</b>	<b>14,805,068</b>	<b>20,755,810</b>	
<b>2 Public Protection - Total</b>	<b>65,115,403</b>	<b>66,087,196</b>	<b>74,567,072</b>	<b>81,071,020</b>	
<b>3 Public Ways &amp; Facilities</b>					

# BUDGET SUMMARY

## Schedule 8

SUMMARY OF COUNTY FINANCING REQUIREMENTS					
DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget	Fund
<b>301 Public Ways &amp; Facilities - Pub Ways</b>					
Administration/Road Maintenance	8,236,201	9,436,600	10,832,042	9,951,136	1200
Storm Damage	1,774,771	2,673,882	8,688,404	10,740,872	1200
<b>301 Public Ways &amp; Facilities - Pub Ways</b>	<b>10,010,972</b>	<b>12,110,483</b>	<b>19,520,446</b>	<b>20,692,008</b>	
<b>302 Public Ways &amp; Facilities - Trans</b>					
Federal and State Programs	5,738,082	8,465,030	9,847,312	11,115,851	1200
DOT - Round Valley Airport	82,827	35,035	305,153	637,561	1100
DOT - Mendocino County Airport	115,292	109,243	6,095,115	12,115,115	1100
Round Valley Airport - Special Aviation	40,000	-	19,734	24,964	1207
Little River Airport - Special Aviation	-	-	-	20,000	1208
<b>302 Public Ways &amp; Facilities - Trans</b>	<b>5,976,200</b>	<b>8,609,308</b>	<b>16,267,314</b>	<b>23,913,491</b>	
<b>3 Public Ways &amp; Facilities - Total</b>	<b>15,987,172</b>	<b>20,719,790</b>	<b>35,787,760</b>	<b>44,605,499</b>	
<b>4 Health &amp; Sanitation</b>					
<b>401 Health &amp; Sanitation - Health</b>					
Public Health	3,399,837	2,446,337	3,226,515	3,119,532	1100
Environmental Health	2,105,366	2,291,139	2,688,234	3,023,605	1100
Public Health Nursing	2,013,289	1,993,788	2,524,117	2,897,285	1100
Emergency Medical Services	738,152	447,584	1,277,435	1,479,641	1100
Employee Wellness/Assistance	316,192	298,439	422,397	353,757	1100
<b>401 Health &amp; Sanitation - Health</b>	<b>8,572,835</b>	<b>7,477,287</b>	<b>10,138,698</b>	<b>10,873,820</b>	
<b>402 Health &amp; Sanitation - Hospital</b>					
Hospital & Medical Services	6,072,416	3,268,137	376,000	276,000	1100
Intergov Transfer	-	2,494,535	2,650,000	5,887,192	1226
Whole Person Care	-	3,682,255	4,682,746	4,088,864	1227
<b>402 Health &amp; Sanitation - Hospital</b>	<b>6,072,416</b>	<b>9,444,927</b>	<b>7,708,746</b>	<b>10,252,056</b>	
<b>403 Health &amp; Sanitation - CA Child Svcs</b>					
Public Health - CCS	722,446	770,204	1,202,573	1,079,159	1100
<b>403 Health &amp; Sanitation - CCS</b>	<b>722,446</b>	<b>770,204</b>	<b>1,202,573</b>	<b>1,079,159</b>	
<b>404 Health &amp; Sanitation - Sanitation</b>					
Public Health - Sanitation	-	111,915	-	100,000	
Solid Waste	201,023	210,645	237,160	247,313	1100
Landfill Closure	726,371	543,949	1,764,096	1,824,774	1202
<b>404 Health &amp; Sanitation - Sanitation</b>	<b>927,394</b>	<b>866,508</b>	<b>2,001,256</b>	<b>2,172,087</b>	
<b>405 Health &amp; Sanitation - SUDT</b>					
Public Health - SUDT	2,025,652	1,877,634	2,891,171	2,657,775	1100
<b>405 Health &amp; Sanitation - SUDT</b>	<b>2,025,652</b>	<b>1,877,634</b>	<b>2,891,171</b>	<b>2,657,775</b>	
<b>406 Health &amp; Sanitation - Mental Hlth</b>					
Mental Health	27,141,122	25,866,757	23,726,049	24,175,270	1221
Mental Health Services Act	6,216,496	5,274,428	7,877,696	5,577,087	1223
Mental Health Services Treatment	199,048	31,389	1,720,292	2,993,175	1223
<b>406 Health &amp; Sanitation - Mental Hlth</b>	<b>33,556,666</b>	<b>31,172,575</b>	<b>33,324,037</b>	<b>32,745,532</b>	
<b>4 Health &amp; Sanitation - Total</b>	<b>51,877,409</b>	<b>51,609,134</b>	<b>57,266,481</b>	<b>59,780,429</b>	

## SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2017-18 Actual	2018-19 Actual	2019-20 Estimated	2020-21 Adopted Budget	Fund
<b>5 Public Assistance</b>					
<b>501 Public Assistance - Administration</b>					
Social Services	43,362,350	42,048,452	52,355,087	55,070,973	1100
Health & Human Services Admin	369,288	262,115	(86,515)	311,959	1100
<b>501 Public Assistance - Administration</b>	<b>43,731,637</b>	<b>42,310,567</b>	<b>52,268,572</b>	<b>55,382,932</b>	
<b>502 Public Assistance - Aid Program</b>					
CalWorks/Foster Care	23,302,025	23,204,505	26,018,100	25,836,780	1100
In Home Support Services	4,540,320	4,770,748	4,579,721	5,584,250	1100
<b>502 Public Assistance - Aid Program</b>	<b>27,842,346</b>	<b>27,975,252</b>	<b>30,597,821</b>	<b>31,421,030</b>	
<b>503 Public Assistance - General Relief</b>					
General Relief	506,987	573,775	574,794	585,812	1100
<b>503 Public Assistance - General Relief</b>	<b>506,987</b>	<b>573,775</b>	<b>574,794</b>	<b>585,812</b>	
<b>5 Public Assistance - Total</b>	<b>72,080,971</b>	<b>70,859,594</b>	<b>83,441,187</b>	<b>87,389,774</b>	
<b>6 Education</b>					
<b>602 Education - Library Services</b>					
Library	3,514,960	4,026,767	4,175,437	4,423,223	1205
<b>602 Education - Library Services</b>	<b>3,514,960</b>	<b>4,026,767</b>	<b>4,175,437</b>	<b>4,423,223</b>	
<b>603 Education - Agricultural Education</b>					
Farm Advisor	228,352	238,162	227,492	242,257	1100
<b>603 Education - Agricultural Education</b>	<b>228,352</b>	<b>238,162</b>	<b>227,492</b>	<b>242,257</b>	
<b>6 Education - Total</b>	<b>3,743,312</b>	<b>4,264,929</b>	<b>4,402,929</b>	<b>4,665,480</b>	
<b>7 Recreation &amp; Culture</b>					
<b>702 Recreation &amp; Culture - Culture</b>					
Cultural Services	417,047	485,981	600,460	609,460	1100
<b>702 Recreation &amp; Culture - Culture</b>	<b>417,047</b>	<b>485,981</b>	<b>600,460</b>	<b>609,460</b>	
<b>7 Recreation &amp; Culture - Total</b>	<b>417,047</b>	<b>485,981</b>	<b>600,460</b>	<b>609,460</b>	
<b>8 Debt Service</b>					
<b>801 Debt Svc - Retire Long Term Debt</b>					
Debt Service	1,872,055	1,870,815	1,870,750	1,869,100	1400
Pension Obligation Bonds	7,875,460	7,867,346	7,860,800	7,852,750	1410
<b>801 Debt Service - Retire LT Debt</b>	<b>9,747,515</b>	<b>9,738,161</b>	<b>9,731,550</b>	<b>9,721,850</b>	
<b>8 Debt Service - Total</b>	<b>9,747,515</b>	<b>9,738,161</b>	<b>9,731,550</b>	<b>9,721,850</b>	
<b>9 Contingencies</b>					
<b>999 Miscellaneous</b>					
Provision for Contingencies	-	-	-	-	1100
<b>999 Miscellaneous</b>	-	-	-	-	
<b>9 Contingencies - Total</b>	-	-	-	-	
<b>Grand Total Budget Requirements</b>	<b>257,563,629</b>	<b>261,554,771</b>	<b>313,284,468</b>	<b>335,924,649</b>	

# BUDGET SUMMARY

Schedule 12

## SUMMARY OF SPECIAL DISTRICT BUDGETS

DISTRICT AND FUND	Available Financing				Requirements			Appropriation Limits	
	Estimated Fund Balance Undesignated at June 30, 2020	Cancellation of Prior Year Reserves and Designations	Additional Financing Sources	Total Available Financing	Financing Uses	Provision for Reserves and/or Designations	Total Financing Requirements	2020-21 Appropriation Limit	Appropriation Subject To Limitation
<b>Lighting Districts: General</b>									
3020 - Alexander Estates Lighting	(28,006)	-	10,030	(17,976)	12,300	(30,276)	(17,976)	48,859	10,030
3030 - Covelo Lighting	53,295	-	11,970	65,265	5,000	60,265	65,265	37,794	11,970
3040 - Fairview Acres Lighting	20,359	-	2,620	22,979	1,000	21,979	22,979	6,231	2,620
3050 - Hopland Lighting	189,989	-	17,685	207,674	6,800	200,874	207,674	27,649	17,685
3060 - Lakewood Lighting	1,339	-	3,100	4,439	3,100	1,339	4,439	Not applicable	
3070 - Laytonville Lighting	4,652	-	6,195	10,847	3,900	6,947	10,847	17,319	6,195
3110 - Noyo Lighting	(17,991)	-	5,840	(12,151)	4,100	(16,251)	(12,151)	30,098	5,840
3120 - Oak Knoll Lighting	110,403	-	11,510	121,913	4,200	117,713	121,913	23,372	11,510
3130 - Riverwood Terrace Lighting	29,459	-	2,420	31,879	800	31,079	31,879	4,878	2,420
3150 - Ukiah Village Lighting	76,944	-	10,640	87,584	3,700	83,884	87,584	28,461	10,640
3170 - West Talmage Lighting	48,856	-	5,380	54,236	2,100	52,136	54,236	10,653	5,380
<b>Total Lighting Districts</b>	<b>489,299</b>	<b>-</b>	<b>87,390</b>	<b>576,689</b>	<b>47,000</b>	<b>529,689</b>	<b>576,689</b>	<b>235,314</b>	<b>84,290</b>
<b>Miscellaneous Districts: General</b>									
3250 - Meadowbrook Manor Sanitation	35,394	-	2,840	38,234	650	37,584	38,234	Not applicable	
3260 - Mendocino County Water Agency	(20,607)	-	733,900	713,293	733,900	(20,607)	713,293	Not applicable	
3270 - Air Quality Management District	865,379	-	1,067,342	1,932,721	1,067,522	865,199	1,932,721	Not applicable	
<b>Total Miscellaneous District</b>	<b>880,166</b>	<b>-</b>	<b>1,804,082</b>	<b>2,684,248</b>	<b>1,802,072</b>	<b>882,176</b>	<b>2,684,248</b>	<b>-</b>	<b>-</b>
<b>Total Special Districts Governed by</b>									
<b>Mendocino County Board of Supervisors</b>	<b>1,369,465</b>	<b>-</b>	<b>1,891,472</b>	<b>3,260,937</b>	<b>1,849,072</b>	<b>1,411,865</b>	<b>3,260,937</b>	<b>235,314</b>	<b>84,290</b>

## ANALYSIS OF FUND BALANCE UNRESERVED/UNDESIGNATED

DISTRICT AND FUND	Estimated Fund Balance Per Auditor at June 30, 2020	Encumbrance	General and Other Reserves	Designations	Fund Balance Available to Finance Current Year Budget
<b>Lighting Districts: General</b>					
3020 - Alexander Estates Lighting	(28,006)	-	-	-	(28,006)
3030 - Covelo Lighting	53,295	-	-	-	53,295
3040 - Fairview Acres Lighting	20,359	-	-	-	20,359
3050 - Hopland Lighting	189,989	-	-	-	189,989
3060 - Lakewood Lighting	1,339	-	-	-	1,339
3070 - Laytonville Lighting	4,652	-	-	-	4,652
3110 - Noyo Lighting	(17,991)	-	-	-	(17,991)
3120 - Oak Knoll Lighting	110,403	-	-	-	110,403
3130 - Riverwood Terrace Lighting	29,459	-	-	-	29,459
3150 - Ukiah Village Lighting	76,944	-	-	-	76,944
3170 - West Talmage Lighting	48,856	-	-	-	48,856
<b>Total Lighting Districts</b>	<b>489,299</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>489,299</b>
<b>Miscellaneous Districts: General</b>					
3250 - Meadowbrook Manor Sanitation	35,394	-	-	-	35,394
3260 - Mendocino County Water Agency	(20,607)	-	-	-	(20,607)
3270 - Air Quality Management District	865,379	-	-	-	865,379
<b>Total Miscellaneous Districts</b>	<b>880,166</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>880,166</b>
<b>Total Special Districts Governed by Mendocino County Board of Supervisors</b>	<b>1,369,465</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,369,465</b>

# BUDGET SUMMARY

Schedule 14

DETAIL OF PROVISIONS FOR RESERVES/DESIGNATIONS					
DESCRIPTION - PURPOSE	Estimated Reserve and/or Designations Balance as of June 30, 2020	Amount Made Available For Financing by Cancellation	Increases or New Reserves and/or Designations To Be Provided in Budget Year	Total Reserves Designations for Budget Year	Fund
		Adopted BOS	Adopted		
<b>Lighting Districts: General</b>					
3020 - Alexander Estates Lighting	-	-	(30,276)	(30,276)	3020
3030 - Covelo Lighting	-	-	60,265	60,265	3030
3040 - Fairview Acres Lighting	-	-	21,979	21,979	3040
3050 - Hopland Lighting	-	-	200,874	200,874	3050
3060 - Lakewood Lighting	-	-	1,339	1,339	3060
3070 - Laytonville Lighting	-	-	6,947	6,947	3070
3110 - Noyo Lighting	-	-	(16,251)	(16,251)	3110
3120 - Oak Knoll Lighting	-	-	117,713	117,713	3120
3130 - Riverwood Terrace Lighting	-	-	31,079	31,079	3130
3150 - Ukiah Village Lighting	-	-	83,884	83,884	3150
3170 - West Talmage Lighting	-	-	52,136	52,136	3170
<b>Total Lighting Districts</b>	<b>-</b>	<b>-</b>	<b>529,689</b>	<b>529,689</b>	
<b>Miscellaneous Districts: General</b>					
3250 - Meadowbrook Manor Sanitation	-	-	37,584	37,584	3250
3260 - Mendocino County Water Agency	-	-	(20,607)	(20,607)	3260
3270 - Air Quality Management District	-	-	865,199	865,199	3270
<b>Total Miscellaneous District</b>	<b>-</b>	<b>-</b>	<b>882,176</b>	<b>882,176</b>	
<b>Total Special Districts Governed by Mendocino County Board of Supervisors</b>	<b>-</b>	<b>-</b>	<b>1,411,865</b>	<b>1,411,865</b>	



# DEPARTMENT OVERVIEW

Van Damme Beach  
Courtesy: Visit Mendocino





# AGRICULTURE DEPARTMENT

JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures

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*The mission of the Mendocino County Agriculture Department is to serve the citizens of Mendocino County by promoting agriculture, fostering public confidence in the marketplace through inspection programs, protecting the environment and the public by regulating and mitigating pesticide use, and protecting against alien and exotic pests through eradication and preventing introduction of new pest species.*

# AGRICULTURE DEPARTMENT

JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	905,158	404,245	719,578	<b>944,370</b>	224,792
<b>Total Revenues</b>	<b>905,158</b>	<b>404,245</b>	<b>719,578</b>	<b>944,370</b>	<b>224,792</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,198,227	902,032	1,019,541	<b>836,829</b>	(182,712)
Total Services & Supplies	269,942	338,611	321,082	<b>527,562</b>	206,480
Total Other Charges	27,726	168,502	-	<b>93,870</b>	93,870
<b>Total Operating Expenditures</b>	<b>1,495,895</b>	<b>1,409,145</b>	<b>1,340,623</b>	<b>1,458,261</b>	<b>117,638</b>
<b>Total Net Appropriations</b>	<b>1,495,895</b>	<b>1,409,145</b>	<b>1,340,623</b>	<b>1,458,261</b>	<b>117,638</b>
<b>NCC/Use of Fund Balance</b>	<b>590,737</b>	<b>1,004,900</b>	<b>621,045</b>	<b>513,891</b>	<b>(107,154)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Agriculture Department	1,458,261	944,370	513,891
<b>Total: General Fund</b>	<b>1,458,261</b>	<b>944,370</b>	<b>513,891</b>
<b>% of General Fund</b>	<b>0.7%</b>	<b>0.5%</b>	<b>0.8%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>1,458,261</b>	<b>944,370</b>	<b>513,891</b>
<b>% of Total Budget</b>	<b>0.4%</b>	<b>0.3%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Agriculture Department	15	9	9
<b>Total: General Fund</b>	<b>15</b>	<b>9</b>	<b>9</b>
<b>OTHER FUNDS</b>			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>15</b>	<b>9</b>	<b>9</b>

# AGRICULTURE DEPARTMENT

JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures



## BU 2710 - Agriculture

### DEPARTMENT OVERVIEW

The mission of the Department of Agriculture is to promote and protect agriculture, public health and the environment. The department promotes and provides confidence to buyers and sellers by ensuring fairness in local trade in the marketplace. The department protects and promotes the well-being of all its customers and the community through the fair, equitable application of agricultural and weights and measures standards, emphasizing education and cooperation. The Agricultural Commissioner is responsible for countywide enforcement of agricultural and weights and measures laws and regulations as provided by the California Food and Agricultural Code, California Code of Regulations, and California Business and Professions Code. In enforcing these laws and regulations, the Agricultural Commissioner works in cooperation with the California Department of Food and Agriculture and the California Department of Pesticide Regulation. The Agricultural Commissioner is also responsible for implementing all ordinances and resolutions adopted by the Board of Supervisors pertaining to agriculture or weights and measures.

Agriculture Regulatory Programs Includes a variety of inspections, investigations and agriculture industry services relating to plant quarantine, pest detection, pesticide use, pest management, cannabis, noxious weed eradication, fruit and vegetable standardization, egg quality control, seed inspection, crop statistics, nursery inspection, and apiary inspection. Provides animal damage control service to prevent the depredation of livestock and loss of property by damage from wildlife. This service is provided through an agreement with the U.S. Department of Agriculture. The Commissioner is also the Sealer of Weights and Measures in this respect the office provides device certification and inspection, quantity control audits of items sold by weight, measure, or count; petroleum product quality control and labelling; registered service agent oversight and weighmaster compliance inspections. It also maintains official, certified standards that are used to verify the accuracy of weighing and measuring devices used in trade.

### PROGRAM OVERVIEW

- Agriculture
- Weights & Measures

### GOALS FOR FY 2020-21

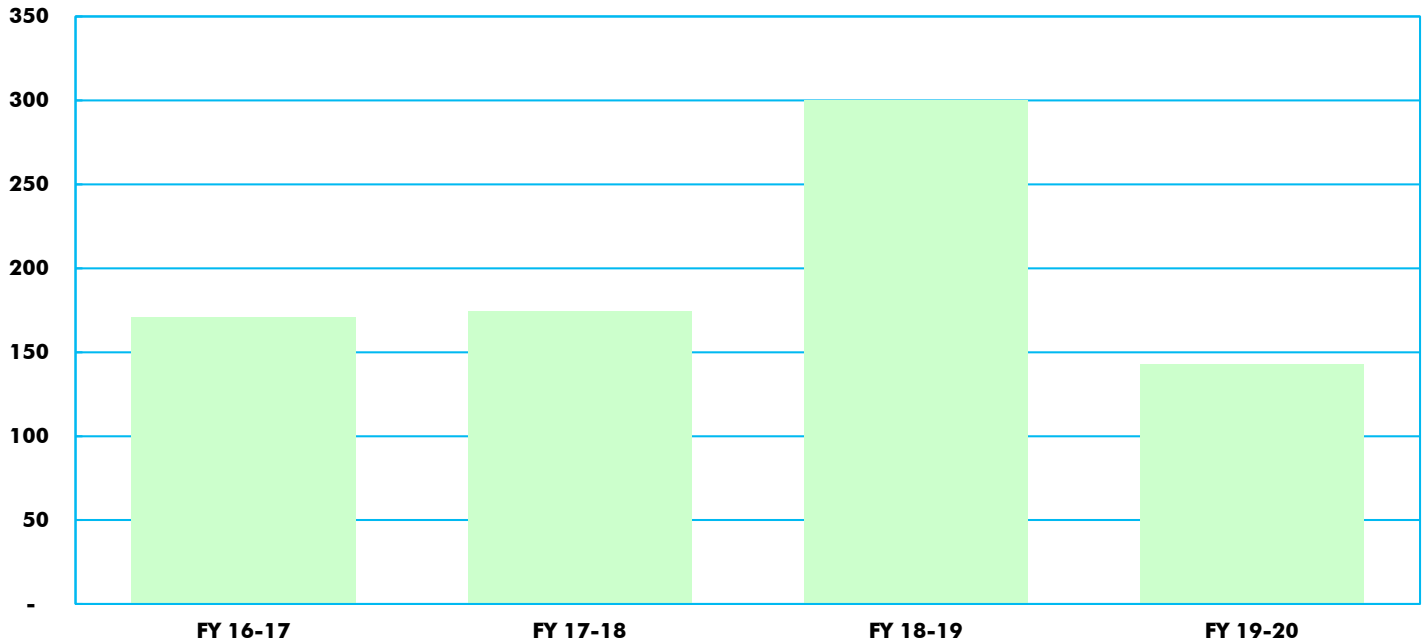
- Increase unclaimed Gas Tax revenues by working to update reporting methods and dedicate increased work hours to traditional agricultural programs.
- Offer pesticide use training to cannabis and conventional agricultural workers.
- Register and inspect weighing devices used by the cannabis industry.
- Issue operator identification permits for cannabis pesticide use.

### ACCOMPLISHMENTS IN FY 2019-20

- Revised Annual Crop Report.
- Increased Gas Tax revenues by implementing improved reporting methods and dedicating increased work hours to traditional agricultural programs.
- Hired the Assistant Agricultural Commissioner/Assistant Sealer of Weights and Measures.

## PERFORMANCE INDICATORS

### Weights and Measures Devices Inspected



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5412 State Pesticide Mill Tax
- Acct. 5490 Revenue from various State Agricultural and Weights and Measures contracts, including European Grapevine Moth. If the detection trapping for European Grapevine Moth ceases, funding will decrease substantially.

### Services & Supplies

- Acct. 2189 Rental of heavy capacity weight truck and funding for Field Worker training expertise.
- Acct. 2239 Purchase and maintenance of specialized field equipment (i.e. mobile LPG provers; high-capacity mass standards; safety modifications to existing equipment, etc.); seals; quarantine supplies; etc.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increased Salary & Employee Benefits due to negotiated wage increases.

# AGRICULTURE DEPARTMENT

JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures  
BU 2710 - Agriculture

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Protection	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
822600 - Other Permit	2,649	2,746	2,500	<b>2,000</b>	(500)	
823204 - Misc Court Fine	850	1,000	3,500	<b>1,000</b>	(2,500)	
825411 - State Aid Agri Gas Tax	33,995	157,203	141,000	<b>185,000</b>	44,000	
825412 - State Pesticide Mill Tax	116,382	117,954	116,000	<b>116,000</b>	-	
825413 - Pesticide Regulatory	1,952	488	1,952	-	(1,952)	
825490 - State Other	216,541	95,739	233,126	<b>240,000</b>	6,874	
826200 - Agric Services	19,651	22,085	19,000	-	(19,000)	
826201 - Agric Certification	1,920	2,615	2,500	<b>1,500</b>	(1,000)	
826202 - Insp/Test Weights/Meas	78,400	4,304	200,000	<b>175,000</b>	(25,000)	
826205 - Cannabis Applic.	432,818	111	-	<b>130,000</b>	130,000	
827801 - Grant Revenue	-	-	-	<b>93,870</b>	93,870	
<b>Total Revenues</b>	<b>905,158</b>	<b>404,245</b>	<b>719,578</b>	<b>944,370</b>	<b>224,792</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	650,766	487,613	591,938	<b>479,975</b>	(111,963)	
861012 - Extra Help	122,077	135,131	95,000	<b>67,567</b>	(27,433)	
861013 - Overtime Reg Emp	20,254	6,510	-	-	-	
861021 - Co Cont Retirement	183,566	145,075	184,000	<b>151,824</b>	(32,176)	
861022 - Co Cont OASDI	39,239	30,170	41,972	<b>29,035</b>	(12,937)	
861023 - Co Cont Medicare	11,247	9,267	9,816	<b>18,582</b>	8,766	
861024 - Co Cont Retire Incr	56,835	41,265	44,868	<b>29,265</b>	(15,603)	
861030 - Co Cont Health Ins	99,804	37,600	32,319	<b>37,691</b>	5,372	
861031 - Co Cont Unemp Ins	11,902	6,410	15,053	<b>17,770</b>	2,717	
861035 - Co Cont Workers Comp	2,536	2,991	4,576	<b>5,120</b>	544	
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,198,227</b>	<b>902,032</b>	<b>1,019,541</b>	<b>836,829</b>	<b>(182,712)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	9,291	8,141	8,000	<b>4,000</b>	(4,000)	
862101 - Insurance - General	146,465	146,674	173,609	<b>179,547</b>	5,938	
862120 - Maint Equip	-	28	-	-	-	
862150 - Memberships	3,050	3,050	3,250	<b>3,250</b>	-	
862170 - Office Expense	13,408	3,843	5,000	<b>5,000</b>	-	
862187 - Education & Training	774	406	700	<b>6,000</b>	5,300	
862189 - Prof/Spec Svcs - Other	5,517	83,169	56,000	<b>238,265</b>	182,265	
862190 - Publ/Legal Notice	862	1,142	1,000	<b>1,000</b>	-	
862230 - Info Tech Equip	3,314	3,498	29,000	<b>4,000</b>	(25,000)	
862239 - Spec Dept Expense	10,603	22,282	12,000	<b>22,000</b>	10,000	
862250 - Trans/Travel	73,264	63,694	32,523	<b>60,000</b>	27,477	
862253 - Travel Out of County	3,394	2,683	-	<b>4,500</b>	4,500	
<b>Total Services &amp; Supplies</b>	<b>269,942</b>	<b>338,611</b>	<b>321,082</b>	<b>527,562</b>	<b>206,480</b>	

# AGRICULTURE DEPARTMENT

JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures  
 BU 2710 - Agriculture

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Protection			Activity: Protection
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Other Charges</b>					
863280 - Contr Other Agency	27,726	168,502	-	<b>93,870</b>	93,870
<b>Total Other Charges</b>	<b>27,726</b>	<b>168,502</b>	<b>-</b>	<b>93,870</b>	<b>93,870</b>
<b>Total Net Appropriations</b>	<b>1,495,895</b>	<b>1,409,145</b>	<b>1,340,623</b>	<b>1,458,261</b>	<b>117,638</b>
<b>Total Net County Cost</b>	<b>590,737</b>	<b>1,004,900</b>	<b>621,045</b>	<b>513,891</b>	<b>(107,154)</b>

# AGRICULTURE DEPARTMENT

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JIM DONNELLY, Agricultural Commissioner/Sealer of Weights & Measures





# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer

## INDEX

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*The mission of the Mendocino County Air Quality Management District is to protect and manage air quality, an essential public resource upon which the health of the community depends.*

# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	1,183,292	961,432	1,032,604	<b>1,067,342</b>	34,738
<b>Total Revenues</b>	<b>1,183,292</b>	<b>961,432</b>	<b>1,032,604</b>	<b>1,067,342</b>	<b>34,738</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	630,578	719,646	764,957	<b>877,838</b>	112,881
Total Services & Supplies	481,481	160,331	192,821	<b>167,684</b>	(25,137)
Total Other Charges	4,994	667,043	5,000	<b>5,000</b>	-
Total Fixed Assets	-	-	60,000	<b>17,000</b>	(43,000)
<b>Total Operating Expenditures</b>	<b>1,117,052</b>	<b>1,547,020</b>	<b>1,022,778</b>	<b>1,067,522</b>	<b>44,744</b>
<b>Total Net Appropriations</b>	<b>1,117,052</b>	<b>1,547,020</b>	<b>1,022,778</b>	<b>1,067,522</b>	<b>44,744</b>
<b>NCC/Use of Fund Balance</b>	<b>(66,240)</b>	<b>585,587</b>	<b>(9,826)</b>	<b>180</b>	<b>10,006</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
N/A	-	-	-
<b>Total: General Fund</b>	-	-	-
<b>% of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Air Quality Mgmt District	1,067,522	1,067,342	180
<b>Total: Other Funds</b>	<b>1,067,522</b>	<b>1,067,342</b>	<b>180</b>
<b>TOTAL: ALL FUNDS</b>	<b>1,067,522</b>	<b>1,067,342</b>	<b>180</b>
<b>% of Total Budget</b>	<b>0.3%</b>	<b>0.3%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
N/A	-	-	-
<b>Total: General Fund</b>	-	-	-
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Air Quality Mgmt Dist	9	9	9
<b>Total: Other Funds</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>TOTAL: ALL FUNDS</b>	<b>9</b>	<b>9</b>	<b>9</b>

# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer



## BU 0327 - Air Quality Management District

### DEPARTMENT OVERVIEW

The Air Quality Management District (AQMD) was created by the state Legislature in 1971, and is one of 35 Special Air Districts in California. The District is located in the North Coast Air Basin which consists of Northern Sonoma Air Pollution Control District (APCD), Mendocino County AQMD, and North Coast AQMD. The District has the primary responsibility for the monitoring and control of air pollution from all stationary sources within the boundaries of Mendocino County, including the four incorporated cities. The quality of the air we breathe can and does influence health, quality of life, tourism, property, crops, and the economy. The District's mission is to protect and manage the air quality in Mendocino County. Mendocino County is currently in attainment for all Federal Ambient Air Quality Standards as well as the more stringent state standards, with the exception of particulate matter less than 10 microns (PM10). The District has adopted regulations and guidelines for the reduction of particulate emissions. The Mendocino County Board of Supervisors serves concurrently as the Air Quality Management District Board, which also appoints the Air Pollution Control Officer and the members to the Air Quality Management District Hearing Board, with the authority to hear and rule on variance applications, Orders for Abatement, and appeals of permit decisions. The District is funded by permit fees, motor vehicle fees, state subvention funds, and state and federal grants. The District's budget is designed to support the mission to protect air quality, improve levels of service to the public, the regulated community and other agencies, while at the same time striving to reduce and control costs.

### PROGRAM OVERVIEW

- Stationary Source Permitting Program
- Stationary Source Inspection Program
- Complaint/Investigation Program
- Enforcement Program
- Ambient Air Monitoring Program
- Smoke Management/Open Burning Program
- Prescribed Burn Reporting and Monitoring Program
- Asbestos Program
- Grants Program to Reduce Diesel and Particulate Matter Emissions
- Air Toxics Hot Spots Program
- Administrative Services
- Planning Program

### GOALS FOR FY 2020-21

- If feasible, implement a unified air quality and fire safety application and payment model for burn permitting.
- Continue to collaborate with fire agencies to mitigate potential fire hazards while managing air quality by implementing the District's Smoke Management and Prescribed Burn Monitoring Programs
- Propose and adopt modifications to the District's Regulation 2, Open Outdoor Burning, to better align with legal differences of authority in state law and current practices.
- Install and run the District's new monitoring network software for more efficient State and Federal reporting.
- Improve District website to better assist the public.

### ACCOMPLISHMENTS IN FY 2019-20

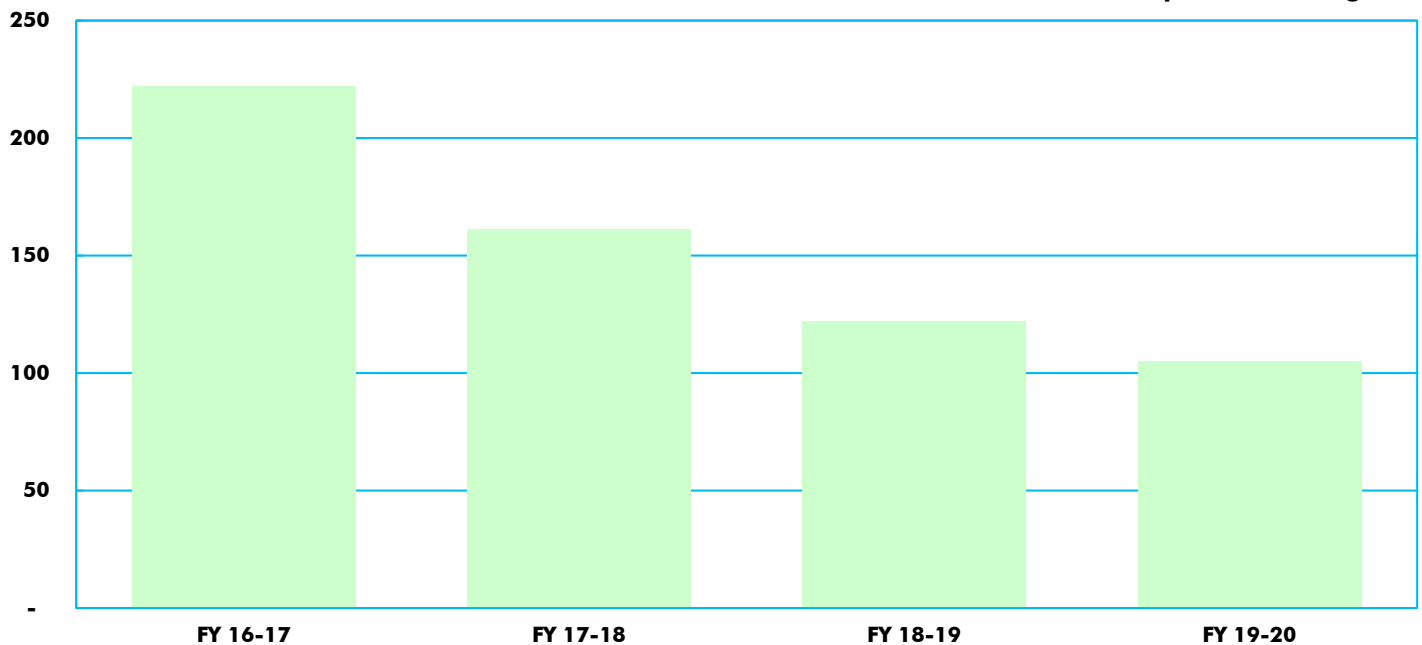
- Brought a high-profile facility into compliance using enforcement tools and collaboration while protecting public health.
- Implemented on-line District burn permit application, payment, and issuance for administrative ease of the public.
- Collaborated with fire agencies to mitigate potential fire hazards while managing air quality by implementing the District's Smoke Management and Prescribed Burn Monitoring Programs.
- Purchased new air monitoring network software and server, for more efficient State and Federal reporting.

# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer  
BU 0327 - Air Quality Management District

## PERFORMANCE INDICATORS

### Complaints Investigated



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 2260 Stationary Source Permit Renewal Fees – funds the Permitting Program, inspections, investigations, and enforcement of District, State and Federal regulations.
- Acct. 2600 Authority to Construct Permit Fees – funds application review, engineering evaluations, and inspections for installation and operation of new emissions sources.
- Acct. 5150 Motor Vehicle Registration Fees – funds the District’s Air Monitoring Program, emissions inventory, Air Quality Planning, and grants for emissions reduction projects.
- Acct. 5397 State Subvention Funds – funds the cost associated with non-funded State mandated programs.

### Services & Supplies

- Acct. 2120 Repair and maintenance of the District’s monitoring equipment at four locations throughout Mendocino County.
- Acct. 2189 Costs associated with Hearing Board actions, technical support for the Air Quality Monitoring Program and technical support/updates for the District’s Permitting Database.
- Acct. 3136 Motor Vehicle Program Grant Funds for emissions reduction projects approved by the Board.

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for the Air Quality Management District includes no additional positions. The Air Quality District Program Manager retired in April 2020. As a result, changes to the District’s Position Allocation Table are planned to contain costs while maintaining services. Staff cost of living and market comparison adjustments are in process. If budget allows, one vehicle may be purchased to replace an aged vehicle.

# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer  
 BU 0327 - Air Quality Management District

BUDGET UNIT DETAIL Schedule 15				Function: - Activity: -	
Fund: 3270 Mendocino Co AQMD	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822260 - Air Pollution Permit	270,243	286,447	264,000	<b>280,000</b>	16,000
822600 - Other Permit	28,011	17,963	6,000	<b>10,000</b>	4,000
822611 - Asbestos Rem Permit	4,290	3,200	2,500	<b>2,500</b>	-
822612 - Burn Permit	29,353	32,103	23,000	<b>23,000</b>	-
823200 - Other Court Fine	75	301	200	<b>200</b>	-
823300 - Forfeiture & Penalty	81,262	22,970	5,000	<b>5,000</b>	-
824100 - Interest	16,631	21,802	6,000	<b>6,000</b>	-
825150 - Motor Vehicle In Lieu	641,450	481,593	573,000	<b>573,000</b>	-
825397 - State Air Poll Subv	48,115	47,612	47,000	<b>45,000</b>	(2,000)
825490 - State Other	13,836	15,598	14,000	<b>14,000</b>	-
825670 - Federal Other	11,200	12,000	25,000	<b>29,000</b>	4,000
826390 - Other Charges	38,356	13,337	64,354	<b>77,092</b>	12,738
827600 - Other Sales	-	2,944	50	<b>50</b>	-
827700 - Other	470	3,563	2,500	<b>2,500</b>	-
<b>Total Revenues</b>	<b>1,183,292</b>	<b>961,432</b>	<b>1,032,604</b>	<b>1,067,342</b>	<b>34,738</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	371,943	424,029	435,052	<b>505,091</b>	70,039
861012 - Extra Help	-	3,361	15,540	<b>15,540</b>	-
861013 - Overtime Reg Emp	10,873	12,896	12,461	<b>12,461</b>	-
861021 - Co Cont Retirement	109,860	128,617	135,414	<b>166,892</b>	31,478
861022 - Co Cont OASDI	22,326	25,651	26,592	<b>30,963</b>	4,371
861023 - Co Cont Medicare	5,221	6,048	6,399	<b>7,407</b>	1,008
861024 - Co Cont Retire Incr	38,255	41,697	38,816	<b>40,196</b>	1,380
861030 - Co Cont Health Ins	64,656	58,252	75,587	<b>80,192</b>	4,605
861031 - Co Cont Unemp Ins	613	517	517	<b>517</b>	-
861035 - Co Cont Workers Comp	6,829	18,579	18,579	<b>18,579</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>630,578</b>	<b>719,646</b>	<b>764,957</b>	<b>877,838</b>	<b>112,881</b>
<b>Services &amp; Supplies</b>					
862050 - Clothing/Pers Items	117	212	500	<b>500</b>	-
862060 - Communications	9,705	10,868	10,000	<b>10,000</b>	-
862090 - Household Expense	3,259	4,103	4,800	<b>4,800</b>	-
862101 - Insurance - General	3,034	3,240	2,021	<b>2,384</b>	363
862120 - Maint - Equip	3,912	7,078	14,000	<b>8,000</b>	(6,000)
862130 - Maint - Strc/Impr/Grnd	-	-	500	<b>500</b>	-
862150 - Memberships	850	850	1,000	<b>1,000</b>	-
862170 - Office Expense	7,141	10,809	10,000	<b>10,000</b>	-
862183 - Legal Fees	312,302	25,174	43,000	<b>43,000</b>	-
862187 - Education & Training	676	499	1,000	<b>1,000</b>	-
862189 - Prof/Spec Svcs - Other	72,754	19,912	33,000	<b>18,000</b>	(15,000)
862190 - Publ/Legal Notice	144	259	500	<b>500</b>	-

# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer  
BU 0327 - Air Quality Management District

BUDGET UNIT DETAIL	Schedule 15 (cont.)			Function: -	Activity: -
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
862194 - A-87 Costs	28,960	39,723	30,000	<b>28,000</b>	(2,000)
862210 - Rent/Lease Bldg Grds	23,603	24,902	27,000	<b>27,000</b>	-
862220 - Small Tool/Instrument	1,096	552	1,000	<b>1,000</b>	-
862239 - Spec Dept Expense	2,727	1,659	1,000	<b>1,000</b>	-
862250 - Trans/Travel	4,238	3,315	3,500	<b>3,500</b>	-
862253 - Travel Out of County	2,453	2,012	5,000	<b>2,500</b>	(2,500)
862260 - Utilities	4,510	5,164	5,000	<b>5,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>481,481</b>	<b>160,331</b>	<b>192,821</b>	<b>167,684</b>	<b>(25,137)</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	4,994	4,994	5,000	<b>5,000</b>	-
863136 - Motor Vehicle Prog Grant	-	662,049	-	-	-
<b>Total Other Charges</b>	<b>4,994</b>	<b>667,043</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	60,000	<b>17,000</b>	(43,000)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>17,000</b>	<b>(43,000)</b>
<b>Total Net Appropriations</b>	<b>1,117,052</b>	<b>1,547,020</b>	<b>1,022,778</b>	<b>1,067,522</b>	<b>44,744</b>
<b>Total Fund Balance Contribution</b>	<b>(66,240)</b>	<b>585,587</b>	<b>(9,826)</b>	<b>180</b>	<b>10,006</b>

# AIR QUALITY MANAGEMENT DISTRICT

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BARBARA MOED, Air Pollution Control Officer





# ALTERNATE DEFENDER

PATRICIA LITTLEFIELD, Alternate Defender

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*The Alternate Defender's Mission Statement is "The Noblest Motive is the Public Good." It is the Alternates Defender's duty is to remain committed to protecting the constitutional rights of every individual that is represented through zealous advocacy and presence in every court and at every court hearing. The Alternate Defender is here to provide the crucible in determining whether charges brought are true in whole, in part, or at all.*

# ALTERNATE DEFENDER

PATRICIA LITTLEFIELD, Alternate Defender

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	835,134	883,351	725,206	<b>724,701</b>	(505)
Total Services & Supplies	60,394	31,858	60,906	<b>61,411</b>	505
<b>Total Operating Expenditures</b>	<b>895,528</b>	<b>915,209</b>	<b>786,112</b>	<b>786,112</b>	-
<b>Total Net Appropriations</b>	<b>895,528</b>	<b>915,209</b>	<b>786,112</b>	<b>786,112</b>	-
<b>NCC/Use of Fund Balance</b>	<b>895,528</b>	<b>915,209</b>	<b>786,112</b>	<b>786,112</b>	-

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Alternate Defender	786,112	-	786,112
<b>Total: General Fund</b>	<b>786,112</b>	-	<b>786,112</b>
<b>% of General Fund</b>	<b>0.4%</b>	<b>0.0%</b>	<b>1.2%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>786,112</b>	-	<b>786,112</b>
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.0%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Alternate Defender	6.5	6.5	6.5
<b>Total: General Fund</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>
<b>OTHER FUNDS</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>

# ALTERNATE DEFENDER

PATRICIA LITTLEFIELD, Alternate Defender



## BU 2085 - Alternate Defender

### DEPARTMENT OVERVIEW

The Mendocino County Alternate Defender Office was established in 1998 to avoid the excessive costs of the courts appointing private counsel when the Public Defender's Office cannot represent a person. The Department represents defendants in all the same types of cases as the Public Defender's Office does pursuant to the requirements of Government Code section 27706. The courts appoint the Alternate Defender Office where the Public Defender declares a conflict or where multiple defendants are charged in the same proceeding. The Department handles all aspects of representation of indigent persons accused of crime – from low-level charges to murder charges – or those who are mentally ill and who are subject to conservatorship proceedings under Welfare and Institutions Code section 602 et seq. The Alternate Defender is also appointed by the court in civil cases such as family law or child support matters, where litigants are facing jail sentences for contempt of court for disobeying a court order or failing to make child support payments. The Department also represents persons who petition for the restoration of rights, applications for pardons, persons alleged to be sexually violent predators, or mentally disordered sex offenders. The attorneys also participate in Drug and Behavioral Health Courts with clients. The Alternate Defenders office represents and counsels clients and monitor their progress in each of those treatment programs.

The attorneys provide constitutionally mandated legal representation to indigent and also often otherwise disadvantaged people by court appointment. They safeguard the confidences and constitutional and statutory rights of each of the clients. The attorneys and support staff are some of the most experienced in the field of criminal defense of any county law office.

### PROGRAM OVERVIEW

- Adult Drug Courts and Behavioral Health Court
- Adult and Juvenile Indigent Defense
- Civil cases as appointed by Courts
- Investigations on Appointed Cases
- Legal Staff Services

### ACCOMPLISHMENTS IN FY 2019-20

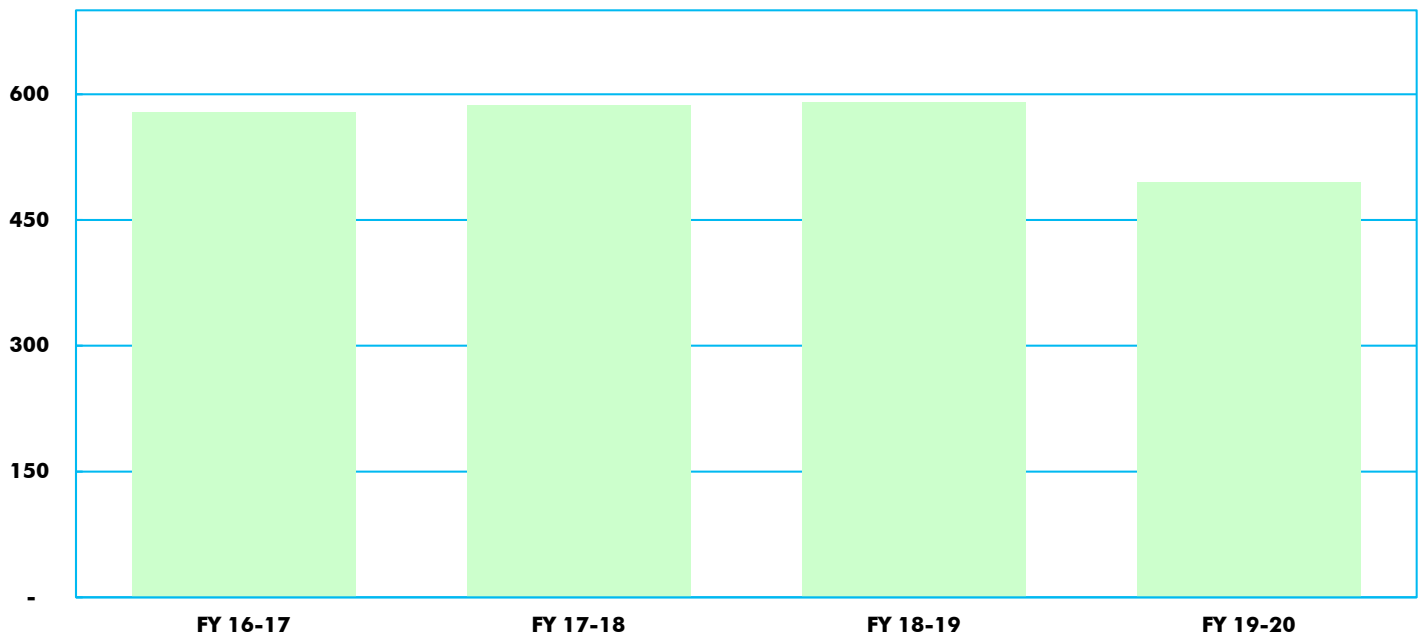
- Completed exhaustive and detailed work on several attempted murder cases that had been pending for over a year, as well as numerous serious "strike" cases carrying possible life sentences.
- Oversaw Drug Court clients' participation in program and clients' participation in Behavior Health Court Program

### GOALS FOR FY 2020-21

- To continue to engage in professional training to effect efficient, dedicated and thorough representation for each of our clients
- To maintain staff sufficient to meet the courts' expectation of availability to cover courtrooms while performing within the structure of our budget
- To maintain a strong working relationship with agencies within the criminal justice system and to participate in community programs, such as the Mock Trial program; thus informing the public about the legal system
- To assist clients in their endeavors to complete Drug and/or Behavior Health Court requirements to improve their lives and minimize or eliminate future contact with the criminal justice system
- To seek funding through state grants that may be available for indigent defense systems pursuant to the settlement in Phillips et al., v. State of California et al. (Fresno Superior Court # CECG 022010)

## PERFORMANCE INDICATORS

### Cases Handled



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2170 Supports law library with books and other periodicals, legal newspapers and programs for attorney research, as well as general office supplies.
- Acct. 2189 Fees for forensic experts where physical evidence is at issue; for instance, needs re-testing or re-evaluating. The account also pays for client evaluations by professionals when needed, which can be invaluable to the core of the defense and/or sentencing decisions made by the court. These services, along with the items listed in Account 862170-Office Expense, allow staff to provide high-caliber representation and obtain more favorable results for clients as constitutionally mandated.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increased Salary & Employee Benefits due to negotiated wage increases.

# ALTERNATE DEFENDER

PATRICIA LITTLEFIELD, Alternate Defender  
 BU 2085 - Alternate Defender

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Judicial
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	538,715	580,245	464,695	<b>408,784</b>	(55,911)
861012 - Extra Help	9,950	-	16,053	-	(16,053)
861013 - Overtime Reg Emp	-	129	-	-	-
861021 - Co Cont Retirement	154,368	168,478	138,141	<b>187,465</b>	49,324
861022 - Co Cont OASDI	31,326	33,685	26,968	<b>33,962</b>	6,994
861023 - Co Cont Medicare	7,709	8,134	6,545	<b>8,411</b>	1,866
861024 - Co Cont Retire Incr	50,453	50,447	36,947	<b>42,018</b>	5,071
861030 - Co Cont Health Ins	41,414	40,793	34,351	<b>42,736</b>	8,385
861031 - Co Cont Unemp Ins	277	371	326	<b>328</b>	2
861035 - Co Cont Workers Comp	923	1,069	1,180	<b>997</b>	(183)
<b>Total Salaries &amp; Employee Benefits</b>	<b>835,134</b>	<b>883,351</b>	<b>725,206</b>	<b>724,701</b>	<b>(505)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	447	456	1,000	<b>1,000</b>	-
862101 - Insurance - General	2,008	2,207	1,944	<b>2,449</b>	505
862110 - Jury/Witness Expense	431	-	650	<b>650</b>	-
862150 - Memberships	2,249	2,603	3,000	<b>3,000</b>	-
862170 - Office Expense	22,856	12,550	20,700	<b>20,700</b>	-
862187 - Education & Training	1,833	1,122	3,000	<b>3,000</b>	-
862189 - Prof/Spec Svcs - Other	27,631	9,409	27,112	<b>27,112</b>	-
862239 - Spec Dept Expense	440	27	-	-	-
862250 - Trans/Travel	243	1,980	1,500	<b>1,500</b>	-
862253 - Travel Out of County	2,256	1,504	2,000	<b>2,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>60,394</b>	<b>31,858</b>	<b>60,906</b>	<b>61,411</b>	<b>505</b>
<b>Total Net Appropriations</b>	<b>895,528</b>	<b>915,209</b>	<b>786,112</b>	<b>786,112</b>	<b>-</b>
<b>Total Net County Cost</b>	<b>895,528</b>	<b>915,209</b>	<b>786,112</b>	<b>786,112</b>	<b>-</b>

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*To serve the citizens of Mendocino County by providing animal regulation services that promote public safety, health, responsible pet ownership and delivers these services in a timely, courteous, professional and cost effective manner.*



## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	812,419	584,029	878,385	<b>814,250</b>	(64,135)
Total Operating Transfers In	20,523	2,549	-	-	-
<b>Total Revenues</b>	<b>832,942</b>	<b>586,578</b>	<b>878,385</b>	<b>814,250</b>	<b>(64,135)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	792,703	993,062	1,009,992	<b>1,191,759</b>	181,767
Total Services & Supplies	619,004	596,420	578,346	<b>498,414</b>	(79,932)
<b>Total Operating Expenditures</b>	<b>1,411,707</b>	<b>1,589,481</b>	<b>1,588,338</b>	<b>1,690,173</b>	<b>101,835</b>
Total Intrafund Transfers	(499)	(9,548)	(5,000)	-	5,000
Total Operating Transfers Out	20,523	2,549	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>20,024</b>	<b>(6,999)</b>	<b>(5,000)</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>1,431,731</b>	<b>1,582,482</b>	<b>1,583,338</b>	<b>1,690,173</b>	<b>101,835</b>
<b>NCC/Use of Fund Balance</b>	<b>598,789</b>	<b>995,904</b>	<b>704,953</b>	<b>875,923</b>	<b>165,970</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Animal Care	1,550,621	707,000	843,621
<b>Total: General Fund</b>	<b>1,550,621</b>	<b>707,000</b>	<b>843,621</b>
<b>% of General Fund</b>	<b>0.7%</b>	<b>0.3%</b>	<b>1.3%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Mobile Spay & Neuter Program	139,552	107,250	32,302
<b>Total: Other Funds</b>	<b>139,552</b>	<b>107,250</b>	<b>32,302</b>
<b>TOTAL: ALL FUNDS</b>	<b>1,690,173</b>	<b>814,250</b>	<b>875,923</b>
<b>% of Total Budget</b>	<b>0.5%</b>	<b>0.2%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Animal Care	6.5	13	13
<b>Total: General Fund</b>	<b>6.5</b>	<b>13</b>	<b>13</b>
<b>OTHER FUNDS</b>			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>6.5</b>	<b>13</b>	<b>13</b>



Animal Care Services

## BU 2860 - Animal Care

### BUDGET UNIT OVERVIEW

The Animal Care Services (ACS) program areas include: Shelter Services providing; education outreach, adoption, volunteer opportunities, fostering, lost & found services, feral cat trap-neuter-release programs and licensing. Additional services and community supports are available through Clinic Services providing; veterinary care and surgery for shelter animals, community clients with animal health education, rabies vaccination clinics, micro-chipping and low cost spay/neuter options to the local rescue groups and low income individuals.

#### PROGRAM OVERVIEW

- Clinic Services
- Shelter Services

#### GOALS FOR FY 2020-21

Implement a three (3) year dog license option for the dog owners in Mendocino County in FY 2020-21.

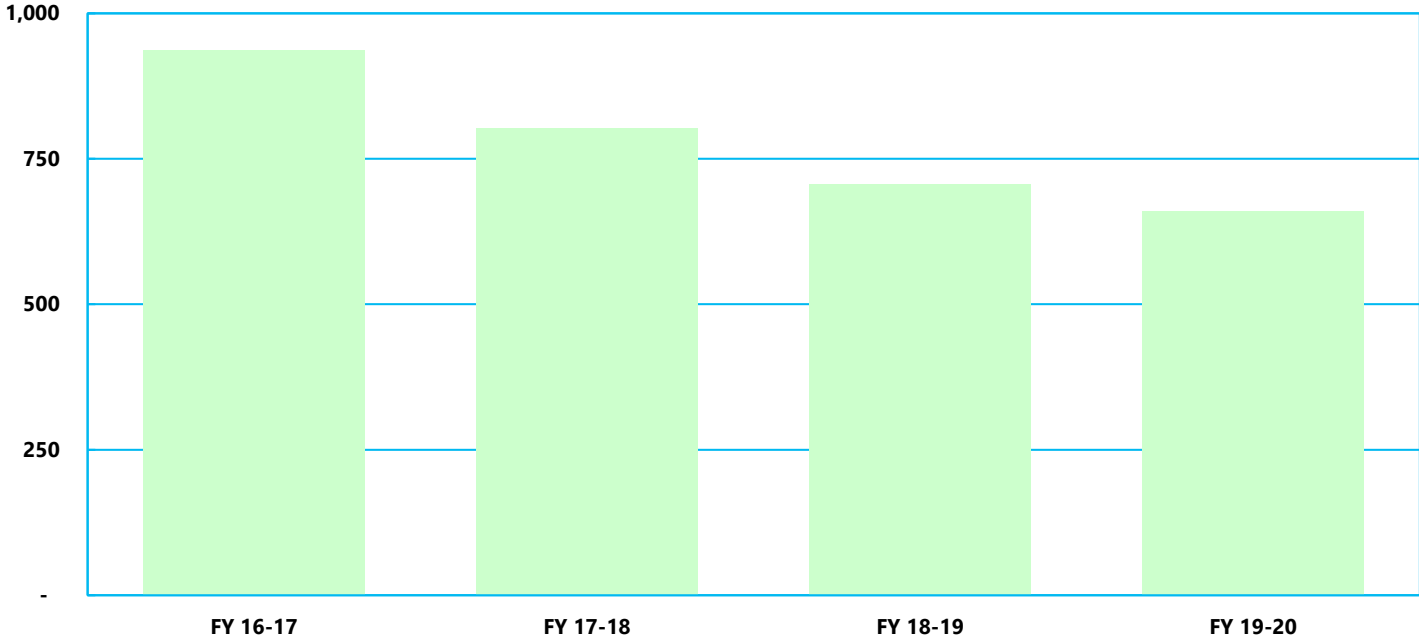
- Continue with the transition of the Animal Control Unit from the Sheriff Department to Animal Care Services.
- Maintain an 85% or higher live animal release rate.
- Reduce the length of stay (days) for adoptable animals by 10%.

#### ACCOMPLISHMENTS IN FY 2019-20

- A total of approximately 8,843 Dog Licenses were sold in FY 2019-20.
- In FY 2019-20 the Animal Shelter outcomed 1558 animals through adoptions, return to owners and transfers to rescue organizations resulting in a live release rate of 90%.
- In FY 2019-20 the Clinic performed 631 spay & neuter surgeries on shelter animals and 408 spay & neuter surgeries on client animals.
- In FY 2019-20 the Clinic administered a total of 4,195 vaccinations and implanted 756 microchips.
- Transitioned the Rabies Specimen Testing Program from Environmental Health to Animal Care Services in FY 19-20.

**PERFORMANCE INDICATORS**

**Cat and Dog Adoptions**



**SUMMARY OF MAJOR ACCOUNTS**

**Revenues**

- Acct. 6240 Animal adoptions, impounds, board and care, and associated fees.
- Acct. 6242 Domestic animal control services with the cities of Ukiah and Willits.
- Acct. 6390 Spay and neuter services.

**Services & Supplies**

- Acct. 2120 Air pollution annual permit fee; maintenance of necessary shelter equipment.
- Acct. 2189 Provides mandatory veterinary services in the Spay & Neuter Clinic and boarding contracts for larger animals.
- Acct. 2239 Feed, bedding and shelter supplies for the care of animals.

**CHANGES IN BUDGET FROM PRIOR YEAR**

No significant change in budget from the previous fiscal year.

# ANIMAL CARE

RICHARD MOLINARI, Director  
BU 2860 - Animal Care

## BUDGET UNIT DETAIL Schedule 9 Function: Public Protection Activity: Other Protection

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822100 - Animal License	326,600	340,289	349,500	<b>415,000</b>	65,500
823300 - Forfeiture & Penalty	(15)	-	-	-	-
826240 - Humane Services	106,117	104,849	160,000	<b>130,000</b>	(30,000)
826241 - Incinerator Service	3,490	4,041	3,500	<b>4,000</b>	500
826242 - Dom Animal Care	138,723	(246,561)	123,935	<b>77,500</b>	(46,435)
826390 - Other Charges	124,998	209,932	146,500	<b>76,000</b>	(70,500)
827600 - Other Sales	316	-	-	-	-
827707 - Donation	3,876	3,327	4,500	<b>4,500</b>	-
827802 - Oper Transfer In	-	2,549	-	-	-
<b>Total Revenues</b>	<b>704,104</b>	<b>418,427</b>	<b>787,935</b>	<b>707,000</b>	<b>(80,935)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	404,907	534,730	564,424	<b>574,838</b>	10,414
861012 - Extra Help	86,409	74,587	75,000	<b>91,747</b>	16,747
861013 - Overtime Reg Emp	14,986	10,171	10,000	<b>10,000</b>	-
861021 - Co Cont Retirement	113,843	147,525	8,037	<b>196,571</b>	188,534
861022 - Co Cont OASDI	25,084	33,084	34,672	<b>38,700</b>	4,028
861023 - Co Cont Medicare	7,214	8,845	8,108	<b>10,381</b>	2,273
861024 - Co Cont Retire Incr	35,301	41,331	167,102	<b>36,937</b>	(130,165)
861030 - Co Cont Health Ins	40,405	47,694	38,569	<b>74,523</b>	35,954
861031 - Co Cont Unemp Ins	3,784	3,175	2,609	<b>1,771</b>	(838)
861035 - Co Cont Workers Comp	60,771	77,260	101,471	<b>122,402</b>	20,931
<b>Total Salaries &amp; Employee Benefits</b>	<b>792,703</b>	<b>978,402</b>	<b>1,009,992</b>	<b>1,157,870</b>	<b>147,878</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	6,958	5,572	5,400	<b>5,400</b>	-
862101 - Insurance - General	8,597	10,104	11,521	<b>15,301</b>	3,780
862120 - Maintenance Equip	2,333	2,116	5,000	<b>4,000</b>	(1,000)
862130 - Maint - Strc/Impr/Grnds	1,336	-	-	-	-
862140 - Med Dntl & Lab Supplies	99,634	93,432	90,000	<b>87,500</b>	(2,500)
862150 - Memberships	464	900	1,000	<b>500</b>	(500)
862170 - Office Expense	23,861	22,979	25,000	<b>23,500</b>	(1,500)
862185 - Medical/Dental Svcs	452	1,311	3,750	-	(3,750)
862187 - Education & Training	965	900	6,000	<b>4,500</b>	(1,500)
862189 - Prof/Spec Svcs - Other	99,915	123,717	145,000	<b>136,500</b>	(8,500)
862190 - Publ/Legal Notice	1,642	481	1,000	<b>500</b>	(500)
862239 - Spec Dept Expense	243,859	176,583	117,772	<b>102,050</b>	(15,722)
862250 - Trans/Travel	149	6,671	12,788	<b>12,000</b>	(788)
862253 - Travel Out of County	-	711	2,333	<b>1,000</b>	(1,333)
<b>Total Services &amp; Supplies</b>	<b>490,166</b>	<b>445,478</b>	<b>426,564</b>	<b>392,751</b>	<b>(33,813)</b>

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)	Function: Public Protection			Activity: Other Protection	
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Expend Transfer &amp; Reimb</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
865380 - Intrafund Transfers	(499)	(9,548)	(5,000)	-	5,000
865802 - Operating Transfer Out	20,523	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>20,024</b>	<b>(9,548)</b>	<b>(5,000)</b>	<b>-</b>	<b>5,000</b>
<b>Total Net Appropriations</b>	<b>1,302,893</b>	<b>1,414,331</b>	<b>1,431,556</b>	<b>1,550,621</b>	<b>119,065</b>
<b>Total Net County Cost</b>	<b>598,789</b>	<b>995,904</b>	<b>643,621</b>	<b>843,621</b>	<b>200,000</b>



Animal Care Services

## BU 2861 - Mobile Spay and Neuter Program

### BUDGET UNIT OVERVIEW

The Mobile Spay & Neuter Caravan program provides low cost spay & neuter, microchipping, vaccinations & pet licensing services for residents and their pets in remote areas of Mendocino County. While conducting spay & neuter surgery clinics and vaccination clinics, the Mobile Spay & Neuter Caravan staff educates pet owners on responsible pet ownership.

#### PROGRAM OVERVIEW

- Disaster Response for Shelter
- Health & Humane Education
- Spay/Neuter Services
- Vaccinate & Micro-Chip Service

#### GOALS FOR FY 2020-21

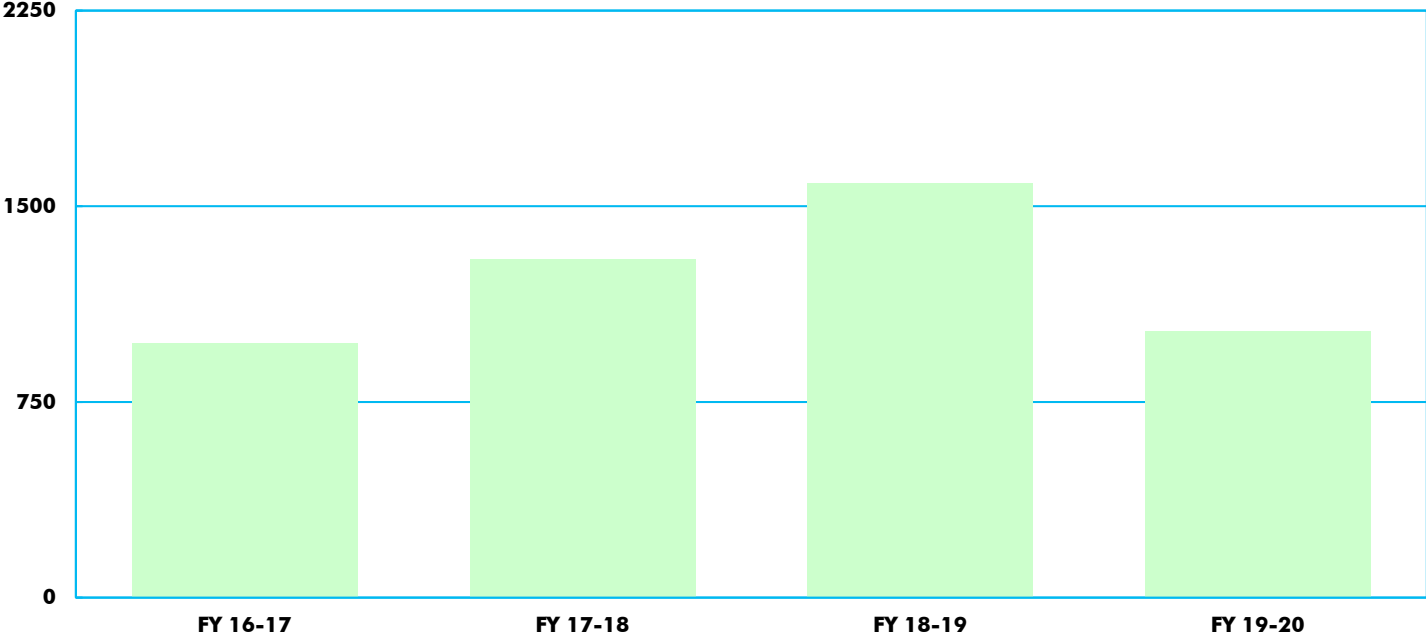
- Continue to increase the sales of the required Mendocino County Pet License for animal owners on surgery & vaccination dates.
- Participate in numerous preemptive spay & neuter birthing events with the Animal Care Services Clinic.
- Conduct several state mandated "at cost" rabies vaccination clinics for animal owners in remote locations within the county.
- Continue to provide spay & neuter services for the tribal reservation animals with the assistance of the Spay & Neuter Assistance Program of Ukiah & PetSmart Charities grant funding.

#### ACCOMPLISHMENTS IN FY 2019-20

- The Mobile Spay & Neuter Caravan spayed & neutered 1022 dogs & cats in FY 2019-20.
- A total of 991 rabies & 634 other medical vaccinations were given to dogs & cats via the Mobile Spay & Neuter Caravan in FY 2019-20.
- The Mobile Spay & Neuter Caravan staff participated in numerous feral cat spay & neuter events held at the Animal Shelter in FY 2019-20. This resulted in over 300 feral cats being altered.
- The Mobile Spay & Neuter Caravan implanted 498 microchips in dogs & cats in FY 2019-20.

**PERFORMANCE INDICATORS**

**Spayed and Neutered Cats and Dogs Combined**



**SUMMARY OF MAJOR ACCOUNTS**

**Revenues**

Acct. 6390 Revenue received from spay and neuter services.

**Expenditure Transfer & Reimbursement**

Acct. 2189 Contracts for veterinary services while providing mobile spay and neuter services.

**CHANGES IN BUDGET FROM PRIOR YEAR**

No significant change in budget from the previous fiscal year.

# ANIMAL CARE

RICHARD MOLINARI, Director

BU 2861 - Mobile Spay and Neuter Program

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Other Protection	
Fund: 1213 Mobile Spay/Neuter Program		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
822100 - Animal License	3,690	13,490	10,000	<b>15,000</b>	5,000	
824100 - Interest	131	97	200	<b>200</b>	-	
826240 - Humane Services	1,600	6,700	4,000	<b>4,000</b>	-	
826390 - Other Charges	102,058	147,055	75,000	<b>87,050</b>	12,050	
827700 - Other	-	-	750	<b>250</b>	(500)	
827707 - Donation	836	809	500	<b>750</b>	250	
827802 - Operating Transfer In	20,523	-	-	-	-	
<b>Total Revenues</b>	<b>128,838</b>	<b>168,151</b>	<b>90,450</b>	<b>107,250</b>	<b>16,800</b>	
<b>Salaries &amp; Employee Benefits</b>						
861012 - Extra Help	-	14,450	-	<b>33,405</b>	33,405	
861022 - Co Cont OASDI	-	210	-	<b>484</b>	484	
<b>Total Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>14,660</b>	<b>-</b>	<b>33,889</b>	<b>33,889</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	527	655	500	<b>650</b>	150	
862101 - Insurance - General	76	82	82	<b>113</b>	31	
862120 - Maintenance - Equip	1,553	-	3,000	<b>3,000</b>	-	
862140 - Med Dntl & Lab Supls	36,801	34,901	46,200	<b>37,500</b>	(8,700)	
862170 - Office Expense	-	46	-	<b>900</b>	900	
862189 - Prof/Spec Svcs - Other	19,709	28,187	23,000	<b>56,000</b>	33,000	
862239 - Spec Dept Expense	67,723	87,070	77,000	<b>5,500</b>	(71,500)	
862250 - Trans/Travel	2,449	-	2,000	<b>2,000</b>	-	
<b>Total Services &amp; Supplies</b>	<b>128,838</b>	<b>150,942</b>	<b>151,782</b>	<b>105,663</b>	<b>(46,119)</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	-	2,549	-	-	-	
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>2,549</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Net Appropriations</b>	<b>128,838</b>	<b>168,151</b>	<b>151,782</b>	<b>139,552</b>	<b>(12,230)</b>	
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>-</b>	<b>61,332</b>	<b>32,302</b>	<b>(29,030)</b>	



# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder

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*The mission of the Clerk-Recorder's Division of the Assessor-Clerk-Recorder's Office is to preserve public records in a secure and easily accessible environment for retrieval by the public.*

*The mission of the Assessor's Division of the Office of the Assessor-Clerk-Recorder is to provide competent and efficient assessment services in a manner resulting in the equitable and fair treatment of all county taxpayers.*

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	861,677	764,300	592,791	<b>664,768</b>	71,977
Total Operating Transfers In	-	-	90,028	<b>91,687</b>	1,659
<b>Total Revenues</b>	<b>861,677</b>	<b>764,300</b>	<b>682,819</b>	<b>756,455</b>	<b>73,636</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,041,945	1,827,992	2,292,544	<b>2,332,759</b>	40,215
Total Services & Supplies	478,862	342,862	378,484	<b>420,829</b>	42,345
Total Fixed Assets	7,569	-	-	<b>26,800</b>	26,800
<b>Total Operating Expenditures</b>	<b>2,528,375</b>	<b>2,170,854</b>	<b>2,671,028</b>	<b>2,780,388</b>	<b>109,360</b>
Total Intrafund Transfers	(104)	-	-	-	-
Total Operating Transfers Out	-	-	90,028	<b>91,687</b>	1,659
<b>Total Transfers &amp; Reimb.</b>	<b>(104)</b>	<b>-</b>	<b>90,028</b>	<b>91,687</b>	<b>1,659</b>
<b>Total Net Appropriations</b>	<b>2,528,272</b>	<b>2,170,854</b>	<b>2,761,056</b>	<b>2,872,075</b>	<b>111,019</b>
<b>NCC/Use of Fund Balance</b>	<b>1,666,595</b>	<b>1,406,554</b>	<b>2,078,237</b>	<b>2,115,620</b>	<b>37,383</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Assessor	1,842,544	106,187	1,736,357
Clerk-Recorder	277,830	380,400	(102,570)
Elections	512,495	86,800	425,695
<b>Total: General Fund</b>	<b>2,632,869</b>	<b>573,387</b>	<b>2,059,482</b>
<b>% of General Fund</b>	<b>1.2%</b>	<b>0.3%</b>	<b>3.1%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Micrographics	94,819	94,819	-
Property Characteristics	91,687	26,449	65,238
Recorder's Modernization	52,700	61,800	(9,100)
<b>Total: Other Funds</b>	<b>239,206</b>	<b>183,068</b>	<b>56,138</b>
<b>TOTAL: ALL FUNDS</b>	<b>2,872,075</b>	<b>756,455</b>	<b>2,115,620</b>
<b>% of Total Budget</b>	<b>0.9%</b>	<b>0.2%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Assessor	20	20	21
Elections	3	3	3
Clerk Recorder	4	3	3
<b>Total: General Fund</b>	<b>27</b>	<b>26</b>	<b>27</b>
OTHER FUNDS	Dept. Programs		
Micrographics	1	1	0
<b>Total: Other Funds</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>TOTAL: ALL FUNDS</b>	<b>28</b>	<b>27</b>	<b>27</b>

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder



## BU 1120 - Assessor

### DEPARTMENT OVERVIEW

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The Assessor's Division of the Office of the Assessor-Clerk-Recorder provides the following: Assessment Roll and Assessee Services - responds to all public inquiries regarding real property ownership and assessment; processing calamity claims; disabled person accessibility exclusions; seismic retrofitting exclusions; all real property roll corrections, including current mailing addresses and mailing addresses for properties; processes all parent/child and grandparent/grandchild exclusion applications: Business Personal Property Unit - appraises all taxable business property; audits business property accounts, as well as assisting with business property assessment appeals cases: Exemptions Unit - researches and processes all requests for homeowners' exemptions and veterans' exemptions, including institutional exemptions: Mapping Unit - maintains the mapping system that inventories all real property within Mendocino County: Real Property Unit - appraises single and multi-family residential, rural and commercial/industrial property in Mendocino County.

#### PROGRAM OVERVIEW

- Assessor - BU 1120
- Assessor's Property Characteristics - BU 1122
- Clerk-Recorder - BU 1941
- Elections - BU 1410
- Micrographics - BU 1944
- Recorder's Modernization - BU 1942

#### GOALS FOR FY 2020-21

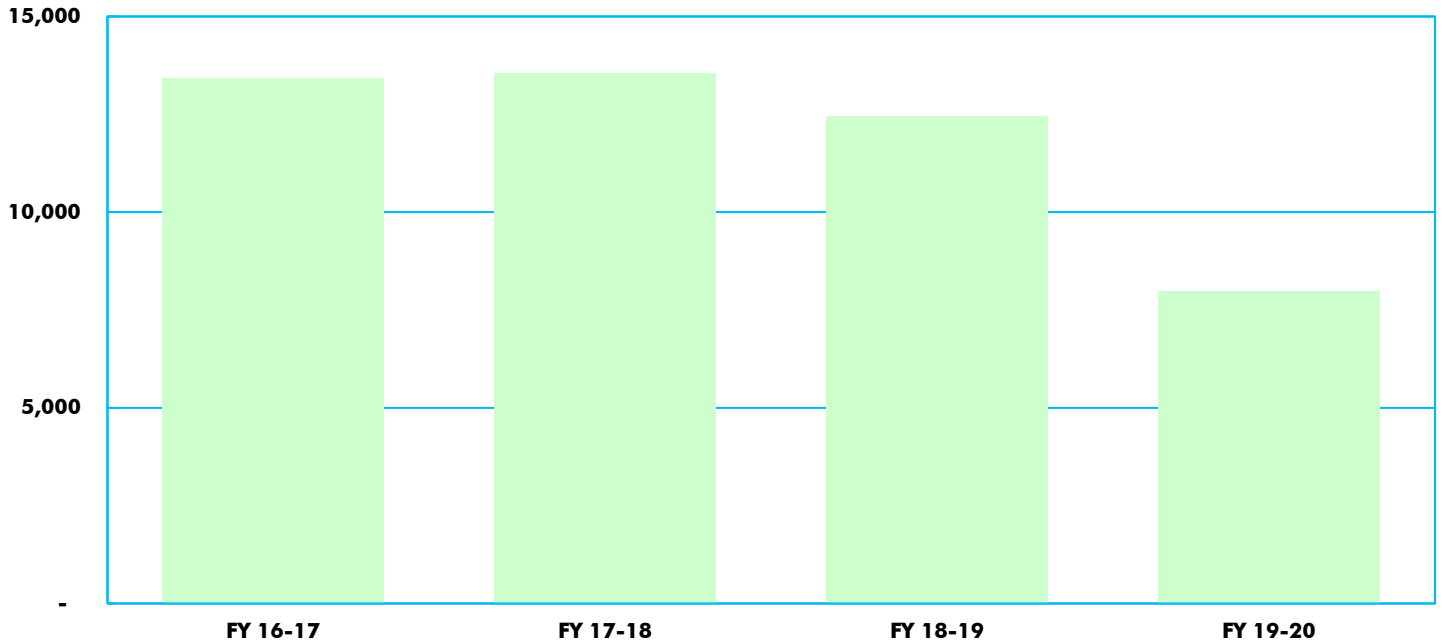
- Deliver the annual roll to the County Auditor-Controller by July 1.
- Continue to discover and locate all locally assessable property in the County.
- Fully staff the office.
- Perform mandatory audits of business personal property and fixtures.

#### ACCOMPLISHMENTS IN FY 2019-20

- Appraisal staff continues to find structures that were not assessed in the past.

## PERFORMANCE INDICATORS

### Appraisals Completed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 6390 Fees collected for minor subdivisions and boundary line adjustments.
- Acct. 7600 Fees collected for sale of Assessor data, including property tax rolls, property characteristics information, and aerial maps.

### Services & Supplies

- Acct. 2170 Postage to mail approximately 5,000 property statements, welfare exemptions, homeowners exemptions, requests for information in change of ownership, and parent-to-child or grandparent-to-child transfers of ownership.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in Salaries and Benefits due to the addition of Assistant Assessor position.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
BU 1120 - Assessor

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
826390 - Other Charges	20,742	11,540	-	-	-	-
827600 - Other Sales	13,152	8,933	12,000	12,000	-	-
827602 - Sale of Map - Assr	605	843	2,500	2,500	-	-
827802 - Oper Transfer In	-	-	90,028	91,687	1,659	1,659
<b>Total Revenues</b>	<b>34,499</b>	<b>21,316</b>	<b>104,528</b>	<b>106,187</b>	<b>1,659</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	963,483	841,558	1,089,507	1,078,566	(10,941)	(10,941)
861013 - Overtime Reg Emp	4,789	3,150	-	-	-	-
861021 - Co Cont Retirement	285,569	248,262	334,887	350,425	15,538	15,538
861022 - Co Cont OASDI	56,767	49,511	65,051	63,632	(1,419)	(1,419)
861023 - Co Cont Medicare	13,276	11,682	15,250	14,936	(314)	(314)
861024 - Co Cont Retire Incr	94,411	75,907	83,031	69,016	(14,015)	(14,015)
861030 - Co Cont Health Ins	134,564	91,278	164,208	165,926	1,718	1,718
861031 - Co Cont Unemp Ins	2,330	3,697	3,366	4,589	1,223	1,223
861035 - Co Cont Workers Comp	3,282	2,904	2,470	2,056	(414)	(414)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,558,470</b>	<b>1,327,950</b>	<b>1,757,770</b>	<b>1,749,146</b>	<b>(8,624)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	2,327	2,214	2,000	2,000	-	-
862101 - Insurance - General	9,981	5,007	8,165	8,298	133	133
862120 - Maint - Equip	4,809	531	5,000	5,000	-	-
862150 - Memberships	890	890	1,100	1,100	-	-
862170 - Office Expense	25,716	28,819	40,000	40,000	-	-
862187 - Education & Training	220	195	3,000	5,000	2,000	2,000
862190 - Publ & Legal Notices	100	95	-	-	-	-
862239 - Spec Dept Expense	171	1,236	-	-	-	-
862250 - Trans/Travel	11,386	3,544	24,524	30,000	5,476	5,476
862253 - Travel Out of County	1,307	1,478	2,000	2,000	-	-
<b>Total Services &amp; Supplies</b>	<b>56,907</b>	<b>44,007</b>	<b>85,789</b>	<b>93,398</b>	<b>7,609</b>	
<b>Total Net Appropriations</b>	<b>1,615,377</b>	<b>1,371,957</b>	<b>1,843,559</b>	<b>1,842,544</b>	<b>(1,015)</b>	
<b>Total Net County Cost</b>	<b>1,580,879</b>	<b>1,350,641</b>	<b>1,739,031</b>	<b>1,736,357</b>	<b>(2,674)</b>	



## BU 1122 - Assessor's Property Characteristics

### BUDGET UNIT OVERVIEW

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The Property Characteristics Budget of the Assessor's Division of the Office of Assessor-Clerk-Recorder is funded through fees collected for providing property characteristics upon request.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

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- Acct. 4100 Interest on fund balance.
- Acct. 7600 Fees collected from sale of property characteristic information.

### CHANGES IN BUDGET FROM PRIOR YEAR

Increase revenue to be in line with previous years.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
 BU 1122 - Assessor's Property Characteristics

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	2,209	3,208	-	-	-	
827600 - Other Sales	23,805	23,372	25,000	<b>26,449</b>	1,449	
<b>Total Revenues</b>	<b>26,014</b>	<b>26,580</b>	<b>25,000</b>	<b>26,449</b>	<b>1,449</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	-	-	90,028	<b>91,687</b>	1,659	
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>90,028</b>	<b>91,687</b>	<b>1,659</b>	
<b>Total Net Appropriations</b>	<b>-</b>	<b>-</b>	<b>90,028</b>	<b>91,687</b>	<b>1,659</b>	
<b>Total Fund Balance Contribution</b>	<b>(26,014)</b>	<b>(26,580)</b>	<b>65,028</b>	<b>65,238</b>	<b>210</b>	





## BU 1410 - Elections

### BUDGET UNIT OVERVIEW

The overall mission of the Elections Division of the Office of the Assessor-Clerk-Recorder is to maintain public records and promote public confidence in the administration of fair and impartial elections.

The Elections Division of the Office of the Assessor-Clerk-Recorder performs duties mandated by State, Federal and local laws, registers voters and maintains voter registration files for the County of Mendocino. Daily duties include uploading changes to the statewide database, working deficiency files received from the state, adequately stocking distribution centers throughout the County with registration forms, and supplying individuals and organizations with an adequate number of registration forms to conform to state regulations. Additionally, the division provides information on placing items on the ballot including measures, initiatives, referendums, and recall. The Elections Division also administers and conducts all Federal, State, County, school district and Special District elections, and administers and conducts municipal elections under agreement with each city.

A typical election includes publishing legal notices, issuing, accepting and certifying nomination papers for candidates, obtaining impartial analysis, collecting fiscal impact statements, arguments and rebuttal arguments for qualified measures. This function also includes ordering sufficient official, vote by mail and sample ballots, ordering election supplies, preparing program parameters for each election, testing equipment and ballot counting programs, certifying test results to the state, securing sufficient and adequate polling places, preparing and distributing equipment to polling places, securing sufficient election officers to staff each polling place, hiring sufficient staff to prepare and process vote by mail ballots, distribute and return supplies, ballots and equipment, staff the election night counting center, and instructing election officers, delivery and return personnel and election night personnel in their duties and finally, counting all voted ballots, canvassing the returns from each precinct, certifying the results to the proper entities and issuing Certificates of Election to elected candidates.

The Elections Division files, and maintains for public access, campaign statements of candidates for each election and for elected officials required to file them. This includes ordering forms to be printed, distributing forms and manuals to candidates and officers, auditing forms that are filed, assessing penalties for late filing and collecting penalties assessed.

#### PROGRAM OVERVIEW

- Administers and Conducts Elections
- Filings for Campaigns
- Voter Registration

#### GOALS FOR FY 2020-21

- Purchase additional Election Tabulation equipment in preparation for the November 2020 General Election
- Purchase envelope opener/signature verification equipment to integrate with our Election Management System in preparation for the November 2020 General Election
- Conduct fair and impartial elections
- Produce accurate election results in a timely manner

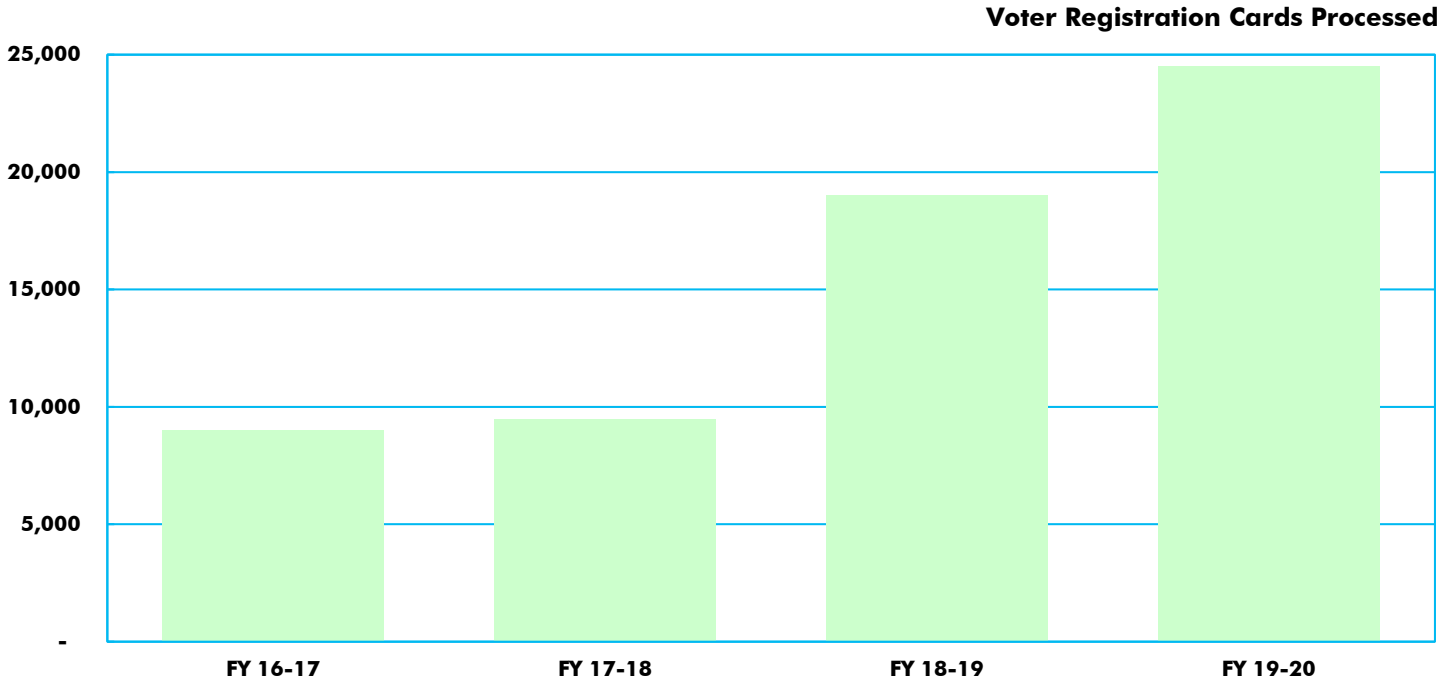
#### ACCOMPLISHMENTS IN FY 2019-20

- Successfully completed the March 2020 Presidential Primary with our new Election Tabulation System.
- Updated unofficial results between the Election Night Final report and Election Certification.
- Continue to make voter registration readily available to all who are eligible to vote.
- Continue to work with the League of Women Voters to pre-register 16 and 17 year old.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
BU 1410 - Elections

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6140 Reimbursement for elections.

### Services & Supplies

Acct. 2170 Provides for labels and postage for voter registration, voter information pamphlets, and related elections material.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in appropriations and revenue due to reimbursements from Help America Vote Act (HAVA) and State Election System Contracts. Increase in contracts due to mandated UOCAVA requirements. Increased costs to produce election.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
BU 1410 - Elections

BUDGET UNIT DETAIL Schedule 9	Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826140 - Election Services	96,816	171,520	34,700	<b>86,800</b>	52,100
826390 - Other Charges	161,578	-	-	-	-
<b>Total Revenues</b>	<b>258,393</b>	<b>171,520</b>	<b>34,700</b>	<b>86,800</b>	<b>52,100</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	145,855	138,789	148,054	<b>149,224</b>	1,170
861012 - Extra Help	46,996	29,836	25,000	<b>25,000</b>	-
861013 - Overtime Reg Emp	2,276	1,588	-	-	-
861021 - Co Cont Retirement	41,645	34,643	45,334	<b>48,408</b>	3,074
861022 - Co Cont OASDI	8,834	8,421	9,058	<b>8,836</b>	(222)
861023 - Co Cont Medicare	2,770	2,425	2,118	<b>2,067</b>	(51)
861024 - Co Cont Retire Incr	13,501	10,371	9,253	<b>7,954</b>	(1,299)
861030 - Co Cont Health Ins	11,843	7,435	13,224	<b>34,326</b>	21,102
861031 - Co Cont Unemp Ins	278	1,677	2,080	<b>2,235</b>	155
861035 - Co Cont Workers Comp	188	997	748	<b>915</b>	167
<b>Total Salaries &amp; Employee Benefits</b>	<b>274,185</b>	<b>236,183</b>	<b>254,869</b>	<b>278,965</b>	<b>24,096</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	400	51	500	<b>250</b>	(250)
862101 - Insurance - General	524	601	690	<b>855</b>	165
862120 - Maint - Equip	-	-	1,000	<b>500</b>	(500)
862150 - Memberships	450	-	-	-	-
862170 - Office Expense	39,128	19,010	35,000	<b>35,000</b>	-
862187 - Education & Training	1,618	33	-	<b>2,000</b>	2,000
862189 - Prof/Spec Svcs - Other	-	-	-	<b>15,000</b>	15,000
862190 - Publ/Legal Notice	297	1,314	3,000	<b>3,000</b>	-
862210 - Rent/Lease Bldg Grnds	2,630	1,290	3,000	<b>3,000</b>	-
862231 - Election Suppl & Svcs	203,776	98,095	80,000	<b>80,000</b>	-
862239 - Spec Dept Expense	66,249	68,161	58,409	<b>64,625</b>	6,216
862250 - Trans/Travel	462	2,099	-	<b>500</b>	500
862253 - Travel Out of County	-	365	-	<b>2,000</b>	2,000
<b>Total Services &amp; Supplies</b>	<b>315,535</b>	<b>191,019</b>	<b>181,599</b>	<b>206,730</b>	<b>25,131</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	-	<b>26,800</b>	26,800
<b>Total Fixed Assets</b>	-	-	-	<b>26,800</b>	<b>26,800</b>
<b>Total Net Appropriations</b>	<b>589,721</b>	<b>427,202</b>	<b>436,468</b>	<b>512,495</b>	<b>76,027</b>
<b>Total Net County Cost</b>	<b>331,327</b>	<b>255,682</b>	<b>401,768</b>	<b>425,695</b>	<b>23,927</b>

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder



## BU 1941 - Clerk-Recorder

### BUDGET UNIT OVERVIEW

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The overall mission of the Clerk-Recorder's Division of the Assessor-Clerk-Recorder's Office is to preserve public records in a secure and easily accessible environment for retrieval by the public.

The Clerk's Division performs a variety of mandated duties. These include issuing marriage licenses, filing and indexing confidential marriage certificates and issuing certified copies of such marriage certificates to persons after proper identification is produced. The division accepts for filing: fictitious business name statements; abandonment; proofs of publication of such statements and withdrawal of partnership statements; notary bonds for filing; oaths of office; and maintains the roster of public officers for the County. The Clerk's Division files and maintains as public records: powers of attorney; appointments of humane officers; registrations of private professional photocopyers; process servers; unlawful detainer assistants and county inventories. The division collects fees for filing Notices of Determination under the State Environmental Quality Act. Non-mandated duties include: performing marriage ceremonies as a Commissioner of Civil Marriages and accepting passport applications as an Acceptance Agent on behalf of the Passport Agency.

The Recorder's Division performs the mandated duties of recording, indexing and maintaining for public access, all documents authorized by law to be recorded. Records in this office date back to the inception of the County. It is imperative that records be well preserved and easily accessible as current property transactions depend on the accuracy and availability of previously recorded documents. The division also records marriage certificates, files birth and death certificates, mails notices when required by law and microfilms its records for security purposes, maintaining a copy of the film off-site.

### PROGRAM OVERVIEW

- Clerk
- Recorder

### GOALS FOR FY 2020-21

- Continue to maintain the public record in a secure and easily accessible environment.
- Continue to provide courteous and efficient service to members of the public who require information maintained by this office.

### ACCOMPLISHMENTS IN FY 2019-20

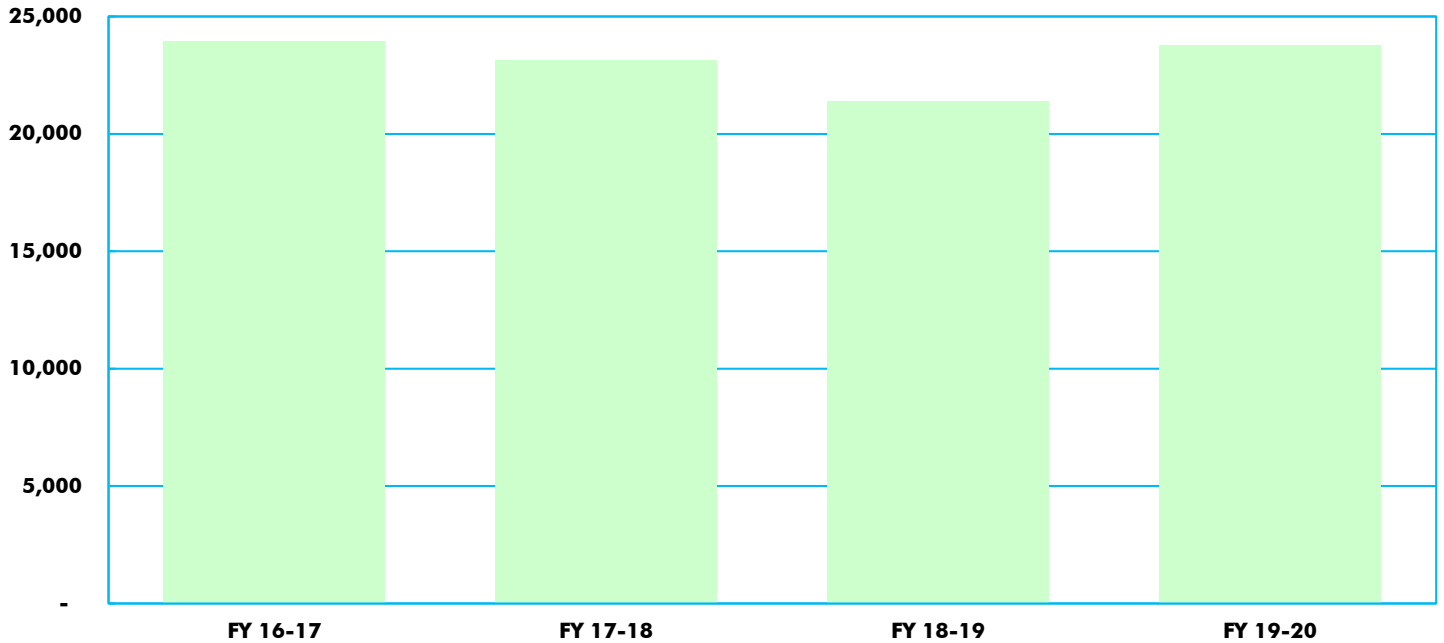
- The Recorder's index is now available on-line for the public. This has saved staff time and provided a much needed service to the public.
- Continue to make scanned images regularly available for public viewing by the end of the on which the document was recorded.
- Continue to meet deadlines for recording and indexing documents as prescribed by law.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
BU 1941 - Clerk-Recorder

## PERFORMANCE INDICATORS

### Real Estate & Vital Records Processed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 2602 Marriage License Fees.
- Acct. 6259 Lien Notice Mailing Fees.
- Acct. 6266 Miscellaneous Clerk Filings.
- Acct. 7600 Copy Fees from formal document duplications.

### Services & Supplies

- Acct. 2170 Postage to mail invoices and to mail copies of official records.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
BU 1941 - Clerk-Recorder

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
822602 - Marriage Lic FCC GC 2684	28,263	29,374	26,000	<b>29,000</b>	3,000	
826255 - Recorder Mod Fee	230	526	-	-	-	
826259 - Recorder Svc Fee	1,991	975	800	<b>900</b>	100	
826261 - Recording Fee	265,169	275,504	221,963	<b>230,000</b>	8,037	
826266 - Clerk Fee	50,013	56,387	52,000	<b>50,000</b>	(2,000)	
826404 - Returned Check Chg	50	100	-	-	-	
827600 - Other Sales	72,064	75,079	68,000	<b>70,000</b>	2,000	
827700 - Other	447	674	500	<b>500</b>	-	
<b>Total Revenues</b>	<b>418,228</b>	<b>438,618</b>	<b>369,263</b>	<b>380,400</b>	<b>11,137</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	80,272	112,550	117,535	<b>127,206</b>	9,671	
861012 - Extra Help	4,437	-	-	-	-	
861013 - Overtime Reg Emp	649	878	-	-	-	
861021 - Co Cont Retirement	22,512	31,498	36,404	<b>41,480</b>	5,076	
861022 - Co Cont OASDI	4,857	6,717	6,794	<b>7,364</b>	570	
861023 - Co Cont Medicare	1,201	1,571	1,589	<b>1,722</b>	133	
861024 - Co Cont Retire Incr	7,208	9,227	9,515	<b>7,907</b>	(1,608)	
861030 - Co Cont Health Ins	9,125	14,795	24,087	<b>25,554</b>	1,467	
861031 - Co Cont Unemp Ins	194	187	188	<b>164</b>	(24)	
861035 - Co Cont Workers Comp	2,255	2,154	2,087	<b>2,307</b>	220	
<b>Total Salaries &amp; Employee Benefits</b>	<b>132,711</b>	<b>179,577</b>	<b>198,199</b>	<b>213,704</b>	<b>15,505</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	1,982	1,988	2,000	<b>2,000</b>	-	
862101 - Insurance - General	1,968	2,207	2,639	<b>3,126</b>	487	
862120 - Maint - Equip	15,161	14,127	16,000	<b>16,000</b>	-	
862150 - Memberships	500	950	950	<b>1,000</b>	50	
862170 - Office Expense	33,400	33,952	32,485	<b>36,000</b>	3,515	
862187 - Education & Training	806	478	500	<b>3,000</b>	2,500	
862239 - Spec Dept Expense	146	26	-	-	-	
862253 - Travel Out of County	1,063	262	500	<b>3,000</b>	2,500	
<b>Total Services &amp; Supplies</b>	<b>55,026</b>	<b>53,989</b>	<b>55,074</b>	<b>64,126</b>	<b>9,052</b>	
<b>Fixed Assets</b>						
864370 - Equipment	7,569	-	-	-	-	
<b>Total Fixed Assets</b>	<b>7,569</b>	-	-	-	-	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(104)	-	-	-	-	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(104)</b>	-	-	-	-	
<b>Total Net Appropriations</b>	<b>195,202</b>	<b>233,566</b>	<b>253,273</b>	<b>277,830</b>	<b>24,557</b>	
<b>Total Net County Cost</b>	<b>(223,025)</b>	<b>(205,052)</b>	<b>(115,990)</b>	<b>(102,570)</b>	<b>13,420</b>	



## BU 1942 - Recorder's Modernization

### BUDGET UNIT OVERVIEW

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The overall mission of the Recorder's Modernization budget unit is to modernize creation, retention and retrieval of the Clerk-Recorder's records.

All documents recorded in the Recorder's Division and filed in the Clerk's Division of the Office of the Assessor-Clerk-Recorder are optically scanned and made available for public viewing daily. The restoration of early handwritten records that are worn and are not able to be filmed in their current state is a long-term project that is continuing and is partially funded out of this budget unit. These records are being sent to a restoration site where the books are unbound: the pages are cleaned; de-acidified and filmed; then bound with non-acidic binding. This project is time consuming and very expensive. The Clerk-Recorder is continuing with the third phase of this project, which is the restoration of handwritten miscellaneous record books.

The second long-term project involves entering the County's old indices into its computer system. These indices date back to the beginning of the County and many are worn and unreadable. This project will preserve the information and, at the same time, free up office space. The indices are sent out to be data entered off-site. As this process is both time-consuming and expensive, it is expected to be ongoing for several years. Funding of this budget unit is provided through fee collection at the time of recording.

#### PROGRAM OVERVIEW

- Recorder Modernization & Restoration

#### GOALS FOR FY 2020-21

- Continue to make scanned images regularly available to public viewing by the end of the day on which the document is recorded.

#### ACCOMPLISHMENTS IN FY 2019-20

- Continued to make scanned images regularly available for public viewing by the end of the day on which the document is recorded.

#### SUMMARY OF MAJOR ACCOUNTS

##### Services & Supplies

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Acct. 2239 Annual maintenance and upgrades for recording system.

#### CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
 BU 1942 - Recorder's Modernization

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1217 Recorder Modernization		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
824100 - Interest		1,598	1,788	800	<b>800</b>	-
826255 - Recorder Mod Fee		31,041	4,171	51,000	<b>60,000</b>	9,000
826390 - Other Charges		10,771	11,539	10,000	<b>1,000</b>	(9,000)
<b>Total Revenues</b>		<b>43,411</b>	<b>17,498</b>	<b>61,800</b>	<b>61,800</b>	-
<b>Services &amp; Supplies</b>						
862120 - Maint - Equip		-	-	100	<b>100</b>	-
862170 - Office Expense		-	-	100	<b>100</b>	-
862239 - Spec Dept Expense		46,840	49,182	50,000	<b>52,500</b>	2,500
<b>Total Services &amp; Supplies</b>		<b>46,840</b>	<b>49,182</b>	<b>50,200</b>	<b>52,700</b>	<b>2,500</b>
<b>Total Net Appropriations</b>		<b>46,840</b>	<b>49,182</b>	<b>50,200</b>	<b>52,700</b>	<b>2,500</b>
<b>Total Fund Balance Contribution</b>		<b>3,429</b>	<b>31,684</b>	<b>(11,600)</b>	<b>(9,100)</b>	<b>2,500</b>





## BU 1944 - Clerk-Recorder - Micrographics

### BUDGET UNIT OVERVIEW

Overall mission of the Micrographics Division of the Assessor-Clerk-Recorder's Office is to produce micrographic reproductions of County records, and retention and retrieval of Clerk-Recorder's records.

This Division daily films and scans all documents recorded in the Recorder's Division as well as records filed in the Clerk's Division of the Office of the Assessor-Clerk-Recorder. Microfilm continues to be made in-house and stored off-site for security purposes as required by law. CD's of daily images are made and sold upon request. The restoration of early handwritten records that are worn and are not able to be filmed in their current state is a long-term project that is continuing in this division. These records are being sent to a restoration site where the books are unbound; the pages are cleaned, de-acidified and filmed, then rebound with non-acidic binding. The Micrographics Division is continuing with the third phase of this project this year, which is the restoration of miscellaneous record books.

#### PROGRAM OVERVIEW

- Micrographics Reproduction
- Records Restoration

#### GOALS FOR FY 2020-21

- Provide accurate high-quality scanned images of the Clerk-Recorder's records.
- Scan old vital records into system, making them more readily available, cutting down on customer wait times in the office.

#### ACCOMPLISHMENTS IN FY 2019-20

- Continue to make scanned images regularly available for public viewing by the end of the day on which the document is recorded.
- Contracted with vendor to digitally scan all documents recorded to provide crisp, clear, high quality images. Eliminating microfilm processing on site, reducing equipment maintenance and office expense costs.

#### SUMMARY OF MAJOR ACCOUNTS

##### Revenues

- Acct. 6255 Recorder Modification fees.
- Acct. 6260 Micrographic fees.
- Acct. 7600 Other Sales.

#### CHANGES IN BUDGET FROM PRIOR YEAR

Decrease in projected revenue. Increase in salaries and benefits.  
Decrease in equipment maintenance and office expense by using vendor to digitally scan documents.

# ASSESSOR-CLERK-RECORDER'S OFFICE

KATRINA BARTOLOMIE, Assessor-Clerk-Recorder  
 BU 1944 - Clerk-Recorder - Micrographics

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1218 Micrographics		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
824100 - Interest	(250)	(425)	-	-	-	-
826255 - Recorder Mod Fee	38,134	56,696	55,528	<b>57,819</b>	2,291	
826260 - Micrographic Fee	17,327	15,253	14,000	<b>17,000</b>	3,000	
827600 - Other Sales	25,921	17,244	18,000	<b>20,000</b>	2,000	
<b>Total Revenues</b>	<b>81,132</b>	<b>88,768</b>	<b>87,528</b>	<b>94,819</b>	<b>7,291</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	43,531	50,100	46,497	<b>51,917</b>	5,420	
861013 - Overtime Reg Emp	151	-	-	-	-	
861021 - Co Cont Retirement	13,181	15,286	14,474	<b>17,101</b>	2,627	
861022 - Co Cont OASDI	2,485	2,876	2,613	<b>2,932</b>	319	
861023 - Co Cont Medicare	581	673	611	<b>686</b>	75	
861024 - Co Cont Retire Incr	4,667	5,045	4,148	<b>4,133</b>	(15)	
861030 - Co Cont Health Ins	11,843	10,163	13,212	<b>14,017</b>	805	
861031 - Co Cont Unemp Ins	55	53	54	<b>55</b>	1	
861035 - Co Cont Workers Comp	85	85	97	<b>103</b>	6	
<b>Total Salaries &amp; Employee Benefits</b>	<b>76,578</b>	<b>84,281</b>	<b>81,706</b>	<b>90,944</b>	<b>9,238</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	-	-	100	-	(100)	
862101 - Insurance - General	169	194	222	<b>275</b>	53	
862120 - Maint - Equip	-	-	500	<b>500</b>	-	
862170 - Office Expense	140	99	1,000	<b>100</b>	(900)	
862210 - Rent/Lease Bldg Grnds	4,245	4,374	4,000	<b>3,000</b>	(1,000)	
<b>Total Services &amp; Supplies</b>	<b>4,554</b>	<b>4,666</b>	<b>5,822</b>	<b>3,875</b>	<b>(1,947)</b>	
<b>Total Net Appropriations</b>	<b>81,132</b>	<b>88,947</b>	<b>87,528</b>	<b>94,819</b>	<b>7,291</b>	
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>179</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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*The Auditor-Controller's Office is committed to working with integrity and professionalism to provide the citizens of Mendocino County, other county departments, Special Districts and other agencies with accurate and timely financial reports and services.*

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	83,970,692	87,405,419	86,979,300	<b>90,233,897</b>	3,254,597
Total Operating Transfers In	2,266,386	2,848,127	2,333,075	<b>3,184,623</b>	851,548
<b>Total Revenues</b>	<b>86,237,078</b>	<b>90,253,546</b>	<b>89,312,375</b>	<b>93,418,520</b>	<b>4,106,145</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,612,465	1,656,687	6,806,359	<b>2,837,199</b>	(3,969,160)
Total Services and Supplies	1,073,175	1,379,447	1,898,276	<b>6,757,796</b>	4,859,520
Total Other Charges	14,485,288	14,603,017	15,433,310	<b>15,906,502</b>	473,192
Total Fixed Assets	-	-	-	<b>(49,525)</b>	(49,525)
<b>Total Operating Expenditures</b>	<b>17,170,928</b>	<b>17,639,151</b>	<b>24,137,945</b>	<b>25,451,972</b>	<b>1,314,027</b>
Total Operating Transfers Out	10,152,939	10,705,533	8,231,035	<b>10,452,147</b>	2,221,112
<b>Total Transfers &amp; Reimb.</b>	<b>10,152,939</b>	<b>10,705,533</b>	<b>8,231,035</b>	<b>10,452,147</b>	<b>2,221,112</b>
<b>Total Net Appropriations</b>	<b>27,323,867</b>	<b>28,344,684</b>	<b>32,368,980</b>	<b>35,904,119</b>	<b>3,535,139</b>
<b>NCC/Use of Fund Balance</b>	<b>(58,913,211)</b>	<b>(61,908,862)</b>	<b>(56,943,395)</b>	<b>(57,514,401)</b>	<b>(571,006)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Auditor-Controller	1,449,984	322,800	1,127,184
Miscellaneous	2,415,298	398,252	2,017,046
Non-Departmental	10,452,147	75,853,153	(65,401,006)
Teeter Plan	4,900,000	4,900,000	-
<b>Total: General Fund</b>	<b>19,217,429</b>	<b>81,474,205</b>	<b>(62,256,776)</b>
<b>% of General Fund</b>	<b>9.0%</b>	<b>36.5%</b>	<b>-95.2%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
First Agency Support	600,000	600,000	-
Gen. Debt Svc.-COPs	1,869,100	1,869,100	-
Pension Oblig. Bonds	7,852,750	7,852,750	-
Unemployment Insur	211,000	211,000	-
<b>Total: Other Funds</b>	<b>10,532,850</b>	<b>10,532,850</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>29,750,279</b>	<b>92,007,055</b>	<b>(62,256,776)</b>
<b>% of Total Budget</b>	<b>8.9%</b>	<b>28.0%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Auditor-Controller	12	12	12
<b>Total: General Fund</b>	<b>12</b>	<b>12</b>	<b>12</b>
OTHER FUNDS			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>12</b>	<b>12</b>	<b>12</b>

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller



## BU 1110 - Auditor-Controller

### DEPARTMENT OVERVIEW

As the Chief Financial Officer of the County, the Auditor-Controller exercises general supervision over the accounting of all organizations under the control of the Board of Supervisors, as well as those Special Districts and school districts whose funds are maintained in the County Treasury. In addition to maintaining all basic financial information, the Auditor-Controller analyzes accounting reports, supplies fiscal information, and acts as financial counsel to the Executive Office and Board of Supervisors. The Auditor-Controller's responsibilities include: receipting and disbursing all County funds in the Treasury including payroll; claims against the County; property tax allocations; assists in compiling and publishing of the County's Final Budget; budgetary control and monitoring; maintenance of property tax rolls; property tax rate calculations under Proposition 13; spending limit calculations under Proposition 4 (Gann Limit); audits of hotels, motels and campgrounds in the unincorporated areas of the County for compliance with the Transient Occupancy Tax Ordinance; and preparation of the Countywide A-87 Cost Allocation Plan.

### PROGRAM OVERVIEW

- Auditor-Controller - BU 1110
- Non Department Revenue - BU 1000
- Teeter Plan - BU 1930
- Miscellaneous - BU 1940
- Fire Agency Support - BU 2610
- General Debt Service - COPs - BU 8010
- Debt Service - Pension Obligation Bonds - BU 8011
- Unemployment Insurance - BU 0712

### GOALS FOR FY 2020-21

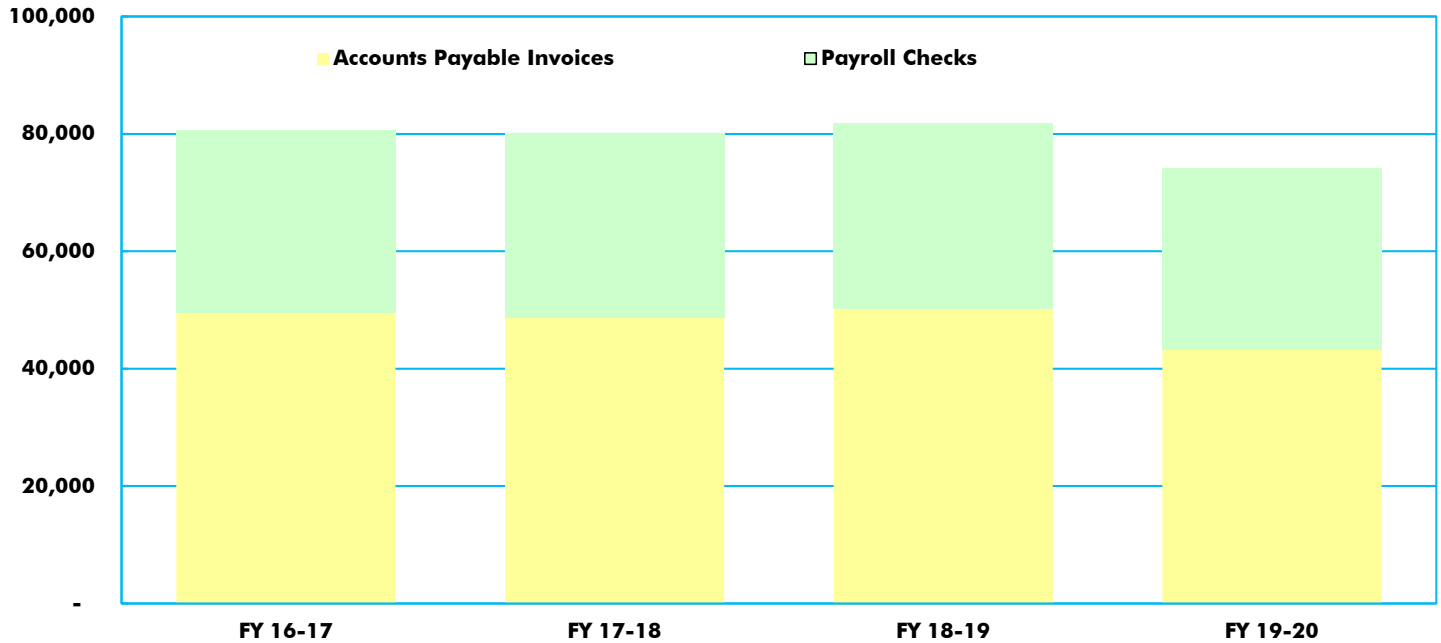
- Complete the selection process for a new software program that will assist in the preparation of the Comprehensive Annual Financial Report (CAFR) and the Annual State Controller's Report.
- Work closely with Executive Office - Information Services, Assessor and Treasurer Tax Collector offices, to complete the County's data conversion for the new Aumentum Property Tax System.

### ACCOMPLISHMENTS IN FY 2019-20

- Completed the County's annual Comprehensive Annual Financial Report (CAFR).
- Received Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the County's FY 18-19 CAFR.
- Posted over 82 thousand direct or special assessments charges submitted by 39 Special Districts totaling over \$11.3 million to the current year's Secured Tax Roll.
- Worked with Information Services, Assessor and Treasurer Tax-Collector offices to convert Property Tax data for the new Property Tax System project.

## PERFORMANCE INDICATORS

### Payroll Checks and Accounts Payable Invoices Processed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 6115 Charges to Special Districts for levying benefit assessments on the tax rolls.
- Acct. 6120 Accounting services for various Special Districts and grants, and recoupment of administrative charges for the supplemental tax roll processing.
- Acct. 7400 Prior year revenue from estate trust holding.
- Acct. 7703 Proceeds from stale dated or canceled warrants.

### Services & Supplies

- Acct. 2170 Office supplies and printing costs for County Auditor.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
BU 1110 - Auditor-Controller

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826115 - Debt Service Fee	129,146	173,018	135,000	<b>135,000</b>	-
826120 - Accounting Fee	111,529	145,389	100,000	<b>100,000</b>	-
826390 - Other Charges	24,829	1,580	7,500	<b>7,500</b>	-
827400 - Prior Year Revenue	-	-	50,000	<b>50,000</b>	-
827600 - Other Sales	267	299	300	<b>300</b>	-
827703 - Cancel Outlawed Warr	16,867	-	30,000	<b>30,000</b>	-
827802 - Oper Transfer In	650	-	-	-	-
<b>Total Revenues</b>	<b>283,288</b>	<b>320,286</b>	<b>322,800</b>	<b>322,800</b>	-
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	804,008	844,538	838,338	<b>888,279</b>	49,941
861012 - Extra Help	33,107	16,955	2,000	<b>2,000</b>	-
861021 - Co Cont Retirement	237,295	248,784	258,943	<b>288,807</b>	29,864
861022 - Co Cont OASDI	47,514	48,836	49,114	<b>52,112</b>	2,998
861023 - Co Cont Medicare	11,593	11,918	11,692	<b>12,410</b>	718
861024 - Co Cont Retire Incr	79,626	74,087	64,370	<b>57,982</b>	(6,388)
861030 - Co Cont Health Ins	93,123	86,400	102,963	<b>104,313</b>	1,350
861031 - Co Cont Unemp Ins	697	833	740	<b>601</b>	(139)
861035 - Co Cont Workers Comp	1,342	1,628	1,599	<b>1,593</b>	(6)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,308,305</b>	<b>1,333,979</b>	<b>1,329,759</b>	<b>1,408,097</b>	<b>78,338</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	934	976	1,200	<b>1,100</b>	(100)
862101 - Insurance - General	2,293	2,635	3,056	<b>3,719</b>	663
862150 - Memberships	396	396	500	<b>500</b>	-
862170 - Office Expense	26,222	22,802	27,135	<b>26,712</b>	(423)
862187 - Education & Training	1,400	2,055	2,000	<b>2,000</b>	-
862190 - Publ/Legal Notice	3,362	614	500	<b>500</b>	-
862230 - Info Tech Equip	2,041	-	2,000	<b>2,000</b>	-
862239 - Spec Dept Expense	-	10	-	-	-
862250 - Trans/Travel	3,445	2,302	3,496	<b>3,356</b>	(140)
862253 - Travel Out of County	2,925	5,593	5,000	<b>2,000</b>	(3,000)
<b>Total Services &amp; Supplies</b>	<b>43,019</b>	<b>37,383</b>	<b>44,887</b>	<b>41,887</b>	<b>(3,000)</b>
<b>Other Charges</b>					
863340 - Taxes/Assmnts	-	1,943	5,000	-	(5,000)
<b>Total Other Charges</b>	-	<b>1,943</b>	<b>5,000</b>	-	<b>(5,000)</b>
<b>Total Net Appropriations</b>	<b>1,351,324</b>	<b>1,373,304</b>	<b>1,379,646</b>	<b>1,449,984</b>	<b>70,338</b>
<b>Total Net County Cost</b>	<b>1,068,036</b>	<b>1,053,018</b>	<b>1,056,846</b>	<b>1,127,184</b>	<b>70,338</b>





## BU 1000 - Non-Departmental Revenue

### BUDGET UNIT OVERVIEW

This budget unit reflects the local revenues of the County of Mendocino that are discretionary in nature and can therefore be allocated for any general County purpose at the discretion of the Board of Supervisors. Historically, discretionary revenues have included all local general taxes (property, sales, room occupancy, property transfer, etc.) as well as major State subsidies including Motor Vehicle in Lieu, Sales Tax in Lieu, Timber Yield, Open Space, Stabilization, and Homeowner Property Tax Exemption reimbursements. Per Board of Supervisors direction, Public Safety Sales Tax, Measure A Library Sales Tax and Measure B Mental Health Treatment Act Sales Tax, have all been allocated directly into the recipient departments.

### SUMMARY OF MAJOR ACCOUNTS

#### Expenditure Transfer and Reimbursements

Acct. 5802 Detail of Operating Transfers Out:

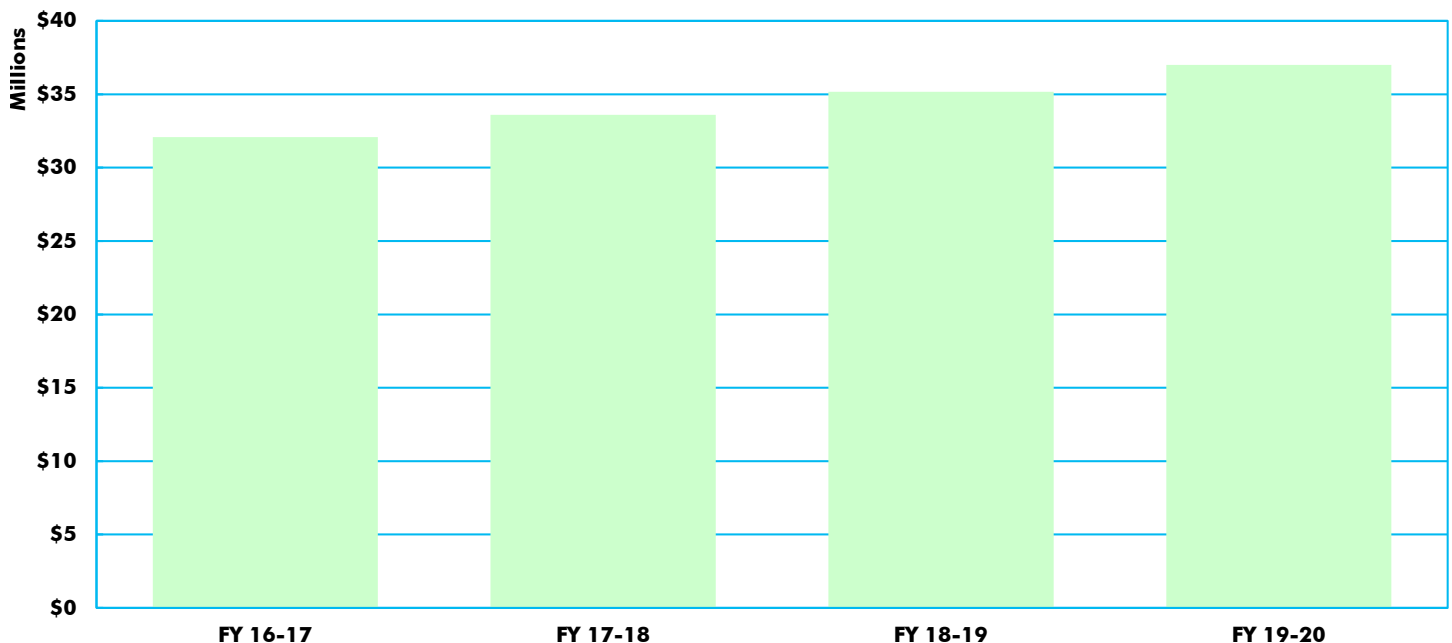
	<u>Adopted Budget</u>
1 - Debt Service Fund - COPs - BU 8010	\$ 1,533,653
2 - Road Fund- BU 3010	3,766,860
3 - Library Fund - BU 6110	1,379,826
4 - Disaster Recovery - BU 2910	1,778,285
5 - Water Agency - BU 0326	44,000
6 - IT Reserve - BU 0717	1,349,523
7 - Fire Agency Support - BU 2610	600,000
Total	<u>\$ 10,452,147</u>

### CHANGES IN BUDGET FROM PRIOR YEAR

Increase revenue and operating transfer out for anticipated first year transient occupancy tax on campgrounds funding to be distributed through new Budget Unit 2610 - Fire Agency Support

### PERFORMANCE INDICATORS

#### Property Tax Revenue (Current Secured)



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
 BU 1000 - Non-Departmental Revenue

BUDGET UNIT DETAIL Schedule 9		Function: General Government			Activity: Finance	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821110 - Curr Secured Prop Tax	33,595,380	35,161,716	36,000,000	<b>37,000,000</b>	1,000,000	
821120 - Curr Unsec Prop Tax	967,268	1,043,859	1,000,000	<b>1,000,000</b>	-	
821130 - Supplemental Roll Tax	440,066	748,972	700,000	<b>500,000</b>	(200,000)	
821220 - Prior Unsec Prop Tax	(26,094)	59,984	50,000	<b>50,000</b>	-	
821400 - Pen/Cost Delinq Tax	949,794	749,836	700,000	<b>500,000</b>	(200,000)	
821500 - Sales & Use Tax	6,382,048	6,594,284	6,500,000	<b>6,200,000</b>	(300,000)	
821600 - Timber Yield Tax	662,781	883,448	800,000	<b>800,000</b>	-	
821699 - Campgrounds/RV Parks Tax	-	-	-	<b>600,000</b>	600,000	
821701 - Room Occupancy Tax	5,682,028	5,872,388	6,000,000	<b>4,400,000</b>	(1,600,000)	
821702 - Property Transfer Tax	668,839	615,913	600,000	<b>700,000</b>	100,000	
821704 - Prop Tax In Lieu of VLF	11,340,056	11,797,060	11,800,000	<b>12,200,000</b>	400,000	
821706 - Williamson Act Replacement	487,259	580,538	580,000	<b>598,000</b>	18,000	
821707 - Cannabis Business Tax	1,296,125	3,711,693	2,500,000	<b>4,000,000</b>	1,500,000	
822210 - Franchise	871,804	876,534	800,000	<b>870,000</b>	70,000	
824100 - Interest	807,487	1,032,538	1,000,000	<b>1,000,000</b>	-	
825150 - Motor Vehicle In Lieu	39,161	35,807	36,000	<b>50,000</b>	14,000	
825481 - Homeowner Exemption	282,441	278,952	300,000	<b>280,000</b>	(20,000)	
825490 - State Other	130,000	130,000	130,000	<b>130,000</b>	-	
825650 - Fed Grazing Fee	930	1,154	-	-	-	
825660 - Fed Land in Lieu Tax	641,536	810,909	800,000	<b>700,000</b>	(100,000)	
825670 - Federal Other	92	-	-	-	-	
826402 - Cost Plan Charges	2,467,399	2,595,366	2,600,000	<b>3,275,153</b>	675,153	
827400 - Prior Year Revenue	816	23	-	-	-	
827700 - Other	92,823	2,000	90,000	<b>100,000</b>	10,000	
827701 - Refund Jury/Witness Fee	35	258,413	-	-	-	
827715 - Tobacco Settlement	956,820	873,969	900,000	<b>900,000</b>	-	
<b>Total Revenues</b>	<b>68,736,895</b>	<b>74,715,357</b>	<b>73,886,000</b>	<b>75,853,153</b>	<b>1,967,153</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	10,152,939	10,705,533	8,231,035	<b>10,452,147</b>	2,221,112	
<b>Total Expend Transfer &amp; Reimb</b>	<b>10,152,939</b>	<b>10,705,533</b>	<b>8,231,035</b>	<b>10,452,147</b>	<b>2,221,112</b>	
<b>Total Net Appropriations</b>	<b>10,152,939</b>	<b>10,705,533</b>	<b>8,231,035</b>	<b>10,452,147</b>	<b>2,221,112</b>	
<b>Total Net County Cost</b>	<b>(58,583,956)</b>	<b>(64,009,824)</b>	<b>(65,654,965)</b>	<b>(65,401,006)</b>	<b>253,959</b>	



## BU 1930 - Teeter Plan

### BUDGET UNIT OVERVIEW

Mendocino County resolved in July, 1993 to change to the "Teeter Plan" of property tax distribution. The Teeter Plan allows property taxes to be allocated to taxing jurisdictions at 100% of the billed amount rather than actual tax collections. All jurisdictions are distributed the total receivable of the taxes levied and not yet collected. The County then collects and retains all future delinquent tax payments, penalties and interest.

The balance of the County's Teeter Obligation as of June 30, 2015, was zero. At each subsequent year end, it is predicted that the revenues received from the delinquent collections that year will be sufficient to cover the delinquency recorded at the end of the year. Therefore, the obligation will remain at zero and any excess revenues collected will be available to the General Fund.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

- Acct. 1210 Revenue from prior secured property tax redemptions.
- Acct. 1400 Penalties and interest on redemptions of property tax delinquencies.

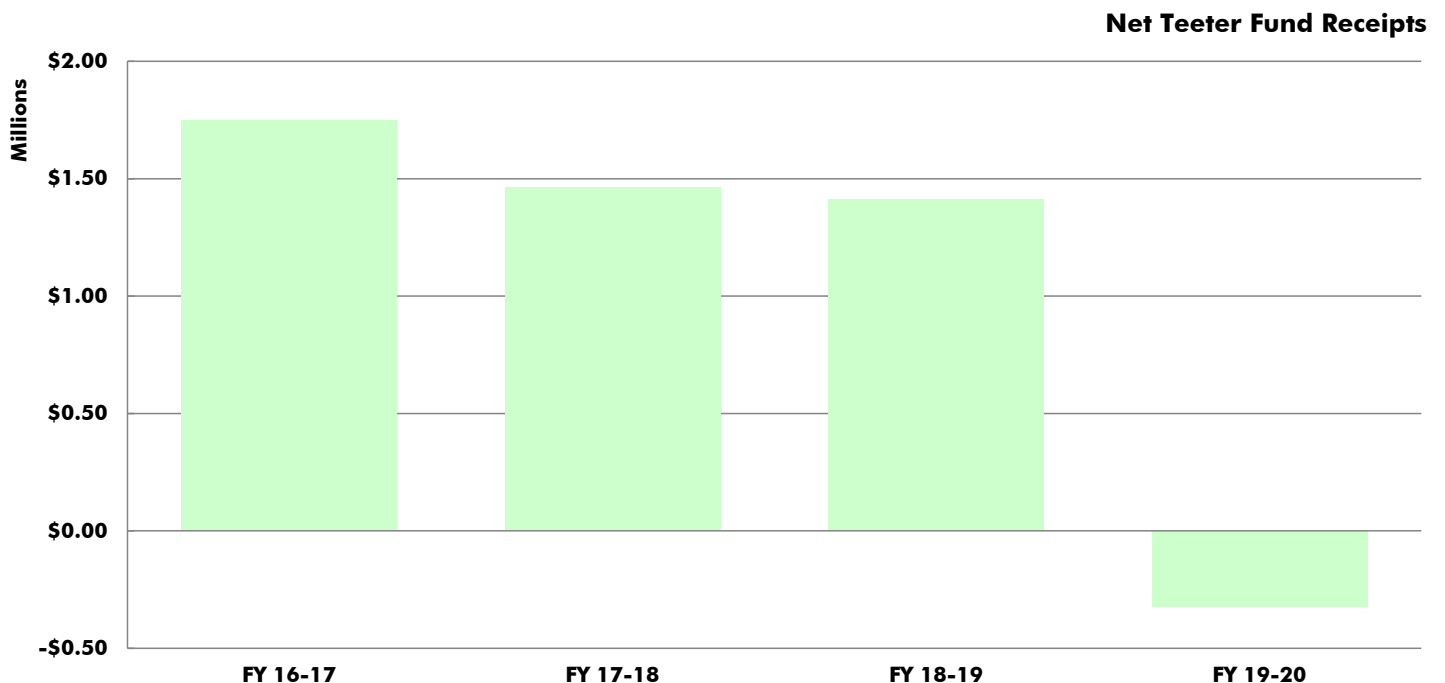
#### Other Charges

- Acct. 3310 Interest on total liability based on balance due.
- Acct. 3311 Anticipated delinquencies on current year's tax levy.

### CHANGES IN BUDGET FROM PRIOR YEAR

Expected revenue from property tax redemption declines when the economy is healthy and property taxes are paid timely.

### PERFORMANCE INDICATORS



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
 BU 1930 - Teeter Plan

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821210 - Prior Secured Prop Tax	3,429,952	2,911,322	3,200,000	<b>3,200,000</b>	-
821400 - Pen/Cost on Delinq Tax	1,812,352	1,427,780	1,700,000	<b>1,700,000</b>	-
<b>Total Revenues</b>	<b>5,242,304</b>	<b>4,339,102</b>	<b>4,900,000</b>	<b>4,900,000</b>	-
<b>Other Charges</b>					
863310 - Interest	223,527	312,653	1,000,000	<b>500,000</b>	(500,000)
863113 - Pmt Other Gov Agency	3,607,760	3,758,225	3,900,000	<b>4,400,000</b>	500,000
<b>Total Other Charges</b>	<b>3,831,287</b>	<b>4,070,878</b>	<b>4,900,000</b>	<b>4,900,000</b>	-
<b>Total Net Appropriations</b>	<b>3,831,287</b>	<b>4,070,878</b>	<b>4,900,000</b>	<b>4,900,000</b>	-
<b>Total Net County Cost</b>	<b>(1,411,017)</b>	<b>(268,224)</b>	-	-	-

## BU 1940 - Miscellaneous



### BUDGET UNIT OVERVIEW

The Miscellaneous budget unit accounts for a costs not associated with any one particular County department. The major cost elements of this budget unit include compensation in lieu of unused vacation pursuant to memoranda of understanding (MOU), additional UAAL retirement contribution amount, judgment and damage claims not payable from insurance reserves, employee education and training benefits pursuant to memoranda of understanding, and non-assignable medical costs as well as general liability insurance premium costs. Funding from this budget unit is also provided to outside agencies for Public Education Government, Local Agency Formation Commission, Court Facilities Payments for the Ukiah, Willits, and Fort Bragg, the Pro. 172 Fire Agency Support payments.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenue

Acct. 1510 Public Safety Sales Tax.

#### Services & Supplies

Acct. 2181 Audit and report of County financials.

Acct. 2187 Management training/wellness program costs pursuant to MOU.

Acct. 2189 HdL and Muni Services contract for sales tax review and contract.

Acct. 2239 Downtown employee parking permit fees paid to the City of Ukiah.

#### Other Charges

Acct. 3113 Funding for Ukiah, Willits, and Fort Bragg Courts Facilities Payment -\$199,000 and \$398,252 for Fire Agency Support.

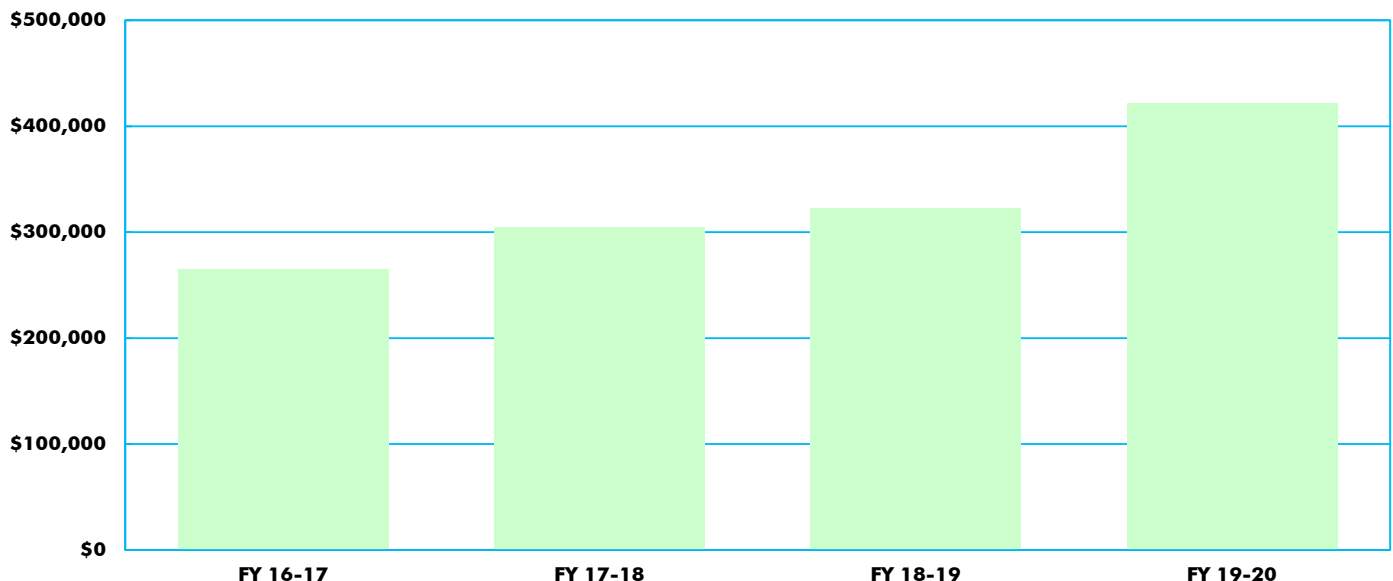
Acct. 3280 Funding to outside agencies: Public-Education-Government television-\$55,000; and Local Agency Formation Commission-\$45,000.

### CHANGES IN BUDGET FROM PRIOR YEAR

Decreased for reduction of Fire Agency Support payments; decreased to move Mendocino County Resource Conservation District payment to BU 1910, and Mendocino Fire Safe Council Payment to BU 2910.

### PERFORMANCE INDICATORS

#### Vacation In-Lieu of Pay



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
 BU 1940 - Miscellaneous

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative		
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821510 - Sales Tax-Public Safety		408,537	418,231	412,000	<b>398,252</b>	(13,748)
827707 - Donation		25,000	-	-	-	-
<b>Total Revenues</b>		<b>433,537</b>	<b>418,231</b>	<b>412,000</b>	<b>398,252</b>	<b>(13,748)</b>
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees		205,017	226,490	5,210,000	<b>1,162,502</b>	(4,047,498)
861021 - Co Cont Retirement		61,638	59,314	210,000	<b>210,000</b>	-
861022 - Co Cont OASDI		12,711	14,042	13,500	<b>13,500</b>	-
861023 - Co Cont Medicare		2,973	3,284	3,100	<b>3,100</b>	-
861024 - Co Cont Retire Incr		21,822	19,577	40,000	<b>40,000</b>	-
<b>Total Salaries &amp; Employee Benefits</b>		<b>304,160</b>	<b>322,708</b>	<b>5,476,600</b>	<b>1,429,102</b>	<b>(4,047,498)</b>
<b>Services &amp; Supplies</b>						
862101 - Insurance - General		11,475	13,130	15,484	<b>20,081</b>	4,597
862170 - Office Expense		0	-	-	-	-
862181 - Auditing & Fiscal Svcs		61,201	55,180	60,000	<b>71,200</b>	11,200
862187 - Education & Training		133,783	153,238	140,000	<b>145,000</b>	5,000
862189 - Prof/Spec Svcs - Other		102,766	132,493	74,880	<b>57,663</b>	(17,217)
862239 - Spec Dept Expense		5,705	101,877	135,000	-	(135,000)
<b>Total Services &amp; Supplies</b>		<b>314,929</b>	<b>455,918</b>	<b>425,364</b>	<b>293,944</b>	<b>(131,420)</b>
<b>Other Charges</b>						
863113 - Pmt Other Gov Agency		727,224	681,629	704,960	<b>592,252</b>	(112,708)
863280 - Contr Other Agency		187,252	117,894	100,000	<b>100,000</b>	-
<b>Total Other Charges</b>		<b>914,476</b>	<b>799,523</b>	<b>804,960</b>	<b>692,252</b>	<b>(112,708)</b>
<b>Total Net Appropriations</b>		<b>1,533,565</b>	<b>1,578,149</b>	<b>6,706,924</b>	<b>2,415,298</b>	<b>(4,291,626)</b>
<b>Total Net County Cost</b>		<b>1,100,028</b>	<b>1,159,918</b>	<b>6,294,924</b>	<b>2,017,046</b>	<b>(4,277,878)</b>



## BU 2610- Fire Agency Support

### BUDGET UNIT OVERVIEW

In March of 2020 voters approved Measure D to extend Mendocino County’s Transient Occupancy tax to campgrounds and recreational vehicle sites. A companion advisory Measure E was also passed. Measure E asked voters if they wanted the funds to be used to fund the recongized Fire Agency in Mendocino County. Budget Unit 2610 was created in order to establish a budget for the related appropriations as directed by the Board of Supervisors.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenue

Acct. 7802 Operating Transfer In from BU 1000 for Fire Agency Support from revenue generated for Transient Occupancy Tax-Campgrounds/RV Parks.

#### Other Charges

Acct. 3113 Funding for Fire Agency Support

BUDGET UNIT DETAIL	Schedule 9		Function: Public Protection		Activity: Fire Protection
Fund: 1240 Fire Protection	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827802 - Oper Transfer In	-	-	-	600,000.00	600,000.00
<b>Total Revenues</b>	-	-	-	600,000.00	600,000.00
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	-	-	-	600,000.00	600,000.00
<b>Total Other Charges</b>	-	-	-	600,000.00	600,000.00
<b>Total Net Appropriations</b>	-	-	-	600,000.00	600,000.00
<b>Total Fund Balance Contribution</b>	-	-	-	-	-

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller



## BU 8010 - General Debt Service - COPs

### BUDGET UNIT OVERVIEW

This budget unit accounts for the payment of principal and interest as well as the related annual costs of the County's general long-term obligation bonds and Certificates of Participation (COPs). At this time the County has one outstanding COPs issuance for the Refunding Certificates of Participation, 2012 Series, issued on May 8, 2012, in the amount of \$25,810,000. This issue replaced both the 2000 and 2001 issues, and reduced the County's debt payments over the remaining life of those issues. Payments to bondholders are made in June and December of each year, with final maturity in FY 2029-30. At June 30, 2020, the principal balance was \$15,940,000.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

- Acct. 5810 Other Government Agency Aid - Includes payment of interest from Cities of Ukiah and Willits animal shelter payments.
- Acct. 7802 Operating Transfer In - Transfer from Social Services, Non-Departmental Revenue and Mental Health for their portion of the 2012 COPs issuance.

#### Services & Supplies

- Acct. 2239 Trustee fees and fees paid to Muni Financial for annual informational statements required for continuing disclosure.

#### Other Charges

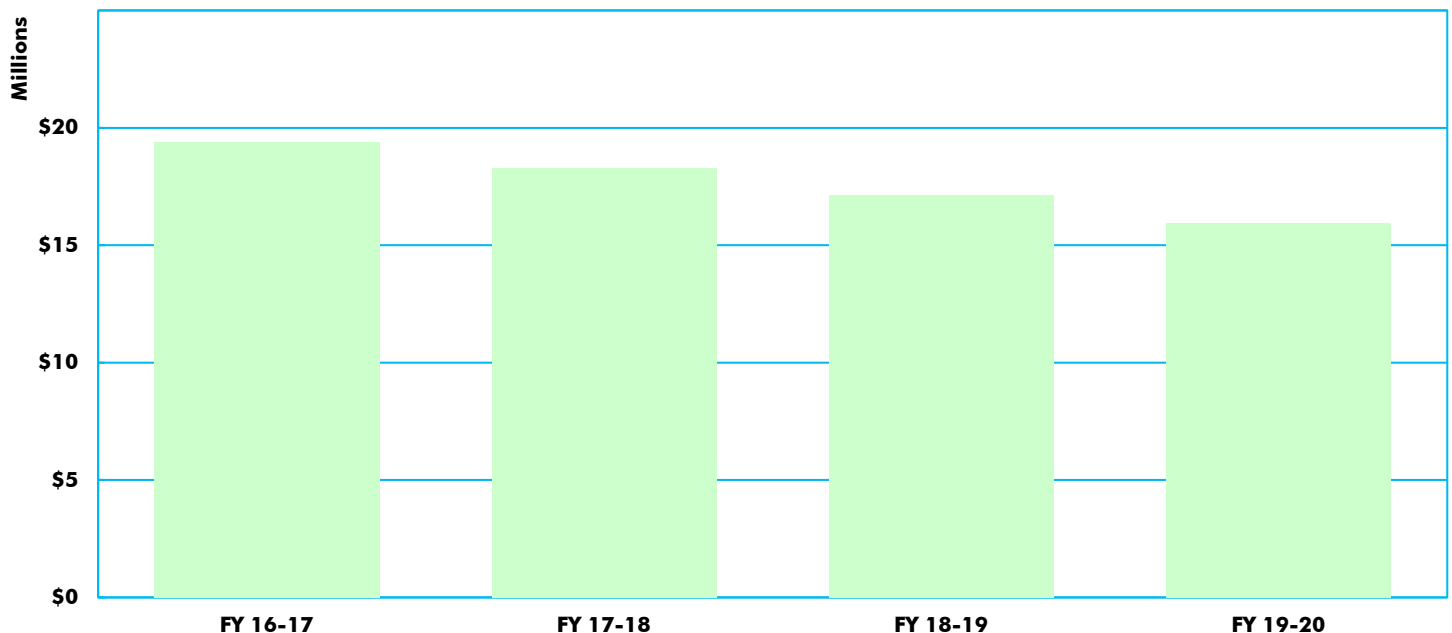
- Acct. 3310 & 3311 Interest and principal payments on the 2012 Certificates of Participation (COPs).

### CHANGES IN BUDGET FROM PRIOR YEAR

Principal costs will increase by \$50,000 and interest costs will decrease by \$41,650 during the year due to the FY 2020-21 payment schedule.

### PERFORMANCE INDICATORS

2012 Refunding - COPS - Principal Balance





# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
BU 8010 - General Debt Service - COPs

BUDGET UNIT DETAIL Schedule 9	Function: Debt Service			Activity: Retirement of LT Debt	
Fund: 1400 Debt Service	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823110 - Crim Just Const Fund	11,400	11,500	11,500	<b>12,000</b>	500
824100 - Interest	(3,360)	(6,273)	(4,000)	<b>(8,000)</b>	(4,000)
825810 - Other Govt Agency Aid	39,807	35,447	39,000	<b>30,000</b>	(9,000)
827802 - Oper Transfer In	1,840,736	1,848,127	1,824,250	<b>1,835,100</b>	10,850
<b>Total Revenues</b>	<b>1,888,582</b>	<b>1,888,801</b>	<b>1,870,750</b>	<b>1,869,100</b>	<b>(1,650)</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	-	2	-	-	-
862189 - Prof/Spec Svcs - Other	1,100	1,100	1,100	<b>1,100</b>	-
862239 - Spec Dept Expense	2,320	2,316	2,500	<b>2,500</b>	-
<b>Total Services &amp; Supplies</b>	<b>3,420</b>	<b>3,417</b>	<b>3,600</b>	<b>3,600</b>	-
<b>Other Charges</b>					
863310 - Interest	753,635	717,398	677,150	<b>635,500</b>	(41,650)
863311 - Principal	1,115,000	1,150,000	1,190,000	<b>1,230,000</b>	40,000
<b>Total Other Charges</b>	<b>1,868,635</b>	<b>1,867,398</b>	<b>1,867,150</b>	<b>1,865,500</b>	<b>(1,650)</b>
<b>Total Net Appropriations</b>	<b>1,872,055</b>	<b>1,870,815</b>	<b>1,870,750</b>	<b>1,869,100</b>	<b>(1,650)</b>
<b>Total Fund Balance Contribution</b>	<b>(16,527)</b>	<b>(17,986)</b>	-	-	-

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller



## BU 8011 - Debt Service - Pension Obligation Bonds

### BUDGET UNIT OVERVIEW

This budget unit accounts for the payment of principal and interest as well as the related annual costs of the County's taxable Pension Obligation Bond (POB) issued on December 12, 2002, in the amount of \$91,945,000. Included in the December Series 2002 issuance is a partial defeasance (50%) of the previous December 1996 issue in the amount of \$30,720,000. The balance of the 1996 POB has since been paid in full since July 2009. The Series 2002 issue allowed the County to fund the residual portion of its unfunded accrued actuarial liability (UAAL) for retirement benefits of County employees. Payments to bondholders are made in January and July of each year, with final maturity in FY 2025-26. At June 30, 2020, the principal balance was \$45,095,000.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 6400 Estimated portion of County retirement contribution related to Pension Obligation Bond issue. Funding originates from charges to departments on bi-weekly basis.

#### Services & Supplies

Acct. 2239 Trustee fees and other miscellaneous corporation debt service maintenance costs related to the issue.

#### Other Charges

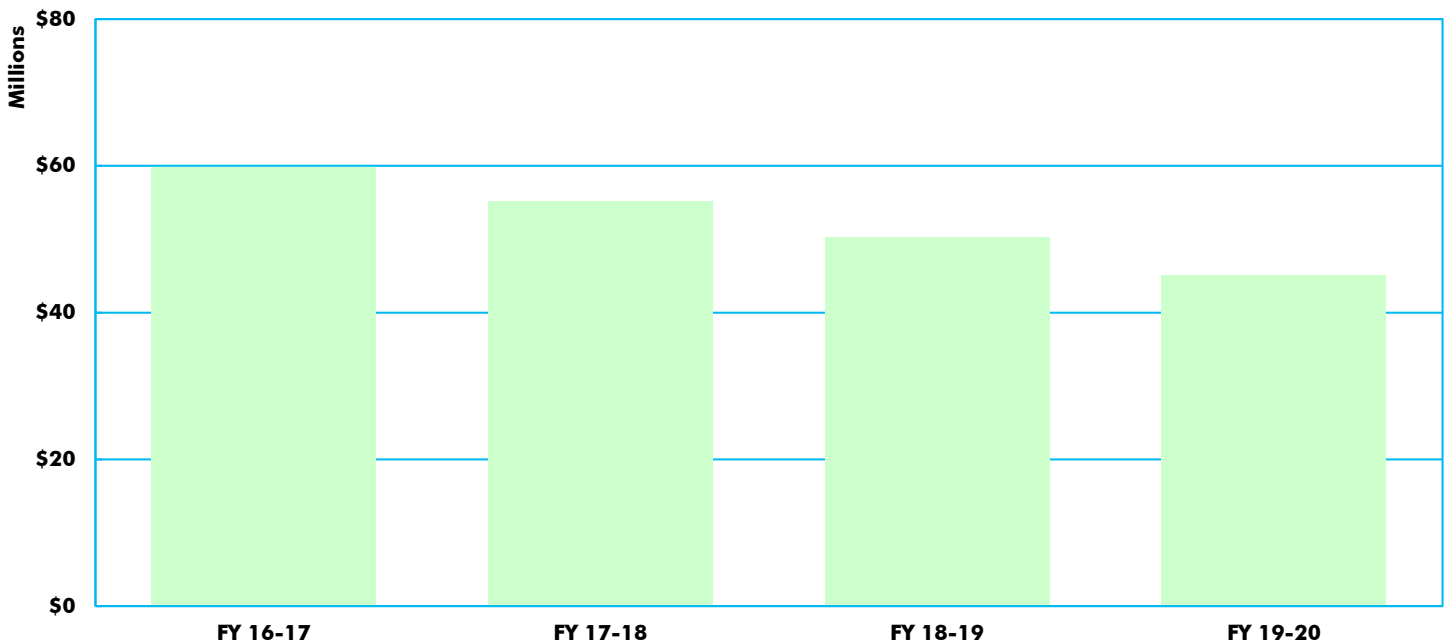
Acct. 3310 & 3311 Interest and principal payments on the taxable Pension Obligation Bond (POB) issue.

### CHANGES IN BUDGET FROM PRIOR YEAR

Principal costs will increase by \$285,000 and interest costs will decrease by \$292,422 during the year due to the FY 2020-21 payment schedule.

### PERFORMANCE INDICATORS

Debt Service - Pension Obligation Bonds Balance



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller  
 BU 8011 - Debt Service - Pension Obligation Bonds

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Debt Service			Activity: Retirement of LT Debt	
Fund: 1410 Pension Oblig Bonds	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	(28,820)	(36,730)	(37,000)	<b>(58,000)</b>	(21,000)	
826400 - Co Share Retire	9,018,656	7,359,328	7,203,000	<b>7,910,750</b>	707,750	
<b>Total Revenues</b>	<b>8,989,836</b>	<b>7,322,599</b>	<b>7,166,000</b>	<b>7,852,750</b>	<b>686,750</b>	
<b>Services &amp; Supplies</b>						
862189 - Prof/Spec Svcs - Other	2,100	1,600	2,100	<b>2,000</b>	(100)	
862239 - Spec Dept Expense	2,470	2,470	2,500	<b>2,000</b>	(500)	
<b>Total Services &amp; Supplies</b>	<b>4,570</b>	<b>4,070</b>	<b>4,600</b>	<b>4,000</b>	<b>(600)</b>	
<b>Other Charges</b>						
863310 - Interest	3,240,890	2,978,276	2,701,200	<b>2,408,750</b>	(292,450)	
863311 - Principal	4,630,000	4,885,000	5,155,000	<b>5,440,000</b>	285,000	
<b>Total Other Charges</b>	<b>7,870,890</b>	<b>7,863,276</b>	<b>7,856,200</b>	<b>7,848,750</b>	<b>(7,450)</b>	
<b>Total Net Appropriations</b>	<b>7,875,460</b>	<b>7,867,346</b>	<b>7,860,800</b>	<b>7,852,750</b>	<b>(8,050)</b>	
<b>Total Fund Balance Contribution</b>	<b>(1,114,376)</b>	<b>544,747</b>	<b>694,800</b>	<b>-</b>	<b>(694,800)</b>	

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller



## BU 0712 - Unemployment Insurance

### BUDGET UNIT OVERVIEW

This budget unit accounts for the funding of the County's unemployment insurance. The County is self-insured for unemployment insurance. The allocation to County departments is based 30% on current staffing levels, and 70% on the most recent five years of unemployment costs by department.

### SUMMARY OF MAJOR ACCOUNTS

#### Services & Supplies

Acct. 2103 Unemployment expense is anticipated to remain unchanged.

### CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: 7120 Unemployment Insurance	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	7,318	9,598	11,000	<b>11,000</b>	-
826401 - I.S.F. Services	200,000	200,000	200,000	<b>200,000</b>	-
<b>Total Operating Revenues</b>	<b>207,318</b>	<b>209,598</b>	<b>211,000</b>	<b>211,000</b>	-
<b>Operating Expenses</b>					
<b>Services &amp; Supplies</b>					
862103 - Insurance - Unemp	181,920	195,393	210,000	<b>210,000</b>	-
862189 - Prof/Spec Svcs - Other	861	861	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>182,781</b>	<b>196,254</b>	<b>211,000</b>	<b>211,000</b>	-
<b>Total Operating Expenses</b>	<b>182,781</b>	<b>196,254</b>	<b>211,000</b>	<b>211,000</b>	-
<b>Operating Income (Loss)</b>	<b>24,537</b>	<b>13,344</b>	-	-	-
<b>Change in Net Assets</b>	<b>24,537</b>	<b>13,344</b>	-	-	-
<b>Net Assets - Beginning Balance</b>	<b>132,763</b>	<b>98,822</b>	<b>112,166</b>	<b>112,166</b>	-
<b>Net Assets - Ending Balance</b>	<b>157,300</b>	<b>112,166</b>	<b>112,166</b>	<b>112,166</b>	-

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*The Mendocino County Board of Supervisors' mission is to create and maintain a responsive and responsible government that enhances the quality of life of the people of Mendocino County. The County's mission is to deliver services that meet: Public safety, health, social, cultural, education, transportation, economic, and environmental needs of our communities.*

DEPARTMENT SUMMARY					
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	1,000	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	554,912	682,683	774,138	<b>735,553</b>	(38,585)
Total Services & Supplies	98,325	82,662	111,408	<b>83,782</b>	(27,626)
<b>Total Operating Expenditures</b>	<b>653,237</b>	<b>765,345</b>	<b>885,546</b>	<b>819,335</b>	<b>(66,211)</b>
<b>Total Net Appropriations</b>	<b>653,237</b>	<b>765,345</b>	<b>885,546</b>	<b>819,335</b>	<b>(66,211)</b>
<b>NCC/Use of Fund Balance</b>	<b>653,237</b>	<b>764,345</b>	<b>885,546</b>	<b>819,335</b>	<b>(66,211)</b>

SUMMARY BY PROGRAM			
GENERAL FUND	Approps.	Revenues	NCC
Board of Supervisors	819,335	-	819,335
<b>Total: General Fund</b>	<b>819,335</b>	<b>-</b>	<b>819,335</b>
<b>% of General Fund</b>	<b>0.4%</b>	<b>0.0%</b>	<b>1.3%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>819,335</b>	<b>-</b>	<b>819,335</b>
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.0%</b>	

ALLOCATED FTE BY PROGRAM			
GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Board of Supervisors	5	5	5
<b>Total: General Fund</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>OTHER FUNDS</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>5</b>	<b>5</b>	<b>5</b>

# BOARD OF SUPERVISORS

JOHN HASCHAK, Chair



## BU 1015 - Board of Supervisors

### DEPARTMENT OVERVIEW

Mendocino County is a General Law County that is governed by the Board of Supervisors. The Board is comprised of five full-time members elected by their respective districts, and serves as the legislative and executive body of County government and various special districts. Pursuant to the California Government Code, the Board of Supervisors enacts legislation governing Mendocino County and determines overall policies for County departments and special districts.

The Board is responsible for exercising its legislative and quasi-judicial authority, within budgetary constraints, to provide for the health, welfare, and safety of the residents of the County of Mendocino. This is accomplished through regular and special Board meetings, community outreach, interaction with constituents, and by Board Members serving on a number of local, state, and national boards and commissions representing the interests of the citizens of Mendocino County.

The Board conducts workshops throughout the year with the intent of setting goals and policies for the County. Board responsibilities also include adopting the County's annual budget and establishing salaries within the County organization.

In carrying out the mandates set by law, the Board is also charged with performing the following specific duties: to conduct appeal hearings related to decisions of the Planning Commission and to consider General Plan amendments, Coastal Development Permits, and minor/major subdivisions; to serve as the Air Quality Management District Board of Directors; to serve as the Mendocino County Water Agency Board of Directors; to serve as the In Home Support Services (IHSS) Public Authority Governing Board; and to serve as the appointing authority designating citizen representatives to Special Districts, County committees, and local, state, and national boards and commissions.

The members of the Board of Supervisors also serve as officers of the Public Facilities Corporation (PFC), a non-profit public benefit corporation that determines and controls the County of Mendocino's capital financing for acquisition, construction, improvement, and remodeling of public buildings and facilities.

In 2005 the Board adopted an Ordinance creating the position of Chief Executive Officer for the County of Mendocino (which was further amended in early 2007 and affirmed in 2010), transferring organizational administration and executive management functions to the Chief Executive Officer, as well as authority for appointment and evaluation of select County Department Heads.

### GOALS FOR FY 2020-21

- Fiscal Stability: One-time revenue will not be used for on-going expenses.
- Financial Sustainability: Debt mitigation and elimination; and maintain reserve policy.
- Fiscal Organizational Development: Invest in the organization's future through the Leadership Initiative, succession planning and recruitment and retention practice; and identify and measure departmental performance metrics, including the balancing of location-based provision of County services.

### BOARD MEMBERS

- Carre Brown, District 1
- John McCowen, District 2
- John Haschak, District 3 (Chair)
- Dan Gjerde, District 4 (Vice-Chair)
- Ted Williams, District 5

### CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Board of Supervisors includes no additional positions or significant additional requests from the prior year.



## BUDGET UNIT DETAIL

Fund: 1100 County General					
Financing Sources and Uses	2017-18	2018-19	2019-20	2020-21	Change from
	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Agency Aid	-	1,000	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	383,020	462,561	509,959	<b>480,971</b>	(28,988)
861012 - Extra Help	-	2,857	-	-	-
861021 - Co Cont Retirement	82,943	114,063	142,823	<b>143,075</b>	252
861022 - Co Cont OASDI	23,308	28,085	30,942	<b>29,169</b>	(1,773)
861023 - Co Cont Medicare	5,451	6,610	7,236	<b>6,822</b>	(414)
861024 - Co Cont Retire Incr	26,277	32,647	34,315	<b>28,204</b>	(6,111)
861030 - Co Cont Health Ins	33,106	34,805	47,554	<b>45,864</b>	(1,690)
861035 - Co Cont Workers Comp	808	1,055	1,309	<b>1,448</b>	139
<b>Total Salaries &amp; Employee Benefits</b>	<b>554,912</b>	<b>682,683</b>	<b>774,138</b>	<b>735,553</b>	<b>(38,585)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	7,515	8,623	6,500	<b>6,000</b>	(500)
862101 - Insurance - General	1,451	1,769	2,040	<b>2,532</b>	492
862150 - Memberships	39,082	39,114	40,000	<b>40,000</b>	-
862170 - Office Expense	2,909	3,244	7,500	<b>5,000</b>	(2,500)
862187 - Education & Training	-	-	500	<b>500</b>	-
862189 - Prof/Spec Svcs - Other	24,500	-	24,500	<b>7,500</b>	(17,000)
862200 - Rents & Leases - Equipment	320	-	2,000	<b>1,000</b>	(1,000)
862230 - Info Tech Equipment	-	-	1,000	<b>1,000</b>	-
862239 - Spec Dept Expense	11,235	10,109	16,868	<b>15,000</b>	(1,868)
862250 - Trans/Travel	-	192	500	<b>250</b>	(250)
862253 - Travel Out of County	11,313	19,610	10,000	<b>5,000</b>	(5,000)
<b>Total Services &amp; Supplies</b>	<b>98,325</b>	<b>82,662</b>	<b>111,408</b>	<b>83,782</b>	<b>(27,626)</b>
<b>Total Net Appropriations</b>	<b>653,237</b>	<b>765,345</b>	<b>885,546</b>	<b>819,335</b>	<b>(66,211)</b>
<b>Total Net County Cost</b>	<b>653,237</b>	<b>764,345</b>	<b>885,546</b>	<b>819,335</b>	<b>(66,211)</b>

# BOARD OF SUPERVISORS

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JOHN HASCHAK, Chair



# CHILD SUPPORT SERVICES

ANNE MOLGAARD, Interim Director

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*The mission of the Child Support Services Department is to protect and promote the well-being of children and the self-sufficiency of families. This is accomplished by providing top-of-the-line child support services, and the collection activities that contribute to meeting the financial, medical and emotional needs of the children served and alleviating stress between parents.*

# CHILD SUPPORT SERVICES

ANNE MOLGAARD, Interim Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues - All Funds</b>					
Revenues	2,574,306	2,638,022	3,106,009	<b>3,106,532</b>	523
<b>Total Revenues</b>	<b>2,574,306</b>	<b>2,638,022</b>	<b>3,106,009</b>	<b>3,106,532</b>	<b>523</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,081,061	2,108,325	2,489,518	<b>2,455,830</b>	(33,688)
Total Services and Supplies	317,319	389,611	312,531	<b>289,194</b>	(23,337)
<b>Total Operating Expenditures</b>	<b>2,398,380</b>	<b>2,497,936</b>	<b>2,802,049</b>	<b>2,745,024</b>	<b>(57,025)</b>
Total Operating Transfers Out	31,999	2,550	126,000	<b>217,000</b>	91,000
<b>Total Transfers &amp; Reimb.</b>	<b>31,999</b>	<b>2,550</b>	<b>126,000</b>	<b>217,000</b>	<b>91,000</b>
<b>Total Net Appropriations</b>	<b>2,430,379</b>	<b>2,500,486</b>	<b>2,928,049</b>	<b>2,962,024</b>	<b>33,975</b>
<b>NCC/Use of Fund Balance</b>	<b>(143,927)</b>	<b>(137,536)</b>	<b>(177,960)</b>	<b>(144,508)</b>	<b>33,452</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Child Support Services	2,962,024	3,106,532	(144,508)
<b>Total: General Fund</b>	<b>2,962,024</b>	<b>3,106,532</b>	<b>(144,508)</b>
<b>% of General Fund</b>	<b>1.4%</b>	<b>1.5%</b>	<b>-0.2%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>2,962,024</b>	<b>3,106,532</b>	<b>(144,508)</b>
<b>% of Total Budget</b>	<b>0.9%</b>	<b>0.9%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Child Support Services	35	36	36
<b>Total: General Fund</b>	<b>35</b>	<b>36</b>	<b>36</b>
OTHER FUNDS			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>35</b>	<b>36</b>	<b>36</b>

# CHILD SUPPORT SERVICES

ANNE MOLGAARD, Interim Director

## BU 2090 - Child Support Services



### DEPARTMENT OVERVIEW

A child's success depends primarily on the engagement and participation of both parents. In conjunction with Mendocino County Superior Court, the Department of Child Support Services works with both parents to establish fair and sustainable financial support orders, which encourage reliable collection and distribution of support. Ultimately, we assist families to remain or become financially self-sufficient and encourage non-custodial parents to maintain an active relationship with their child.

Either parent may open a child support case to receive professional services for locating the other parent, establishing parentage, or to establish and enforce financial and medical insurance support orders. Recipients of public assistance are required to open a child support case, with collections used to recoup the government's cost of providing that assistance.

A recent Executive Order issued by CA Governor Newsom puts "Families First" and prioritizes family-owed support over recoupment of government-owed arrearages.

### PROGRAM OVERVIEW

- Accounting
- Administration
- Case Management
- Legal
- Support Services

### GOALS FOR FY 2020-21

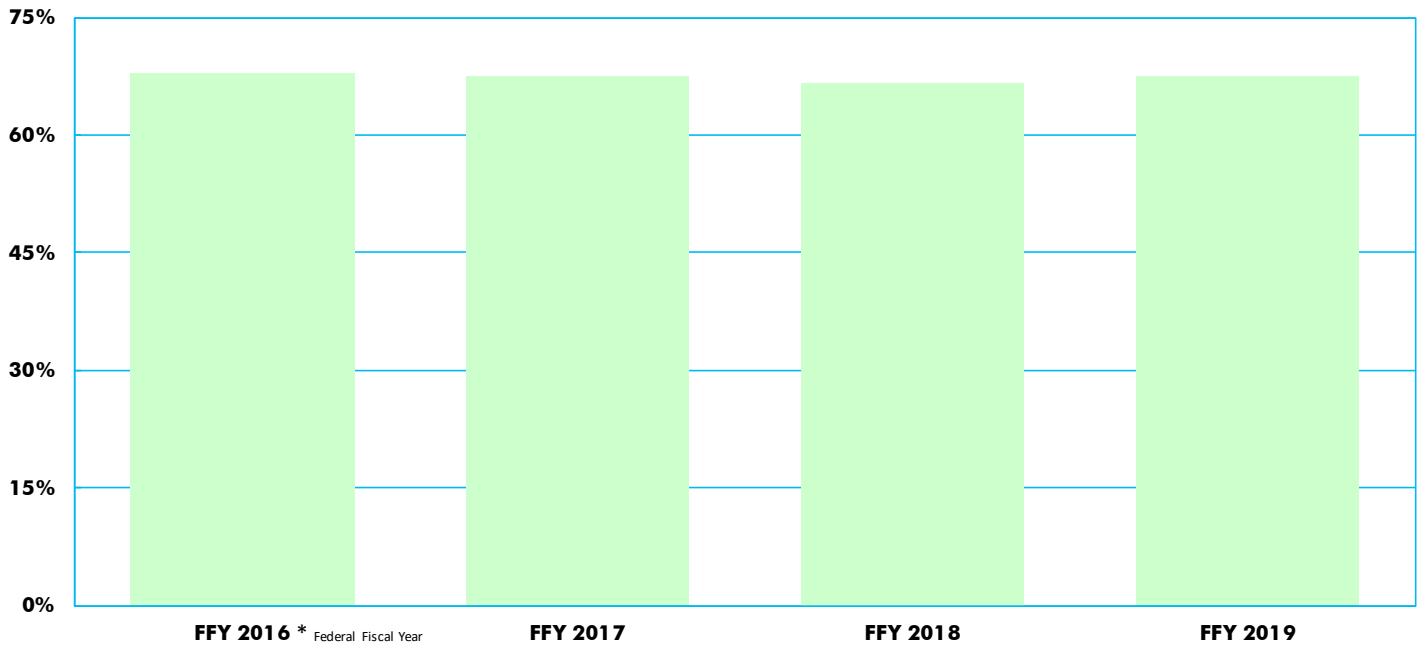
- Increase child support collections and payment reliability:
  - Increase collection on current support by 2%;
  - Decrease zero-dollar support orders by 5%
- Explore new performance metric tools for case management and program improvements
- Recruitment and Retention
  - Update the Child Support series position description
  - Fill six (6) vacant Case Manager positions
- Increase percentage of stipulated orders to all orders by 10%

### ACCOMPLISHMENTS IN FY 2019-20

- Collections and payment reliability:
  - Distributed \$5.7 million FFY 2019
  - Implemented a quarterly review of zero-dollar support orders
- Prioritized training, leadership development and staff engagement at local, state and federal child support levels

## PERFORMANCE INDICATORS

Federal Performance % - Collections on Current Support



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5686 Federal Financial Participation reimbursement portion of the State Budget Allocation authorized for CSS.
- Acct. 6162 State Aid for Child Support.

### Services & Supplies

- Acct. 2101 General Liability insurance.
- Acct. 2170 Office supplies, paper goods and postage.
- Acct. 2189 Costs associated with: Process service to obtain child support orders; regular and difficult process serving; lifestyle investigations; and new employee background checks.

## CHANGES IN BUDGET FROM PRIOR YEAR

No major changes in budget from prior year.

Mendocino County Child Support is funded by State and Federal sources. The Department will contribute \$144,508 to the General Fund in FY 2020-21 for services rendered.

# CHILD SUPPORT SERVICES

ANNE MOLGAARD, Interim Director  
BU 2090 - Child Support Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Judicial
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	6,239	8,792	6,000	<b>8,500</b>	2,500
825686 - Fed Aid Child Supp	1,695,079	1,735,792	2,077,006	<b>2,044,701</b>	(32,305)
826162 - State Aid Child Supp	872,988	893,438	1,023,003	<b>1,053,331</b>	30,328
<b>Total Revenues</b>	<b>2,574,306</b>	<b>2,638,022</b>	<b>3,106,009</b>	<b>3,106,532</b>	<b>523</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,259,990	1,298,265	1,507,301	<b>1,508,392</b>	1,091
861012 - Extra Help	23,481	43,092	25,000	<b>15,000</b>	(10,000)
861013 - Overtime Reg Emp	57,020	18,860	25,000	<b>25,000</b>	-
861021 - Co Cont Retirement	361,525	379,744	470,547	<b>491,650</b>	21,103
861022 - Co Cont OASDI	77,704	77,702	89,661	<b>89,355</b>	(306)
861023 - Co Cont Medicare	18,643	19,005	21,291	<b>20,958</b>	(333)
861024 - Co Cont Retire Incr	118,712	113,063	121,286	<b>102,841</b>	(18,445)
861030 - Co Cont Health Ins	163,986	158,595	229,432	<b>202,634</b>	(26,798)
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,081,061</b>	<b>2,108,325</b>	<b>2,489,518</b>	<b>2,455,830</b>	<b>(33,688)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	7,509	8,136	8,740	<b>9,700</b>	960
862120 - Maint - Equip	605	605	2,000	<b>2,500</b>	500
862130 - Maint - Strc/Impr/Grnds	48,261	44,715	40,505	<b>44,013</b>	3,508
862150 - Memberships	3,535	3,191	3,515	<b>3,750</b>	235
862160 - Misc Expense	-	981	2,500	<b>2,500</b>	-
862170 - Office Expense	61,096	109,644	67,268	<b>70,203</b>	2,935
862182 - Data Processing Svcs	25,986	43,894	27,728	<b>45,116</b>	17,388
862187 - Education & Training	4,728	11,658	10,225	<b>10,225</b>	-
862189 - Prof/Spec Svcs - Other	133,869	108,268	95,053	<b>57,607</b>	(37,446)
862190 - Publ/Legal Notice	172	-	-	<b>-</b>	-
862239 - Spec Dept Expense	9	268	6,000	<b>1,250</b>	(4,750)
862250 - Trans/Travel	3,109	4,449	3,250	<b>3,250</b>	-
862253 - Travel Out of County	7,483	32,987	22,500	<b>13,000</b>	(9,500)
862260 - Utilities	20,957	20,815	23,247	<b>26,080</b>	2,833
<b>Total Services &amp; Supplies</b>	<b>317,319</b>	<b>389,611</b>	<b>312,531</b>	<b>289,194</b>	<b>(23,337)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	31,999	2,550	126,000	<b>217,000</b>	91,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>31,999</b>	<b>2,550</b>	<b>126,000</b>	<b>217,000</b>	<b>91,000</b>
<b>Total Net Appropriations</b>	<b>2,430,379</b>	<b>2,500,486</b>	<b>2,928,049</b>	<b>2,962,024</b>	<b>33,975</b>
<b>Total Net County Cost</b>	<b>(143,927)</b>	<b>(137,536)</b>	<b>(177,960)</b>	<b>(144,508)</b>	<b>33,452</b>



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*The mission of County Counsel is to represent the County competently, thoughtfully, and justly in all legal matters, and encourage staff to be diligent in their role as legal counsel.*

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	295,100	479,443	423,400	<b>423,400</b>	-
<b>Total Revenues</b>	<b>295,100</b>	<b>479,443</b>	<b>423,400</b>	<b>423,400</b>	-
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,585,896	1,704,583	1,766,598	<b>1,894,634</b>	128,036
Total Services and Supplies	299,446	198,870	357,915	<b>447,492</b>	89,577
<b>Total Operating Expenditures</b>	<b>1,885,342</b>	<b>1,903,454</b>	<b>2,124,513</b>	<b>2,342,126</b>	<b>217,613</b>
Total Intrafund Transfers	(1,001,006)	(707,370)	(976,533)	<b>(1,045,191)</b>	(68,658)
<b>Total Transfers &amp; Reimb.</b>	<b>(1,001,006)</b>	<b>(707,370)</b>	<b>(976,533)</b>	<b>(1,045,191)</b>	<b>(68,658)</b>
<b>Total Net Appropriations</b>	<b>884,336</b>	<b>1,196,084</b>	<b>1,147,980</b>	<b>1,296,935</b>	<b>148,955</b>
<b>NCC/Use of Fund Balance</b>	<b>589,235</b>	<b>716,641</b>	<b>724,580</b>	<b>873,535</b>	<b>148,955</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
County Counsel	1,296,935	423,400	873,535
<b>Total: General Fund</b>	<b>1,296,935</b>	<b>423,400</b>	<b>873,535</b>
<b>% of General Fund</b>	<b>0.6%</b>	<b>0.2%</b>	<b>1.3%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>1,296,935</b>	<b>423,400</b>	<b>873,535</b>
<b>% of Total Budget</b>	<b>0.4%</b>	<b>0.1%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
County Counsel	12	12	12
<b>Total: General Fund</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>OTHER FUNDS</b>			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>12</b>	<b>12</b>	<b>12</b>



## BU 1210 - County Counsel

### DEPARTMENT OVERVIEW

County Counsel is the legal adviser to the Board of Supervisors, County officials and their departments, and responds to, or opposes, all claims and accounts against the County. County Counsel defends or prosecutes all civil actions and proceedings in which the County, or any of its officers in his or her official capacity, is a party. This office directly serves the County through the Board of Supervisors and works to understand and further the needs and goals of the Board. We provide legal guidance and assistance, hold Brown Act and Ethics trainings, draft and review legal documents and opinions, analyze legislation, and represent the County in litigation. County Counsel also acts as legal advisor for the various boards and commissions appointed by the Board of Supervisors, as well as the Grand Jury. This office represents various special districts including Mendocino Council of Governments, Mendocino Solid Waste Management Authority, Mendocino Transit Authority, and other Joint Powers Agencies on a fee for service basis. County Counsel continues to represent the County competently, thoughtfully, and justly in all legal matters, and is diligent in its role as legal counsel.

### PROGRAM OVERVIEW

- Legal Advice/ Litigation / Training
- Preparation of County Ordinances and Resolutions
- Respond to Public Records Act Requests, Appeals and Writs
- Appear in Court for CPS and Public Guardian

### GOALS FOR FY 2020-21

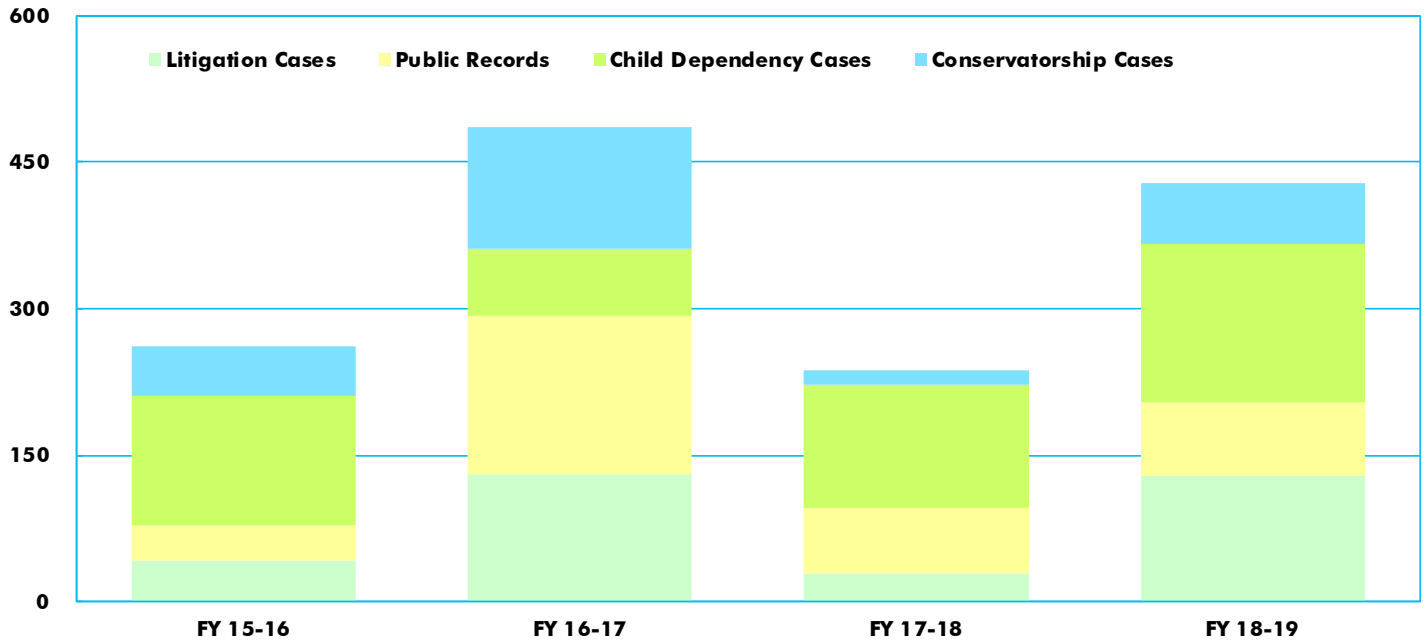
- Continue to provide high quality legal advice and representation to the County as a whole as well as to individual departments.
- Continue to take a proactive approach to risk management by assessing threats early on to ensure the safety of our employees and to be proactive regarding litigation.
- Continue to provide effective training and advocacy in dependency court to ensure children's safety, as well as consistency and compliance with the law.
- Continue to review the Mendocino County Code and draft necessary updates.
- Continue to update and implement internal processes and policies in order to have a more consistent approach in providing services and a way to measure our success.

### ACCOMPLISHMENTS IN FY 2019-20

- County Counsel continues to work diligently on cannabis issues, including providing guidance related to the County's cannabis cultivation and facilities ordinances, and has prepared amendments to these ordinances.
- County Counsel continues to litigate against PG&E for the 2017 fires and in federal court for damages due to opioids.
- County Counsel assisted with complex responses to Public Records Act (PRA) requests.
- In a coordinated response to the COVID-19 pandemic, County Counsel promptly dedicated our entire staff of attorneys to assist the County Health Officer and EOC, and directly to each department as affected by the public health crisis.
- Deputy County Counsels defended Family & Children's Services in all appeals from juvenile court determinations and the Public Guardian from orders for LPS conservatorships, including oral argument before the First Appellate District.

## PERFORMANCE INDICATORS

### Cases Opened



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 6161 Legal services fees County Counsel earns from local Special Districts and the Mendocino County Department of Transportation.
- Acct. 6278 Operating transfers from General Liability Insurance Fund.

### Services & Supplies

- Acct. 2150 Membership in attorney organizations and California State Bar fees and conferences on legal topics.
- Acct. 2187 Various trainings and conferences.
- Acct. 2239 Legal books and subscriptions, and the electronic legal research services.

### Expenditure Transfer and Reimbursement

- Acct. 5380 Provides direct billing for legal services to HHS-A-Social Services.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for County Counsel includes no additional positions or significant additional changes from the prior year.

# COUNTY COUNSEL

CHRISTIAN M. CURTIS County Counsel  
BU 1210 - County Counsel

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
826161 - Legal Services	22,779	28,994	20,000	<b>20,000</b>	-	
826163 - Legal Svcs Reimb	4,127	5,278	3,000	<b>3,000</b>	-	
826230 - Estate Fee - Pub Admin	876	-	-	-	-	
826278 - Interfund - Legal	263,700	430,587	400,000	<b>400,000</b>	-	
826390 - Other Charges	3,514	12,279	400	<b>400</b>	-	
827600 - Other Sales	105	2,306	-	-	-	
<b>Total Revenues</b>	<b>295,100</b>	<b>479,443</b>	<b>423,400</b>	<b>423,400</b>	-	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,014,931	1,112,788	1,185,766	<b>1,296,427</b>	110,661	
861013 - Overtime Reg Emp	987	467	-	-	-	
861021 - Co Cont Retirement	290,760	322,468	312,547	<b>343,817</b>	31,270	
861022 - Co Cont OASDI	59,025	64,701	60,327	<b>64,011</b>	3,684	
861023 - Co Cont Medicare	14,067	15,442	14,287	<b>15,032</b>	745	
861024 - Co Cont Retire Incr	93,326	92,724	75,018	<b>64,625</b>	(10,393)	
861030 - Co Cont Health Ins	107,983	90,724	113,532	<b>106,430</b>	(7,102)	
861031 - Co Cont Unemp Ins	3,421	3,468	3,113	<b>2,290</b>	(823)	
861035 - Co Cont Workers Comp	1,395	1,801	2,008	<b>2,002</b>	(6)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,585,896</b>	<b>1,704,583</b>	<b>1,766,598</b>	<b>1,894,634</b>	<b>128,036</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	3,341	3,531	3,468	<b>3,468</b>	-	
862101 - Insurance - General	3,171	91,574	108,233	<b>145,754</b>	37,521	
862120 - Maint - Equip	171	-	870	<b>870</b>	-	
862150 - Memberships	9,319	8,517	9,790	<b>11,000</b>	1,210	
862170 - Office Expense	8,279	10,422	16,000	<b>16,000</b>	-	
862187 - Education & Training	1,141	727	2,500	<b>2,500</b>	-	
862189 - Prof/Spec Svcs - Other	226,058	45,388	195,000	<b>230,000</b>	35,000	
862190 - Publ/Legal Notice	75	528	500	<b>500</b>	-	
862230 - Info Tech Equip	386	635	2,000	<b>3,000</b>	1,000	
862239 - Spec Dept Expense	42,095	32,376	9,654	<b>26,000</b>	16,346	
862250 - Trans/Travel	1,557	2,261	3,300	<b>3,300</b>	-	
862253 - Travel Out of County	3,852	2,912	6,600	<b>5,100</b>	(1,500)	
<b>Total Services &amp; Supplies</b>	<b>299,446</b>	<b>198,870</b>	<b>357,915</b>	<b>447,492</b>	<b>89,577</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(1,001,006)	(707,370)	(976,533)	<b>(1,045,191)</b>	(68,658)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(1,001,006)</b>	<b>(707,370)</b>	<b>(976,533)</b>	<b>(1,045,191)</b>	<b>(68,658)</b>	
<b>Total Net Appropriations</b>	<b>884,336</b>	<b>1,196,084</b>	<b>1,147,980</b>	<b>1,296,935</b>	<b>148,955</b>	
<b>Total Net County Cost</b>	<b>589,235</b>	<b>716,641</b>	<b>724,580</b>	<b>873,535</b>	<b>148,955</b>	

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*The Mission of the Cultural Services Agency is to enrich the quality of life of all residents of Mendocino County through maintaining and improving the services of Mendocino County Library, the County Museum, and County Parks.*



# CULTURAL SERVICES AGENCY

KAREN HORNER, Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
<b>Revenues - All Funds</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
Revenues	2,064,890	2,314,540	2,282,700	<b>2,250,039</b>	(32,661)
Total Operating Transfers In	1,300,241	1,326,243	1,352,771	<b>1,379,826</b>	27,055
<b>Total Revenues</b>	<b>3,365,131</b>	<b>3,640,783</b>	<b>3,635,471</b>	<b>3,629,865</b>	<b>(5,606)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,323,451	2,576,357	2,872,029	<b>3,092,154</b>	220,125
Total Services and Supplies	1,521,453	1,682,563	1,690,620	<b>1,867,529</b>	176,909
Total Fixed Assets	-	63,689	10,000	-	(10,000)
<b>Total Operating Expenditures</b>	<b>3,844,904</b>	<b>4,322,609</b>	<b>4,572,649</b>	<b>4,959,683</b>	<b>387,034</b>
Total Operating Transfers Out	87,103	190,139	203,248	<b>73,000</b>	(130,248)
<b>Total Transfers &amp; Reimb.</b>	<b>87,103</b>	<b>190,139</b>	<b>203,248</b>	<b>73,000</b>	<b>(130,248)</b>
<b>Total Net Appropriations</b>	<b>3,932,007</b>	<b>4,512,748</b>	<b>4,775,897</b>	<b>5,032,683</b>	<b>256,786</b>
<b>NCC/Use of Fund Balance</b>	<b>566,876</b>	<b>871,965</b>	<b>1,140,426</b>	<b>1,402,818</b>	<b>262,392</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Museum	609,460	35,400	574,060
<b>Total: General Fund</b>	<b>609,460</b>	<b>35,400</b>	<b>574,060</b>
<b>% of General Fund</b>	<b>0.3%</b>	<b>0.0%</b>	<b>0.9%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Library	4,423,223	3,594,465	828,758
<b>Total: Other Funds</b>	<b>4,423,223</b>	<b>3,594,465</b>	<b>828,758</b>
<b>TOTAL: ALL FUNDS</b>	<b>5,032,683</b>	<b>3,629,865</b>	<b>1,402,818</b>
<b>% of Total Budget</b>	<b>1.5%</b>	<b>1.1%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Museum	5	5	5
<b>Total: General Fund</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Library	33.05	36.05	36.05
<b>Total: Other Funds</b>	<b>33.05</b>	<b>36.05</b>	<b>36.05</b>
<b>TOTAL: ALL FUNDS</b>	<b>38.05</b>	<b>41.05</b>	<b>41.05</b>

# CULTURAL SERVICES AGENCY

KAREN HORNER, Director



## BU 6110 - Library

### DEPARTMENT OVERVIEW

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The Mendocino County Library System provides library services for all residents and visitors to this beautiful county. The Mendocino County Library consists of five branches located in Ukiah, Fort Bragg, Willits, Covelo, and Point Arena along with the Bookmobile that provides services to outlying areas. Libraries are community centers and the branches greatly reflect the dynamic and unique communities that support and utilize its many services.

#### PROGRAM OVERVIEW

- Administration Services
- Bookmobile & Outreach Services
- Branch Services

#### GOALS FOR FY 2020-21

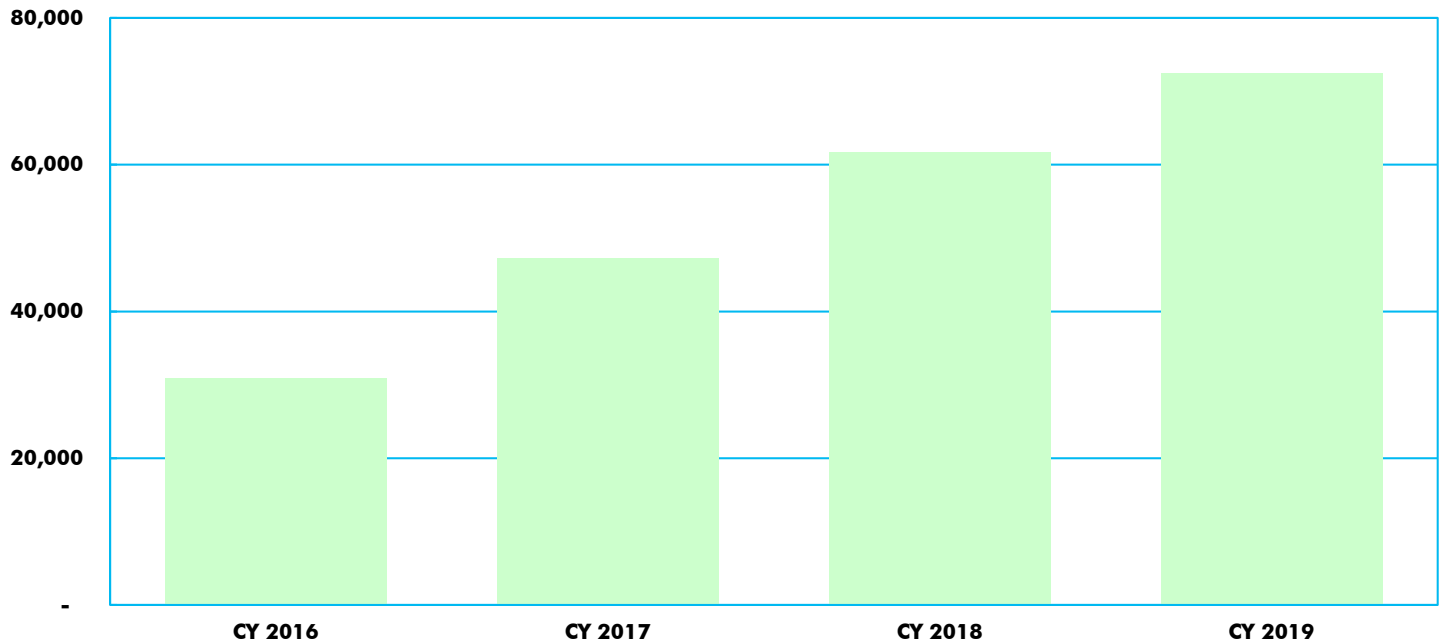
- Open the Laytonville satellite branch.
- Increase online collection, online resources and social media presence to provide more access to virtual library.
- Create and distribute literacy kits and memory kits for checkout.
- Increase pop-up Library services countywide through our Mobile Library Outreach Van.
- Work with Library Advisory Board to sustain excellent library services with budgetary constraints.

#### ACCOMPLISHMENTS IN FY 2019-20

- Provided pop-up library services throughout the county with a new Outreach Van.
- Progressed with Friends of the Long Valley Library to open a satellite branch in Laytonville.
- Created and published First Annual Library Report.
- Provided in-person training and materials for staff at all branches.
- Continued to grow countywide programming and library services.

## PERFORMANCE INDICATORS

### Digital Library Check-Outs (eBooks, eAudiobooks, digital videos & music)



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1500 Measure A sales tax revenue.
- Acct. 4100 Library Fund interest.
- Acct. 6370 Fines and fees, bookmobile reimbursement.
- Acct. 7600 Other sales including copy and print fees.
- Acct. 7802 Property Tax.

### Services & Supplies

- Acct. 2060 Phone and broadband services and contracts.
- Acct. 2090 Custodial services and garbage collection
- Acct. 2189 Material delivery, circulation and catalog system, Information Services reimbursement, and security guard.
- Acct. 2194 A-87 Costs.
- Acct. 2239 Library materials, books, periodicals, downloadable materials, digital databases, and program expenses.

### Expenditure Transfer & Reimbursement

- Acct. 5802 Facility modifications at Ukiah, Willits and Fort Bragg branches.

## CHANGES IN BUDGET FROM PRIOR YEAR

The changes in the budget this year include a slight decrease in revenue due to fewer donations and a decrease in fines and fees. An increase in expenses of \$167,084 in Services and Supplies from prior fiscal year include: Communications increase due to non-recurring and first year high-speed internet costs; Household janitorial expenses increased; A-87 expenses are increasing; Bookmobile maintenance is increasing; Rents & Leases increasing due to adding future Laytonville library rent. Reductions include: less Education & Training expenses; reducing Office Expenses, Info Tech Equipment –fewer PC replacements needed; Spec Dept Expenses- decreasing collection spending to help offset increases; less Transportation, Travel & Out of County expenses; and fewer facility modifications.

# CULTURAL SERVICES AGENCY

KAREN HORNER, Director  
BU 6110 - Library

BUDGET UNIT DETAIL Schedule 9		Function: Education			Activity: Library Services	
Fund: 1205 County Library		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821500 - Sales & Use Tax	1,939,984	2,058,558	2,140,000	<b>2,140,000</b>	-	
824100 - Interest	28,662	34,954	31,800	<b>34,954</b>	3,154	
826370 - Library Services	60,295	58,217	50,000	<b>30,885</b>	(19,115)	
827600 - Other Sales	8,267	8,272	8,000	<b>8,000</b>	-	
827707 - Donation	1,717	1,608	1,500	<b>800</b>	(700)	
827801 - Grant Revenue	-	111,349	-	-	-	
827802 - Oper Transfer In	1,300,241	1,326,243	1,352,771	<b>1,379,826</b>	27,055	
<b>Total Revenues</b>	<b>3,339,166</b>	<b>3,599,200</b>	<b>3,584,071</b>	<b>3,594,465</b>	<b>10,394</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,272,752	1,380,409	1,467,467	<b>1,603,207</b>	135,740	
861012 - Extra Help	58,466	56,794	49,563	<b>50,000</b>	437	
861013 - Overtime Reg Emp	35,435	37,623	25,000	<b>20,000</b>	(5,000)	
861021 - Co Cont Retirement	314,045	348,153	400,917	<b>469,535</b>	68,618	
861022 - Co Cont OASDI	66,862	75,086	79,452	<b>88,409</b>	8,957	
861023 - Co Cont Medicare	19,237	20,685	20,336	<b>22,303</b>	1,967	
861024 - Co Cont Retire Incr	94,381	93,157	89,024	<b>85,102</b>	(3,922)	
861030 - Co Cont Health Ins	164,774	160,494	215,249	<b>206,582</b>	(8,667)	
861031 - Co Cont Unemp Ins	7,656	7,445	4,046	<b>4,033</b>	(13)	
861035 - Co Cont Workers Comp	51,164	48,864	50,728	<b>73,561</b>	22,833	
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,084,772</b>	<b>2,228,710</b>	<b>2,401,782</b>	<b>2,622,732</b>	<b>220,950</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	13,700	19,882	32,000	<b>244,187</b>	212,187	
862090 - Household Expense	102,620	118,247	90,000	<b>125,000</b>	35,000	
862101 - Insurance - General	20,779	23,876	28,866	<b>35,164</b>	6,298	
862120 - Maint - Equip	6,747	14,198	10,000	<b>15,000</b>	5,000	
862130 - Maint - Strc/Impr/Grnds	45,818	51,195	50,000	<b>30,000</b>	(20,000)	
862150 - Memberships	5,442	1,560	1,200	<b>1,200</b>	-	
862170 - Office Expense	33,483	47,471	45,000	<b>35,000</b>	(10,000)	
862185 - Medical/Dental Svcs	2,096	2,778	3,000	<b>2,500</b>	(500)	
862187 - Education & Training	3,293	1,596	5,000	<b>3,000</b>	(2,000)	
862189 - Prof/Spec Svcs - Other	183,454	191,595	240,000	<b>250,000</b>	10,000	
862190 - Publ/Legal Notice	1,916	2,134	2,000	<b>2,000</b>	-	
862194 - A-87 Costs	243,125	394,471	461,341	<b>514,440</b>	53,099	
862210 - Rents & Leases - Bldg Grnds	21,600	27,632	35,000	<b>39,000</b>	4,000	
862230 - Info Tech Equip	31,058	24,248	50,000	<b>30,000</b>	(20,000)	
862239 - Spec Dept Expense	537,233	517,437	400,000	<b>300,000</b>	(100,000)	
862250 - Trans/Travel	21,955	28,287	25,000	<b>20,000</b>	(5,000)	
862253 - Travel Out of County	3,482	3,418	5,000	<b>4,000</b>	(1,000)	
862260 - Utilities	65,285	74,205	77,000	<b>77,000</b>	-	
<b>Total Services &amp; Supplies</b>	<b>1,343,085</b>	<b>1,544,229</b>	<b>1,560,407</b>	<b>1,727,491</b>	<b>167,084</b>	

# CULTURAL SERVICES AGENCY

KAREN HORNER, Director  
BU 6110 - Library

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Education			Activity: Library Services	
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>	
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>	
<b>Fixed Assets</b>						
864370 - Equipment	-	63,689	10,000		(10,000)	
<b>Total Fixed Assets</b>	<b>-</b>	<b>63,689</b>	<b>10,000</b>	<b>-</b>	<b>(10,000)</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	87,103	190,139	203,248	<b>73,000</b>	(130,248)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>87,103</b>	<b>190,139</b>	<b>203,248</b>	<b>73,000</b>	<b>(130,248)</b>	
<b>Total Net Appropriations</b>	<b>3,514,960</b>	<b>4,026,767</b>	<b>4,175,437</b>	<b>4,423,223</b>	<b>247,786</b>	
<b>Total Fund Balance Contribution</b>	<b>175,795</b>	<b>427,567</b>	<b>591,366</b>	<b>828,758</b>	<b>237,392</b>	

# CULTURAL SERVICES AGENCY

KAREN HORNER, Director



## BU 7110 - Cultural Services

### DEPARTMENT OVERVIEW

The Cultural Services Budget Unit 7110 is the Mendocino County Museum and County Parks. The Museum is located in Willits and provides the public with a place to learn about the history of Mendocino County. Through exhibits and programs, visitors can access information that will allow them to learn and interpret the history, the culture, and the people who have contributed to our diverse County. There are six parks located throughout the county, each showcasing a different facet of Mendocino County's wealth of natural resources.

#### PROGRAM OVERVIEW

- Museum
- Museum Exhibits
- Archives
- Parks
- Special Events
- Community Programs

#### GOALS FOR FY 2020-21

##### Museum

- Opening of Research Library.
- Development of Volunteer program with training and orientation.
- Structured Tour and Field Trip program.
- Development of 2 year exhibit plan, along with outreach and programming.

#### ACCOMPLISHMENTS IN FY 2019-20

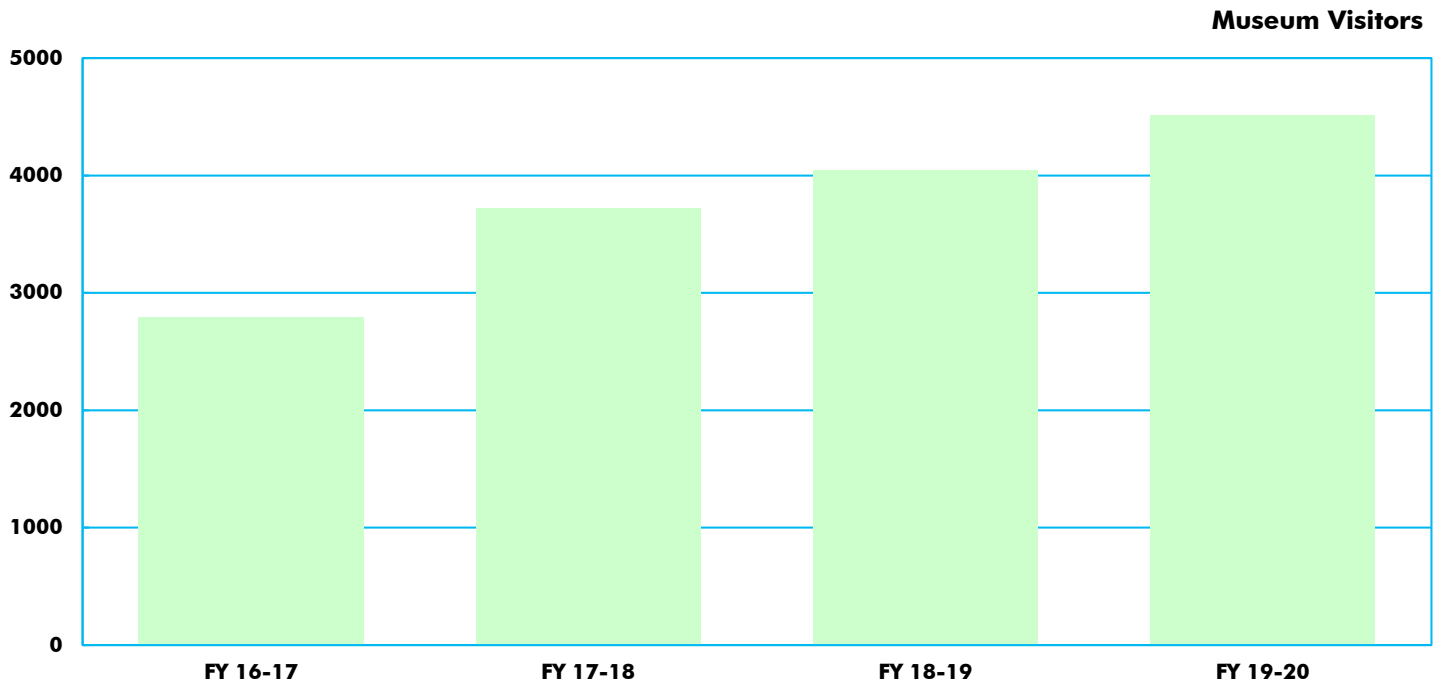
##### Museum

- Created an Interpretative/Interactive Exhibit plan for Museum and Outreach.
- Strong Interactive Social Media Presence and Informative Website.
- Creation of Museum Programming for all ages.
- Continued organization and enhancement of collection and archival storage and preservation.

##### Parks

- Completed Park Need Assessment – Phase I.

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 4200 Revenue from Mendocino College for classroom rentals.

### Services & Supplies

Acct. 2101 Insurance for Museum

Acct. 2189 Department services and contracts

Acct. 2239 Core collections care and museum work through contracts with conservators, interns, archivists, program coordinators, etc.

Acct. 2260 Funding for utilities.

## CHANGES IN BUDGET FROM PRIOR YEAR

The changes to the Museum Revenue include a decrease in Parks and Receptions Fees, and decrease of reimbursement of staff salary and benefits by the Library. There are also decreases in Expenses including: Household – waste disposal cost going down; Info Tech Equipment - less equipment needed; Special Dept Parks funds transferred to Contracts. There is a slight increase in Extra-Help expenses, and an increase in Travel In County due to travel between locations.

# CULTURAL SERVICES AGENCY

KAREN HORNER, Director  
BU 7110 - Cultural Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Recreation & Culture			Activity: Culture	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
824200 - Rent/Concession	7,860	11,004	9,400	<b>9,400</b>	-	
826375 - Parks & Rec Fee	-	-	21,000	<b>9,000</b>	(12,000)	
826390 - Other Charges	-	10,239	9,000	<b>5,000</b>	(4,000)	
827700 - Other	15,297	14,084	6,700	<b>6,700</b>	-	
827707 - Donation	2,808	6,256	5,300	<b>5,300</b>	-	
<b>Total Revenues</b>	<b>25,965</b>	<b>41,583</b>	<b>51,400</b>	<b>35,400</b>	<b>(16,000)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	139,029	208,023	271,976	<b>270,858</b>	(1,118)	
861012 - Extra Help	20,138	10,619	10,000	<b>12,000</b>	2,000	
861013 - Overtime Reg Emp	1,228	2,992	1,000	<b>1,000</b>	-	
861021 - Co Cont Retirement	34,920	60,291	86,776	<b>87,774</b>	998	
861022 - Co Cont OASDI	8,289	12,321	16,346	<b>15,475</b>	(871)	
861023 - Co Cont Medicare	2,231	3,036	3,823	<b>3,626</b>	(197)	
861024 - Co Cont Retire Incr	9,935	15,428	18,079	<b>14,820</b>	(3,259)	
861030 - Co Cont Health Ins	21,185	33,287	60,357	<b>63,066</b>	2,709	
861031 - Co Cont Unemp Ins	1,330	1,271	1,323	<b>212</b>	(1,111)	
861035 - Co Cont Workers Comp	396	380	567	<b>591</b>	24	
<b>Total Salaries &amp; Employee Benefits</b>	<b>238,679</b>	<b>347,648</b>	<b>470,247</b>	<b>469,422</b>	<b>(825)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	2,393	2,866	3,480	<b>3,000</b>	(480)	
862090 - Household Expense	8,453	3,713	2,500	<b>3,299</b>	799	
862101 - Insurance - General	19,289	21,799	27,501	<b>33,761</b>	6,260	
862150 - Memberships	583	129	500	<b>500</b>	-	
862170 - Office Expense	2,901	6,318	4,500	<b>4,500</b>	-	
862187 - Education & Training	382	381	1,000	<b>1,000</b>	-	
862189 - Prof/Spec Svcs - Other	87,159	7,762	10,000	<b>36,378</b>	26,378	
862230 - Info Tech Equip	-	1,623	2,700	<b>2,500</b>	(200)	
862239 - Spec Dept Expense	23,371	52,722	34,532	<b>16,000</b>	(18,532)	
862250 - Trans/Travel	452	1,157	2,000	<b>2,500</b>	500	
862253 - Travel Out of County	78	560	3,000	<b>600</b>	(2,400)	
862260 - Utilities	33,307	39,303	38,500	<b>36,000</b>	(2,500)	
<b>Total Services &amp; Supplies</b>	<b>178,368</b>	<b>138,333</b>	<b>130,213</b>	<b>140,038</b>	<b>9,825</b>	
<b>Total Net Appropriations</b>	<b>417,047</b>	<b>485,981</b>	<b>600,460</b>	<b>609,460</b>	<b>9,000</b>	
<b>Total Net County Cost</b>	<b>391,082</b>	<b>444,398</b>	<b>549,060</b>	<b>574,060</b>	<b>25,000</b>	



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*The mission of the Mendocino County District Attorney's Office is to ensure the safety of the communities through the prevention and the vigorous prosecution of crime; at all times maintaining high ethical standards to ensure that justice is accomplished in all cases.*

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	1,745,707	1,891,443	2,068,616	<b>1,975,395</b>	(93,221)
<b>Total Revenues</b>	<b>1,745,707</b>	<b>1,891,443</b>	<b>2,068,616</b>	<b>1,975,395</b>	<b>(93,221)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	4,798,935	5,144,582	5,473,792	<b>5,373,067</b>	(100,725)
Total Services and Supplies	995,844	967,661	1,113,790	<b>1,118,794</b>	5,004
Total Fixed Assets	32,692	29,136	-	-	-
<b>Total Operating Expenditures</b>	<b>5,827,471</b>	<b>6,141,378</b>	<b>6,587,582</b>	<b>6,491,861</b>	<b>(95,721)</b>
Total Intrafund Transfers	(13,954)	(13,435)	(7,000)	<b>(13,000)</b>	(6,000)
<b>Total Transfers &amp; Reimb.</b>	<b>(13,954)</b>	<b>(13,435)</b>	<b>(7,000)</b>	<b>(13,000)</b>	<b>(6,000)</b>
<b>Total Net Appropriations</b>	<b>5,813,517</b>	<b>6,127,943</b>	<b>6,580,582</b>	<b>6,478,861</b>	<b>(101,721)</b>
<b>NCC/Use of Fund Balance</b>	<b>4,067,810</b>	<b>4,236,500</b>	<b>4,511,966</b>	<b>4,503,466</b>	<b>(8,500)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
District Attorney	5,690,369	1,186,903	4,503,466
<b>Total: General Fund</b>	<b>5,690,369</b>	<b>1,186,903</b>	<b>4,503,466</b>
<b>% of General Fund</b>	<b>2.7%</b>	<b>0.6%</b>	<b>6.9%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Anti-Drug Abuse Enfrc	259,714	259,714	-
Underserved Victim Ad	175,112	175,112	-
Victim/Witness Assistance	353,666	353,666	-
<b>Total: Other Funds</b>	<b>788,492</b>	<b>788,492</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>6,478,861</b>	<b>1,975,395</b>	<b>4,503,466</b>
<b>% of Total Budget</b>	<b>1.9%</b>	<b>0.6%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
District Attorney	44.5	44	46
<b>Total: General Fund</b>	<b>44.5</b>	<b>44</b>	<b>46</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Underserved Victim Asst	1.0	1.0	1.0
Victim/Witness Assistance	5.0	5.0	5.0
Anti-Drug Abuse Law En	3.0	3.0	3.0
<b>Total: Other Funds</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
<b>TOTAL: ALL FUNDS</b>	<b>53.5</b>	<b>53</b>	<b>55</b>



## BU 2070 - District Attorney

### DEPARTMENT OVERVIEW

The District Attorney is the public prosecutor who represents the People of the State of California in all felony and misdemeanor criminal proceedings charged and filed in Mendocino County. The Office of the Mendocino County District Attorney was established by the Constitution of the State of California in 1850, when Mendocino County was born as one of the original 13 counties created at the time of statehood. The first Mendocino County District Attorney took office in 1859, and since 1859 there have been 29 separate attorneys to serve in this elected, non-partisan position – 26 men and 3 women.

The District Attorney's reach and legal jurisdiction extends throughout Mendocino County, including the incorporated cities, tribal lands, and State and Federal lands. By law, the District Attorney is Mendocino County's chief law enforcement officer. The District Attorney is vested with the independent authority to prioritize and conduct prosecutions for public offenses, to detect crime, and to investigate criminal activity. When requested, the District Attorney also advises the Grand Jury on criminal related matters it may be investigated. By law, the District Attorney sponsors and participates in programs to improve the administration of justice.

### PROGRAM OVERVIEW

- Anti-Drug Abuse Law Enforcement – BU 0465-Grant
- District Attorney – BU 2070
- Underserved Victim Assistance – BU 0448-Grant
- Victim/Witness Assistance – BU 0464-Grant

### GOALS FOR FY 2020-21

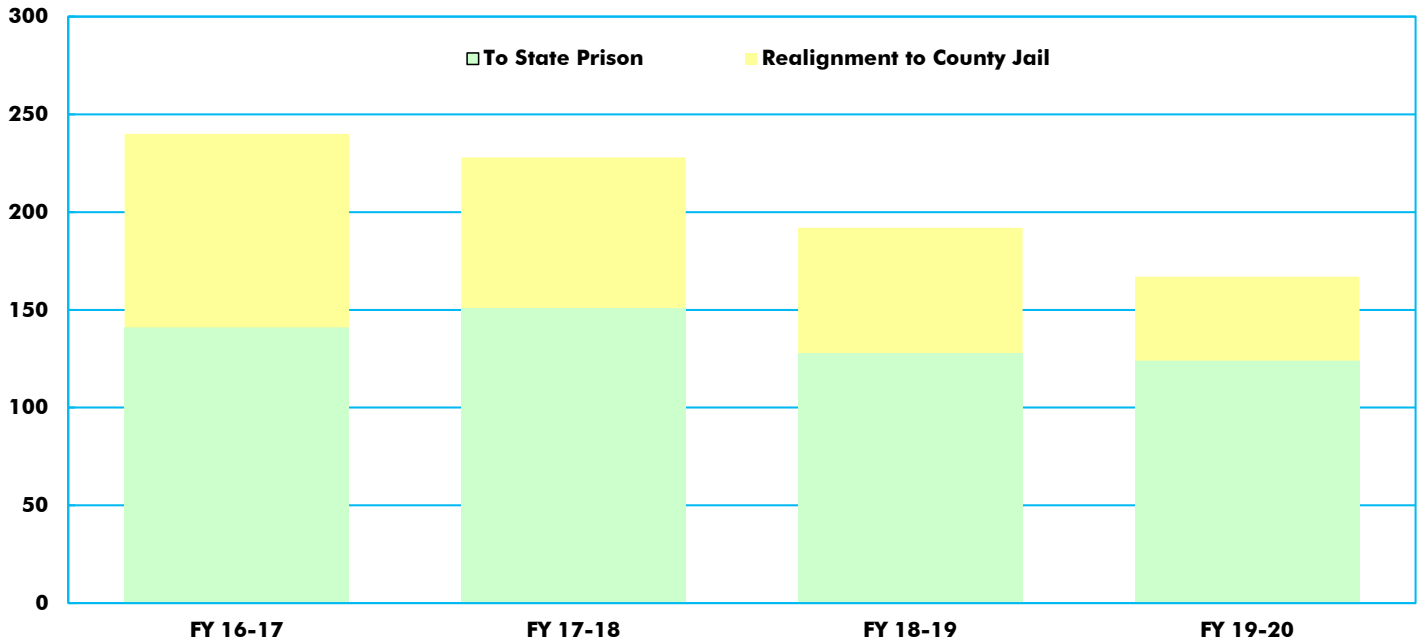
- C19 Pandemic: To maintain the current level of DA services in order to address and recover from the significant backlog of criminal cases and jury trials created by court rule changes, delays, and the inevitable unavailability of jurors brought about by the pandemic.
- Law enforcement assistance: To continue to provide timely and accurate legal advice to local law enforcement agencies under less than optimum conditions.
- Staff safety: To maintain current public health protocols, including but not limited to facial coverings, social distancing, and good hygiene, within the DA's offices, as well as other work locations,
- Alternative Training Opportunities: With the shutdown of on-site CLE courses required for deputy prosecutors to maintain annual Bar memberships, to identify and make available alternative training opportunities that maintain and enhance skills and legal knowledge, as required by MOU.
- Guardian of public safety and victim rights: To continue to promote public safety and victim rights by maintaining high professional standards, as directed and required by the District Attorney

### ACCOMPLISHMENTS IN FY 2019-20

- Power Outages: Anticipated, developed, and successfully executed upon operational plans that kept local DA professional and clerical services open during the PSPS.
- Critical law changes: felony murder rule. The DA has to date been successful in maintaining prior murder convictions reopened as a result of the passage of Senate Bill 1437.
- C19 Pandemic: With staff safety foremost in mind, developed and executed upon operational plans to fulfill public safety obligations/mandates that kept DA professional and cleric services open and functioning every workday through the end of the fiscal year during the pandemic.
- Data Security Upgrade: Completed a Department of Justice-mandated upgrade to technology interfaces between local law enforcement and the DA's data management system.
- Marijuana Conviction Review: AB 1793. Reviewed and submitted for judicial action 3,311 local marijuana convictions (1973 to present) in half the time mandated by statute.

## PERFORMANCE INDICATORS

### Local Convicts Sentenced to State Prison or County Jail/Prison



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1510 Public Safety Sales Tax.
- Acct. 3310 Use of Asset Forfeiture monies for fixed assets.
- Acct. 5150 Motor Vehicle in Lieu
- Acct. 5344 Realignment Public Safety

### Fixed Assets

- Acct. 4370 Purchase of fixed assets from Asset Forfeiture funds.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the District Attorney's Office includes no additional positions or significant additional requests from the prior year.

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney  
BU 2070 - District Attorney

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Judicial	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821510 - Sales Tax - Public Safety	755,152	787,628	788,500	<b>810,000</b>	21,500	
823204 - Misc Court Fine	25,695	20,743	18,000	<b>20,000</b>	2,000	
823310 - Asset Forfeiture	-	13,381	-	-	-	
825150 - Motor Vehicle in Lieu	104,176	100,001	100,000	<b>100,000</b>	-	
825344 - 2011 Realign Pub Safety	106,884	148,584	197,194	<b>198,903</b>	1,709	
825490 - State Other	34,667	36,872	40,000	<b>40,000</b>	-	
826390 - Other Charges	-	13,381	-	-	-	
827600 - Other Sales	28,872	23,184	18,000	<b>18,000</b>	-	
827700 - Other	2,266	162	-	-	-	
827801 - Grant Revenue	13,247	-	-	-	-	
<b>Total Revenues</b>	<b>1,070,958</b>	<b>1,143,935</b>	<b>1,161,694</b>	<b>1,186,903</b>	<b>25,209</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	2,509,099	2,713,188	2,692,645	<b>2,692,645</b>	-	
861012 - Extra Help	21,186	22,018	-	-	-	
861013 - Overtime Reg Emp	39,466	26,975	-	-	-	
861021 - Co Cont Retirement	794,018	883,193	984,035	<b>984,035</b>	-	
861022 - Co Cont OASDI	150,243	161,310	173,331	<b>173,331</b>	-	
861023 - Co Cont Medicare	35,698	38,430	40,884	<b>40,884</b>	0	
861024 - Co Cont Retire Incr	327,315	334,615	304,082	<b>304,082</b>	0	
861030 - Co Cont Health Ins	324,528	305,065	436,487	<b>406,390</b>	(30,097)	
861031 - Co Cont Unemp Ins	7,034	5,685	3,936	<b>2,960</b>	(976)	
861035 - Co Cont Workers Comp	63,659	71,871	63,615	<b>59,859</b>	(3,756)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>4,272,247</b>	<b>4,562,351</b>	<b>4,699,014</b>	<b>4,664,186</b>	<b>(34,828)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	26,528	17,881	30,000	<b>30,000</b>	-	
862101 - Insurance - General	90,596	98,276	136,058	<b>182,593</b>	46,535	
862110 - Jury & Witness Expense	34,889	27,710	32,042	<b>32,042</b>	-	
862120 - Maint - Equip	479	700	1,000	<b>1,000</b>	-	
862130 - Maint - Strc/Impr/Grnds	3,282	3,366	2,000	<b>2,900</b>	900	
862150 - Memberships	10,188	11,645	20,000	<b>20,000</b>	-	
862170 - Office Expense	184,698	185,315	147,544	<b>150,000</b>	2,456	
862183 - Legal Fees	2,501	-	500	<b>500</b>	-	
862185 - Medical/Dental Svcs	-	-	1,000	<b>1,000</b>	-	
862187 - Education & Training	29,201	39,116	40,000	<b>40,000</b>	-	
862189 - Prof/Spec Svcs - Other	101,330	51,789	88,485	<b>99,481</b>	10,996	
862190 - Publ/Legal Notice	7,554	4,005	3,500	<b>7,000</b>	3,500	
862230 - Info Tech Equip	5,433	8,339	35,000	<b>20,000</b>	(15,000)	
862239 - Spec Dept Expense	303,543	359,320	386,517	<b>386,517</b>	-	
862240 - Spec Dept Fund	1,149	360	5,000	<b>5,000</b>	-	
862250 - Trans/Travel	63,385	40,409	40,000	<b>45,000</b>	5,000	
862253 - Travel Out of County	13,953	17,507	12,000	<b>15,000</b>	3,000	
862260 - Utilities	1,330	1,353	1,000	<b>1,150</b>	150	
<b>Total Services &amp; Supplies</b>	<b>880,037</b>	<b>867,092</b>	<b>981,646</b>	<b>1,039,183</b>	<b>57,537</b>	

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney  
BU 2070 - District Attorney

BUDGET UNIT DETAIL	Schedule 9 (cont.)			Function: Public Protection	Activity: Judicial
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
<b>Fixed Assets</b>					
864370 - Equipment	-	29,136	-	-	-
<b>Total Fixed Assets</b>	-	<b>29,136</b>	-	-	-
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(13,954)	(13,435)	(7,000)	<b>(13,000)</b>	(6,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(13,954)</b>	<b>(13,435)</b>	<b>(7,000)</b>	<b>(13,000)</b>	<b>(6,000)</b>
<b>Total Net Appropriations</b>	<b>5,138,330</b>	<b>5,445,143</b>	<b>5,673,660</b>	<b>5,690,369</b>	<b>16,709</b>
<b>Total Net County Cost</b>	<b>4,067,372</b>	<b>4,301,208</b>	<b>4,511,966</b>	<b>4,503,466</b>	<b>(8,500)</b>

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney



## BU 0448 - Underserved Victim Assistance Grant

### GRANT OVERVIEW (Administered by BU 2070)

The Underserved Victim Advocacy Program is a new program where Project Sanctuary and the District Attorney's Office join forces to target rural, geographically underserved areas on the Mendocino coast and northern inland Mendocino County encompassing the outlying areas of Willits, Laytonville, Legget and Covelo.

Victim advocates provide comprehensive services to victims and witnesses including crisis intervention, emergency assistance resources, and direct counseling of the victim pertaining to problems resulting from the crime. Staff assists, as needed, with funeral/burial arrangements and in obtaining temporary/criminal protective orders. The goal of the Program is to ensure access to services for populations in isolated areas, provide sensitive treatment for crime victims and, prevent further trauma.

Additional support is provided by processing, filing, and verifying claims filed by victims of crime. Victims are assisted in obtaining the return of their property that has been held as evidence by law enforcement agencies. Staff also assists victims in ascertaining economic losses and obtaining restitution for same.

Orientation to the criminal justice system is offered, as well as court escorts. Appropriate court cases are monitored in order to keep victims and witnesses apprised of the progress and outcome of their case(s) and witnesses are notified of any changes in the court calendar that affect their transportation.

At the request of a victim, staff makes notifications to friends, relatives and employers about the occurrence of the crime and the victim's condition. Additionally, if the victim requests, staff works with employers to minimize any loss of pay or other benefits which may result because of the crime, or the employee's participation in the criminal justice system.

### GRANT INFORMATION

- Grant Inception Date: April 1, 2016
- Current Grant Period: January 1, 2020 - December 31, 2020
- Source of Funds: California Office of Emergency Services (CalOES)
- Federal Victims of Crimes Act (VOCA)
- Continuity of Grant: Ongoing, with annual RFA allocation
- Grant Restrictions and Provisions: Indirect Expenses are limited to a 10% De Minimis for the entire grant period.

### GRANT BUDGET

#### Revenue

Grant Revenue	\$ 175,000
Total	\$ 175,000

#### Expenditures

Salaries & Employee Benefits	\$ 104,130
Services & Supplies	70,870
Total	\$ 175,000

County Match Required: Yes

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Victim/Witness Advocate	1.00	100%	0%
Staff Assistant II	.50	100%	0%



# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney  
BU 0448 - Underserved Victim Assistance-Grant

## BUDGET UNIT DETAIL

Fund: 4480 Underserved Victim Advocacy					
Financing Sources and Uses	2017-18	2018-19	2019-20	2020-21	Change from
	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Aid	1,356	-	-	112	112
827801 - Grant Revenue	146,904	251,865	213,755	175,000	(38,755)
<b>Total Revenues</b>	<b>148,260</b>	<b>251,865</b>	<b>213,755</b>	<b>175,112</b>	<b>(38,643)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	44,773	61,504	70,698	62,764	(7,934)
861021 - Co Cont Retirement	12,370	17,569	21,648	3,584	(18,064)
861022 - Co Cont OASDI	2,604	3,585	4,059	857	(3,202)
861023 - Co Cont Medicare	609	838	949	18,843	17,894
861024 - Co Cont Retire Incr	3,404	4,329	4,419	4,653	234
861030 - Co Cont Health Ins	10,177	10,215	15,841	13,420	(2,421)
861031 - Co Cont Unemp Ins	55	53	54	-	(54)
861035 - Co Cont Workers Comp	-	-	-	8	8
<b>Total Salaries &amp; Employee Benefits</b>	<b>73,991</b>	<b>98,093</b>	<b>117,668</b>	<b>104,129</b>	<b>(13,539)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	365	417	-	(417)
862101 - Insurance - General	71	310	91	104	13
862150 - Memberships	25	-	-	-	-
862170 - Office Expense	164	107	107	-	(107)
862187 - Education & Training	1,217	-	-	-	-
862189 - Prof/Spec Svcs - Other	74,501	88,037	94,896	70,879	(24,017)
862239 - Spec Dept Expense	4,370	245	480	-	(480)
862240 - Spec Dept Fund	-	-	96	-	(96)
862250 - Trans/Travel	172	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>80,521</b>	<b>89,065</b>	<b>96,087</b>	<b>70,983</b>	<b>(25,104)</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	42,900	-	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>42,900</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>154,513</b>	<b>230,057</b>	<b>213,755</b>	<b>175,112</b>	<b>(38,643)</b>
<b>Total Fund Balance Contribution</b>	<b>6,253</b>	<b>(21,808)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney



## BU 0464 - Victim/Witness Assistance Grant

### GRANT OVERVIEW (Administered by BU 2070)

The Victim/Witness Program provides comprehensive services to victims and witnesses of all types of crime in Mendocino County, while providing victim services within the Criminal Justice System. Victim/Witness services include crisis intervention, emergency assistance resources, referral for counseling to agencies within the community and direct counseling of the victim pertaining to problems resulting from the crime. Staff assists, as needed, with funeral/burial arrangements and in obtaining temporary/criminal protective orders. The goal of the Program is to ensure access to prosecution and services, provide sensitive treatment for crime victims (and witnesses) in the Criminal Justice System and, prevent further trauma. Victim/Witness has provided these services from within the District Attorney's Office for 37 years.

Victim/Witness staff participates in witness protection, including arranging for law enforcement protection and/or relocating victims/witnesses in new residences. Additional support is provided by processing, filing, and verifying claims filed by victims of crime. Orientation to the criminal justice system is offered, as well as court escorts. Victims are assisted in obtaining the return of their property that has been held as evidence by law enforcement agencies. Staff also assists victims in ascertaining economic losses and obtaining restitution for same. Appropriate court cases are monitored in order to keep victims and witnesses apprised of the progress and outcome of their case(s) and witnesses are notified of any changes in the court calendar that affect their transportation. At the request of a victim, staff makes notifications to friends, relatives and employers about the occurrence of the crime and the victim's condition. Additionally, if the victim requests, staff works with employers to minimize any loss of pay or other benefits which may result because of the crime, or the employee's participation in the criminal justice system.

Victim/Witness provides the Probation Department, District Attorney's Office and courts with information relevant to victims losses, prior to the imposition of sentence.

### GRANT INFORMATION

- Grant Inception Date: 1982
- Current Grant Period: October 1, 2019 - September 30, 2020
- Source of Funds: California Office of Emergency Services (CalOES)
- Federal Victims of Crimes Act (VOCA)
- Continuity of Grant: Ongoing, with annual RFA allocation
- Grant Restrictions and Provisions: Limited to 10% De Minimis for the entire grant period.

### GRANT BUDGET

Revenue	
Grant Revenue	\$ 353,666
Total	\$ 353,666
Expenditures	
Salaries & Employee Benefits	\$ 326,588
Services & Supplies	27,078
Total	\$ 353,666
County Match Required: No	
Independent Audit Required: Yes	

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Victim/Witness Advocate	4.00	100%	0%
Staff Assistant	1.25	100%	0%

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney  
BU 0464 - Victim/Witness Assistance-Grant

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4640 Victim/Witness Assistance	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Aid	-	50,976	61,486	-	(61,486)
827700 - Other Revenue	1,558	1,991	-	-	-
827801 - Grant Revenue	328,530	211,290	393,304	<b>353,666</b>	(39,638)
<b>Total Revenues</b>	<b>330,088</b>	<b>264,257</b>	<b>454,790</b>	<b>353,666</b>	<b>(101,124)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	154,553	157,680	252,824	<b>203,057</b>	(49,767)
861021 - Co Cont Retirement	44,999	46,092	77,662	<b>66,133</b>	(11,529)
861022 - Co Cont OASDI	8,946	9,169	14,588	<b>11,579</b>	(3,009)
861023 - Co Cont Medicare	2,092	2,145	3,412	<b>2,708</b>	(704)
861024 - Co Cont Retire Incr	13,552	12,646	17,095	<b>12,187</b>	(4,908)
861030 - Co Cont Health Ins	31,154	24,181	53,140	<b>49,399</b>	(3,741)
861031 - Co Cont Unemp Ins	1,155	1,021	217	<b>218</b>	1
861035 - Co Cont Workers Comp	66	66	67	<b>69</b>	2
<b>Total Salaries &amp; Employee Benefits</b>	<b>256,518</b>	<b>252,999</b>	<b>419,005</b>	<b>345,350</b>	<b>(73,655)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	3,286	2,232	417	<b>2,518</b>	2,101
862101 - Insurance - General	1,126	1,176	1,342	<b>1,374</b>	32
862150 - Memberships	210	-	-	-	-
862170 - Office Expense	8,428	7,143	2,778	<b>3,287</b>	509
862187 - Education & Training	1,826	-	-	-	-
862239 - Spec Dept Expense	19,844	708	31,248	<b>1,137</b>	(30,111)
862250 - Trans/Travel	344	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>35,064</b>	<b>11,258</b>	<b>35,785</b>	<b>8,316</b>	<b>(27,469)</b>
<b>Fixed Assets</b>					
864370 - Equipment	32,692	-	-	-	-
<b>Total Fixed Assets</b>	<b>32,692</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>324,273</b>	<b>264,257</b>	<b>454,790</b>	<b>353,666</b>	<b>(101,124)</b>
<b>Total Fund Balance Contribution</b>	<b>(5,815)</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney



## BU 0465 - Anti-Drug Abuse Enforcement Grant

### GRANT OVERVIEW (Administered by BU 2070)

The Anti-Drug Abuse Program promotes a coordinated approach between law enforcement and prosecution to combat drug sales, manufacturing, and distribution of all commercial drugs (e.g. heroin, cocaine, methamphetamine, LSD). The District Attorney Investigator and Legal Secretary work collaboratively with members of the Mendocino Major Crimes Task Force (MMCTF), and the Anti-Drug Abuse (ADA) Steering Committee. MMCTF emphasis is on convicting violent and serious offenders and enforcing drug control laws.

### GRANT INFORMATION

- Grant Inception Date: July 1, 1993
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: BU 2070
- Continuity of Grant: N/A
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 258,087
Total	\$ 258,087

#### Expenditures

Salaries & Benefits	\$ 258,087
Total	\$ 258,087

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Legal Secretary II	1.00	0%	100%
Deputy DA	1.00	0%	100%
DA Investigator	0.22	0%	100%

# DISTRICT ATTORNEY'S OFFICE

C. DAVID EYSTER, District Attorney  
BU 0465 - Anti-Drug Abuse Enforcement-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4650 Anti-Drug Abuse Enforcement	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	196,401	231,386	238,377	<b>259,714</b>	21,337
<b>Total Revenues</b>	<b>196,401</b>	<b>231,386</b>	<b>238,377</b>	<b>259,714</b>	<b>21,337</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	113,449	141,445	141,229	<b>148,621</b>	7,392
861013 - Overtime Reg Emp	2,022	1,032	-	<b>700</b>	700
861021 - Co Cont Retirement	36,674	45,940	47,056	<b>53,407</b>	6,351
861022 - Co Cont OASDI	6,752	8,522	8,238	<b>8,558</b>	320
861023 - Co Cont Medicare	1,579	1,993	1,927	<b>2,001</b>	74
861024 - Co Cont Retire Incr	14,534	16,093	13,706	<b>13,411</b>	(295)
861030 - Co Cont Health Ins	20,720	15,544	25,303	<b>32,089</b>	6,786
861031 - Co Cont Unemp Ins	111	159	163	<b>164</b>	1
861035 - Co Cont Workers Comp	338	411	483	<b>451</b>	(32)
<b>Total Salaries &amp; Employee Benefits</b>	<b>196,179</b>	<b>231,140</b>	<b>238,105</b>	<b>259,402</b>	<b>21,297</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	214	246	272	<b>312</b>	40
862170 - Office Expense	8	-	-	<b>-</b>	-
<b>Total Services &amp; Supplies</b>	<b>222</b>	<b>246</b>	<b>272</b>	<b>312</b>	<b>40</b>
<b>Total Net Appropriations</b>	<b>196,401</b>	<b>231,386</b>	<b>238,377</b>	<b>259,714</b>	<b>21,337</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# DISTRICT ATTORNEY'S OFFICE

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C. DAVID EYSTER, District Attorney



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*Our Leadership Philosophy...In order to achieve effective leadership at all levels, and excellence in public service, we believe: Trust and integrity are essential, in departments working together as one organization, in employees being involved in key program and policy decisions that impact the organization, and that investing in and supporting employee development results in the retention and promotion of quality employees.*



## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	10,825,272	11,365,511	15,785,178	<b>19,084,948</b>	3,299,770
Total Operating Transfers In	4,426,637	5,116,496	3,857,073	<b>7,618,408</b>	3,761,335
<b>Total Revenues</b>	<b>15,251,909</b>	<b>16,482,007</b>	<b>19,642,251</b>	<b>26,703,356</b>	<b>7,061,105</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	6,810,868	6,973,311	8,503,315	<b>9,033,291</b>	529,976
Total Services and Supplies	12,454,614	13,819,836	19,503,249	<b>27,983,994</b>	8,480,745
Total Other Charges	832,257	882,572	1,821,508	<b>2,200,000</b>	378,492
Total Fixed Assets	5,625,317	3,076,454	6,619,237	<b>9,432,116</b>	2,812,879
<b>Total Operating Expenditures</b>	<b>25,723,057</b>	<b>24,752,174</b>	<b>36,447,309</b>	<b>48,649,401</b>	<b>12,202,092</b>
Total Intrafund Transfers	(2,762,514)	(2,416,567)	(3,092,615)	<b>(3,067,333)</b>	25,282
Total Operating Transfers Out	582,275	79,958	-	<b>275,000</b>	275,000
<b>Total Transfers &amp; Reimb.</b>	<b>(2,180,239)</b>	<b>(2,336,609)</b>	<b>(3,092,615)</b>	<b>(2,792,333)</b>	<b>300,282</b>
<b>Total Net Appropriations</b>	<b>23,542,818</b>	<b>22,415,565</b>	<b>33,354,694</b>	<b>45,857,068</b>	<b>12,502,374</b>
<b>NCC/Use of Fund Balance</b>	<b>8,290,908</b>	<b>5,933,557</b>	<b>13,712,443</b>	<b>19,153,712</b>	<b>679,499</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Executive Office	1,234,650	-	1,234,650
Central Services	459,642	51,250	408,392
Clerk of the Board	553,656	7,000	546,656
Conflict Defender	350,000	219,600	130,400
Emergency Services	403,399	150,000	253,399
Facilities	4,130,954	180,000	3,950,954
Fleet Management	28,000	28,000	-
Information Services	3,751,662	197,683	3,553,979
Solid Waste Division	247,313	350,000	(102,687)
<b>Total: General Fund</b>	<b>11,159,276</b>	<b>1,183,533</b>	<b>9,975,743</b>
<b>% of General Fund</b>	<b>5.3%</b>	<b>0.6%</b>	<b>15.3%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Capital Improvements	5,501,516	1,768,000	3,733,516
Capital Projects	1,065,000	3,000	1,062,000
Capital Projects MHTA	2,931,600	2,931,600	-
Information Technology	10,962,734	11,322,656	(359,922)
Disaster Recovery	6,153,840	1,411,465	(4,742,375)
Risk Management (ISF)	2,362,604	2,362,604	-
Water Agency	733,900	733,900	-
Workers Comp. (ISF)	4,986,598	4,986,598	-
<b>Total: Other Funds</b>	<b>28,493,834</b>	<b>24,058,240</b>	<b>4,435,594</b>
<b>TOTAL: ALL FUNDS</b>	<b>45,857,068</b>	<b>26,703,356</b>	<b>9,668,962</b>
<b>% of Total Budget</b>	<b>13.7%</b>	<b>8.1%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Executive Office	12.0	13.0	12.0
Clerk of the Board	3.0	3.0	3.0
Central Services	5.0	5.0	6.0
Facilities	33.8	33.8	33.8
Fleet Management	3.0	3.0	3.0
Information Services	21.0	25.0	25.0
Emergency Services	2.0	2.0	2.0
<b>Total: General Fund</b>	<b>79.8</b>	<b>84.8</b>	<b>84.8</b>
OTHER FUNDS			
Dept. Programs			
Disaster Recovery	-	1.0	2.0
Risk Management (ISF)	2.5	2.5	2.5
<b>Total: Other Funds</b>	<b>2.5</b>	<b>3.5</b>	<b>4.5</b>
<b>TOTAL: ALL FUNDS</b>	<b>82.3</b>	<b>88.3</b>	<b>89.3</b>

\*Some positions are funded from various Executive Office budget units, although are allocated as referenced above.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 1020 - Executive Office

### DEPARTMENT OVERVIEW

The Chief Executive Officer (CEO) provides a supportive framework for the Board of Supervisors policies and decisions. The primary duties of the CEO are to plan, organize, control, and direct the overall operations of the County. The CEO provides various staff services in the form of leadership and guidance in the implementation of the policies of the Board of Supervisors. The CEO coordinates and oversees the County budget, makes recommendations, and analyzes issues regarding the administration and operation of County department programs, and the use of financial and human resources. The CEO also serves in the capacity as the Director of Emergency Services. The following program budgets are administered by the CEO: Clerk of the Board, capital improvements and maintenance projects for the County, county vehicle fleet, information services, risk management programs, special projects, administration of Water Agency programs, solid waste, disaster recovery, and County mandated grand jury and conflict defender funding coordination.

### PROGRAM OVERVIEW

- Capital Improvements - BU 1710
- Capital Projects - BU 1712
- Capital Projects - MHTA - BU 1713
- Central Services - BU 1160
- Clerk of the Board - BU 1010
- Conflict Defender - BU 2086
- Executive Office - BU 1020
- Facilities - BU 1610
- Fleet Management - BU 1620
- General Liability Insurance - Risk Management - BU 0713
- Information Services - BU 1960
- Information Technology Replacement - BU 0717
- Emergency Services - BU 2830
- Disaster Recovery - BU 2910
- Solid Waste - BU 4510
- Vehicle Replacement Fund - BU 0711
- Water Agency - BU 0326
- Workers' Compensation - BU 0714

### GOALS FOR FY 2020-21

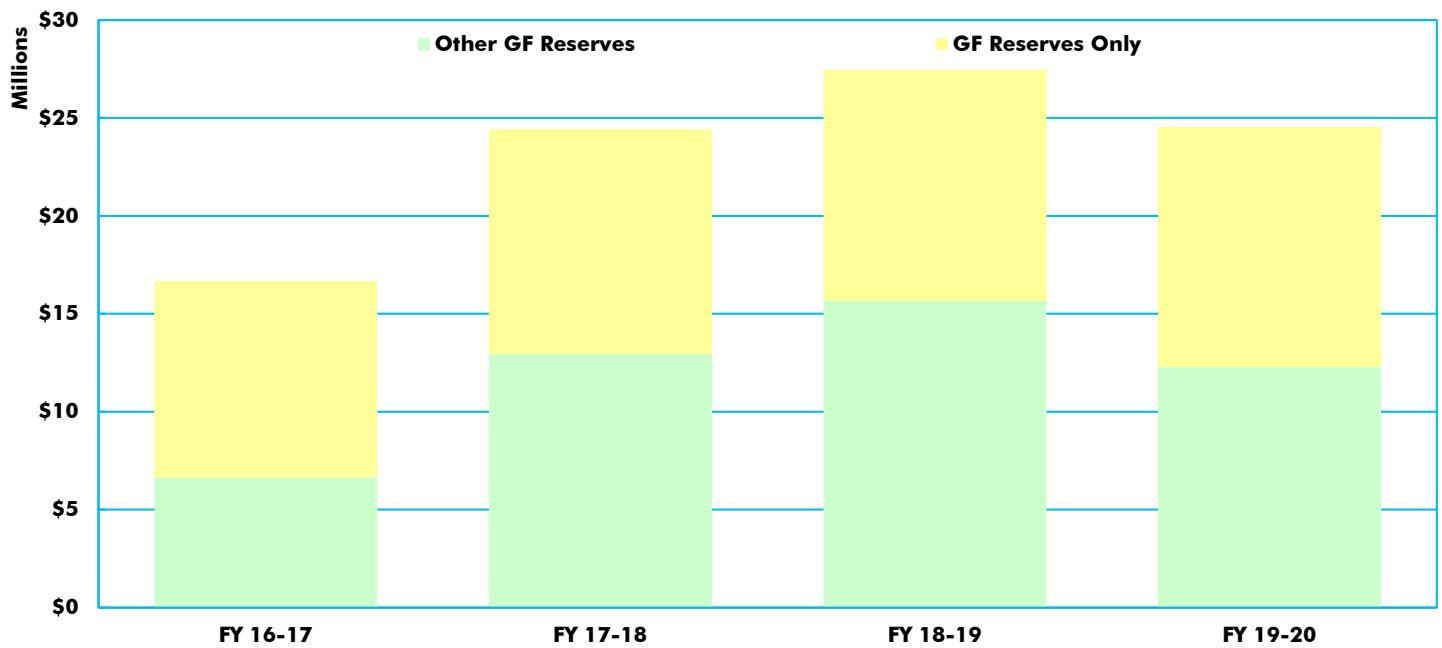
- Develop long-term strategies to mitigate Coronavirus Disease 2019 impacts.
- Continue to identify methods of replacing and refurbishing deteriorating County facilities and infrastructure as identified in the Capital Improvement Plan and the IT Master Plan.
- Continue the review of existing County programs and services to determine priorities, research of the availability of federal, state and private foundation grant programs, and initiate and complete the preparation of the required grant funding applications.
- Continue progressing on the initiatives for budget development and salary projections.
- Continue consolidation, efficiency, and collaboration among the divisions and departments.
- Continue to focus on developing strategies to incentivize business and job growth, while simultaneously addressing the housing needs of our community.
- Continue to focus on development, disaster recovery, emergency preparedness, housing, community resilience, water resources and identifying innovative ways to invest in our greatest asset, our employees.

### ACCOMPLISHMENTS IN FY 2019-20

- Implemented Cobblestone Contract Management Software, enhancing availability of public records and contract tracking.
- Improved efficiency in Accounts Payable and Payroll processing.
- Secured fire mitigation grant funding in support of the West Hills Ukiah Fuels and Fire Break Project.
- Public Safety Power Shutoff (PSPS) workshops for internal and external preparation for upcoming events

## PERFORMANCE INDICATORS

**All Reserve Designations in the General Fund**



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2170 Publication of the County budget book and general office expenses.
- Acct. 2189 Federal and State advocacy contracts and professional services, transparency portal.

## CHANGES IN BUDGET FROM PRIOR YEAR

- Increase in grants revenue into the County through Disaster Recovery budget unit.
- Increase in Disaster Recovery projects, including the Redwood Valley Water District Recovery and Resiliency projects.
- Relocation of Solid Waste division to the Executive Office budget unit.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1020 - Executive Office

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
826390 - Other Charges	45	18	-	-	-	
827400 - Prior Year Revenue	308	-	-	-	-	
827707 - Donation	20,000	-	-	-	-	
<b>Total Revenues</b>	<b>20,353</b>	<b>18</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	496,863	488,130	567,100	<b>628,087</b>	60,987	
861012 - Extra Help	221	9,623	8,000	<b>8,000</b>	-	
861013 - Overtime Reg Emp	6,607	1,526	1,500	<b>1,500</b>	-	
861021 - Co Cont Retirement	142,454	142,678	163,893	<b>201,602</b>	37,709	
861022 - Co Cont OASDI	28,804	28,423	32,123	<b>36,458</b>	4,335	
861023 - Co Cont Medicare	7,156	7,139	7,861	<b>8,836</b>	975	
861024 - Co Cont Retire Incr	46,389	40,857	54,040	<b>42,127</b>	(11,913)	
861030 - Co Cont Health Ins	27,633	26,678	44,766	<b>60,977</b>	16,211	
861031 - Co Cont Unemp Ins	2,193	1,480	3,200	<b>1,889</b>	(1,311)	
861035 - Co Cont Workers Comp	4,610	4,280	5,275	<b>6,153</b>	878	
<b>Total Salaries &amp; Employee Benefits</b>	<b>762,930</b>	<b>750,814</b>	<b>887,758</b>	<b>995,629</b>	<b>107,871</b>	
<b>Services &amp; Supplies</b>						
862050 - Clthg & Prsnl Items	276	-	-	-	-	
862060 - Communications	12,945	13,057	15,000	<b>15,000</b>	-	
862101 - Insurance - General	4,723	4,823	5,585	<b>5,584</b>	(1)	
862120 - Maintenance - Equipment	-	15,000	-	-	-	
862150 - Memberships	1,487	1,637	2,500	<b>2,500</b>	-	
862170 - Office Expense	37,570	24,156	26,000	<b>26,000</b>	-	
862187 - Education & Training	6,196	10,103	26,000	<b>26,000</b>	-	
862189 - Prof/Spec Svcs - Other	81,820	114,167	134,488	<b>99,488</b>	(35,000)	
862190 - Publ/Legal Notice	3,683	1,265	2,500	<b>2,500</b>	-	
862200 - Rent/Lease Equip	513	-	2,802	<b>2,802</b>	-	
862239 - Spec Dept Expense	5,147	5,785	5,000	<b>5,000</b>	-	
862250 - Trans/Travel	1,652	4,752	5,000	<b>3,964</b>	(1,036)	
862253 - Travel Out of County	11,168	18,811	18,141	<b>15,183</b>	(2,958)	
<b>Total Services &amp; Supplies</b>	<b>167,180</b>	<b>213,554</b>	<b>243,016</b>	<b>204,021</b>	<b>(38,995)</b>	
<b>Fixed Assets</b>						
864370 - Equipment	1,447	-	-	<b>35,000</b>	35,000	
<b>Total Fixed Assets</b>	<b>1,447</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>35,000</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(32,586)	-	-	-	-	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(32,586)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Net Appropriations</b>	<b>898,971</b>	<b>964,367</b>	<b>1,130,774</b>	<b>1,234,650</b>	<b>103,876</b>	
<b>Total Net County Cost</b>	<b>878,618</b>	<b>964,349</b>	<b>1,130,774</b>	<b>1,234,650</b>	<b>103,876</b>	

## BU 1010 - Clerk of the Board



### BUDGET UNIT OVERVIEW

The primary role of the Clerk of the Board is to maintain the permanent record of the Board of Supervisors, including both historical and current information. Pursuant to government statutes, most Clerk of the Board programs are mandated by the State of California, while others are established pursuant to local regulations or administrative policy. Staff performs a variety of roles in support of the Board of Supervisors and individual District Supervisors, including Board business services, constituency support services, regulatory and policy guidance, and technical support services.

The principle function of the Clerk of the Board is the facilitation of the Board of Supervisors meeting proceedings through production of agendas, distribution of meeting-related information, public noticing, clerking, completing minutes, and execution of formal records. Clerk of the Board staff is further tasked with administration of the assessment appeal process, facilitation of the Board Standing Committee meetings, as well as the management of appointments to County boards and commissions.

#### PROGRAM OVERVIEW

- Board Operations
- Program Administration
- Records Management

#### GOALS FOR FY 2020-21

- Continue to revise internal workflow procedures to reduce the need for paper duplication.
- Enhance the preservation of and access to the County's historically valuable records and files.
- Continue to improve all internal procedures, updating and preserving all policies and processes to ensure the successful continuity of the department.
- Study and develop alternative solutions to quickly implement Clerk of the Board operations in the case of disaster to avoid customer service disruption and maintain safety.
- Continue enhancements and promote public access to the Board's web-based Boards and Commission platform.

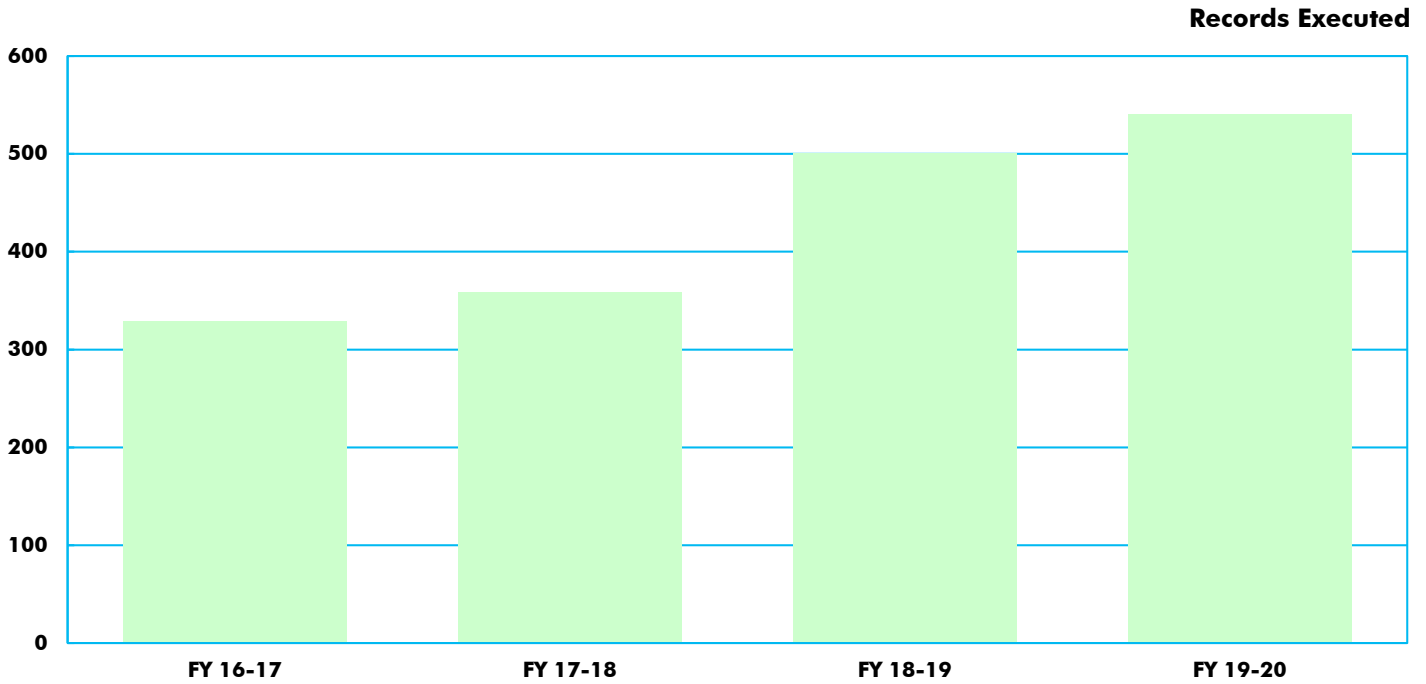
#### ACCOMPLISHMENTS IN FY 2019-20

- Developed emergency public meeting protocols in response to COVID-19 Pandemic.
- Innovated, expanded and enhanced digital-only methods for civic engagement as a means to public expression during Board of Supervisors meetings.
- Developed an online department outreach training program, taught by Clerk of the Board staff, empowering all departments to be successful in submitting agenda items for consideration by the Board of Supervisors.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1010 - Clerk of the Board

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6390 Processing fee for Assessment Appeal applications, Planning Appeals, and administrative records.

### Services & Supplies

Acct. 2120 Agreements for maintenance of software and agenda management systems.

Acct. 2189 Agenda automation, maintenance support, ordinance codification, expenses, and other miscellaneous contracts.

Acct. 2239 Off-site Board of Supervisors meetings expense.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Clerk of the Board includes no additional positions or significant additional requests from the prior year.

## BUDGET UNIT DETAIL Schedule 9

Function: General Government

Activity: Legislative & Administrative

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	4,670	11,075	7,000	<b>7,000</b>	-
827700 - Other	(300)	-	-	-	-
<b>Total Revenues</b>	<b>4,370</b>	<b>11,075</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	255,458	239,016	297,054	<b>266,266</b>	(30,788)
861012 - Extra Help	-	2,857	-	-	-
861013 - Overtime Reg Emp	11,243	6,192	15,000	<b>10,000</b>	(5,000)
861021 - Co Cont Retirement	73,148	68,361	21,097	<b>82,194</b>	61,097
861022 - Co Cont OASDI	15,114	13,713	16,343	<b>14,796</b>	(1,547)
861023 - Co Cont Medicare	3,821	3,542	4,116	<b>3,109</b>	(1,007)
861024 - Co Cont Retire Incr	22,839	19,194	90,594	<b>24,371</b>	(66,223)
861030 - Co Cont Health Ins	19,625	20,483	39,832	<b>32,077</b>	(7,755)
861031 - Co Cont Unemp Ins	166	159	109	<b>343</b>	234
861035 - Co Cont Workers Comp	338	45	58	<b>1,232</b>	1,174
<b>Total Salaries &amp; Employee Benefits</b>	<b>401,751</b>	<b>373,562</b>	<b>484,203</b>	<b>434,388</b>	<b>(49,815)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,681	2,727	3,300	<b>3,300</b>	-
862101 - Insurance - General	2,348	1,869	370	<b>431</b>	61
862120 - Maint - Equip	26,823	70,904	24,026	<b>48,937</b>	24,911
862150 - Memberships	1,000	850	1,000	<b>1,000</b>	-
862170 - Office Expense	14,420	7,596	10,000	<b>10,000</b>	-
862187 - Education & Training	839	570	3,000	<b>3,000</b>	-
862189 - Prof/Spec Svcs - Other	18,255	9,545	25,000	<b>17,000</b>	(8,000)
862190 - Publ/Legal Notice	6,727	4,411	8,500	<b>8,000</b>	(500)
862200 - Rents & Leases - Equipment	320	-	2,000	<b>2,000</b>	-
862230 - Info Tech Equip	2,673	1,429	10,000	<b>7,500</b>	(2,500)
862239 - Spec Dept Expense	20,318	2,909	27,542	<b>15,000</b>	(12,542)
862250 - Trans/Travel	115	460	600	<b>600</b>	-
862253 - Travel Out of County	484	737	1,500	<b>2,500</b>	1,000
<b>Total Services &amp; Supplies</b>	<b>97,002</b>	<b>104,005</b>	<b>116,838</b>	<b>119,268</b>	<b>2,430</b>
<b>Total Net Appropriations</b>	<b>498,753</b>	<b>477,568</b>	<b>601,041</b>	<b>553,656</b>	<b>(47,385)</b>
<b>Total Net County Cost</b>	<b>494,382</b>	<b>466,492</b>	<b>594,041</b>	<b>546,656</b>	<b>(47,385)</b>

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 1160 - Central Services

### BUDGET UNIT OVERVIEW

The Central Services Division's primary responsibility is the cost-effective acquisition of materials and equipment on behalf of County departments. Aside from purchasing, the services provided to County departments include processing formal bids and requests for proposal/qualifications, printing, mail courier, telecommunications, fixed asset tracking, real property acquisition and management, and surplus equipment disposal.

#### PROGRAM OVERVIEW

- Central Services/Purchasing
- Printing Services
- Mail Services
- Warehouse Services
- Real Estate & Asset Management

#### GOALS FOR FY 2020-21

- Continue to collaborate with the IT Master Plan Consultants and the Executive Office/Information Services Division on the purchasing and procurement efficiencies initiatives. Continue to develop and implement improvements on the purchasing and procurement process.
- Implement a County-wide imaging resource workspace within Central Services. The space would be available to County departments to use high speed scanning equipment and assist with records retention schedules.
- Continue to refine and implement the Automated Bidding, County-wide surplus process, Warehouse functionality, purchasing and printing services.

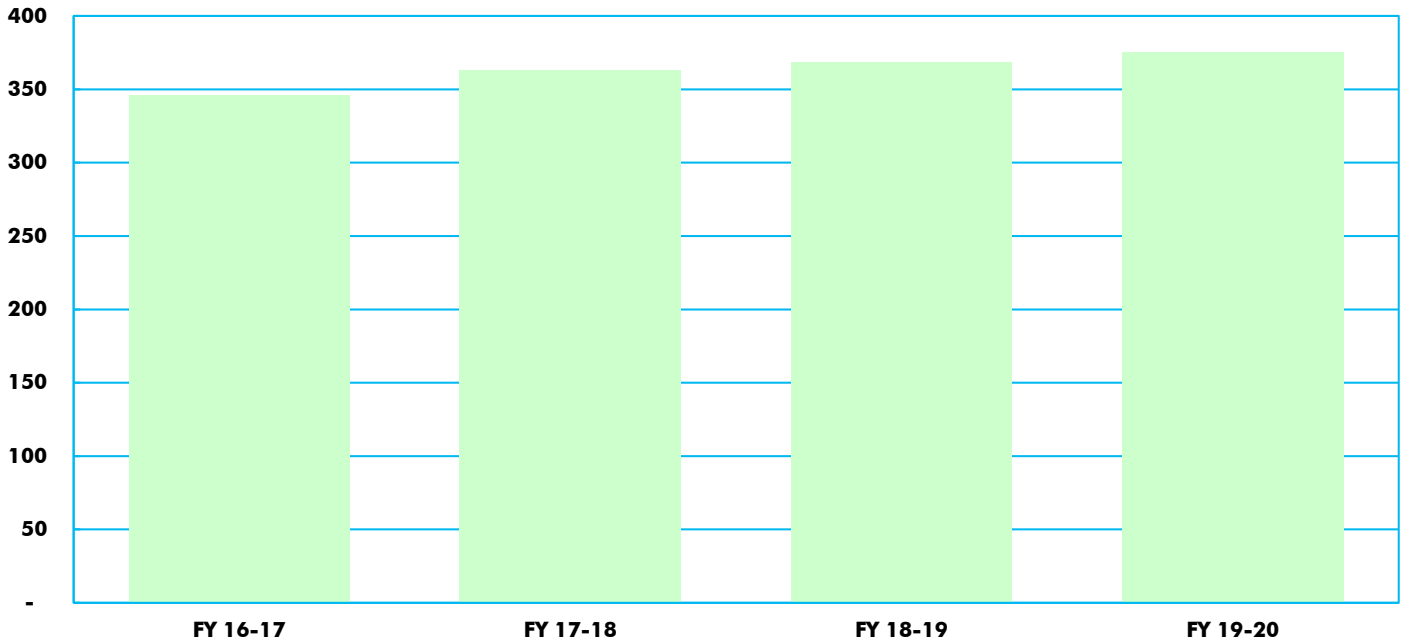
#### ACCOMPLISHMENTS IN FY 2019-20

- Collaborated with the IT Master Plan Consultants and the Executive Office/Information Services Division on initiating the Munis Gap Analysis and Utilization Improvement Purchasing and Invoicing application efficiencies initiative.
- Conducted space assessment for the County's central receiving warehouse to provide better functionality
- Automated the Central Services/Copy Center operations
- Assessed the County's surplus process and storage area, and developed procedures regarding handling and retention of surplus goods.
- Continued with the implementation of automated bid administration solution.



## PERFORMANCE INDICATORS

### Purchase Orders



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 6274 Interfund revenue for copying/printing.
- Acct. 6275 Interfund revenue for master copier contract.
- Acct. 6390 Mail service from Non-General Fund accounts.

### Services & Supplies

- Acct. 2201 Copier contract.
- Acct. 2239 Master confidential shredder contract, mail machine supplies, and miscellaneous supplies.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Transfers from departments for cost of: purchasing, copying, printing, and mail.

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for the Executive Office/Central Services Division includes no additional positions from the prior year. This year's NCC for the Executive Office/Central Services Division was unchanged from the prior year and reductions were required to meet NCC in order to cover salaries and increases.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1160 - Central Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative		
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
826274 - Interfund - Printing	9,745	14,300	4,250	<b>14,250</b>	10,000	
826275 - Interfund - Xerox	7,129	8,671	14,842	<b>3,600</b>	(11,242)	
826390 - Other Charges	5,849	9,576	10,000	<b>14,800</b>	4,800	
827500 - Sale of Fixed Assets	-	-	-	<b>5,000</b>	5,000	
827600 - Other Sales	19,378	27,182	23,350	<b>10,600</b>	(12,750)	
827713 - Vending Machine	569	4,476	6,000	<b>3,000</b>	(3,000)	
<b>Total Revenues</b>	<b>42,671</b>	<b>64,204</b>	<b>58,442</b>	<b>51,250</b>	<b>(7,192)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	179,801	177,725	272,663	<b>272,926</b>	263	
861012 - Extra Help	-	1,667	-	-	-	
861013 - Overtime Reg Emp	737	187	-	-	-	
861021 - Co Cont Retirement	53,553	53,392	83,408	<b>89,433</b>	6,025	
861022 - Co Cont OASDI	10,767	10,700	16,460	<b>15,881</b>	(579)	
861023 - Co Cont Medicare	2,484	2,527	3,849	<b>3,720</b>	(129)	
861024 - Co Cont Retire Incr	18,134	16,817	22,462	<b>21,308</b>	(1,154)	
861030 - Co Cont Health Ins	23,605	18,832	30,722	<b>45,705</b>	14,983	
861031 - Co Cont Unemp Ins	1,597	1,229	1,514	<b>1,734</b>	220	
861035 - Co Cont Workers Comp	1,053	765	734	<b>816</b>	82	
<b>Total Salaries &amp; Employee Benefits</b>	<b>291,732</b>	<b>283,841</b>	<b>431,812</b>	<b>451,523</b>	<b>19,711</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	2,765	3,618	4,000	<b>4,500</b>	500	
862101 - Insurance - General	6,619	7,509	8,816	<b>15,919</b>	7,103	
862120 - Maint - Equip	222	342	2,500	-	(2,500)	
862150 - Memberships	520	710	750	<b>750</b>	-	
862170 - Office Expense	10,242	9,403	15,000	<b>10,000</b>	(5,000)	
862187 - Education & Training	-	1,936	6,000	<b>2,000</b>	(4,000)	
862188 - Printing	99,574	106,728	85,000	<b>120,000</b>	35,000	
862190 - Publ/Legal Notice	-	-	500	-	(500)	
862200 - Rent/Lease Equip	13,441	8,556	41,154	<b>8,500</b>	(32,654)	
862201 - Rent/Lease - Copiers	155,708	94,853	440,351	<b>445,000</b>	4,649	
862230 - Info Tech Equip	879	2,068	3,000	-	(3,000)	
862239 - Spec Dept Expense	2,718	6,959	8,000	<b>4,000</b>	(4,000)	
862250 - Trans/Travel	4,820	2,466	5,089	<b>6,000</b>	911	
862253 - Travel Out of County	-	198	1,000	<b>900</b>	(100)	
<b>Total Services &amp; Supplies</b>	<b>297,507</b>	<b>245,348</b>	<b>621,160</b>	<b>617,569</b>	<b>(3,591)</b>	

## BUDGET UNIT DETAIL

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
Expend Transfer & Reimb					
865380 - Intrafund Transfers	(310,355)	(251,644)	(616,095)	<b>(609,450)</b>	6,645
<b>Total Expend Transfer &amp; Reimb</b>	<b>(310,355)</b>	<b>(251,644)</b>	<b>(616,095)</b>	<b>(609,450)</b>	<b>6,645</b>
<b>Total Net Appropriations</b>	<b>278,884</b>	<b>277,545</b>	<b>436,877</b>	<b>459,642</b>	<b>22,765</b>
<b>Total Net County Cost</b>	<b>236,213</b>	<b>213,341</b>	<b>378,435</b>	<b>408,392</b>	<b>29,957</b>



## BU 1610 - Facilities

### BUDGET UNIT OVERVIEW

The Facilities budget unit is charged with routine and emergency maintenance, utility payments, custodial services and grounds-keeping responsibilities for all County owned and several leased facilities. Other responsibilities include project management for larger scale deferred maintenance projects and maintenance of all County owned parks and recreational areas. The Facilities budget unit is located within the Facilities and Fleet Division and is charged with maintaining over 90 buildings, equaling approximately 726,000 square feet, and public recreational facilities throughout the County. To accomplish these responsibilities, divisional staff is comprised of project specialists, building maintenance mechanic crews, grounds maintenance technicians, and custodians. In addition, Facilities also utilizes contractor services for projects requiring certified trades people and licensed contractors.

#### PROGRAM OVERVIEW

- Custodial Service
- Facility Maintenance
- Groundskeeping
- Park and Recreation Maintenance
- Project Management

#### GOALS FOR FY 2020-21

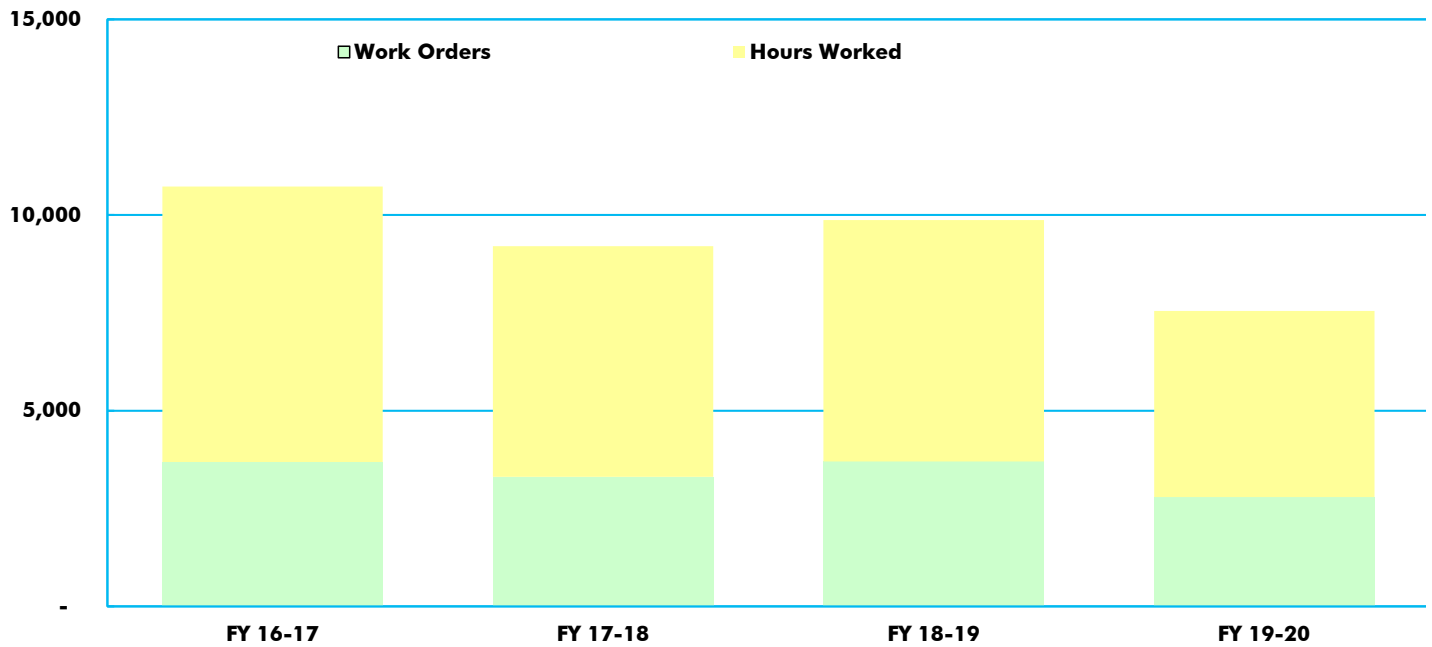
- Continue with design, bid and contracting services to replace and repair aging roofs, such as Administration Center, Public Health and Libraries, in order to prolong the life of County facilities.
- Continue with a concerted effort to address the backlog of deferred maintenance projects.
- Continue efforts to improve service levels possible during power outage events.
- Focus on renewable energy, such as solar, and expand water savings measures for County facilities.
- Install generator monitoring system for all County generators.

#### ACCOMPLISHMENTS IN FY 2019-20

- Public Safety Power Shutoff (PSPS) preparation
- Continue installation efforts for drought resistant landscaping and water conservation.
- 24 large (CI) and 60+ small projects completed including remodels, emergency repairs and maintenance projects.
- Equipment installation and vehicle assignment for ability to fuel mobile generators during PSPS.
- Purchase and installation of larger capacity fuel tanks for generator operations at two building sites.
- Began integration of remote generator monitoring system installation.

## PERFORMANCE INDICATORS

### Work Orders Completed and Total Hours Worked



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6277 Reimbursement from Non-General Fund departments for janitorial and maintenance services.

### Services & Supplies

Acct. 2130 Unanticipated emergency maintenance.

### Other Charges

Acct. 5380 Reimbursement from General Fund departments for janitorial and maintenance services.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes from prior year.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1610 - Facilities

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative		
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
824200 - Rent/Concession	3,713	3,179	5,000	<b>5,000</b>	-	
825490 - State Other	26,276	34,389	25,000	<b>25,000</b>	-	
826277 - Interfund - Janitor	141,305	217,254	125,000	<b>130,000</b>	5,000	
826375 - Parks & Rec Fee	19,193	15,412	-	-	-	
827600 - Other Sales	-	31,405	-	-	-	
827700 - Other	17,932	18,302	19,000	<b>20,000</b>	1,000	
827713 - Vend Machine	76	18	-	-	-	
<b>Total Revenues</b>	<b>208,494</b>	<b>319,960</b>	<b>174,000</b>	<b>180,000</b>	<b>6,000</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,287,175	1,207,132	1,340,019	<b>1,250,375</b>	(89,644)	
861012 - Extra Help	5,762	4,196	-	-	-	
861013 - Overtime Reg Emp	54,618	55,603	55,000	<b>50,000</b>	(5,000)	
861021 - Co Cont Retirement	373,281	356,534	403,481	<b>532,397</b>	128,916	
861022 - Co Cont OASDI	79,728	75,333	79,319	<b>99,223</b>	19,904	
861023 - Co Cont Medicare	18,764	17,642	18,551	<b>23,206</b>	4,655	
861024 - Co Cont Retire Incr	115,668	100,602	97,312	<b>100,976</b>	3,664	
861030 - Co Cont Health Ins	201,736	180,285	262,051	<b>246,181</b>	(15,870)	
861031 - Co Cont Unemp Ins	2,620	3,856	4,929	<b>7,832</b>	2,903	
861035 - Co Cont Workers Comp	124,796	123,088	111,541	<b>101,588</b>	(9,953)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,264,148</b>	<b>2,124,271</b>	<b>2,372,203</b>	<b>2,411,778</b>	<b>39,575</b>	
<b>Services &amp; Supplies</b>						
862050 - Clothing/Pers Items	2,182	3,183	8,000	<b>5,000</b>	(3,000)	
862060 - Communications	16,442	14,560	19,000	<b>19,000</b>	-	
862090 - Household Expense	201,913	193,838	180,000	<b>180,000</b>	-	
862101 - Insurance - General	59,463	145,933	160,582	<b>230,125</b>	69,543	
862120 - Maint - Equip	2,752	1,686	5,000	<b>2,500</b>	(2,500)	
862130 - Maint - Strc/Impr/Grnds	377,741	401,861	390,000	<b>390,000</b>	-	
862140 - Medical/Dental & Lab Supplies	251	-	-	-	-	
862150 - Memberships	351	761	600	<b>465</b>	(135)	
862170 - Office Expense	10,255	13,888	10,000	<b>10,000</b>	-	
862185 - Medical/Dental Svcs	1,190	1,286	1,000	<b>500</b>	(500)	
862187 - Education & Training	20,602	1,595	5,769	<b>5,000</b>	(769)	
862189 - Prof/Spec Svcs - Other	61,648	69,557	75,950	<b>77,500</b>	1,550	
862190 - Publ/Legal Notice	10,174	5,734	4,500	<b>2,500</b>	(2,000)	
862200 - Rent/Lease Equip	27,959	71,859	15,500	<b>91,500</b>	76,000	
862220 - Small Tool/Instrument	18,305	5,475	12,000	<b>12,000</b>	-	
862230 - Info Tech Equip	4,901	6,967	20,350	<b>15,000</b>	(5,350)	
862239 - Spec Dept Expense	17,700	18,620	19,000	<b>21,200</b>	2,200	
862250 - Trans/Travel	52,136	27,694	35,000	<b>35,000</b>	-	
862253 - Travel Out of County	8,854	453	2,000	<b>2,000</b>	-	
862260 - Utilities	1,208,342	1,143,648	1,164,145	<b>1,194,886</b>	30,741	
<b>Total Services &amp; Supplies</b>	<b>2,103,159</b>	<b>2,128,598</b>	<b>2,128,396</b>	<b>2,294,176</b>	<b>165,780</b>	

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont)      Function: General Government      Activity: Legislative & Administrative					
<b>Financing Sources and Uses</b>	<b>2017-18 Actuals</b>	<b>2018-19 Actuals</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted</b>	<b>Change from Prior Year</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	180,421	84,616	250,000	<b>200,000</b>	(50,000)
<b>Total Other Charges</b>	<b>180,421</b>	<b>84,616</b>	<b>250,000</b>	<b>200,000</b>	<b>(50,000)</b>
<b>Fixed Assets</b>					
864370 - Equipment	27,734	-	-	-	-
<b>Total Fixed Assets</b>	<b>27,734</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(769,253)	(653,250)	(833,000)	<b>(775,000)</b>	58,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>(769,253)</b>	<b>(653,250)</b>	<b>(833,000)</b>	<b>(775,000)</b>	<b>58,000</b>
<b>Total Net Appropriations</b>	<b>3,806,209</b>	<b>3,684,235</b>	<b>3,917,599</b>	<b>4,130,954</b>	<b>213,355</b>
<b>Total Net County Cost</b>	<b>3,597,715</b>	<b>3,364,275</b>	<b>3,743,599</b>	<b>3,950,954</b>	<b>207,355</b>



## BU 1620 - Fleet Management

### BUDGET UNIT OVERVIEW

This Fleet Management budget unit is responsible for the maintenance, repair and in-town fueling of more than 336 vehicles in the County fleet (excluding DOT). The fleet is comprised of Sheriff's patrol vehicles, four-wheel drive utility vehicles, light trucks, vans, and passenger sedans. Included among these are 19 "pool" vehicles that are available for use by all County departments. In the aggregate, the County Garage maintains vehicles that travel nearly 2.5 million miles per year. The Fleet Management budget unit is funded through a per-mile operating cost to user departments and is located within the Facilities and Fleet Division.

#### PROGRAM OVERVIEW

- Diagnostics
- Pool Vehicle Tracking and Renting
- Vehicle Maintenance
- Vehicle Safety

#### GOALS FOR FY 2020-21

- Fully train Staff Assistant for Garage operations, Fleet Maintenance Pro (FMP) scheduling, Gasboy, Voyager, garage billing.
- Better serve County drivers with updated fueling station equipment
- Continued development of Fleet Maintenance Pro (FMP) program to better monitor fuel use and maintenance intervals for each vehicle.
- Continue move to "greener" fuel fleet.
- Continue working on development of scheduling departmental vehicle and trailer maintenance.

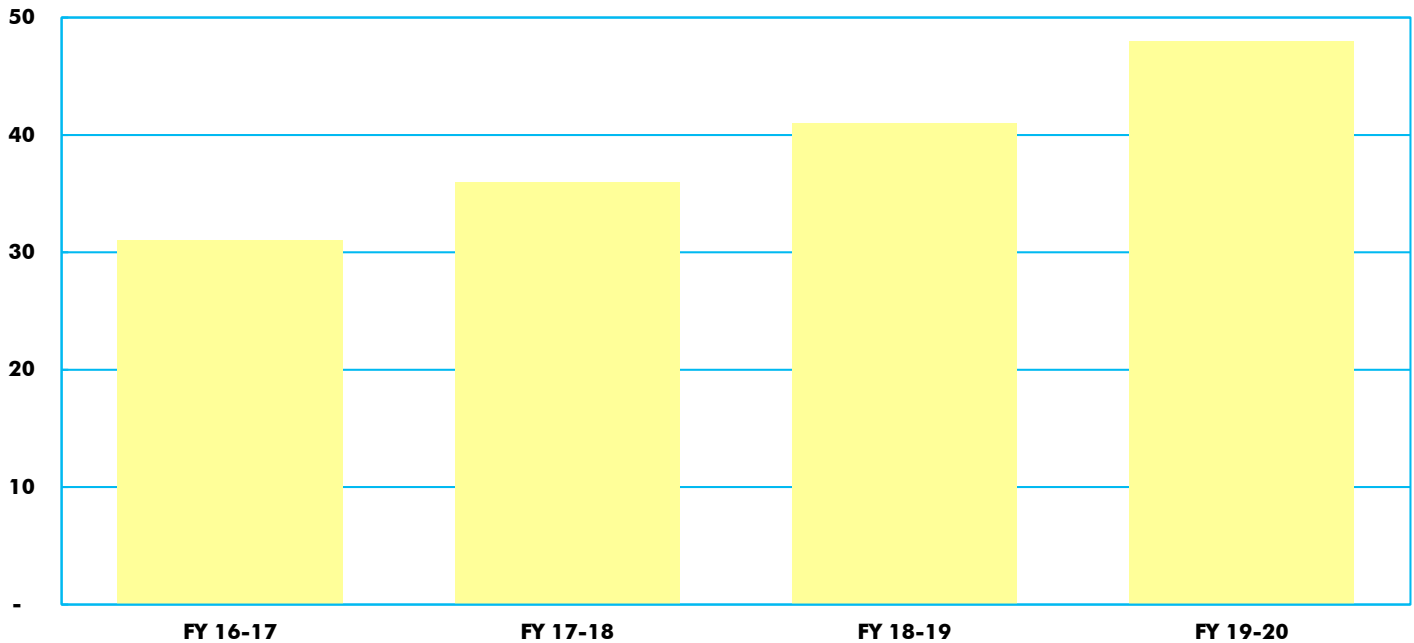
#### ACCOMPLISHMENTS IN FY 2019-20

- Continued Environmental compliance of Underground Storage Tank (UST)
- Integrate FMP, GasBoy and Voyager for consistent and complete reporting.
- Integration of equipment into FMP for tracking and scheduling services for all departments.



## PERFORMANCE INDICATORS

### Hybrid Vehicles in Non-Patrol Fleet



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 6276 Reimbursements from Non-General Fund departments.
- Acct. 7600 Grant Funds.

### Services & Supplies

- Acct. 2239 Maintenance and repair parts, supplies (except fuel), and outsourced repairs.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Reimbursement for vehicle maintenance and operation per mile.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for Fleet Management includes no additional positions or significant changes from the prior year.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1620 - Fleet Management

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative		
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
826276 Interfund - Garage	51,504	62,875	20,000	<b>25,000</b>	5,000	
827600 Other Sales	750	2,068	2,000	<b>3,000</b>	1,000	
<b>Total Revenues</b>	<b>52,255</b>	<b>64,943</b>	<b>22,000</b>	<b>28,000</b>	<b>6,000</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	207,974	224,909	257,296	<b>264,230</b>	6,934	
861012 - Extra Help	-	2,510	-	-	-	
861013 - Overtime Reg Emp	353	458	-	-	-	
861021 - Co Cont Retirement	59,920	65,600	77,790	<b>85,308</b>	7,518	
861022 - Co Cont OASDI	12,545	13,712	15,331	<b>16,023</b>	692	
861023 - Co Cont Medicare	2,933	3,231	3,586	<b>3,747</b>	161	
861024 - Co Cont Retire Incr	18,561	18,533	18,829	<b>16,615</b>	(2,214)	
861030 - Co Cont Health Ins	20,784	17,900	26,576	<b>23,881</b>	(2,695)	
861031 - Co Cont Unemp Ins	898	789	694	<b>571</b>	(123)	
861035 - Co Cont Workers Comp	8,325	3,883	1,449	<b>3,051</b>	1,602	
<b>Total Salaries &amp; Employee Benefits</b>	<b>332,292</b>	<b>351,526</b>	<b>401,551</b>	<b>413,426</b>	<b>11,875</b>	
<b>Services &amp; Supplies</b>						
862050 - Clthg & Prsnl Items	16	3	-	-	-	
862060 - Communications	146	358	375	<b>375</b>	-	
862090 - Household Expense	3,746	4,660	4,600	<b>7,000</b>	2,400	
862101 - Insurance - General	2,457	4,704	4,022	<b>4,753</b>	731	
862120 - Maint - Equip	1,854	4,885	3,392	<b>10,000</b>	6,608	
862150 - Memberships	4,068	3,285	4,500	<b>4,500</b>	-	
862170 - Office Expense	2,144	1,431	3,275	<b>5,000</b>	1,725	
862176 - Fuel Expense	533,919	633,626	658,260	<b>686,977</b>	28,717	
862187 - Education & Training	504	980	900	<b>900</b>	-	
862220 - Small Tool/Instrument	9,944	1,892	4,500	<b>4,500</b>	-	
862230 - Info Tech Equip	57	17,451	2,500	<b>7,500</b>	5,000	
862239 - Spec Dept Expense	345,610	354,911	259,576	<b>328,539</b>	68,963	
862250 - Trans/Travel	746	306	500	<b>250</b>	(250)	
862253 - Travel Out of County	407	-	250	<b>250</b>	-	
<b>Total Services &amp; Supplies</b>	<b>905,618</b>	<b>1,028,492</b>	<b>946,650</b>	<b>1,060,544</b>	<b>113,894</b>	
<b>Fixed Assets</b>						
864370 - Equipment	36,062	-	33,025	<b>20,000</b>	(13,025)	
<b>Total Fixed Assets</b>	<b>36,062</b>	<b>-</b>	<b>33,025</b>	<b>20,000</b>	<b>(13,025)</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(1,457,623)	(1,275,755)	(1,434,650)	<b>(1,465,970)</b>	(31,320)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(1,457,623)</b>	<b>(1,275,755)</b>	<b>(1,434,650)</b>	<b>(1,465,970)</b>	<b>(31,320)</b>	
<b>Total Net Appropriations</b>	<b>(183,651)</b>	<b>104,263</b>	<b>(53,424)</b>	<b>28,000</b>	<b>81,424</b>	
<b>Total Net County Cost</b>	<b>(235,906)</b>	<b>39,320</b>	<b>(75,424)</b>	<b>-</b>	<b>75,424</b>	



## BU 1710 - Capital Improvements

### **BUDGET UNIT OVERVIEW**

The Capital Improvement Fund provides monies for facility enhancements and large-scale maintenance projects. These projects include roof replacements, parking lot repairs, and heating and cooling upgrades, as well as any significant repairs or remodels. The Executive Office monitors and is responsible for this budget. The Facility Division of the Executive Office manages and monitors approved projects throughout the year to ensure projects are carried out in accordance with regulations, timeliness and allocated funding. During the Recommended Budget Conferences, the Executive Office develops a list of projects in conjunction with other County departments based on health and safety and operational needs, which are then reviewed for recommendation by the Chief Executive Officer and are presented to the Board of Supervisors during the Budget Hearings based on available funding. Projects may be continued from year-to-year with the funding carried forward and designated for these ongoing projects. This budget also provides funding for any miscellaneous projects identified as needs arise in the course of the year and funding for the continued compliance with the Americans with Disabilities Act (ADA) to plan and complete retrofits for the removal of barriers to disabled access in County facilities.

#### **PROGRAM OVERVIEW**

- Capital Improvement Plan (CIP)

#### **GOALS FOR FY 2020-21**

- Complete Phase 2 of 3 of the Roof and HVAC equipment replacement project for the Administration Center Building and begin Phase 3.
- Complete Phase 1 of 3 of the San Hedrin Power Line pole replacement project
- Continue to enhance and expand the County's back up power systems in anticipation of Public Safety Power Shutoffs by PG&E
- Continue progress on waterproofing, sealing and structural upgrades to microwave repeater facilities

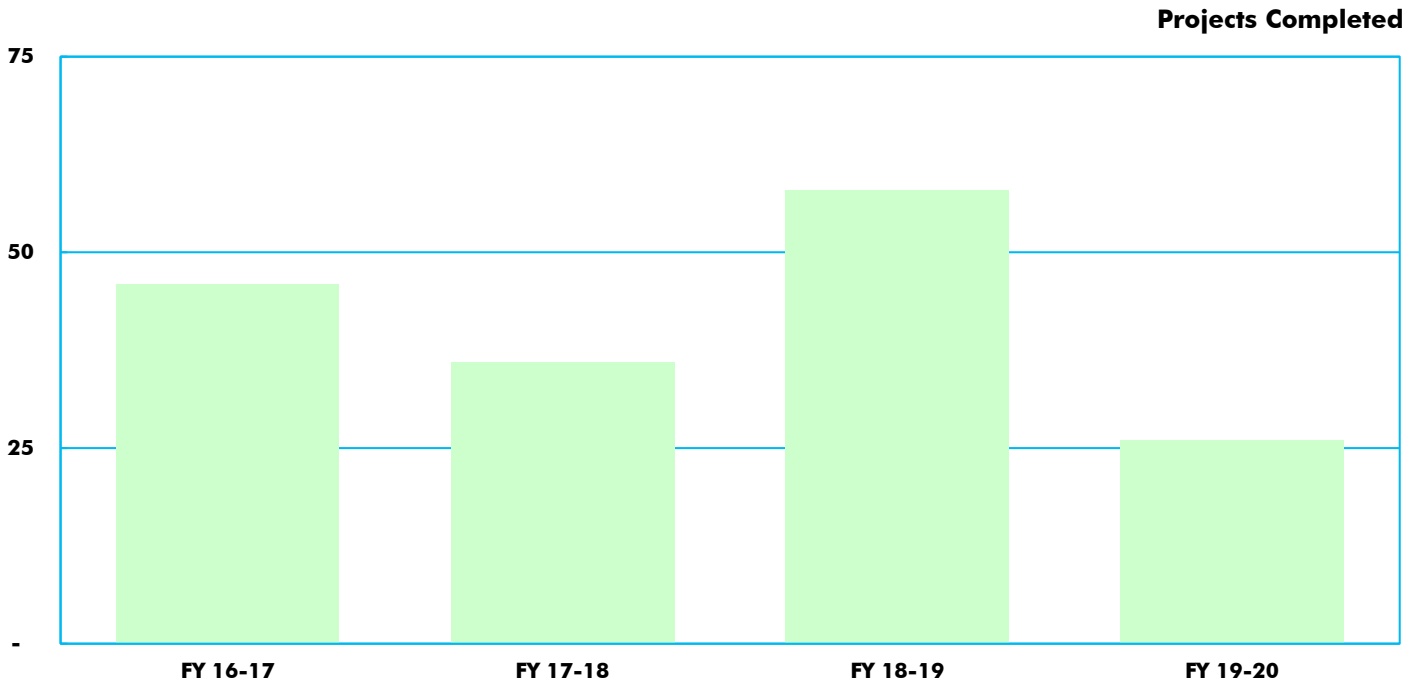
#### **ACCOMPLISHMENTS IN FY 2019-20**

- Completed Roof and HVAC Replacement Projects at the Main Jail and Jail Programs Building
- Completed Exterior and ADA Renovations at the Yokayo Social Services Center
- Completed office and service counter upgrades at the Tax Collector's Office
- Completed the Generator Installation at the Avila Service Center in Fort Bragg
- Completed Uninterrupted Power Supply (UPS) replacement project for 911 and the Sheriff's Office Servers
- Replaced seven HVAC units in addition to the eight included above

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1710 - Capital Improvements

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 7802 Oper Transfer In.

### Services & Supplies

Acct. 2130 Maintenance - Structure-Improvements-Grounds.

### Fixed Assets

Acct. 4360 Project costs.

## CHANGES IN BUDGET FROM PRIOR YEAR

The Capital Improvement budget includes no budgeted funding this year for general fund projects. Existing carry forward funding has been reallocated to reflect current priorities. More project detail is available in the Fixed Asset section of this document.

BUDGET UNIT DETAIL Schedule 9	Function: General Government			Activity: Legislative & Administrative	
Fund: 1201 Accum Capital Outlay	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	22,195	46,449	-	-	-
825490 - State Other	-	183,000	-	<b>28,000</b>	28,000
826390 - Other Charges	1,054,082	456,541	-	-	-
827802 - Oper Transfer In	3,243,557	2,328,928	1,279,248	<b>1,740,000</b>	460,752
<b>Total Revenues</b>	<b>4,319,834</b>	<b>3,014,918</b>	<b>1,279,248</b>	<b>1,768,000</b>	<b>488,752</b>
<b>Services &amp; Supplies</b>					
862130 - Maint - Strc/Impr/Grnds	-	-	30,000	-	(30,000)
862170 - Office Expense	16	2	-	-	-
<b>Total Services &amp; Supplies</b>	<b>16</b>	<b>2</b>	<b>30,000</b>	<b>-</b>	<b>(30,000)</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	4,875,918	2,019,546	5,546,404	<b>5,501,516</b>	(44,888)
<b>Total Fixed Assets</b>	<b>4,875,918</b>	<b>2,019,546</b>	<b>5,546,404</b>	<b>5,501,516</b>	<b>(44,888)</b>
<b>Total Net Appropriations</b>	<b>4,875,934</b>	<b>2,019,549</b>	<b>5,576,404</b>	<b>5,501,516</b>	<b>(74,888)</b>
<b>Total Fund Balance Contribution</b>	<b>556,100</b>	<b>(995,370)</b>	<b>4,297,156</b>	<b>3,733,516</b>	<b>(563,640)</b>

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 1712 - Capital Projects

### BUDGET UNIT OVERVIEW

The Capital Project budget unit provides funding for the construction of major capital facilities projects. While the Board of Supervisors has prioritized many capital projects, they are all currently budgeted in BU 1710 – Capital Improvements. BU 1712 includes funding for the upcoming expansion project at the Mendocino County Jail. In 2017, the Bureau of State and Community Corrections (BSCC) announced that Mendocino County was conditionally awarded \$25 million in lease revenue bond funding to expand the local jail. This project will take several years to complete and is currently projected to be ready for occupancy in 2022. The project is for a new stand-alone building just east of the current main jail building. The building will include visiting areas for families and attorneys, special needs housing with 60 beds (expandable to 90 beds) with associated program and recreational spaces, a central control system as well as medical, dental and mental health services clinic spaces. Architectural design development drawings have been completed and submitted to the BSCC and the State Fire Marshal for plan review and approval.

### SUMMARY OF MAJOR ACCOUNTS

#### Fixed Assets

Acct. 4365 Construction in progress project costs.

### CHANGES IN BUDGET FROM PRIOR YEAR

Carryover from FY 2018-19 Jail construction County cash matching funds less design costs to date.

BUDGET UNIT DETAIL		Schedule 9			Function: General Government		Activity: Legislative & Administrative	
Fund: 1300 Capital Projects		2017-18	2018-19	2019-20	2020-21	Change from		
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year		
<b>Revenues</b>								
824100 - Interest		11,731	12,801	-	3,000		3,000	
827802 - Operating Transfer In		-	1,000,000	500,000	-		(500,000)	
<b>Total Revenues</b>		<b>11,731</b>	<b>1,012,801</b>	<b>500,000</b>	<b>3,000</b>		<b>(497,000)</b>	
<b>Fixed Assets</b>								
864365 - Constr in Progress		421,488	828,613	959,808	790,000		(169,808)	
<b>Total Fixed Assets</b>		<b>421,488</b>	<b>828,613</b>	<b>959,808</b>	<b>790,000</b>		<b>(169,808)</b>	
<b>Expend Transfer &amp; Reimb</b>								
865802 - Oper Transfer Out		-	-	-	275,000		275,000	
<b>Total Expend Transfer &amp; Reimb</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>275,000</b>		<b>275,000</b>	
<b>Total Net Appropriations</b>		<b>409,756</b>	<b>(184,188)</b>	<b>459,808</b>	<b>1,062,000</b>		<b>602,192</b>	
<b>Total Fund Balance Contribution</b>		<b>(589,419)</b>	<b>409,756</b>	<b>612,000</b>	<b>459,808</b>		<b>(152,192)</b>	

## BU 1713 - Capital Projects - MHTA



### BUDGET UNIT OVERVIEW

The Capital Project budget unit provides funding for the construction of major capital facilities projects. While the Board of Supervisors has prioritized many capital projects, they are all currently budgeted in BU 1710 – Capital Improvements. BU 1713 is reserved exclusively for the upcoming projects developed through Mendocino County’s Mental Health Treatment Act. In 2017 Measure B was passed by the voters of Mendocino County which established the Mendocino County Mental Health Treatment Act. The Act provides for the funding of mental health care services and treatment facilities for persons with mental illness and addiction. The Measure B Committee and the Board of Supervisors have identified the need for treatment and training facilities that will be purchased and developed under this budget unit.

### SUMMARY OF MAJOR ACCOUNTS

#### Fixed Assets

Acct. 4365 Construction in progress project costs.

### CHANGES IN BUDGET FROM PRIOR YEAR

This is a new Budget Unit.

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1300 Capital Projects		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
827802 - Operating Transfer In	-	-	-	225,000	225,000	
827802 - Operating Transfer In	-	-	1,000,000	2,706,600	1,706,600	
<b>Total Revenues</b>	-	-	1,000,000	2,931,600	1,931,600	
<b>Services &amp; Supplies</b>						
862189 - Prof/Spec Svcs - Other	-	-	1,000,000	-	(1,000,000)	
<b>Total Services &amp; Supplies</b>	-	-	1,000,000	-	(1,000,000)	
<b>Fixed Assets</b>						
864365 - Constr in Progress	-	-	-	2,931,600	2,931,600	
<b>Total Fixed Assets</b>	-	-	-	2,931,600	2,931,600	
<b>Total Net Appropriations</b>	-	-	1,000,000	2,931,600	1,931,600	
<b>Total Fund Balance Contribution</b>	-	-	-	-	-	



## BU 1960 - Information Services

### BUDGET UNIT OVERVIEW

The Information Services Division's responsibility is to define, understand, and meet the constantly evolving information technology needs of Mendocino County by implementing current technologies and exploring innovative ways to increase the efficiency and effectiveness of the County. Using progressive management techniques, the Information Services Division will evaluate the on-going improvements in the technological base used by the County to meet the demands of the public as well as in-house needs in a timely and cost-effective manner. Organizational and programmatic efforts will provide technical training and support personnel and end-user training to promote the most efficient use of computer technology on the widest possible scale. Information Services Division serves as the "umbrella organization" for information technologies (IT) for the County and is charged with delivery of on-going information technology services for all County departments.

#### PROGRAM OVERVIEW

- Application Support/Development
- Communications
- Computer Operations
- GIS
- Website Management

#### GOALS FOR FY 2020-21

- Complete implementation of the new County property tax software system
- Completion of Phase I Repeater Replacement for the Public Safety Microwave Radio Communications Network
- Begin implementation of Phase II Network Replacement for the Public Safety Microwave Radio Communications Network
- Work with stakeholder departments on replacement options for the existing criminal justice software
- Continue to implement the IT Master Plan

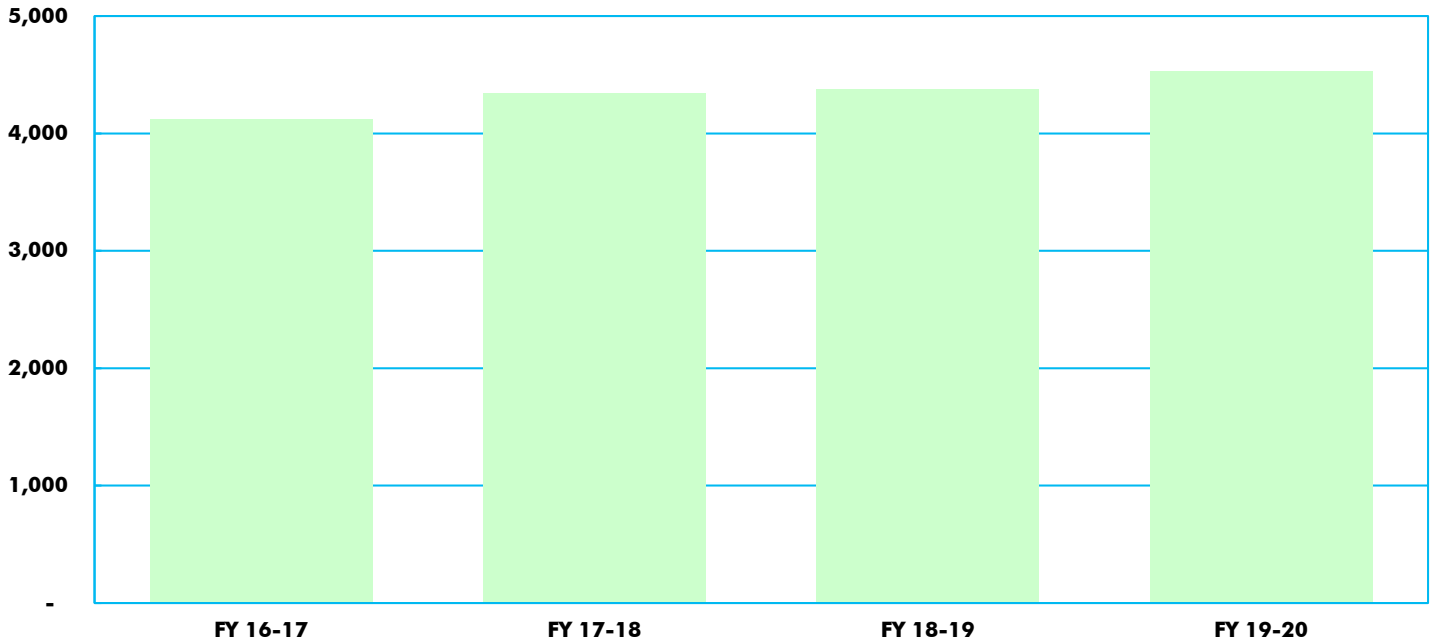
#### ACCOMPLISHMENTS IN FY 2019-20

- Completed data migration preparation for the new County property tax software system
- Implemented Tyler Content Manager invoice scanning and check printing
- Work with Planning and Building Services on the implementation of eTRAKiT for online building permit applications
- Implemented Countywide video conferencing solution
- Continued to implement the IT Master Plan



## PERFORMANCE INDICATORS

### Completed Work Orders



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6392 Title company system access, Willits Police Department for IT services, and LAFCO (*Local Agency Formation Commission*) for GIS (*Geographic Information System*) services.

### Services & Supplies

Acct. 2061 Communications and microwave property leases.  
 Acct. 2120 Maintenance agreements and software support.  
 Acct. 2339 Software licenses and software purchases.

### Fixed Assets

Acct. 4370 Network security and hardware.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Executive Office/Information Services Division includes after hours on-call support and one additional position for operational and project support and continuing implementation of the IT Master Plan approved by the Board November 2018.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 1960 - Information Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
823110 - Crim Just Const Fund	15,200	14,200	14,200	-	(14,200)	
826390 - Other Charges	-	24	-	-	-	
826392 - Data Processing Svc	203,589	202,299	216,886	<b>197,683</b>	(19,203)	
<b>Total Revenues</b>	<b>218,789</b>	<b>216,523</b>	<b>231,086</b>	<b>197,683</b>	<b>(33,403)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,322,744	1,432,373	1,687,305	<b>2,037,679</b>	350,374	
861012 - Extra Help	-	556	-	-	-	
861013 - Overtime Reg Emp	60,964	47,209	65,232	<b>65,232</b>	-	
861021 - Co Cont Retirement	397,902	434,385	530,212	<b>675,426</b>	145,214	
861022 - Co Cont OASDI	82,364	88,503	104,107	<b>125,280</b>	21,173	
861023 - Co Cont Medicare	19,263	20,707	24,348	<b>29,306</b>	4,958	
861024 - Co Cont Retire Incr	131,953	131,682	133,053	<b>140,826</b>	7,773	
861030 - Co Cont Health Ins	164,745	148,813	221,727	<b>245,519</b>	23,792	
861031 - Co Cont Unemp Ins	5,157	5,198	3,931	<b>1,393</b>	(2,538)	
861035 - Co Cont Workers Comp	53,466	56,223	64,711	<b>106,307</b>	41,596	
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,238,558</b>	<b>2,365,647</b>	<b>2,834,626</b>	<b>3,426,968</b>	<b>592,342</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	9,413	8,585	11,500	<b>17,000</b>	5,500	
862061 - Comm Lease	257,086	255,941	267,335	-	(267,335)	
862062 - Comm Microwave	2,382	2,225	2,000	-	(2,000)	
862101 - Insurance - General	13,193	13,805	15,832	<b>27,397</b>	11,565	
862120 - Maint - Equip	331,703	444,476	368,677	-	(368,677)	
862170 - Office Expense	9,338	8,358	37,185	<b>12,185</b>	(25,000)	
862187 - Education & Training	11,720	5,265	35,000	<b>35,000</b>	-	
862189 - Prof/Spec Svcs - Other	113,450	79,979	69,000	<b>69,000</b>	-	
862220 - Small Tool/Instrument	2,163	1,568	10,000	<b>10,000</b>	-	
862230 - Info Tech Equip	25,865	30,120	30,000	<b>55,000</b>	25,000	
862239 - Spec Dept Expense	104,220	98,295	50,000	<b>135,000</b>	85,000	
862250 - Trans/Travel	17,873	18,742	20,000	<b>22,500</b>	2,500	
862253 - Travel Out of County	1,432	444	2,500	-	(2,500)	
<b>Total Services &amp; Supplies</b>	<b>899,839</b>	<b>967,803</b>	<b>919,029</b>	<b>383,082</b>	<b>(535,947)</b>	
<b>Fixed Assets</b>						
864360 - Structure/Improvement	-	-	-	<b>15,000</b>	15,000	
864370 - Equipment	14,158	173,341	80,000	<b>94,000</b>	14,000	
<b>Total Fixed Assets</b>	<b>14,158</b>	<b>173,341</b>	<b>80,000</b>	<b>109,000</b>	<b>29,000</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(192,697)	(235,919)	(208,870)	<b>(167,388)</b>	41,482	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(192,697)</b>	<b>(235,919)</b>	<b>(208,870)</b>	<b>(167,388)</b>	<b>41,482</b>	
<b>Total Net Appropriations</b>	<b>2,959,857</b>	<b>3,270,872</b>	<b>3,624,785</b>	<b>3,751,662</b>	<b>126,877</b>	
<b>Total Net County Cost</b>	<b>2,741,068</b>	<b>3,054,349</b>	<b>3,393,699</b>	<b>3,553,979</b>	<b>160,280</b>	

## BU 2086 - Conflict Defender



### BUDGET UNIT OVERVIEW

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This budget was created in FY 1998-99 to track the expenditures of the third level conflict defenders; prior these expenditures were found in Budget Unit 2080 - *Public Defender* but were not controllable by the Public Defender. This budget is now monitored to ensure that the conflict cases remain at a minimum, and Criminal Justice Improvement funding has been allocated to offset General Fund dollars in covering the costs for third level conflict cases. If the Public Defender and Alternate Defender declare a conflict, the judges of the Superior Court of Mendocino County appoint private attorneys and experts. These attorneys have a previously set rate determined by the courts to receive reimbursement for legal services. Attorneys assigned to conflict cases, as well as a County contracted attorney on the coast, are paid from this budget. Prior to the creation of this budget, the County was paying much greater costs for conflict cases.

#### ACCOMPLISHMENTS IN FY 2019-20

- Continued to provide support to the criminal justice system whenever conflicts arise for the Public Defender and Alternate Defender.
- Service provider reviewed to ensure effective and efficient services.

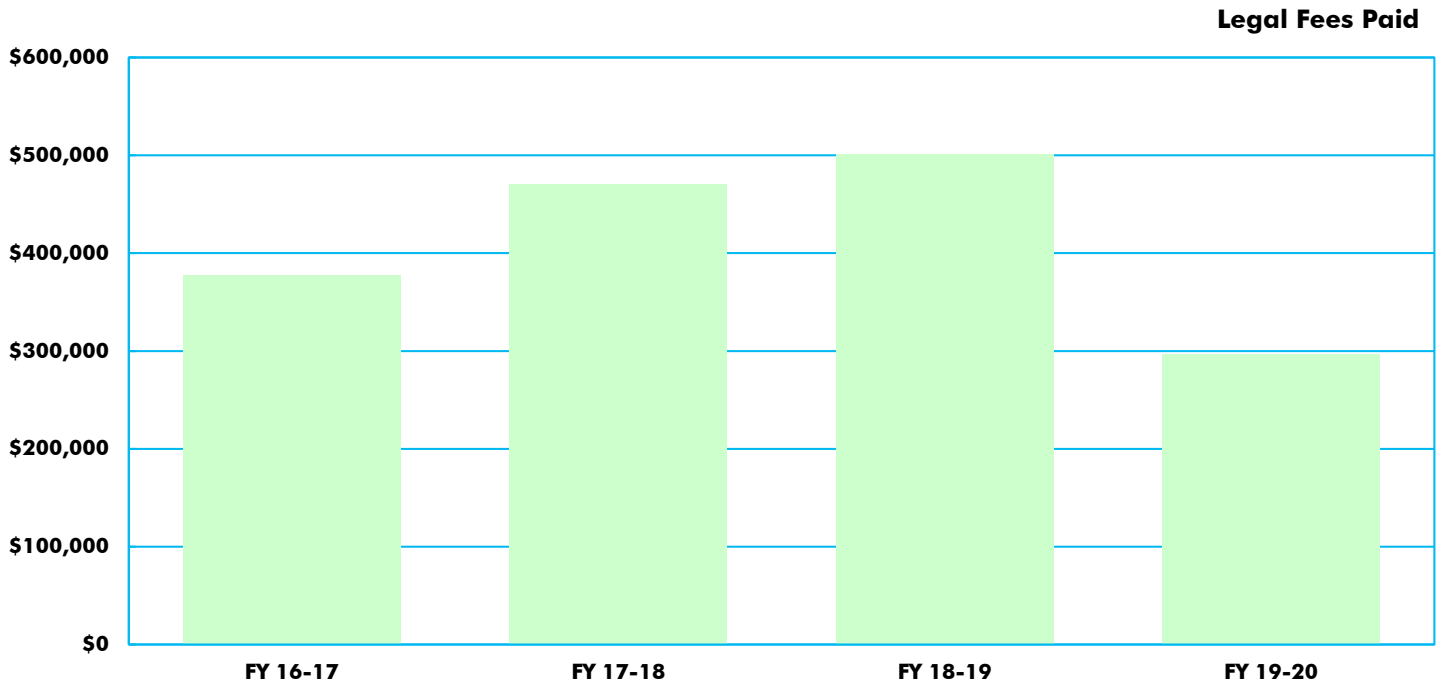
#### GOALS FOR FY 2020-21

- On-going evaluation to ensure high quality services are being provided to the public, the Court and criminal justice agencies in Mendocino County.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 2086 - Conflict Defender

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 3110 Revenue from the Criminal Justice Improvement Fund.

### Services & Supplies

Acct. 2183 Third level conflict attorney payments and other related costs such as investigator fees.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Judicial
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823110 - Crim Just Const Fund	171,000	166,300	219,600	<b>219,600</b>	-
<b>Total Revenues</b>	<b>171,000</b>	<b>166,300</b>	<b>219,600</b>	<b>219,600</b>	-
<b>Services &amp; Supplies</b>					
862183 - Legal Fees	471,095	501,038	-	<b>350,000</b>	350,000
862189 - Prof/Spec Svcs - Other	-	-	329,000		(329,000)
<b>Total Services &amp; Supplies</b>	<b>471,095</b>	<b>501,038</b>	<b>329,000</b>	<b>350,000</b>	<b>21,000</b>
<b>Total Net Appropriations</b>	<b>471,095</b>	<b>501,038</b>	<b>329,000</b>	<b>350,000</b>	<b>21,000</b>
<b>Total Net County Cost</b>	<b>300,095</b>	<b>334,738</b>	<b>109,400</b>	<b>130,400</b>	<b>21,000</b>



## BU 2830 - Emergency Services

### BUDGET UNIT OVERVIEW

The Mendocino County Office of Emergency Services (OES), under the direction of the Director-Chief Executive Officer and Assistant Director-Sheriff, is responsible for the coordination of disaster preparedness, mitigation and response within the operational area, which is all areas within the geographical boundaries of Mendocino County.

#### PROGRAM OVERVIEW

- Citizen Emergency Response Training
- County-wide Alternate Emergency Communications System
- County-wide Alert & Warning System
- Disaster Preparedness

#### GOALS FOR FY 2020-21

- Finalize county's Evacuation Plan
- Complete the Mass Notification Plan in accordance with state and federal guidelines
- Conduct a county-wide live Public Alert and Warning exercise
- Establish the Mendocino County Auxiliary Services (MCAS) volunteer program
- Update Tsunami inundation maps and qualify Mendocino County as "Tsunami Ready" with CalOES
- Conduct a comprehensive OES program evaluation and updated the OES strategic plan

#### ACCOMPLISHMENTS IN FY 2019-20

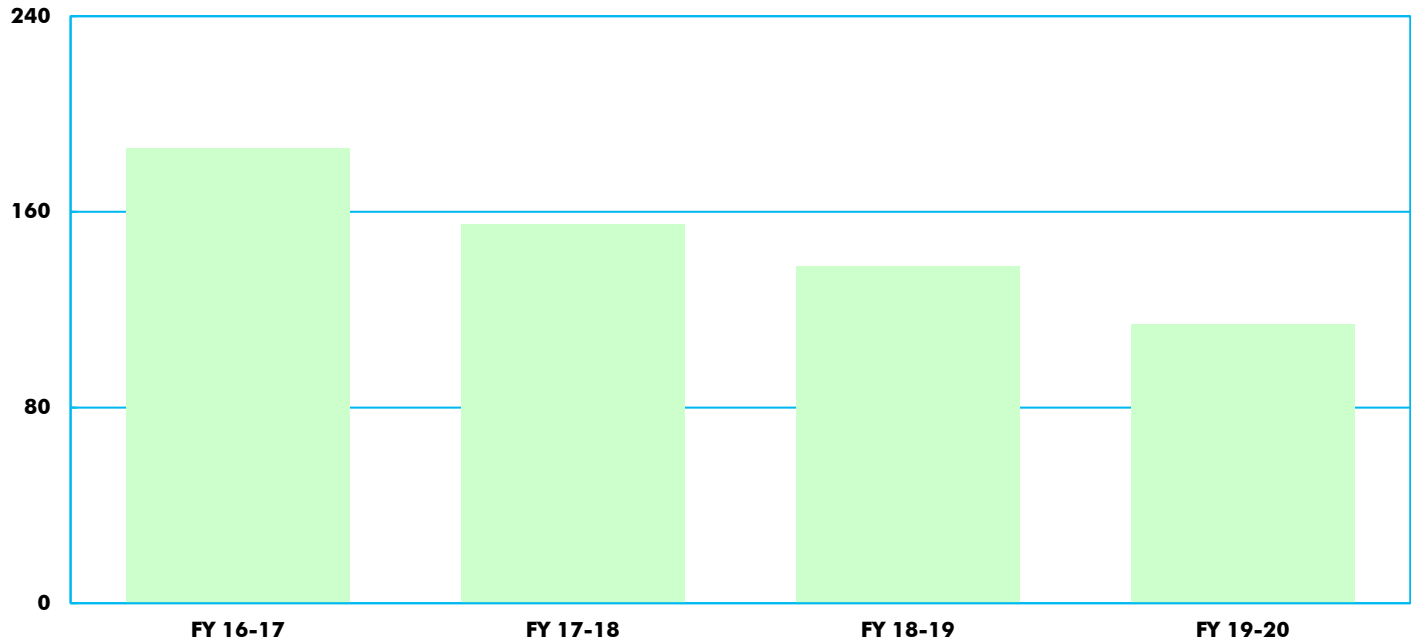
- Developed an Operational Area De-Energization Annex to the Emergency Operations Plan
- Standardized the county's planning process to ensure compliance with state and federal whole community planning initiatives
- Provided Incident Command System (ICS) training program for all new county employees in partnership with county Human Resources in order to comply with state and federal training standards
- Supported the 2020 Hazard Mitigation Plan (HMP) and Evacuation Planning efforts while maintaining the Emergency Operations Plan
- Activated and assisted with coordination of the County's Emergency Operations Center (EOC) during 2019 De-energization events and the COVID-19 Response.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 2830 - Emergency Services Services

## PERFORMANCE INDICATORS

Persons Trained in Incident Command System



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 5670 Federal Other: Emergency Management Performance Grant.

### Services & Supplies

Acct. 2189 Prof/Spec Svcs-Other: Contracted services for Emergency Services training.

## CHANGES IN BUDGET FROM PRIOR YEAR

Emergency Management Performance Grant Supplemental was authorized for 2020-2022 totaling \$81,793.00

## BUDGET UNIT DETAIL

Fund: 1100 County General					
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
<b>Revenues</b>					
825490 - State Other	-	144,341	-		-
825670 - Federal Other	-	-	150,000	<b>150,000</b>	-
827802 - Operating Transfer In	-	45,448	-		-
<b>Total Revenues</b>	<b>-</b>	<b>189,789</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	71,393	75,416	172,053	<b>172,782</b>	729
861012 - Extra Help	15,654	-	-	-	-
861013 - Overtime Reg Emp	3,439	-	-	-	-
861021 - Co Cont Retirement	20,160	21,405	51,123	<b>54,324</b>	3,201
861022 - Co Cont OASDI	4,353	4,623	10,350	<b>10,041</b>	(309)
861023 - Co Cont Medicare	1,295	1,081	2,420	<b>2,469</b>	49
861024 - Co Cont Retire Incr	5,548	5,275	11,581	<b>10,725</b>	(856)
861030 - Co Cont Health Ins	4,563	4,563	12,604	<b>14,943</b>	2,339
861031 - Co Cont Unemp Ins	55	53	54	<b>55</b>	1
861035 - Co Cont Workers Comp	566	532	177	<b>60</b>	(117)
<b>Total Salaries &amp; Employee Benefits</b>	<b>127,026</b>	<b>112,947</b>	<b>260,362</b>	<b>265,399</b>	<b>5,037</b>
<b>Services &amp; Supplies</b>					
862050 - Clthg & Prsnl Items	702	-	-	-	-
862060 - Communications	5,513	8,284	12,000	<b>12,000</b>	-
862101 - Insurance - General	521	575	2,976	<b>2,750</b>	(226)
862120 - Maint - Equip	2,296	1,497	1,500	<b>1,000</b>	(500)
862150 - Memberships	380	-	-	-	-
862170 - Office Expense	6,604	6,120	10,000	<b>10,000</b>	-
862187 - Education & Training	-	2,401	-	<b>2,000</b>	2,000
862189 - Prof/Spec Svcs - Other	-	346	22,132	<b>25,000</b>	2,868
862200 - Rents & Leases - Equip	3,478	3,478	2,500	<b>3,500</b>	1,000
862230 - Info Tech Equip	4,231	-	-	-	-
862232 - Law Enf Supply & Svcs	21,691	28,456	15,000	<b>15,000</b>	-
862239 - Spec Dept Expense	81,419	18,219	9,714	<b>21,750</b>	12,036
862250 - Trans/Travel	3,638	3,709	7,000	-	(7,000)
862253 - Travel Out of County	354	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>130,827</b>	<b>73,086</b>	<b>82,822</b>	<b>93,000</b>	<b>10,178</b>
<b>Fixed Assets</b>					
864370 - Equipment	15,599	54,954	-	<b>45,000</b>	45,000
<b>Total Fixed Assets</b>	<b>15,599</b>	<b>54,954</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>
<b>Expend Transfer &amp; Reimb</b>					
864370 - Equipment	-	42,224	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>42,224</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>273,452</b>	<b>283,211</b>	<b>343,184</b>	<b>403,399</b>	<b>60,215</b>
<b>Total Net County Cost</b>	<b>273,452</b>	<b>93,422</b>	<b>193,184</b>	<b>253,399</b>	<b>60,215</b>



## BU 2910 - Disaster Recovery

### BUDGET UNIT OVERVIEW

The County Recovery Team was created to work directly with state, federal, and local partners in the physical and financial recovery of the County. The Recovery Team works across public and private sectors to ensure unmet needs are being addressed within the community. The County has identified eight recovery support functions that correspond with federal and state disaster recovery frameworks. They are community emergency preparedness, community planning and capacity building, infrastructure systems, economic resiliency & sustainability, health and human services, housing, natural systems, and cultural resources.

#### PROGRAM OVERVIEW

- Public Assistance
- Disaster Long-Term Recovery
- Disaster Recovery Team
- Disaster Grant Administration

#### GOALS FOR FY 2020-21

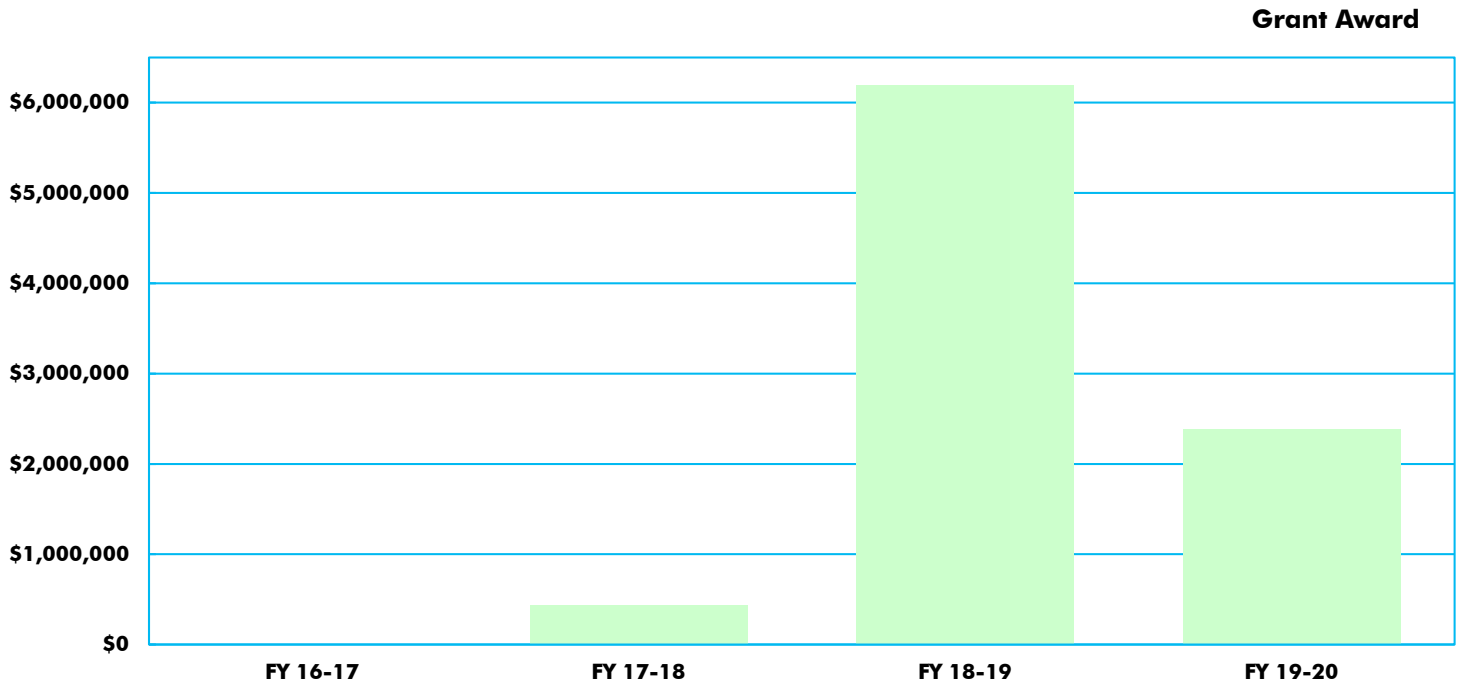
- Maximize FEMA reimbursement for costs incurred from COVID-19 response and emergency protective measures
- Leverage grant funding opportunities to service disadvantaged county residents affected by COVID-19
- Coordinate with Health & Human Services Agency, community partners, and stakeholders to identify and implement COVID-19 recovery framework projects
- Continue to implement grant funded disaster recovery projects, such as hazardous tree removal, economic recovery and resiliency plan, shaded fuel break and fuel reduction in Ukiah Valley, and erosion prevention in the Redwood Complex Fire footprint
- Complete the County's multi-jurisdictional local hazard mitigation plan and General Plan Safety Element updates

#### ACCOMPLISHMENTS IN FY 2019-20

- Through thoughtful and extensive preparation with County departments, continuity of operations and core County functions in the admin center were not significantly affected during October and November 2019 Public Safety Power Shutoff
- Completed Phase I of the Redwood Valley County Water District Infrastructure Retrofit Project
- Golden State Finance Authority's Residence Emergency Disaster Assistance grant fund of \$254,854 were all distributed to fire survivors for critical and unmet needs
- Secured over \$2.3 million in new grant funding for recovery and resiliency projects
- Secured approximately \$312,000 in funding for the multi-jurisdictional local hazard mitigation plan and General Plan Safety Element updates



## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 2570 Federal other Revenue: FEMA public Assistance.

Acct. 7801 Grant Other Revenue: Any grant awarded that is non-State or non-Federal.

### Services & Supplies

Acct. 2189 Professional and special services other; Contracts with professionals for Disaster Recovery support functions.

Acct. 3280 Contract with other agencies: Contracts with Agencies for the support provided during the fire and immediately thereafter.

## CHANGES IN BUDGET FROM PRIOR YEAR

Significant increase in revenue and expenditure due to COVID-19 response costs and reimbursement.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 2910 - Disaster Recovery

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Other Protection	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
825460 - State Aid for Disaster	22,043	179,885	112,500	-	(112,500)	
825490 - State Other	-	-	1,900,000	<b>1,700,000</b>	(200,000)	
825670 - Federal Other Revenue	723,349	1,221,366	3,774,089	<b>6,174,371</b>	2,400,282	
825810 - Other Govt Agency	-	-	35,493	-	(35,493)	
826390 - Other Charges	-	1,598	-	-	-	
827801 - Grant Revenue	404,854	74,469	1,401,383	<b>1,670,000</b>	268,617	
827802 - Oper Transfer In	376,080	702,120	500,000	<b>1,778,285</b>	1,278,285	
<b>Total Revenues</b>	<b>1,526,326</b>	<b>2,179,438</b>	<b>7,723,465</b>	<b>11,322,656</b>	<b>3,599,191</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	-	135,055	408,483	<b>137,174</b>	(271,309)	
861012 - Extra Help	17,841	4,084	-	-	-	
861021 - Co Cont Retirement	-	39,130	-	<b>44,616</b>	44,616	
861022 - Co Cont OASDI	244	8,248	-	<b>8,518</b>	8,518	
861023 - Co Cont Medicare	-	1,988	-	<b>1,992</b>	1,992	
861024 - Co Cont Retire Incr	-	9,643	-	<b>7,447</b>	7,447	
861030 - Co Cont Health Ins	-	10,920	-	<b>15,304</b>	15,304	
861031 - Co Cont Unemp Ins	-	-	-	<b>55</b>	55	
861035 - Co Cont Workers Comp	-	-	360	<b>129</b>	(231)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>18,085</b>	<b>209,068</b>	<b>408,843</b>	<b>215,235</b>	<b>(193,608)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	805	814	5,000	<b>5,000</b>	-	
862101 - Insurance - General	-	-	600	<b>614</b>	14	
862170 - Office Expense	1,531	3,776	6,500	<b>6,500</b>	-	
862175 - Office Support Cost Applied	181,419	-	-	-	-	
862187 - Education & Training	-	-	2,500	<b>2,500</b>	-	
862189 - Prof/Spec Svcs - Other	605,805	1,216,531	4,488,127	<b>7,345,300</b>	2,857,173	
862190 - Publ & Legal Notices	65	-	-	-	-	
862200 - Rents & Leases	-	2,500	-	-	-	
862239 - Spec Dept Expense	180	61,049	525,300	<b>1,703,585</b>	1,178,285	
862250 - Trans/Travel	328	1,482	1,000	<b>1,000</b>	-	
862253 - Travel Out of County	456	596	3,000	<b>3,000</b>	-	
<b>Total Services &amp; Supplies</b>	<b>790,589</b>	<b>1,286,748</b>	<b>5,032,027</b>	<b>9,067,499</b>	<b>4,035,472</b>	
<b>Other Charges</b>						
863280 - Contr Other Agency	260,854	61,368	1,226,508	<b>1,680,000</b>	453,492	
<b>Total Other Charges</b>	<b>260,854</b>	<b>61,368</b>	<b>1,226,508</b>	<b>1,680,000</b>	<b>453,492</b>	
<b>Total Net Appropriations</b>	<b>1,069,528</b>	<b>1,557,183</b>	<b>6,667,378</b>	<b>10,962,734</b>	<b>4,295,356</b>	
<b>Total Fund Balance Contribution</b>	<b>(456,798)</b>	<b>(622,255)</b>	<b>(1,056,087)</b>	<b>(359,922)</b>	<b>696,165</b>	



# BU 2910 -CAL FIRE Fire Prevention Grant

## GRANT OVERVIEW

The CAL FIRE Fire Prevention Grant Program provides funding for local projects and activities that address the risk of wildfire and reduce wildfire potential to forested and forest adjacent communities. During the grant period, the County will be working with Mendocino Resource Conservation District and other partners to implement the Hazardous Tree Removal Project and the West Hills Ukiah Fuels and Fire Break Project. The Hazardous Tree Removal Project will mitigate the hazard posed by dead and dying trees by conducting hazard assessment and removing of trees on private properties in the Redwood Complex Fire footprint. The West Hills Ukiah Project will reduce wildfire risk and aid in fire suppression activities by constructing a shaded fuel break along the west side of the Ukiah Valley. This project also include curbside chipping for up to 200 homes in the Ukiah wildland urban interface (WUI) areas to encourage defensible space clearing.

### GRANT INFORMATION

- Grant Inception Date: December 7, 2018
- Current Grant Period: December 7, 2018 - March 15, 2022
- Source of Funds: CAL FIRE
- Continuity of Grant: One time allocation
- Grant Restrictions and Provisions: Hazardous Tree Removal Project includes \$150,000 to cover the cost share FEMA Public Assistance. West Hills Ukiah Project allows for a 12% indirect cost.

### GRANT BUDGET

#### Revenue

Grant	\$ 2,653,650
<b>Total</b>	<b>\$ 2,653,650</b>

#### Expenditures

FEMA Public Assistance Match	\$ 150,000
Salaries & Benefits	51,101
Services & Supplies	2,290,501
Indirect Costs	<u>162,048</u>
<b>Total</b>	<b>\$ 2,653,650</b>

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 2910's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Deputy Chief Executive Officer	.22	100%	0%
Administrative Analyst	.13	100%	0%

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 2910 - Hazard Mitigation Grant Program Grant

### GRANT OVERVIEW

The purpose of the Hazard Mitigation Grant Program (HMGP) is to help communities implement hazard mitigation measures to reduce the risk of loss of life and property from future disasters. This project will upgrade existing water main and service lateral infrastructure within the Redwood Valley County Water District (RVCWD) to current seismic design standards for water infrastructure. The project also includes replacing water service laterals with 1-inch piping to meet current California Residential Building Code requirements for fire sprinklers in the homes as well as replacing undersized water mains to accommodate the increased system demand associated with the improvements. The result of this project will help RVCWD customers whose homes were destroyed in the Redwood Complex Fire able to rebuild to meet the modern-day safety and building code requirements.

### GRANT INFORMATION

- Grant Inception Date: April 8, 2019
- Current Grant Period: 3 years after inception.
- Source of Funds: Federal Emergency Management Agency (FEMA)
- Continuity of Grant: One time allocation
- Grant Restrictions and Provisions: This grant does not allow overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 5,991,243
State Aid	1,900,000
Other Gov Agency Aid	<u>97,082</u>
Total	\$ 7,988,325

#### Expenditures

Services & Supplies	\$ <u>7,988,325</u>
Total	\$ 7,998,325

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 2910's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			



# BU 2910 - EDA Disaster Supplemental Grant

## GRANT OVERVIEW

The purpose of this investment assistance grant is to help communities and regions devise and implement long-term economic recovery strategies to address economic challenges in areas where a Presidential Declaration of a major disaster was issued under the Stafford Act. This project will develop a regional disaster recovery and economic resiliency strategy to be implemented by an Economic Recovery Coordinator over a period of two years. Activities will include selection of an Economic Recovery Coordinator, development of a county-wide economic recovery and resiliency plan, development of a broadband network implementation plan, and establishment of a digital learning program. The positive economic impacts of this project will be improvements in access to broadband services, the creation of a meaningful recovery and resiliency plan, the provision of technical assistance to ninety small businesses, and the creation of up to thirty jobs.

### GRANT INFORMATION

- Grant Inception Date: April 1, 2019
- Current Grant Period: April 1, 2019 - March 31, 2021
- Source of Funds: Department of Commerce Economic Development Administration
- Continuity of Grant: One time allocation
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 397,180
<b>Total</b>	<b>\$ 397,180</b>

#### Expenditures

Salaries & Benefits	\$ 181,680
Services & Supplies	<u>319,500</u>
<b>Total</b>	<b>\$ 501,180</b>

County Match Required: Yes

County Match Amount: \$104,000

Independent Audit Required: No

This grant is included in Budget Unit 2910's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Senior Administrative Analyst	1.0	100%	0%



## BU 2910 - Department of Water Resources Grant

### GRANT OVERVIEW

This funding of \$1.9 million from the Department of Water Resources provides for the 25% non-federal match that is required for the Redwood Valley Water District Infrastructure Retrofit Project. The fund goes directly to the County as the County is managing the project on behalf of the Redwood Valley County Water District.

### GRANT INFORMATION

- Grant Inception Date: January 7, 2019
- Current Grant Period: January 7, 2019 - December 31, 2022
- Source of Funds: State Budget Act of 2018 through California Department of Water Resources
- Continuity of Grant: One time allocation
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 1,900,000
Total	\$ 1,900,000

#### Expenditures

Services & Supplies	\$ 1,900,000
Total	\$ 1,900,000

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 2910's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			



# BU 2910 - Watershed Restoration & Delta Water Quality and Ecosystem Restoration Grant

## GRANT OVERVIEW

The purpose of the grant is to build resiliency, assist recovery, and responding to recent extreme events narrowing the statewide focus within several key areas: planning and implementation of wildfire recovery response projects, implementation projects that focus on the Central Valley anadromous fishes, and implementation of shovel-ready restoration projects. During the course of the grant period, the County will work with Mendocino County Resource Conservation District to implement projects to prevent post-fire sediment delivery to anadromous streams in the West Fork Russian River, install culverts to pass a 100-year storm event, and reshaping road sections to shed water without transporting excess sediments on approximately 19 miles of unpaved roads. Projects take place on the 2017 Redwood Complex Fire burn scar.

### GRANT INFORMATION

- Grant Inception Date: February 1, 2019
- Current Grant Period: February 1, 2019 - May 31, 2021
- Source of Funds: The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1)
- Continuity of Grant: One time allocation
- Grant Restrictions and Provisions: This grant does allows for \$3,171 indirect costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 656,902
Total	\$ 656,902

#### Expenditures

Salaries & Benefits	\$ 13,241
Services & Supplies	640,490
Indirect Cost	<u>3,171</u>
Total	\$ 656,902

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 2910's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Account Specialist	.02	100%	0%
Deputy Chief Executive Officer	.02	100%	0%
Administrative Analyst	.03	100%	0%

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 4510 - Solid Waste

### BUDGET UNIT OVERVIEW

During FY 2010-11, operations were privatized at the County's six small volume transfer stations: Albion, Caspar, Boonville, Laytonville, Potter Valley and South Coast. Curbside hauling services and transfer station operations are performed under contracts with private solid waste companies. The contract administration of the County's solid waste system is done by Department of Transportation staff with the assistance of a consultant through an agreement paid for in Budget Unit 4510-Solid Waste. Currently, the County has an agreement with HDR, Inc. for solid waste consulting services through December 2024.

#### PROGRAM OVERVIEW

- Administration

#### GOALS FOR FY 2020

- Continue successful "outsourcing" of curbside hauling services and transfer station operations.
- Work with consultant to continue to improve and increase efficiency of solid waste management.

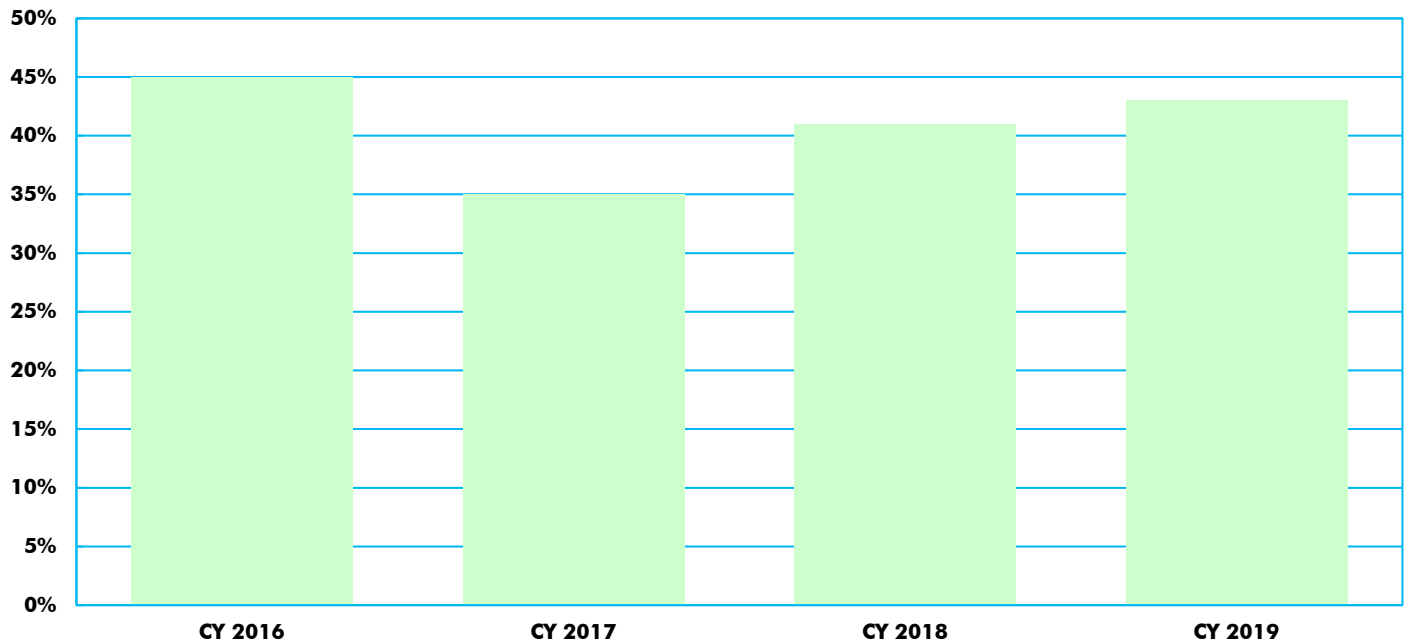
#### ACCOMPLISHMENTS IN FY 2019-20

- Issued a Request for Proposals and successfully procured a consultant to assist with solid waste contract administration.
- Continued successful "outsourcing" of curbside hauling services and transfer station operations.



## PERFORMANCE INDICATORS

### Tons of Waste Diverted from Landfills (Recycling & Compost)



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6390 Franchise Fees. (BU 4510)

### Services & Supplies

Acct. 2189 Provides funding for Solid Waste contract administration, environmental permits.

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for Solid Waste includes no significant additional requests from the prior year.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
 BU 4510 - Solid Waste

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation			Activity: Sanitation
Fund 1100: County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826272 - Interfund - DOT	27,640	28,007	28,302	-	(28,302)
826310 - Caspar/Ft Bragg Refuse	-	12,853	5,000	<b>5,000</b>	-
826390 - Other Charges	421,453	450,201	325,000	<b>345,000</b>	20,000
<b>Total Revenues</b>	<b>449,093</b>	<b>491,061</b>	<b>358,302</b>	<b>350,000</b>	<b>(8,302)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	17,467	17,933	17,828	<b>25,955</b>	8,127
861021 - Co Cont Retirement	5,092	5,272	5,346	<b>5,346</b>	-
861022 - Co Cont OASDI	901	988	1,046	<b>1,046</b>	-
861023 - Co Cont Medicare	243	250	247	<b>247</b>	-
861024 - Co Cont Retire Incr	1,803	1,740	1,532	<b>1,532</b>	-
861030 - Co Cont Health Ins	2,130	1,772	2,304	<b>2,304</b>	-
861031 - Co Cont Unemp Ins	748	-	-	-	-
861035 - Co Cont Workers Comp	40,991	56,079	47,051	<b>46,797</b>	(254)
<b>Total Salaries &amp; Employee Benefits</b>	<b>69,375</b>	<b>84,035</b>	<b>75,354</b>	<b>83,227</b>	<b>7,873</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	17,774	17,480	20,624	<b>16,857</b>	(3,767)
862130 - Maint - Strc Impr & Grnds	-	17,731	29,085	<b>34,204</b>	5,119
862170 - Office Expense	-	-	100	<b>100</b>	-
862183 - Legal Fees	72	125	5,000	<b>5,000</b>	-
862189 - Prof/Spec Svcs - Other	113,802	91,274	106,997	<b>107,425</b>	428
862190 - Publ & Legal Notices	-	-	-	<b>500</b>	500
<b>Total Services &amp; Supplies</b>	<b>131,648</b>	<b>126,610</b>	<b>161,806</b>	<b>164,086</b>	<b>2,280</b>
<b>Total Net Appropriations</b>	<b>201,023</b>	<b>210,645</b>	<b>237,160</b>	<b>247,313</b>	<b>10,153</b>
<b>Total Net County Cost</b>	<b>(248,070)</b>	<b>(280,416)</b>	<b>(121,142)</b>	<b>(102,687)</b>	<b>18,455</b>

## BU 0326 - Water Agency



### BUDGET UNIT OVERVIEW

The Mendocino County Water Agency (MCWA) is a special district governed by the Board of Supervisors, sitting as the Board of Directors. The district was originally established in 1949 to provide a mechanism for local participation in the Construction of Coyote Dam on the East Fork of the Russian River. MCWA revenue is generated from a tax that was established in 1971, which does not exceed \$0.06 per \$100 of assessed valuation.

Until 1987, the County Department of Public Works administered the Mendocino County Water Agency. The MCWA adopted an independent identity as a separate County department until 2011, at which point it was again integrated into an existing department. The MCWA is now administered through the Executive Office. The Water Agency provides project management for the following: The Sustainable Groundwater Management Act (SGMA) implementation, Ukiah Valley Basin Groundwater Sustainability Agency, California Statewide Groundwater Elevation Monitoring (CASGEM) Program, NPDES MS4 Phase II Permit, Proposition 1 grant management and the Water Agency Action Plan.

#### PROGRAM OVERVIEW

- Storm Water Compliance
- CASGEM Program
- Proposition 1 and 68 Grant Management
- Quagga and Zebra Mussel Prevention Plan Implementation
- Ukiah Valley Basin Groundwater Sustainability Agency

#### GOALS FOR FY 2020-21

- Remain in compliance with the NPDES MS4 permit and prepare for new 5-year permit.
- Remain in compliance with the CASGEM Program
- Finalize a draft Ukiah Valley Groundwater Sustainability Plan for public comment.
- Implement the Mussel Prevent Plan for Mill Creek Ponds.
- Participate in the Russian River Regional Monitoring Program Steering Committee.
- Manage the development of the Ukiah Valley Basin Groundwater Sustainability Plan.

#### ACCOMPLISHMENTS IN FY 2019-20

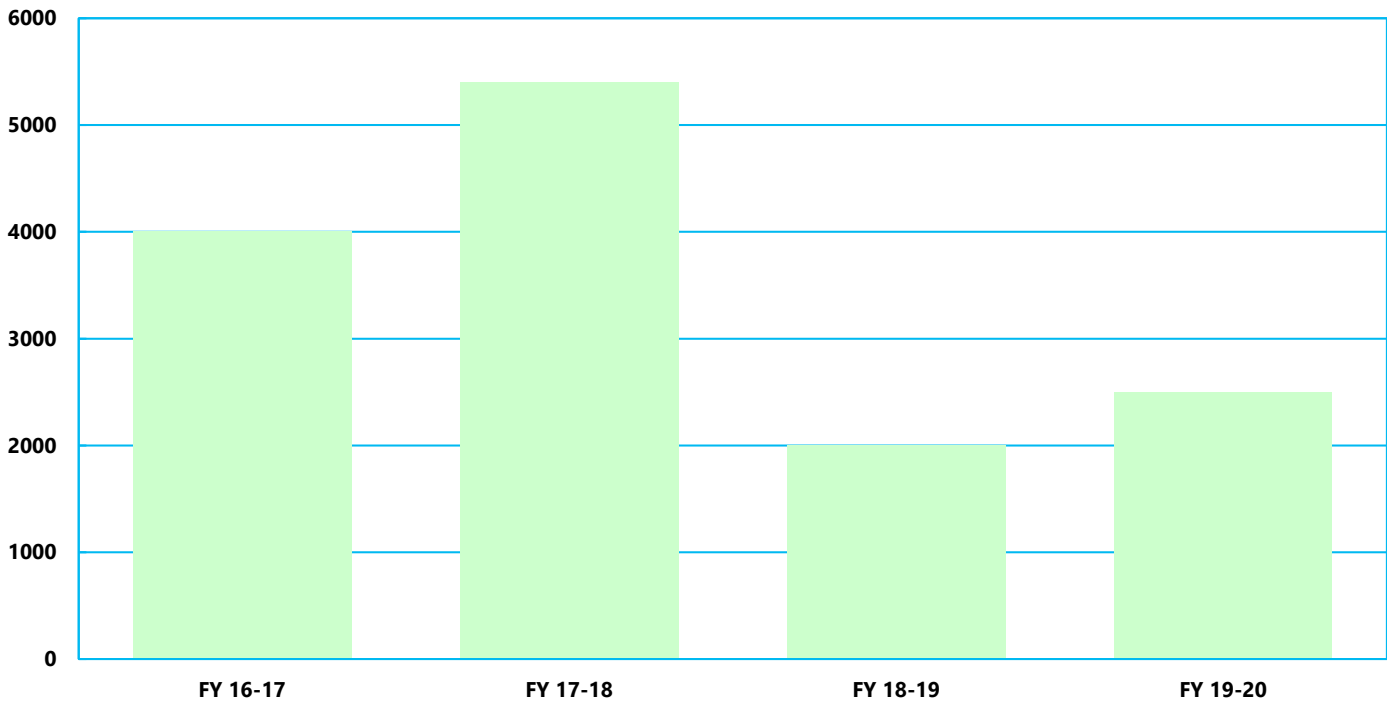
- Managing \$764,255 for Phase II of the Ukiah Valley Groundwater Sustainability Plan Proposition 1 grant.
- Awarded \$1.3 million in Proposition 68 funding for the development of the Ukiah Valley Groundwater Sustainability Plan.
- Continued compliance with the NPDES MS4 Phase II Permit.
- Regional coordination on planning and development of a Russian River Regional Monitoring Program (R3MP)
- Successful and highly attended Upper Russian River Cleanup event.
- Approval by CDFW of a Quagga and Zebra Mussel Prevention Plan for Mill Creek Ponds

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 0326 - Water Agency

## PERFORMANCE INDICATORS

Trash Removed from Waterways at Ukiah Valley Russian River Clean-up Event



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 7801 Property tax assessment.

### Services & Supplies

Acct. 2150 Memberships to various associations for specific water obligations and advocacy.

Acct. 2189 Contract for the Groundwater Sustainability Plan development, CASGEM (California Statewide Groundwater Elevation Monitoring) Program participation and Water Agency Support Services.

## CHANGES IN BUDGET FROM PRIOR YEAR

827801 – Funding from the Department of Water Resources for the Proposition 1 and 68 grant for Phase II of the Ukiah Valley Groundwater Sustainability Plan. Year 1 funding from California Parks – Division of Boats and Waterways from Mussel Prevention Plan implementation

827802 – Includes funding for the Russian River Watershed Association and Inland Water and Power Commission membership

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3260 Mendocino Water Agency	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	143,223	148,877	146,000	<b>150,200</b>	4,200
821120 - Curr Unsec Prop Tax	4,168	4,500	4,300	<b>4,500</b>	200
821130 - Supplemental Roll Tax	1,898	3,233	2,000	<b>3,000</b>	1,000
821210 - Prior Secured Prop Tax	6	-	15	-	(15)
821220 - Prior Unsec Prop Tax	(122)	259	200	<b>200</b>	-
821600 - Timber Yield Tax	2,284	3,044	2,100	<b>2,500</b>	400
824100 - Interest	309	295	400	<b>300</b>	(100)
825481 - Homeowner Exemption	1,218	1,202	1,100	<b>1,200</b>	100
826390 - Other Charges	4,309	5,177	4,441	<b>5,000</b>	559
827700 - Other	-	966	-	-	-
827801 - Grant Revenue	220,001	239,994	206,100	<b>523,000</b>	316,900
827802 - Oper Transfer In	-	40,000	69,000	<b>44,000</b>	(25,000)
<b>Total Revenues</b>	<b>377,295</b>	<b>447,546</b>	<b>435,656</b>	<b>733,900</b>	<b>298,244</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	51,335	57,633	51,670	<b>52,853</b>	1,183
861021 - Co Cont Retirement	15,166	17,115	15,708	<b>17,034</b>	1,326
861022 - Co Cont OASDI	2,653	3,056	2,912	<b>2,954</b>	42
861023 - Co Cont Medicare	735	832	736	<b>753</b>	17
861024 - Co Cont Retire Incr	5,369	5,649	4,501	<b>4,116</b>	(385)
861030 - Co Cont Health Ins	2,281	2,321	2,749	<b>2,781</b>	32
<b>Total Salaries &amp; Employee Benefits</b>	<b>77,540</b>	<b>86,605</b>	<b>78,277</b>	<b>80,491</b>	<b>2,214</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	193	247	250	<b>250</b>	-
862101 - Insurance - General	162	12	15	<b>9</b>	(6)
862120 - Maint - Equip	(394)	-	-	-	-
862150 - Memberships	7,000	35,502	37,364	<b>44,000</b>	6,636
862170 - Office Expense	723	948	1,000	<b>1,000</b>	-
862189 - Prof/Spec Svcs - Other	364,363	324,949	290,100	<b>605,150</b>	315,050
862239 - Spec Dept Expense	2,511	2,611	3,500	<b>2,850</b>	(650)
862250 - Trans/Travel	-	144	-	-	-
862253 - Travel Out of County	-	-	151	<b>150</b>	(1)
<b>Total Services &amp; Supplies</b>	<b>374,558</b>	<b>364,413</b>	<b>332,380</b>	<b>653,409</b>	<b>321,029</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	25,000	25,000	25,000	-	(25,000)
<b>Total Other Charges</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>(25,000)</b>
<b>Total Net Appropriations</b>	<b>477,098</b>	<b>476,018</b>	<b>435,656</b>	<b>733,900</b>	<b>298,244</b>
<b>Total Fund Balance Contribution</b>	<b>99,803</b>	<b>28,473</b>	<b>-</b>	<b>-</b>	<b>-</b>

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 0711 - Vehicle Replacement Fund

### BUDGET UNIT OVERVIEW

Historically, the Vehicle Replacement Fund was replenished throughout the fiscal year from per-mile charges for the use of virtually all vehicles maintained by the Executive Office/Fleet Division. Mileage costs were based on vehicle category and were intended to generate sufficient funds to replace vehicles. Replacement costs were estimated on the basis of the current year State contract pricing, less the salvage value of the vehicle being replaced. In recent years, funding has been allocated through the budget process for replacement of specific vehicle types.

The Executive Office is currently piloting a program utilizing four rental vehicles kept at Fleet Management and made available for departments use for in and out of county travel. In addition, the Executive Office is working to standardize the fleet with a focus on hybrid and alternative fuel technologies in an effort to reduce both fuel costs and the County's carbon footprint. Decisions regarding prioritization of vehicles for replacement are made by the Facilities and Fleet Division Manager and approved by the Chief Executive Officer prior to vehicles being purchased.

### SUMMARY OF MAJOR ACCOUNTS

As the vehicle fleet ages, maintenance costs increase. Re-establishment of the vehicle replacement fund program is recommended for certain vehicle categories.

### CHANGES IN BUDGET FROM PRIOR YEAR

Vehicle replacement activity is expected to be minimal in FY 20-21.

<b>BUDGET UNIT DETAIL</b> Schedule 10				Function: -	Activity: -
Fund: 7110 Vehicle Replacement	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	1,707	1,704	-	-	-
827802 - Operating Transfer In	382,000	-	-	-	-
<b>Total Operating Revenues</b>	<b>383,707</b>	<b>1,704</b>	-	-	-
<b>Fixed Assets</b>					
864370 - Equipment	232,914	-	-	-	-
<b>Total Fixed Assets</b>	<b>232,914</b>	-	-	-	-
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	45,448	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	-	<b>45,448</b>	-	-	-
<b>Total Operating Expenses</b>	<b>232,914</b>	<b>45,448</b>	-	-	-
<b>Operating Income (Loss)</b>	<b>150,794</b>	<b>(43,744)</b>	-	-	-
<b>Change in Net Assets</b>	<b>150,794</b>	<b>(43,744)</b>	-	-	-
<b>Net Assets - Beginning Balance</b>	<b>(42,486)</b>	<b>108,308</b>	<b>64,563</b>	<b>64,563</b>	-
<b>Net Assets - Ending Balance</b>	<b>108,308</b>	<b>64,563</b>	<b>64,563</b>	<b>64,563</b>	-



# BU 0713 - General Liability Insurance- Risk Management

## **BUDGET UNIT OVERVIEW**

The Risk Management Division identifies and measures all risks (uncertainty of loss) of the County of Mendocino by developing and implementing appropriate techniques for assessing and resolving these exposures via risk assumption, risk reduction, risk retention, risk transfer or the purchase of insurance. The County of Mendocino is self-insured for liability insurance. Included in this budget unit are insurance requirements for all liability, property (including fire, flood and select buildings for earthquake), medical malpractice, crime and bond. The County's Safety Officer is responsible for all inspections of County buildings, Cal OSHA required safety trainings, evaluation of departmental safety programs, investigation of accidents for cause and recommended remediation, evaluation of the County's level of compliance with Cal OSHA regulations, and recommending changes in the County's Safety Manual.

### **PROGRAM OVERVIEW**

- Authorized Driver Program
- Claims Investigation & Processing
- Facility Safety Inspections
- Incident/Accident Investigation
- Insurance Programs
- Threat Assessments
- Tort Litigation Management & Administration
- Safety Education

### **GOALS FOR FY 2020-21**

- Evaluate Countywide loss trends
- Modernize Safety Program
- Perform records management audit and eliminate old paper files
- Complete evacuation and safety drills
- Continue advantageous early settlement negotiations and minimize claim filings

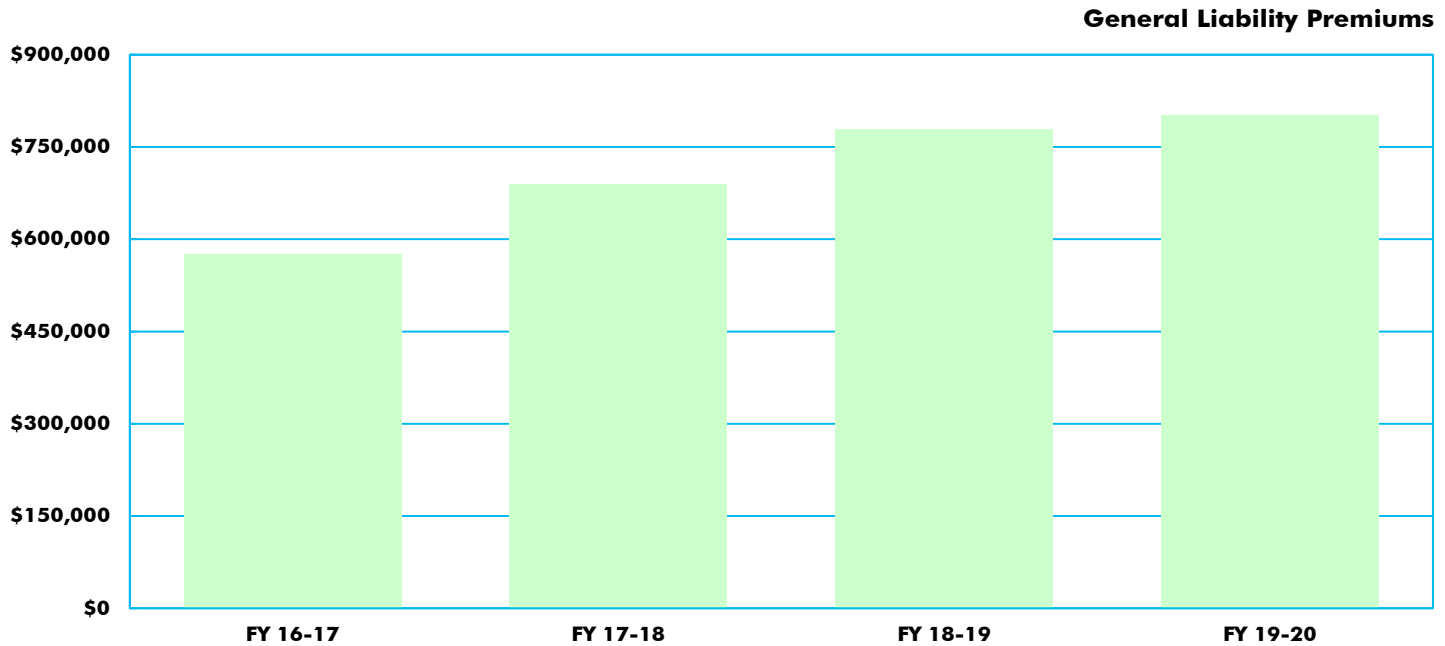
### **ACCOMPLISHMENTS IN FY 2019-20**

- Completed County insurance renewals
- Completed paperless conversion of Incident Reports and Claims Against the County
- Completed all facilities inspections, including DOT yards
- Reduced overall claims load

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 0713 - General Liability Insurance - Risk Management

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6401 Revenue from all departments for insurance services.

### Services & Supplies

Acct. 2101 Insurance premiums.

Acct. 2183 Legal fees paid to County Counsel.

### Other Charges

Acct. 3320 Payment of damages to claimants.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.



BUDGET UNIT DETAIL Schedule 10				Function: - Activity: -	
Fund: General Liability Insurance - Risk Mgmt.	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	22,037	24,843	10,000	<b>10,000</b>	-
825810 - Other Govt Aid	545,374	413,440	-	-	-
826401 - I.S.F. Services	1,515,574	1,750,704	1,993,147	<b>2,352,604</b>	359,457
<b>Total Operating Revenues</b>	<b>2,082,985</b>	<b>2,188,988</b>	<b>2,003,147</b>	<b>2,362,604</b>	<b>359,457</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	93,834	91,363	103,449	<b>85,486</b>	(17,963)
861021 - Co Cont Retirement	16,072	15,504	17,937	<b>20,843</b>	2,906
861022 - Co Cont OASDI	5,386	5,239	5,998	<b>4,910</b>	(1,088)
861023 - Co Cont Medicare	1,317	1,284	1,464	<b>1,212</b>	(252)
861024 - Co Cont Retire Incr	5,690	5,117	5,140	<b>4,873</b>	(267)
861030 - Co Cont Health Ins	11,946	9,795	14,614	<b>9,465</b>	(5,149)
861031 - Co Cont Unemp Ins	226	275	300	<b>300</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>134,472</b>	<b>128,577</b>	<b>148,902</b>	<b>127,089</b>	<b>(21,813)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,036	532	1,100	<b>1,000</b>	(100)
862101 - Insurance - General	688,635	778,791	1,085,860	<b>1,456,250</b>	370,390
862150 - Memberships	535	300	265	<b>265</b>	-
862170 - Office Expense	4,664	1,310	3,520	<b>2,500</b>	(1,020)
862183 - Legal Fees	263,700	430,587	410,000	<b>420,000</b>	10,000
862187 - Education & Training	2,030	1,370	1,500	<b>1,500</b>	-
862189 - Prof/Spec Svcs - Other	8,504	-	-	-	-
862233 - Veh Collision Repair	35,577	32,928	30,000	<b>32,000</b>	2,000
862250 - Trans/Travel	3,166	2,208	1,000	<b>1,000</b>	-
862253 - Travel Out of County	2,105	(409)	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>1,009,952</b>	<b>1,247,618</b>	<b>1,534,245</b>	<b>1,915,515</b>	<b>381,270</b>
<b>Other Charges</b>					
863320 - Judgement/Damages	365,982	711,588	320,000	<b>320,000</b>	-
<b>Total Other Charges</b>	<b>365,982</b>	<b>711,588</b>	<b>320,000</b>	<b>320,000</b>	-
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	582,275	37,734	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>582,275</b>	<b>37,734</b>	-	-	-
<b>Total Operating Expenses</b>	<b>2,092,680</b>	<b>2,125,517</b>	<b>2,003,147</b>	<b>2,362,604</b>	<b>359,457</b>
<b>Operating Income (Loss)</b>	<b>(9,695)</b>	<b>63,471</b>	-	-	-
<b>Change in Net Assets</b>	<b>(9,695)</b>	<b>63,471</b>	-	-	-
<b>Net Assets - Beginning Balance</b>	<b>694,288</b>	<b>689,357</b>	<b>752,828</b>	<b>752,828</b>	-
<b>Net Assets - Ending Balance</b>	<b>684,593</b>	<b>752,828</b>	<b>752,828</b>	<b>752,828</b>	-



## BU 0714 - Workers' Compensation

### BUDGET UNIT OVERVIEW

This budget unit is responsible for the County's Return to Work and Workers' Compensation programs, assisting injured employees in their expeditious return to work, accommodating, when reasonable, permanent medical restrictions; minimizing the County's exposure to Workers' Compensation claims; providing accountability for funds expended in returning injured employees to either their usual and customary duties or modified/ alternative work; and providing referrals to other resources if reasonable accommodation cannot be provided.

#### PROGRAM OVERVIEW

- Return to Work Program
- Ergonomics

#### GOALS FOR FY 2020-21

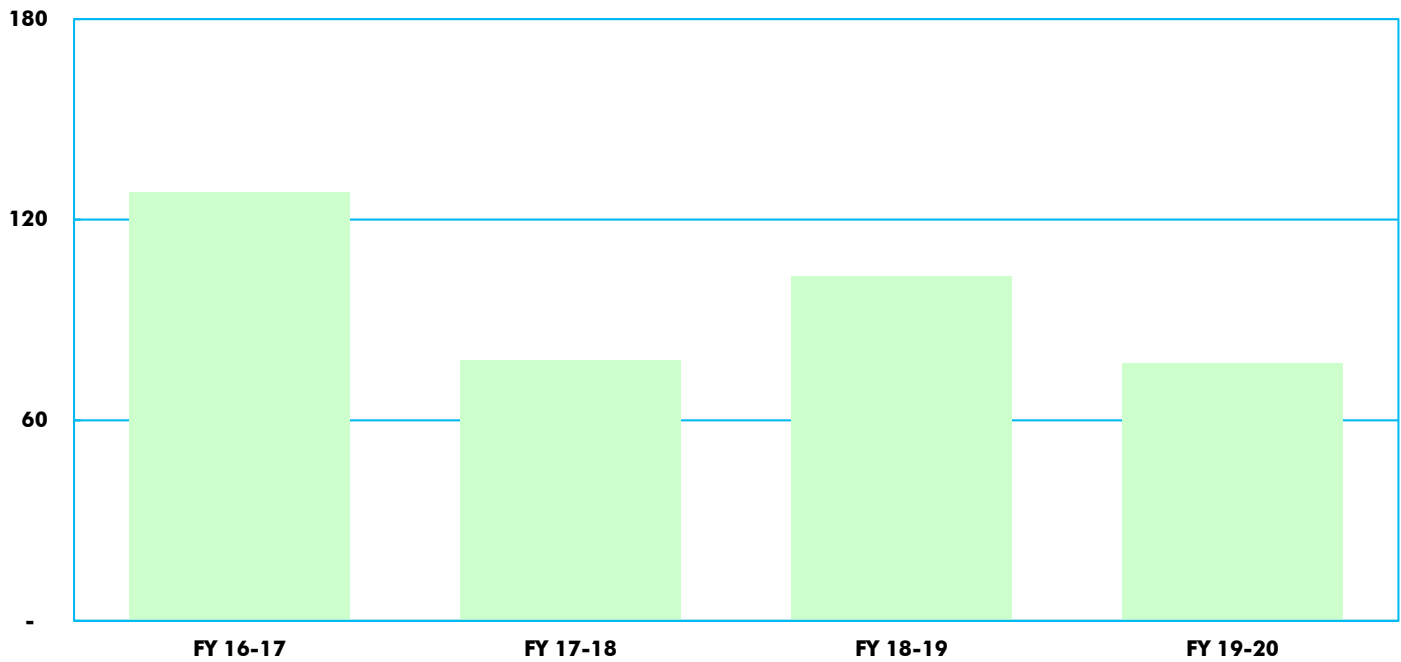
- Met with Workers' Compensation Third Party Administrator (TPA) to review claims
- Provided temporary modified duty accommodation for employees
- Purchased loss prevention equipment for various departments
- Continued process towards paperless claims processing
- Reduced overall claims filed

#### ACCOMPLISHMENTS IN FY 2019-20

- Meet quarterly with Workers' Compensation TPA to review claims
- Review claims trends to determine department needs and possible trainings
- Research available programs to streamline the County's Workers' Compensation program to reduce overhead costs
- Encourage proactive ergonomic practices County-wide
- Update policies and procedures manuals

## PERFORMANCE INDICATORS

### Claims Filed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6401 Revenue from all departments for insurance services.

### Services & Supplies

Acct. 2102 Insurance premiums.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
 BU 0714 - Workers' Compensation

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 7140 Workers' Compensation	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	2,608	1,232	3,000	<b>3,000</b>	-
825810 - Other Govt Aid	22,210	5,670	-	-	-
826401 - I.S.F. Services	4,902,870	5,066,265	4,933,480	<b>4,983,598</b>	50,118
<b>Total Operating Revenues</b>	<b>4,927,688</b>	<b>5,073,167</b>	<b>4,936,480</b>	<b>4,986,598</b>	<b>50,118</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	62,912	70,689	81,046	<b>86,020</b>	4,974
861013 - Overtime Reg Emp	5	-	-	-	-
861021 - Co Cont Retirement	12,907	15,331	17,915	<b>20,988</b>	3,073
861022 - Co Cont OASDI	3,813	4,046	4,639	<b>4,933</b>	294
861023 - Co Cont Medicare	892	1,005	1,146	<b>1,217</b>	71
861024 - Co Cont Retire Incr	4,471	4,937	4,981	<b>4,748</b>	(233)
861030 - Co Cont Health Ins	7,959	6,411	9,448	<b>9,982</b>	534
861031 - Co Cont Unemp Ins	-	-	250	<b>250</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>92,958</b>	<b>102,418</b>	<b>119,425</b>	<b>128,138</b>	<b>8,713</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	929	557	940	<b>940</b>	-
862102 - Workers Comp	4,526,400	4,817,895	4,794,595	<b>4,836,000</b>	41,405
862150 - Memberships	-	385	-	-	-
862170 - Office Expense	1,356	3,395	3,520	<b>3,520</b>	-
862187 - Education & Training	-	-	1,000	<b>1,000</b>	-
862189 - Prof/Spec Svcs - Other	21,670	27,167	15,000	<b>15,000</b>	-
862239 - Spec Dept Expense	751	712	-	-	-
862250 - Trans/Travel	61	6	1,000	<b>1,000</b>	-
862253 - Travel Out of County	-	-	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>4,551,169</b>	<b>4,850,117</b>	<b>4,817,055</b>	<b>4,858,460</b>	<b>41,405</b>
<b>Total Operating Expenses</b>	<b>4,644,127</b>	<b>4,952,535</b>	<b>4,936,480</b>	<b>4,986,598</b>	<b>50,118</b>
<b>Operating Income (Loss)</b>	<b>283,561</b>	<b>120,631</b>	-	-	-
<b>Change in Net Assets</b>	<b>283,561</b>	<b>120,631</b>	-	-	-
<b>Net Assets - Beginning Balance</b>	<b>558,424</b>	<b>841,985</b>	<b>962,617</b>	<b>962,617</b>	-
<b>Net Assets - Ending Balance</b>	<b>841,985</b>	<b>962,617</b>	<b>962,617</b>	<b>962,617</b>	-



# BU 0717 - Information Technology Replacement

## BUDGET UNIT OVERVIEW

This budget unit, established in FY 2000-01, currently provides the funding for the replacement of multi-departmental computer hardware and software systems.

### SUMMARY OF MAJOR ACCOUNTS

#### Services & Supplies

- Acct. 2189 Includes current amount for Property Tax System replacement.
- Acct. 2230 Miscellaneous IT equipment and computer replacement.
- Acct. 2239 Implementation of Information Technology Master Plan.

### CHANGES IN BUDGET FROM PRIOR YEAR

In recent years the Board of Supervisors has accumulated a total of \$1,701,429 to fund the purchase of the new Aumentum Property Tax System equipment. This amount funds the entire cost of the contract which is still in the data conversion phase and a total of \$108,825 is anticipated to be spent during the FY 2019-20 Budget Year. The Board of Supervisors has allocated an additional \$508,825 towards implementation of the Information Technology (IT) Master Plan and the Property Tax System Conversion.

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: 7170 Software Acquisition	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
823110 - Criminal Justice Constr	-	-	-	14,200	14,200
824100 - Interest	30,317	39,572	35,000	35,000	-
826392 - Data Processing	-	-	-	12,742	12,742
827802 - Oper Transfer In	425,000	1,000,000	508,825	1,349,523	840,698
<b>Total Operating Revenues</b>	<b>455,317</b>	<b>1,039,572</b>	<b>543,825</b>	<b>1,411,465</b>	<b>867,640</b>
<b>Operating Expenses</b>					
<b>Services &amp; Supplies</b>					
862061 - Comm Lease	-	-	-	301,284	301,284
862062 - Comm Microwave	-	-	-	2,400	2,400
862120 - Maint - Equip	-	-	-	456,850	456,850
862189 - Prof & Spec Svcs - Other	-	11,495	300,000	991,490	691,490
862230 - Info Tech Equip	512,126	237,967	158,825	58,300	(100,525)
862239 - Spec Dept Expense	8,586	432,943	750,000	4,393,041	3,643,041
862253 - Trvl & Trsp Out of County	3,744	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>524,456</b>	<b>682,405</b>	<b>1,208,825</b>	<b>6,203,365</b>	<b>4,994,540</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	-	(49,525)	(49,525)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(49,525)</b>	<b>(49,525)</b>
<b>Total Operating Expenses</b>	<b>524,456</b>	<b>682,405</b>	<b>1,208,825</b>	<b>6,153,840</b>	<b>4,945,015</b>
<b>Operating Income (loss)</b>	<b>(69,140)</b>	<b>357,167</b>	<b>(665,000)</b>	<b>(4,742,375)</b>	<b>(4,077,375)</b>
<b>Change in Net Assets</b>	<b>(69,140)</b>	<b>357,167</b>	<b>(665,000)</b>	<b>(4,742,375)</b>	<b>(4,077,375)</b>
<b>Net Assets - Beginning Balance</b>	<b>2,025,360</b>	<b>2,095,525</b>	<b>2,452,692</b>	<b>1,787,692</b>	<b>(665,000)</b>
<b>Net Assets - Ending Balance</b>	<b>1,956,220</b>	<b>2,452,692</b>	<b>1,787,692</b>	<b>(2,954,683)</b>	<b>(4,742,375)</b>

# EXECUTIVE OFFICE

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CARMEL J. ANGELO, Chief Executive Officer



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*The mission of The University of California Cooperative Extension (UCCE) is to serve California through the creation, development and application of knowledge in agriculture, natural and human resources to improve the quality of life for all Californians. In Mendocino County the mission is achieved by providing University of California academics that extend research-based information in plant and animal agriculture, natural resource management, nutrition and consumer sciences, community, youth and human development.*



## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	190,519	201,971	199,946	<b>214,237</b>	14,291
Total Services & Supplies	37,833	36,192	27,546	<b>28,020</b>	474
<b>Total Operating Expenditures</b>	<b>228,352</b>	<b>238,162</b>	<b>227,492</b>	<b>242,257</b>	<b>14,765</b>
<b>Total Net Appropriations</b>	<b>223,362</b>	<b>228,352</b>	<b>231,155</b>	<b>227,492</b>	<b>(3,663)</b>
<b>NCC/Use of Fund Balance</b>	<b>228,352</b>	<b>238,162</b>	<b>227,492</b>	<b>242,257</b>	<b>14,765</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Farm Advisor	242,257	-	242,257
<b>Total: General Fund</b>	<b>242,257</b>	-	<b>242,257</b>
<b>% of General Fund</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0.4%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>242,257</b>	-	<b>242,257</b>
<b>% of Total Budget</b>	<b>0.1%</b>	<b>0.0%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Farm Advisor	3	3	3
<b>Total: General Fund</b>	<b>3</b>	<b>3</b>	<b>3</b>
OTHER FUNDS			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>3</b>	<b>3</b>	<b>3</b>



## BU 6210 - Farm Advisor

### DEPARTMENT OVERVIEW

The 2020/21 UC Cooperative Extension (UCCE)/Farm Advisor budget is increasing to cover the cost of full benefits for all County staff. Previously, funding for the Farm Advisor's Office Services Supervisor position did not cover benefits. Cost for employees is projected at \$214,237. The office rehired that position with an Administrative Assistant to reduce the overall expense compared to rehiring an Office Services Supervisor. Operational expenses will come in at \$28,020 for this fiscal year. Total budget is projected at \$242,257. Presently the office has a Staff Assistant II position open which will be considered delaying hiring if there are any adjustments needed to meet Net County Costs. While this budget is lean, it is similar to FY 19-20 and is managed to meet the Net County Costs with no overages. With the retirement of County Director and Winegrowing and Plant Science Advisor Glenn McGourty, travel and communication costs will be reduced which should ensure that there are adequate funds in Operational Expenses for the staff.

### PROGRAM OVERVIEW

- Dairy Cattle and Goats
- Food Systems
- Forests and Wildland Ecology
- Natural Resources
- Master Gardener Program
- Pomology
- Viticulture and Plant Science
- Youth Development

### GOALS FOR FY 2020-21

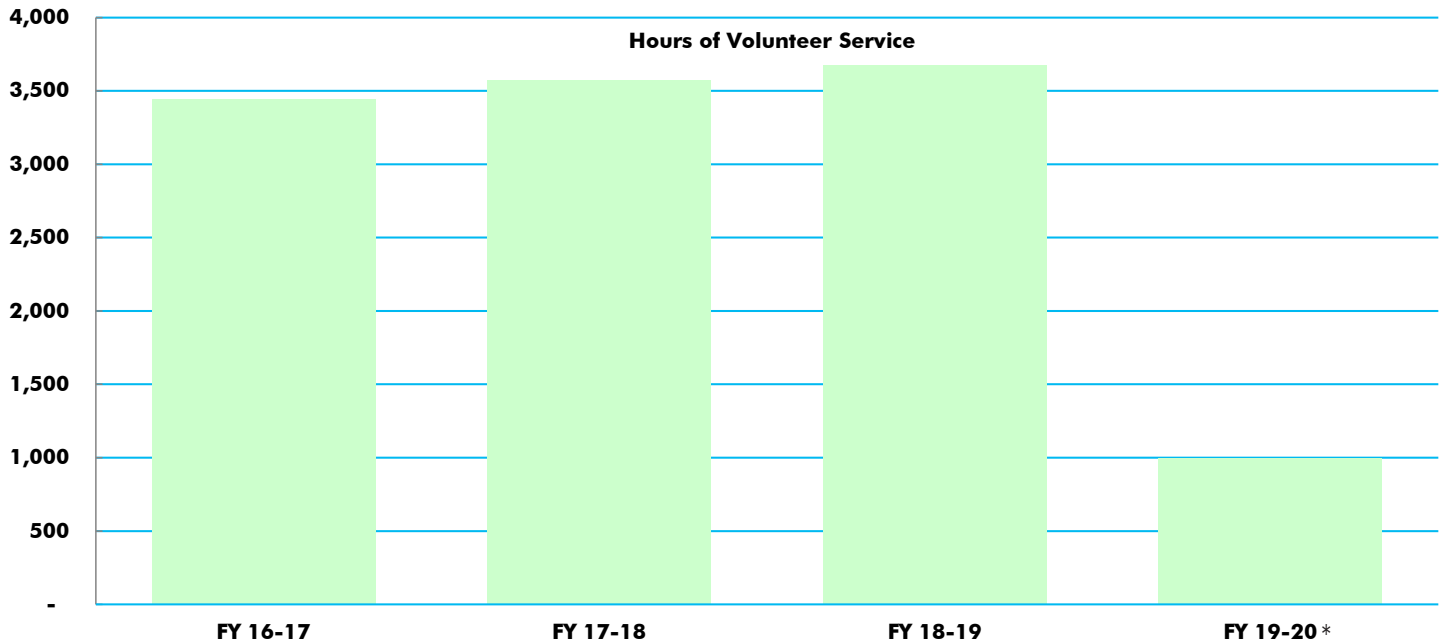
- Assist Lake County 4-H in supporting and building up the 4-H Camp experience and attendance.
- Create a stronger community awareness of their local 4-H program.
- Conduct an IPM Seminar for the grape growers and wine makers in Mendocino and Lake Counties.
- Conduct a Sheep Shearing and Wool Classing schools in Mendocino County.
- Conduct a Master Gardener class in Ukiah.
- Continue assessment of grape powdery mildew fungicide resistance with Oregon State University.
- Continue helping local farmers and ranchers in the CDFA Climate Smart program for climate change.
- Continue a Forestry Program that focuses on keeping oak and conifer forests and the habitat they provide healthy and productive.

### ACCOMPLISHMENTS IN FY 2019-20

- Graduated 14 people from the coastal Master Gardener Program.
- Held a Sheep Shearing School at the Twining Ranch and graduated 28 students.
- Held a well-attended UCCE IPM Seminar at the Hopland Research and Extension Center.
- Assisted 10 Farmers and Ranchers in obtaining grant funding to improve farming practices to sequester carbon.
- Conducted an online series of gardening classes "Growing Your Own Food" featuring famed horticulturist Kate Frey and our staff; 4 lectures averaging 130 people per session in Mendocino, Lake and Humboldt Counties listening in.

## PERFORMANCE INDICATORS

### Master Gardener Volunteer Hours



\*Hours are projected (FY 2019-20 volunteer services are affected by COVID-19 pandemic)

## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

Acct. 2170 Printer supplies, mail services, photo copies, office supplies, office equipment and other miscellaneous office expenses.

### Transportation and Travel

Acct. 2150 Mileage expenses for Advisors and the Agriculture Technician, who cover the county visiting clients, projects and travel to Davis for training as needed.

### Communication

Acct. 2060 Communications expenses for office and Advisors cell phones.

## CHANGES IN BUDGET FROM PRIOR YEAR

With new staffing and full benefits, it has been projected that the Farm Advisors budget of \$242,257, compared to \$227,492. (The Farm Advisor didn't spend near that amount as the Office Services Supervisor position was unfilled for almost 8 months. Additionally, the Staff Assistant II position has been open since March.)

# FARM ADVISOR

JOHN HARPER, Director  
BU 6210 - Farm Advisor

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Education			Activity: Agricultural Education	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	132,248	142,458	138,184	<b>125,852</b>	(12,332)	
861021 - Co Cont Retirement	22,925	25,181	25,932	<b>39,084</b>	13,152	
861022 - Co Cont OASDI	7,827	8,460	8,159	<b>7,599</b>	(560)	
861023 - Co Cont Medicare	1,830	1,978	1,908	<b>1,778</b>	(130)	
861024 - Co Cont Retire Incr	6,309	6,205	5,294	<b>9,812</b>	4,518	
861030 - Co Cont Health Ins	16,423	15,352	19,957	<b>29,880</b>	9,923	
861031 - Co Cont Unemp Ins	2,342	1,741	460	<b>208</b>	(252)	
861035 - Co Cont Workers Comp	616	595	52	<b>24</b>	(28)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>190,519</b>	<b>201,971</b>	<b>199,946</b>	<b>214,237</b>	<b>14,291</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	7,162	7,896	7,526	<b>7,526</b>	-	
862101 - Insurance - General	1,520	1,808	1,992	<b>2,466</b>	474	
862120 - Maint - Equip	-	-	500	<b>500</b>	-	
862150 - Memberships	1,016	755	885	<b>885</b>	-	
862170 - Office Expense	4,723	4,239	5,495	<b>5,495</b>	-	
862189 - Prof/Spec Svcs - Other	14,501	14,501	-	<b>-</b>	-	
862239 - Spec Dept Expense	573	452	800	<b>800</b>	-	
862250 - Trans/Travel	8,338	6,541	10,148	<b>10,148</b>	-	
862253 - Travel Out of County	-	-	200	<b>200</b>	-	
<b>Total Services &amp; Supplies</b>	<b>37,833</b>	<b>36,192</b>	<b>27,546</b>	<b>28,020</b>	<b>474</b>	
<b>Total Net Appropriations</b>	<b>228,352</b>	<b>238,162</b>	<b>227,492</b>	<b>242,257</b>	<b>14,765</b>	
<b>Total Net County Cost</b>	<b>228,352</b>	<b>238,162</b>	<b>227,492</b>	<b>242,257</b>	<b>14,765</b>	

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*The mission of the Grand Jury is to examine and comment on the quality of life within the county as it is affected by local government agencies and actions.*

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Appropriations - All Funds</b>					
Total Services & Supplies	81,856	77,038	84,224	<b>89,600</b>	5,376
<b>Total Operating Expenditures</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>
<b>Total Net Appropriations</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>
<b>NCC/Use of Fund Balance</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Grand Jury	89,600	-	89,600
<b>Total: General Fund</b>	<b>89,600</b>	-	<b>89,600</b>
<b>% of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.1%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>89,600</b>	-	<b>89,600</b>
<b>% of Total Budget</b>	<b>0.0%</b>	<b>0.0%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Grand Jury	-	-	-
<b>Total: General Fund</b>	-	-	-
<b>OTHER FUNDS</b>			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	-	-	-

# GRAND JURY

KEVIN EVANS, Foreperson

## BU 2060 - Grand Jury

The Superior Court  
of California  
Mendocino County

### DEPARTMENT OVERVIEW

In order to inform the citizens of Mendocino County about public entities, the Grand Jury conducts periodic reviews and investigations, responds to citizen complaints, publishes written reports of its findings and recommendations, and receives responses.

The 19 members serve for one year and are empowered to investigate the operations of county, city, and district governments, to provide civil oversight of local government, and to respond to citizen complaints. To qualify as Grand Jurors, applicants must be United States citizens, 18 years or older, and have been residing in Mendocino County for more than one year.

While the Board of Supervisors has no direct oversight of the Grand Jury, the County is required to provide funds for Grand Jury operations. The County also provides office space for the jurors in the County Administration Center.

### SUMMARY OF MAJOR ACCOUNTS

#### Services & Supplies

- Acct. 2110 Jurors' per-diem compensation for mileage and meals. Jurors receive \$25 per day for one full panel meeting each month. Jurors also receive \$10 per regular committee meeting. There are currently eight committees that meet approximately once per week, eleven months out of the year.
- Acct. 2170 Internet access.
- Acct. 2187 Training to provide the knowledge and skills required to perform basic civil oversight functions as grand jurors.
- Acct. 2189 Expert witnesses.
- Acct. 2190 Distribution of reports to the public for increased government transparency.
- Acct. 2250 In County travel for jurors' attendance at full panel and committee meetings.
- Acct. 2253 Out of County travel for jurors' training.

### CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

BUDGET UNIT DETAIL		Schedule 9			Function: Public Protection	Activity: Judicial
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Services &amp; Supplies</b>						
862060 - Communications	588	546	900	900	-	
862101 - Insurance - General	2,336	2,576	2,869	3,423	554	
862110 - Jury & Witness Expense	25,194	21,895	32,000	32,000	-	
862170 - Office Expense	5,291	953	3,000	2,500	(500)	
862187 - Education & Training	2,340	2,825	3,000	2,825	(175)	
862239 - Spec Dept Exp	-	2,477	3,000	1,000	(2,000)	
862250 - Trans/Travel	46,107	45,766	38,455	45,952	7,497	
862253 - Travel Out of County	-	-	1,000	1,000	-	
<b>Total Services &amp; Supplies</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>	
<b>Total Net Appropriations</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>	
<b>Total Net County Cost</b>	<b>81,856</b>	<b>77,038</b>	<b>84,224</b>	<b>89,600</b>	<b>5,376</b>	



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

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*The vision of the Health and Human Services Agency is: Healthy People, Healthy Communities.*

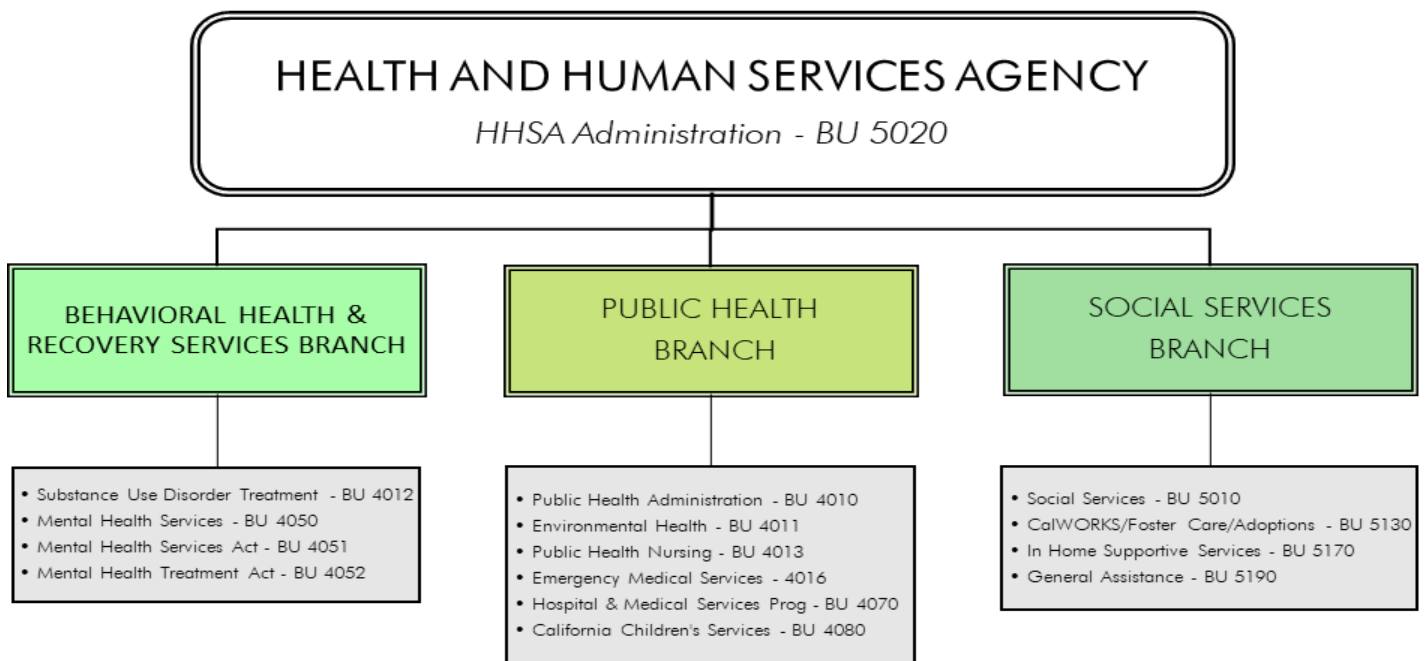
*The Agency's mission is: "In partnership with the community, the Health and Human Services Agency will support and empower families and individuals to live healthy, safe, and sustainable lives in healthy environments, through advocacy, services, and policy development."*

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	112,638,555	122,025,630	138,095,920	<b>150,638,041</b>	12,542,121
Total Operating Transfers In	6,700,829	3,034,205	1,000,140	<b>1,656,716</b>	656,576
<b>Total Revenues</b>	<b>119,339,384</b>	<b>125,059,658</b>	<b>139,096,060</b>	<b>152,294,757</b>	<b>13,198,697</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	40,723,144	42,641,123	53,305,146	<b>55,247,181</b>	1,942,035
Total Services & Supplies	22,872,622	27,706,287	28,811,353	<b>30,049,833</b>	1,238,480
Total Other Charges	59,064,182	57,560,598	71,679,013	<b>74,205,406</b>	2,526,393
Total Fixed Assets	1,237,406	47,239	411,405	<b>2,000</b>	(409,405)
<b>Total Operating Expenditures</b>	<b>123,897,354</b>	<b>127,955,248</b>	<b>154,206,917</b>	<b>159,504,420</b>	<b>5,297,503</b>
Total Intrafund Transfers	(6,116,543)	(7,618,509)	(9,680,326)	<b>(11,258,057)</b>	(1,577,731)
Total Operating Transfers Out	7,064,291	3,765,928	2,924,951	<b>7,669,763</b>	4,744,812
<b>Total Transfers &amp; Reimb.</b>	<b>947,748</b>	<b>(3,852,582)</b>	<b>(6,755,375)</b>	<b>(3,588,294)</b>	<b>3,167,081</b>
<b>Total Net Appropriations</b>	<b>124,845,101</b>	<b>124,102,667</b>	<b>147,451,542</b>	<b>155,916,127</b>	<b>8,464,585</b>
<b>NCC/Use of Fund Balance</b>	<b>5,505,717</b>	<b>(956,992)</b>	<b>8,355,482</b>	<b>3,621,369</b>	<b>(4,734,113)</b>



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

SUMMARY BY PROGRAM			
GENERAL FUND	Approps.	Revenues	NCC
HHSA Admin	311,959	311,959	-
CA Children's Services	1,079,159	1,048,316	30,843
CalWORKs/Foster Care	25,836,780	24,095,494	1,741,286
Emergency Medical Services	1,479,641	473,750	1,005,891
Environmental Health	3,023,605	2,883,421	140,184
General Assistance	585,812	58,442	527,370
Hospital & Medical Services	276,000	276,000	-
In-Home Support Services	5,584,250	3,966,167	1,618,083
Public Health Administration	3,219,532	3,198,283	21,249
Public Health Nursing	2,897,285	2,710,773	186,512
Social Services	55,070,973	54,068,512	1,002,461
SUDT	2,657,775	2,327,825	329,950
<b>Total: General Fund</b>	<b>102,022,771</b>	<b>95,418,942</b>	<b>6,603,829</b>
<b>% of General Fund</b>	<b>48.0%</b>	<b>45.8%</b>	<b>10.1%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Public Health Preparedness	292,246	292,246	-
Continuum of Care	45,754	45,754	-
Emergency Aid Solution	7,902,380	7,902,380	-
Food Handler Cert.	50,983	34,200	16,783
Gang Awareness & Prev.	199,670	199,670	-
HIV Services	38,563	30,189	8,374
Hlth Res. Svcs. Admin. (HRSA)	264,290	226,147	38,143
Intergov Transfer (IGT).	5,887,192	6,405,479	(518,287)
Local Enf.-Solid Waste	131,739	19,482	112,257
Mental Health Services	24,175,270	24,159,520	15,750
Mental Health Svcs. Act	5,577,087	4,849,691	727,396
MHTA - (Measure B)	2,993,175	8,700,000	(5,706,825)
ODJ - Stepping Up	205,277	205,277	-
SAMHSA	500,000	500,000	-
STOP Act	24,696	24,696	-
Sub Abuse-Crime Prev.	-	-	-
Tobacco Education Services	422,952	422,952	-
Wellness & Prevention Prog.	32,650	-	32,650
Whole Person Care (WPC)	4,088,864	1,829,265	2,259,599
WIC	1,028,868	1,028,868	-
<b>Total: Other Funds</b>	<b>53,861,656</b>	<b>56,875,816</b>	<b>(3,014,160)</b>
<b>TOTAL: ALL FUNDS</b>	<b>155,884,427</b>	<b>152,294,757</b>	<b>3,589,669</b>
<b>% of Total Budget</b>	<b>46.3%</b>	<b>46.2%</b>	

ALLOCATED FTE BY PROGRAM			
GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
HHSA Admin	22.0	23.0	22.0
CA Children's Services	9.0	8.0	7.0
Emergency Medical SVCS	1.0	1.0	1.0
Environmental Health	23.6	22.6	22.6
Public Health Admin	17.0	24.0	26.0
Public Health Nursing	24.0	22.0	22.0
Social Services	404.0	404.0	404.0
SUDT	37.0	35.0	35.0
<b>Total: General Fund</b>	<b>537.6</b>	<b>539.6</b>	<b>539.6</b>
OTHER FUNDS	Dept. Programs		
Public Hlth Preparedness	2.0	2.0	2.0
Gang Awareness & Prev.	1.0	1.0	1.0
Mental Health Services	65.0	56.0	56.0
Mental Health SVCS Act	-	4.0	4.0
MHTA - (Measure B)	-	-	1.25
Tobacco Ed. Services	1.0	1.0	1.0
Whole Per. Care (WPC)	-	2.0	2.0
WIC	12.2	14.2	14.2
<b>Total: Other Funds</b>	<b>81.2</b>	<b>80.2</b>	<b>81.45</b>
<b>TOTAL: ALL FUNDS</b>	<b>618.8</b>	<b>619.8</b>	<b>621.05</b>



## BU 5020 - Health and Human Services - Administration Office of the Director

### DEPARTMENT OVERVIEW

The Health and Human Services Agency (HHS) serves the community through coordinated, multi-disciplinary services. HHS works through many program areas to further its vision: *Healthy People, Healthy Communities*.

Budget Unit 5020 includes HHS's strategic leadership initiatives, cross-agency operational initiatives, and centralized administrative supports such as: fiscal operations, contract coordination, facilities and safety coordination, core communication supports, and streamlined interface with external County departments such as Human Resources, Information Services, Fleet Management, and Facilities.

### PROGRAM OVERVIEW

The Health and Human Services Agency includes four branches:

- Administration - HHS
- Behavioral Health & Recovery Services
- Public Health
- Social Services

### GOALS FOR FY 2020-21

- Ensure fiscal responsibility and sustainability through continuing to leverage funding during this uncertain financial future due the COVID-19 pandemic emergency.
- Increase cross-agency collaboration to support shared understanding of programs and improve coordinated response to community needs, services, and clients' needs. To work together due to financial short falls due to COVID-19 pandemic emergency.
- Support and implement Intent-Based Leadership through empowerment and delegations at all levels.
- Continue to coordinate strategies to serve people experiencing homelessness by maximizing funding in various programs throughout the agency.
- Continue to expand opportunity for telework and other innovation strategies to improve service.

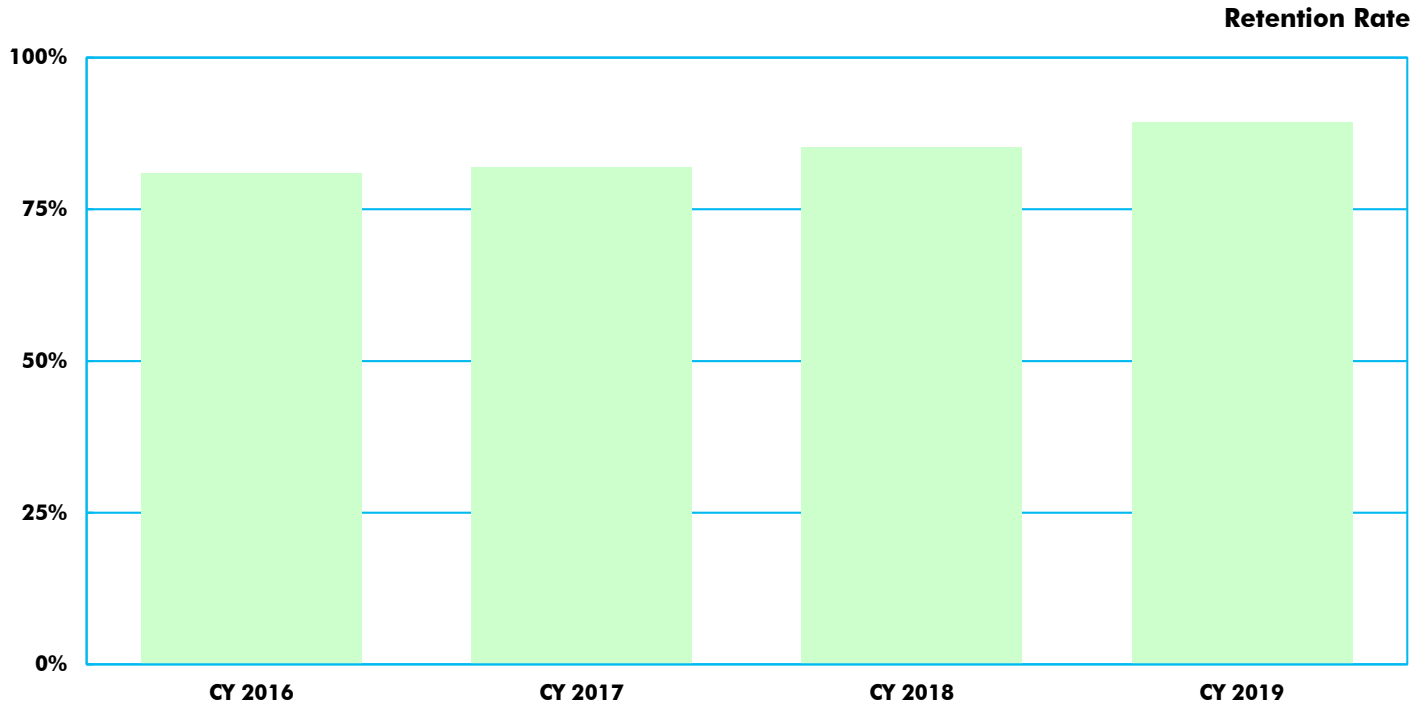
### ACCOMPLISHMENTS IN FY 2019-20

- Successfully implemented a modified work place for staff while still serving clients and in some areas performing additional services to the community during the COVID-19 pandemic emergency.
- Worked with Risk Management to implement health and safety telework options.
- Responded to the Public Safety Power Shutoffs (PSPS) by collaborating with the various departments of the agency to develop an agency-wide Continuity of Operation Plan and implemented it.
- The Continuity of Operation Plan was updated and implemented for the COVID-19 pandemic emergency.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5020 - Health and Human Services Administration

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2189 Contracts for expertise in developing policy and practices. Affordable Care Act (ACA) related projects, 2011 Realignment related non-local revenue maximization techniques, improved administrative oversight and accountability; effective regulatory compliance procedures; strengthening internal and external communications and the application of proven best practices.
- Acct. 2239 Agency-wide security guards contract.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Intrafund transfers of administrative funding from HHSA divisions.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget unit 5020 for Health and Human Services Agency increased due to the need to add staff that will be 100% leveraged and offset through additional funding from within the Agency.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5020 - Health and Human Services Administration

## BUDGET UNIT DETAIL Schedule 9

Function: Public Assistance Activity: Administration

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	369,288	262,115	-	<b>311,959</b>	311,959
<b>Total Revenues</b>	<b>369,288</b>	<b>262,115</b>	<b>-</b>	<b>311,959</b>	<b>311,959</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	953,288	877,955	1,178,921	<b>1,543,601</b>	364,680
861012 - Extra Help	1,565	12,659	5,000	<b>10,000</b>	5,000
861013 - Overtime Reg Emp	9,978	7,144	5,000	<b>5,000</b>	-
861021 - Co Cont Retirement	271,718	253,420	355,926	<b>497,616</b>	141,690
861022 - Co Cont OASDI	54,569	48,401	67,041	<b>88,498</b>	21,457
861023 - Co Cont Medicare	13,344	12,405	16,352	<b>21,463</b>	5,111
861024 - Co Cont to Ret Increment	84,063	70,606	91,381	<b>103,654</b>	12,273
861030 - Co Cont Health Ins	138,939	130,354	259,221	<b>242,428</b>	(16,793)
861031 - Co Cont Unemp Ins	1,109	796	3,142	<b>3,379</b>	237
861035 - Co Cont Workers Comp	1,891	19,313	49,732	<b>51,415</b>	1,683
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,530,464</b>	<b>1,433,053</b>	<b>2,031,716</b>	<b>2,567,054</b>	<b>535,338</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	9,149	4,880	12,500	<b>12,500</b>	-
862090 - Household Expense	2,614	758	3,000	<b>3,000</b>	-
862101 - Insurance - General	2,719	2,402	3,140	<b>3,381</b>	241
862120 - Maintenance - Equip	7	-	-	-	-
862130 - Maint Strc/Impr/Grnds	-	2,680	-	-	-
862150 - Memberships	225	117	3,000	<b>3,000</b>	-
862170 - Office Expense	17,721	13,345	20,000	<b>20,000</b>	-
862171 - Paper Supplies	289	68	2,000	<b>2,000</b>	-
862181 - Auditing/Fiscal Svc	-	-	500	<b>500</b>	-
862182 - Data Processing Svcs	245	13,694	3,000	<b>6,000</b>	3,000
862183 - Legal Fees	-	-	1,000	<b>1,000</b>	-
862187 - Education & Training	59,497	21,746	65,000	<b>45,000</b>	(20,000)
862188 - Printing	-	1,020	2,500	<b>2,500</b>	-
862189 - Prof/Spec Svcs - Other	277,225	89,765	50,000	<b>50,000</b>	-
862190 - Publ/Legal Notice	849	838	2,000	<b>2,000</b>	-
862210 - Rent/Lease - Bldg Grnds	3,360	4,919	4,000	<b>6,500</b>	2,500
862230 - Info Tech Equip	1,611	286	15,000	<b>5,000</b>	(10,000)
862239 - Spec Dept Expense	1,206,710	1,591,959	1,145,265	<b>1,560,495</b>	415,230
862250 - Trans/Travel	750	1,491	2,500	<b>2,500</b>	-
862253 - Travel Out of County	6,035	3,151	15,000	<b>15,000</b>	-
862260 - Utilities	1,930	-	6,000	<b>6,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>1,590,937</b>	<b>1,753,119</b>	<b>1,355,405</b>	<b>1,746,376</b>	<b>390,971</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 5020 - Health and Human Services Administration

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Assistance			Activity: Administration	
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>	
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>	
<b>Fixed Assets</b>						
864360 - Structure/Improvement	2,881	-	1,000	<b>1,000</b>	-	
864370 - Equipment	-	-	1,000	<b>1,000</b>	-	
<b>Total Fixed Assets</b>	<b>2,881</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfer	(2,754,994)	(2,924,057)	(3,475,636)	<b>(4,003,471)</b>	(527,835)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(2,754,994)</b>	<b>(2,924,057)</b>	<b>(3,475,636)</b>	<b>(4,003,471)</b>	<b>(527,835)</b>	
<b>Total Net Appropriations</b>	<b>369,288</b>	<b>262,115</b>	<b>(86,515)</b>	<b>311,959</b>	<b>398,474</b>	
<b>Total Net County Cost</b>	<b>-</b>	<b>-</b>	<b>(86,515)</b>	<b>-</b>	<b>86,515</b>	





## BU 4010 - Public Health Administration

### BUDGET UNIT OVERVIEW

Mendocino County Public Health Administration supports, coordinates, and works to maximize the collaborative outcomes of the many public health functions of the Public Health Branch of HHSA. Public Health Administration works to ensure services covering health monitoring, disease outbreak response, emergency preparedness, disease prevention, and health promotion. Public Health Administration assesses current conditions identified by, and develops plans to address issues identified through, 1) the Community Health Needs Assessment (CHNA), 2) the Community Health Improvement Plan (CHIP) and 3) Quality Assurance plans including the Accreditation process. Public Health Administration works with local for-profit and non-profit businesses to seek out and maximize fruitful partnerships while avoiding duplicative services in a shared effort to make Mendocino as healthy a place to live as possible. In anticipation of declining 2020-21 tax revenues, Public Health Administration will focus on containing costs while managing staff resources to allow for pandemic response while maintaining regular essential Public Health Services. Additionally, Public Health Administration will seek every opportunity to find additional grant funding to improve and expand overall services.

#### PROGRAM OVERVIEW

- Administration, Fiscal and Staff Resources
- Healthy Kids Mendocino Car Seat Program - Grant
- Opioid Safe Use Coalition - Grant
- Public Health Accreditation
- Supplemental Nutrition Assistance Program (SNAP)- Education - Grant
- Strategic Prevention Framework Partnerships for Success - Grant
- Tobacco Education Services - Grant 0453

#### GOALS FOR FY 2020-21

- Continue to lead the PH response and continue to provide PH leadership and oversee the County's response to the COVID-19 pandemic emergency.
- Partner with other county agencies to lead the county's recovery effort for the COVID-19 pandemic emergency.
- Successfully learn from the COVID-19 pandemic emergency to further expand PH leadership roles, local policy development, and innovations in PH.
- Promote the importance of Census 2020 to bring funding into Mendocino County. The end date has been extended due to COVID-19 pandemic emergency.
- Prepare to submit the final steps for the county to achieve Public Health Accreditation.

#### ACCOMPLISHMENTS IN FY 2019-20

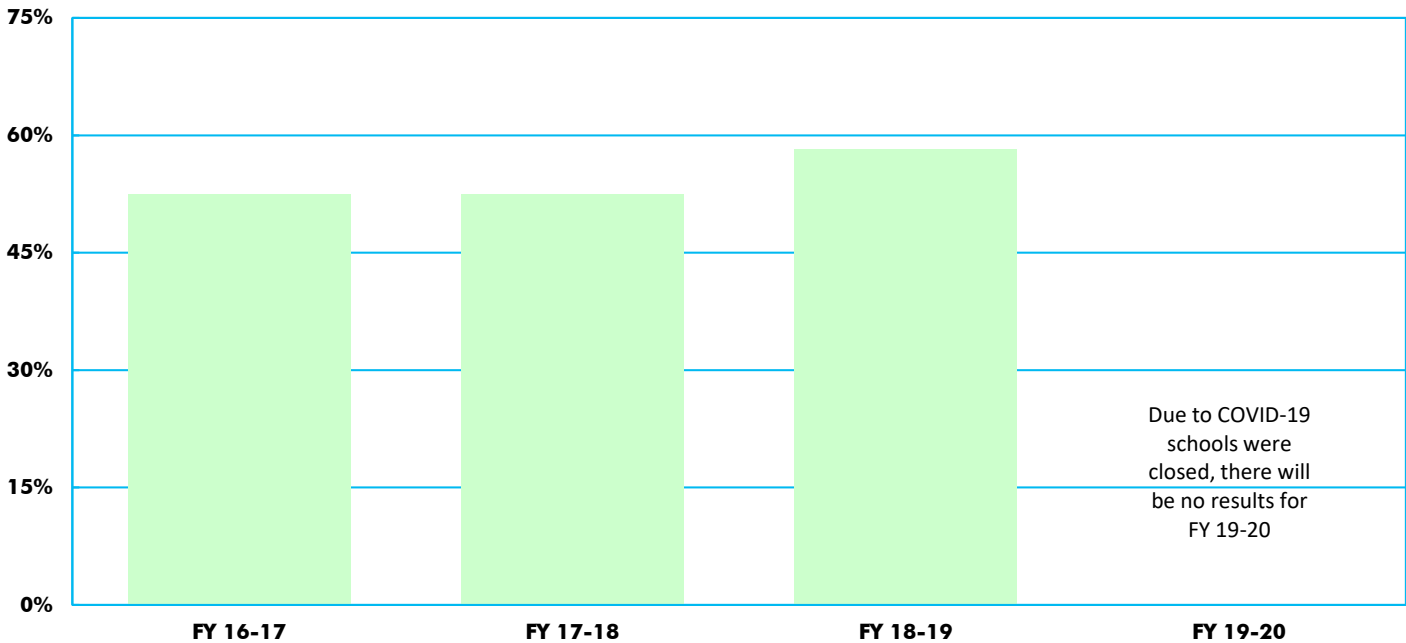
- County created and recruited for a full time County Health Officer to meet the needs of PH leadership in Mendocino County.
- Mendocino County Health Officer led the initial containment and mitigation strategies to respond to the COVID-19 pandemic emergency in collaboration with the Board of Supervisors and other county agencies.
- Successfully distributed over 600 lock bags, 200 doses of naloxone and took back over 100 pounds of unused/unwanted medication.
- Youth Promoting Healthy Communities implemented the Responsible Alcohol & Tobacco Merchant Award Project, honored 19 Ukiah area merchants in August.
- 1,723 Unduplicated individuals have received direct education to promote healthy eating, active living, and food resources management in Mendocino County communities.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4010 - Public Health Administration

## PERFORMANCE INDICATORS

**% of County 5th Graders with Healthy Body Composition**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5341 State Sales Tax revenue distributed for State-mandated programs.
- Acct. 5670 Federal grant for prevention services provided by the Prevention and Planning Unit (PAPU).
- Acct. 7801 State grants for prevention services provided by PAPU.

### Services & Supplies

- Acct. 2189 Contract for Public Health Officer and/or Deputy Public Health Officer.
- Acct. 2239 HHS administration costs.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Intrafund transfer of administration costs for over 50 programs and grants.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4010 - Public Health Administration

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation Activity: Health

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823204 - Misc Court Fine	698	963	1,000	<b>1,000</b>	-
825341 - Realignment Hlth Svcs	1,129,023	69,185	1,196,451	1,103,652	(92,799)
825670 - Federal Other	269,244	191,692	157,472	<b>150,000</b>	(7,472)
825810 - Other Govt Aid	63,279	18,015	2,200	<b>4,400</b>	2,200
826263 - Health - Vital Stats	43,719	44,648	46,000	<b>46,000</b>	-
826390 - Other Charges	519,619	503,449	757,594	<b>693,552</b>	(64,042)
827600 - Other Sales	2,956	3,485	3,000	<b>3,500</b>	500
827700 - Other	11,125	(3,787)	38,125	-	(38,125)
827801 - Grant Revenue	185,402	439,599	703,424	<b>501,179</b>	(202,245)
827802 - Operating Transfer In	1,502	17,508	-	<b>695,000</b>	695,000
<b>Total Revenues</b>	<b>2,226,567</b>	<b>1,284,758</b>	<b>2,905,266</b>	<b>3,198,283</b>	<b>293,017</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	995,798	1,260,478	1,540,763	<b>1,589,343</b>	48,580
861012 - Extra Help	13,841	5,026	-	-	-
861013 - Overtime Reg Emp	1,234	7,198	7,500	<b>7,500</b>	-
861021 - Co Cont Retirement	298,332	373,331	471,350	<b>499,758</b>	28,408
861022 - Co Cont OASDI	60,056	75,756	91,459	<b>91,973</b>	514
861023 - Co Cont Medicare	14,045	17,717	21,391	<b>22,261</b>	870
861024 - Co Cont Retire Incr	98,885	109,451	115,775	<b>101,560</b>	(14,215)
861030 - Co Cont Health Ins	104,832	139,336	225,914	<b>201,689</b>	(24,225)
861031 - Co Cont Unemp Ins	1,622	1,125	1,183	<b>2,523</b>	1,340
861035 - Co Cont Workers Comp	51,162	49,267	36,806	<b>31,798</b>	(5,008)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,639,808</b>	<b>2,038,685</b>	<b>2,512,141</b>	<b>2,548,405</b>	<b>36,264</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	14,313	18,266	11,150	<b>11,930</b>	780
862101 - Insurance - General	114,922	114,072	26,844	<b>31,560</b>	4,716
862109 - Insurance - Other	9,578	8,088	8,897	<b>20,765</b>	11,868
862120 - Maint - Equip	9	-	750	-	(750)
862130 - Maint - Strc Impr & Grnds	-	-	1,200	-	(1,200)
862150 - Memberships	11,264	5,953	7,300	<b>5,000</b>	(2,300)
862170 - Office Expense	29,159	28,154	26,065	<b>31,111</b>	5,046
862185 - Medical & Dental Svcs	46	-	-	-	-
862187 - Education & Training	4,730	6,021	8,700	<b>12,400</b>	3,700
862189 - Prof/Spec Svcs - Other	426,162	435,229	613,430	<b>549,140</b>	(64,290)
862190 - Publ/Legal Notice	2,129	4,741	2,500	<b>5,000</b>	2,500
862210 - Rent/Lease - Bldg Grnds	900	1,675	5,040	<b>1,440</b>	(3,600)
862230 - Info Tech Equip	8,578	11,017	23,000	-	(23,000)
862239 - Spec Dept Expense	905,616	1,226,257	1,292,239	<b>1,364,082</b>	71,843

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4010 - Public Health Administration

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Health & Sanitation			Activity: Health
<b>Financing Sources and Uses</b>	<b>2017-18 Actuals</b>	<b>2018-19 Actuals</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted</b>	<b>Change from Prior Year</b>
862250 - Trans/Travel	6,548	7,690	12,852	<b>13,747</b>	895
862253 - Travel Out of County	13,611	21,298	24,265	<b>24,984</b>	719
862260 - Utilities	11,295	13,584	11,800	<b>11,800</b>	-
<b>Total Services &amp; Supplies</b>	<b>1,558,862</b>	<b>1,902,045</b>	<b>2,076,032</b>	<b>2,082,959</b>	<b>6,927</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(881,899)	(1,382,479)	(1,361,658)	<b>(1,411,832)</b>	(50,174)
865802 - Oper Transfer Out	1,083,066	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>201,167</b>	<b>(1,382,479)</b>	<b>(1,361,658)</b>	<b>(1,411,832)</b>	<b>(50,174)</b>
<b>Total Net Appropriations</b>	<b>3,399,837</b>	<b>2,558,252</b>	<b>3,226,515</b>	<b>3,219,532</b>	<b>(6,983)</b>
<b>Total Net County Cost</b>	<b>1,173,270</b>	<b>1,273,494</b>	<b>321,249</b>	<b>21,249</b>	<b>(300,000)</b>



## BU 4010 - Active Transportation Program Grant

### GRANT OVERVIEW (Included in BU 4010)

The Active Transportation Program (ATP) Grant funds the Safe Routes to Schools (SRTS) non-infrastructure project. The goal is to develop and sustain a comprehensive Safe Routes to School program that will lead to increased walking and biking throughout the County. Services will include the development of Safe Routes to Schools language in district wellness policies, school and community task forces to provide guidance and oversight, assessment of school routes, school-based safety education, walk and bike to school activities/events, and infrastructure improvement to sustain the program

This grant ended in December 31, 2018.

The State Controller’s office requires a fund reporting be included in the budget book for three consecutive years of inactivity.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2016
- Current Grant Period: July 1, 2018- December 31, 2018
- Source of Funds: California Department of Transportation
- Continuity of Grant: Grant will end on December 31, 2018
- Grant Restrictions and Provisions: N/A

### GRANT BUDGET

#### Revenue

Grant	\$ 0
Total	\$ 0

#### Expenditures

Salaries & Benefits	\$ 0
Services & Supplies	0
Total	\$ 0

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4010 - Healthy Kids Mendocino Car Seat Program - Grant

### GRANT OVERVIEW (Included in BU 4010)

The Community Outreach Unit manages a variety of programs including Covered Mendocino, Healthy Kids Mendocino, and the Car Seat Program. The mission of Covered Mendocino is to work collaboratively with community partners to support services under the Affordable Care Act. The Community Outreach Unit manages the Car Seat Program, thereby providing technical assistance and low-cost car seats to families in need. They work with families to ensure access to approved car seats, and provide instruction on installation and utilization based on the age of the child.

This grant ended in June 30, 2019.

The State Controller's office requires fund reporting to be included in the budget book for three consecutive years of inactivity.

### GRANT INFORMATION

- Grant Inception Date: May 2016
- Current Grant Period: July 1, 2018 - June 30, 2019
- Source of Funds: Public Health Realignment Funds
- Continuity of Grant: One time allocation.
- Grant Restrictions and Provisions: N/A

### GRANT BUDGET

#### Revenue

Grant	\$ 0
Total	\$ 0

#### Expenditures

Salaries & Benefits	\$ 0
Services & Supplies	0
Total	\$ 0

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			



## BU 4010 - Opioid Safe Use Coalition Grant

### GRANT OVERVIEW (Included in BU 4010)

The purpose of this grant is to help reduce complications related to opioid misuse in Mendocino County. Activities focus on development and improvement of health information exchange and distribution, the examination of local treatment resources, development of additional access to Medication-Assisted Treatment (MAT), the treatment for chronic pain and the distribution of naloxone/Narcan.

The Safe Rx Coalition brings together a variety of community partners to work on reducing opioid use and the medical prescription of opioids. Law enforcement, medical providers, treatment providers and other interested individuals meet regularly. Currently, there are both an inland and a coast Coalition in Mendocino County. Plans include uniting the separate coalitions and rotating the meeting places to include inland, northern county, and northern and southern coasts. Outside of the coalition work, Mendocino County Public Health works to bring additional Medication-Assisted Treatment (MAT) to individuals with opioid addiction. A pilot project that involves using MAT in both Drug Court and the county jail is being developed.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2017
- Current Grant Period: September 1, 2020 - August 31, 2021
- Source of Funds: California Department of Public Health
- Continuity of Grant: 3 year grant extension for 2020-2022
- Grant Restrictions and Provisions: This grant allows for indirect and overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 53,919
Total	\$ 53,919

#### Expenditures

Services & Supplies	\$ 54,691
Total	\$ 54,691

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Administrator	.04	100%	0%
Staff Assistant III	.05	100%	0%
Program Specialist II	.11	100%	0%
Sr. Program Specialist	.18	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4010 - Oral Health Program - Grant

### GRANT OVERVIEW

(Included in BU 4010)

The goal of the grant is to educate, prevent, and provide resources for treatment of oral and dental health issues, including those who are affected adversely by the use of cigarettes and other tobacco products. In the first year, the grant will be used to analyze needs and outline specific goals based on community location in order to provide improved oral health for the residents of Mendocino County.

### GRANT INFORMATION

- Grant Inception Date: January 1 2018
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Public Health
- Continuity of Grant: Grant will end on June 30, 2022
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 237,260
Total	\$ 237,260

#### Expenditures

Salaries & Benefits	\$ 97,176
Services & Supplies	160,417
Intrafund Transfers (S&B)	<u>(20,370)</u>
Total	\$ 237,223

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	.80	100%	0%
Sr. Community Health Worker	.15	100%	0%





## BU 4010 - Strategic Prevention Framework Partnerships for Success - Grant

### **GRANT OVERVIEW** (Included in BU 4010)

The Strategic Prevention Framework Partnerships for Success (SPF-PFS) focuses on decreasing and preventing prescription drug use among youth aged 12-26. The project is implementing prevention strategies to reduce social access to pharmaceutical drugs and increase public understanding of the risks associated with their use.

Our partner in this work, Mendocino County Youth Project (MCYP), teaches an evidence-based curriculum with advanced technology systems that speak to today's youth. MCYP have interacted with 1,000 youth this year to carry the prevention message around healthy choices and substance misuse. Another highlight is our "Drug Take Back" events that are organized with community partners to have positive messages for youth, a physical activity to share, and to bring un-needed prescription drugs for proper disposal, and out of others' illicit use. Supplies provided to the community include 200 packs of naloxone (reverses an opioid overdose) and 625 lock-bags.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2017
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Public Health
- Continuity of Grant: Possible on-going allocation
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs. There is a maximum of 25% of personnel costs which is included in the budget.

### GRANT BUDGET

#### Revenue

Grant	\$ 100,000
Total	\$ 100,000

#### Expenditures

Salaries & Benefits	\$ 108,921
Services & Supplies	45,539
Intrafund Transfers	(54,460)
Total	\$ 100,000

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	.5	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4010 - Supplemental Nutrition Assistance Program

### GRANT OVERVIEW (Included in BU 4010)

The Supplemental Nutrition Assistance Program Education (SNAP-ED)/Nutrition Education and Obesity Prevention Branch (NEOPB) program improves community nutrition knowledge and increases access to healthy foods, while delivering nutrition education to vulnerable population groups. This program also creates a County Nutrition Action Plan to coordinate with federal nutrition programs to increase enrollment, quality, and coordination. The program also provides nutrition education and physical activity promotion with contracted services provided by family resource centers, schools throughout Mendocino County and with North Coast Opportunities. Nutrition education is offered at the above sites, in addition to the Women, Infants, and Children (WIC) office, food banks, homeless shelters and to clients in Substance Use Disorder Treatment (SUDT) Emphasis this year will be on policy implementation for improved food and physical activity environments.

### GRANT INFORMATION

- Grant Inception Date: November 1, 2011
- Current Grant Period: October 1, 2020 - September 30, 2021
- Source of Funds: United States Department of Agriculture through California Department of Public Health; CalFresh & Environmental Health.
- Continuity of Grant: Possible on-going allocation.
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs. The budget includes the negotiated maximum rate of 25% of salary and benefits.

### GRANT BUDGET

#### Revenue

Grant	\$ 150,000
	<u>63,427</u>
Total	\$ 213,427

#### Expenditures

Salaries & Benefits	\$ 176,893
Services & Supplies	87,301
Operating Transfer Out (S&B)	<u>(23,442)</u>
Total	\$ 240,753

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	.5	100%	0%
Sr. Community Health Worker	.5	100%	0%
Sr. Program Specialist	.1	100%	0%



## BU 0453 - Tobacco Education Services Grant

### GRANT OVERVIEW (Administered by BU 4010)

The Tobacco Control Program grant is used to support smoke-free public policy to ensure compliance with State and local tobacco laws and ordinances, and to provide educational services regarding tobacco and secondhand smoke.

The Tobacco Control Program works with volunteers, ages 13-17, to develop leadership and speaking skills, and become knowledgeable about tobacco control issues, as well as adult volunteers to educate the community about tobacco control issues. Also works with the City of Ukiah to address policy related to smoking and use of electronic nicotine delivery devices in public areas.

We now have Proposition 56 funds. These funds focus on evaluation of tobacco and nicotine reduction activities, as well as assist existing health care programs and activities to prevent and treat tobacco and nicotine addiction

### GRANT INFORMATION

- Grant Inception Date: January 1, 1990
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Public Health, California Tobacco Control Program
- Continuity of Grant: Ongoing, new 4 year grant cycle began in FY 17/18.
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs. Budget includes the maximum 15% of personnel costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 422,953
Total	\$ 422,953

#### Expenditures

Salaries & Benefits	\$ 216,887
Services & Supplies	206,066
Total	\$ 422,953

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Specialist II	1.2	100%	0%
Sr. Program Specialist	1.2	100%	0%
Program Administrator	.25	100%	0%
Sr. Community Health Worker	.2	100%	0%
Sr. Program Manager	.1	100%	0%
Staff Assistant III	.1	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 0453 - Tobacco Education Services-Grant

<b>BUDGET UNIT DETAIL</b> Schedule 9				Function: - Activity: -	
<b>Fund: 4530 Tobacco Education</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
826390 - Other Charges	5,657	13,144	-	-	-
827801 - Grant Revenue	375,000	300,000	322,903	<b>422,952</b>	100,049
827820 - Grant Interest	(875)	1,885	-	-	-
<b>Total Revenues</b>	<b>379,782</b>	<b>315,028</b>	<b>322,903</b>	<b>422,952</b>	<b>100,049</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	40,353	53,579	49,966	<b>116,700</b>	66,734
861021 - Co Cont Retirement	-	393	-	-	-
861022 - Co Cont OASDI	11,306	15,489	15,300	<b>54,902</b>	39,602
861023 - Co Cont Medicare	2,317	3,259	2,977	<b>10,992</b>	8,015
861024 - Co Cont Retire Incr	542	762	696	<b>2,570</b>	1,874
861030 - Co Cont Health Ins	3,112	3,817	3,123	<b>11,206</b>	8,083
861031 - Co Cont Unemp Ins	6,170	5,261	5,931	<b>20,516</b>	14,585
861035 - Co Cont Workers Comp	55	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>63,876</b>	<b>82,572</b>	<b>77,993</b>	<b>216,886</b>	<b>138,893</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	184	900	1,200	<b>1,200</b>	-
862101 - Insurance - General	311	361	624	<b>624</b>	-
862150 - Memberships	500	537	500	<b>500</b>	-
862170 - Office Expense	295	3,599	3,100	<b>3,100</b>	-
862187 - Education & Training	250	3,121	2,000	<b>2,000</b>	-
862189 - Prof/Spec Svcs - Other	4,406	18,420	34,000	<b>36,540</b>	2,540
862230 - Info Tech Equip	-	6,245	-	-	-
862239 - Spec Dept Expense	86,253	195,764	186,486	<b>145,102</b>	(41,384)
862250 - Trans/Travel	600	1,912	1,000	<b>1,000</b>	-
862253 - Travel Out of County	3,227	8,683	15,000	<b>15,000</b>	-
862260 - Utilities	342	584	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>96,367</b>	<b>240,126</b>	<b>244,910</b>	<b>206,066</b>	<b>(38,844)</b>
<b>Services &amp; Supplies</b>					
862260 - Utilities	-	(7,226)	-	-	-
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>(7,226)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>160,243</b>	<b>315,472</b>	<b>322,903</b>	<b>422,952</b>	<b>100,049</b>
<b>Total Fund Balance Contribution</b>	<b>(219,539)</b>	<b>444</b>	<b>-</b>	<b>-</b>	<b>-</b>



## BU 4011 - Environmental Health

### BUDGET UNIT OVERVIEW

Mendocino County Environmental Health (EH) provides a diversity of environmental health services in multiple program areas to safeguard the environment and our citizens from disease and health hazards related to water, food, sewage, hazardous materials, solid waste, body art and other environmental exposures. EH conducts numerous inspections, issues permits for various activities, responds to citizen complaints, and works closely with other organizations to provide a wide variety of services to the citizens of Mendocino County.

#### PROGRAM OVERVIEW

- Food Handler Certification - BU 0412
- LEA Solid Waste - BU 0452
- Ocean Water Monitoring - Grant

#### GOALS FOR FY 2020-21

- Enter into contract with, and begin onsite installation and implementation of the comprehensive Digital Health Department database
- Develop and implement the transition to paperless, electronic inspections by staff

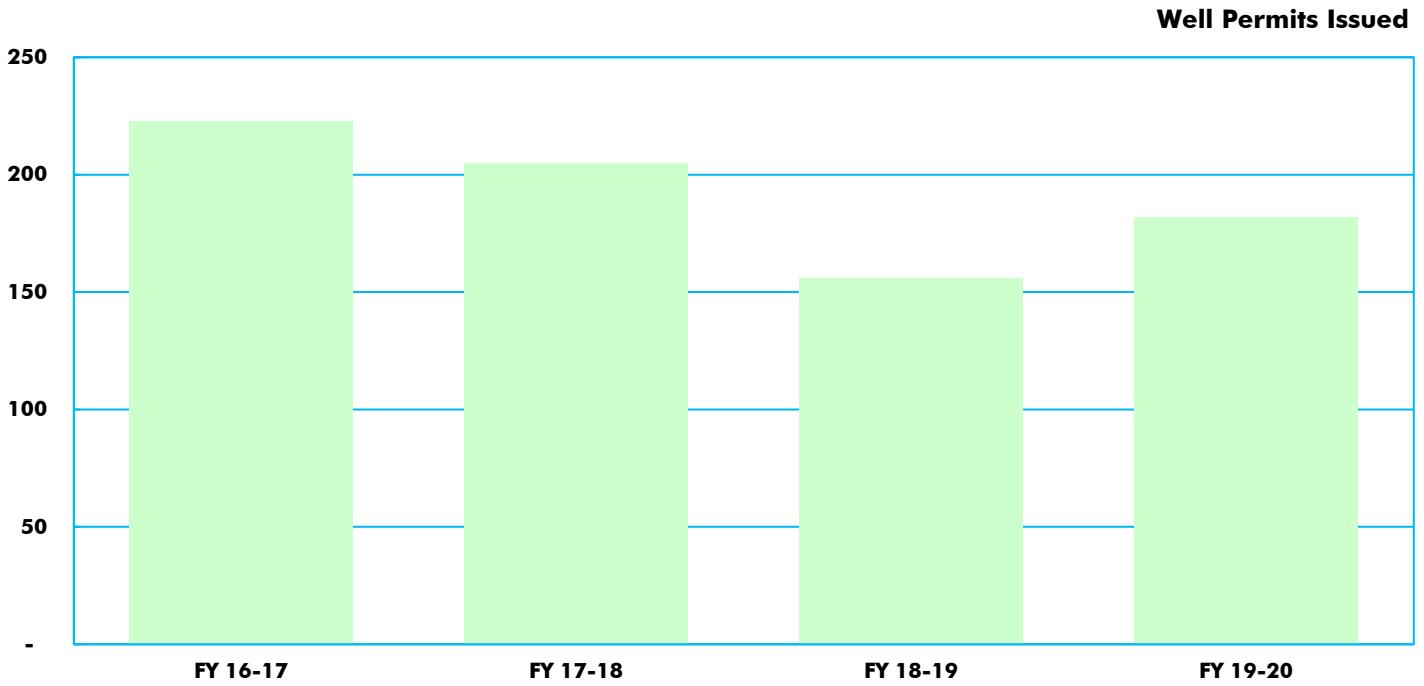
#### ACCOMPLISHMENTS IN FY 2019-20

- Coordinated and maintained updated list of open/closed food & fuel facilities for public posting during the PG&E Public Safety Power Shutoff event
- Worked with Public Health colleagues to make progress in the Public Health Accreditation process
- Filled numerous roles, as assigned, during the COVID-19 event, including EOC/DOC section chiefs, Call Center management and complaint response, Surveillance/Testing event admin support, facility outreach & education, and courier for transport and delivery of PPE, test kits, and specimen samples

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4011 - Environmental Health

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6390 Include inspection and permit revenue.

### Services & Supplies

Acct. 2189 Contracts that includes the Local Emergency Medical Services Agency.

Acct. 2239 Laboratory costs and various program testing supplies.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4011 - Environmental Health

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation Activity: Health

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822606 - Land Use Fee	455,302	556,215	549,565	<b>659,478</b>	109,913
825341 - Realignment Hlth Svcs	232,612	112,008	335,826	<b>350,797</b>	14,971
825490 - State Other	20,941	-	-	-	-
825670 - Federal Other	13,032	24,281	30,000	<b>30,000</b>	-
826283 - Consumer Protect Prog	438,225	455,615	554,355	<b>637,508</b>	83,153
826315 - Solid Waste Fee	87,604	82,070	115,000	<b>115,000</b>	-
826390 - Other Charges	497,092	812,960	933,304	<b>1,090,638</b>	157,334
827700 - Other	417	707	-	-	-
827802 - Oper Transfer In	137,774	-	-	-	-
<b>Total Revenues</b>	<b>1,882,999</b>	<b>2,043,854</b>	<b>2,518,050</b>	<b>2,883,421</b>	<b>365,371</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	999,912	1,111,333	1,205,414	<b>1,395,806</b>	190,392
861012 - Extra Help	32,784	22,304	41,519	<b>44,840</b>	3,321
861013 - Overtime Reg Emp	46,800	46,236	23,463	<b>20,594</b>	(2,869)
861021 - Co Cont Retirement	288,569	323,408	371,846	<b>442,795</b>	70,949
861022 - Co Cont OASDI	60,481	67,150	71,944	<b>82,788</b>	10,844
861023 - Co Cont Medicare	15,173	16,597	17,970	<b>20,635</b>	2,665
861024 - Co Cont Retire Incr	93,962	96,027	93,602	<b>88,630</b>	(4,972)
861030 - Co Cont Health Ins	106,643	109,611	164,802	<b>150,657</b>	(14,145)
861031 - Co Cont Unemp Ins	832	1,847	2,203	<b>2,325</b>	122
861035 - Co Cont Workers Comp	6,331	28,645	62,762	<b>64,541</b>	1,779
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,651,487</b>	<b>1,823,158</b>	<b>2,055,525</b>	<b>2,313,611</b>	<b>258,086</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	4,408	4,353	6,100	<b>5,300</b>	(800)
862101 - Insurance - General	7,129	15,044	17,329	<b>17,663</b>	334
862120 - Maint - Equip	548	237	3,000	<b>3,000</b>	-
862150 - Memberships	1,781	1,190	2,950	<b>2,950</b>	-
862170 - Office Expense	35,634	18,040	30,750	<b>21,250</b>	(9,500)
862185 - Medical/Dental Svcs	2,182	855	950	<b>950</b>	-
862187 - Education & Training	10,111	22,542	30,000	<b>24,000</b>	(6,000)
862189 - Prof/Spec Svcs - Other	64,591	23,539	137,169	<b>137,169</b>	-
862190 - Publ/Legal Notice	939	417	1,500	<b>1,000</b>	(500)
862210 - Rent/Lease - Bldg & Grnds	-	-	-	-	-
862220 - Small Tools & Instrmnt	640	3,488	4,000	<b>4,000</b>	-
862230 - Info Tech Equip	4,456	23,412	95,204	<b>48,204</b>	(47,000)
862239 - Spec Dept Expense	202,319	464,998	320,727	<b>473,419</b>	152,692
862250 - Trans/Travel	41,125	50,353	36,750	<b>41,000</b>	4,250
862253 - Travel Out of County	12,620	18,760	36,500	<b>21,500</b>	(15,000)
<b>Total Services &amp; Supplies</b>	<b>388,484</b>	<b>647,228</b>	<b>722,929</b>	<b>801,405</b>	<b>78,476</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 4011 - Environmental Health

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Health & Sanitation			Activity: Health
<b>Financing Sources and Uses</b>	<b>2017-18 Actuals</b>	<b>2018-19 Actuals</b>	<b>2019-20 Estimated</b>	<b>2020-21 Adopted</b>	<b>Change from Prior Year</b>
<b>Fixed Assets</b>					
864370 - Equipment	59,600	41,004	-	-	-
<b>Total Fixed Assets</b>	<b>59,600</b>	<b>41,004</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(548)	(220,250)	(90,220)	<b>(91,411)</b>	(1,191)
865802 - Oper Transfer Out	6,344	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>5,795</b>	<b>(220,250)</b>	<b>(90,220)</b>	<b>(91,411)</b>	<b>(1,191)</b>
<b>Total Net Appropriations</b>	<b>2,105,366</b>	<b>2,291,139</b>	<b>2,688,234</b>	<b>3,023,605</b>	<b>335,371</b>
<b>Total Net County Cost</b>	<b>222,367</b>	<b>247,285</b>	<b>170,184</b>	<b>140,184</b>	<b>(30,000)</b>





## BU 4011 - Ocean Water Quality Monitoring Grant

### GRANT OVERVIEW (Included in BU 4011)

The Ocean Water Quality Monitoring grant supports the weekly sampling of water at select county beaches. The California State Water Resources Control Board provides funding for water quality monitoring and public notification programs at California beaches. The funds are used for sample collection, lab analysis, and report preparation. The Division of Environmental Health conducts weekly sampling from April through October at five popular beaches: Pudding Creek, Hare Creek, Caspar Cove, Big River and Van Damme. Additional sampling is done in partnership with the Surf Riders Association at Virgin Creek.

### GRANT INFORMATION

- Grant Inception Date: November 1, 2002
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California State Water Resources Control Board
- Continuity of Grant: Possible on-going annual allocation
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs.

### GRANT BUDGET

<b>Revenue</b>	
Grant	\$ 30,000
Total	\$ 30,000
<b>Expenditures</b>	
Services & Supplies	\$ 30,000
Total	\$ 30,000

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4011's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0412 - Food Handler Certification Grant

### PROGRAM OVERVIEW (Administered by BU 4011)

This program provides food safety training to certify food facility operators who manage commercial permitted food facilities in Mendocino County. Class curriculum provides required training to food facility operators, administers the National Registry of Food Safety Professionals test to class pupils, and provides certification to those who pass the examination.

### GRANT INFORMATION

- Grant Inception Date: January 1, 1999
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: Fees and realignment
- Continuity of Grant: Possible on-going annual allocation
- Grant Restrictions and Provisions: This grant does not allow indirect or overhead cost.

### GRANT BUDGET

#### Financing Sources

Other Charges	\$ 34,200
<b>Total</b>	<b>\$ 34,200</b>

#### Expenditures

Services & Supplies	\$ 50,983
<b>Total</b>	<b>\$ 50,983</b>

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4120 Food Handler Certification	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	20,938	22,926	34,200	<b>34,200</b>	-
<b>Total Revenues</b>	<b>20,938</b>	<b>22,926</b>	<b>34,200</b>	<b>34,200</b>	-
<b>Services &amp; Supplies</b>					
862170 - Office Expense	10,983	16	10,000	<b>10,000</b>	-
862187 - Education & Training	450	-	600	<b>600</b>	-
862239 - Spec Dept Expense	21,259	32,962	32,370	<b>40,383</b>	8,013
<b>Total Services &amp; Supplies</b>	<b>32,691</b>	<b>32,978</b>	<b>42,970</b>	<b>50,983</b>	<b>8,013</b>
<b>Total Net Appropriations</b>	<b>32,691</b>	<b>32,978</b>	<b>42,970</b>	<b>50,983</b>	<b>8,013</b>
<b>Total Fund Balance Contribution</b>	<b>11,753</b>	<b>10,052</b>	<b>8,770</b>	<b>16,783</b>	<b>8,013</b>



## BU 0452 - Local Enforcement Agency (LEA) Solid Waste - Grant

### GRANT OVERVIEW (Administered by BU 4011)

The CalEPA Department of Resources Recycling and Recovery (CalRecycle) administers the Local Enforcement Agency (LEA) grant program to assist LEAs with their solid waste facilities permit and inspection program. The grant funds are used to offset the cost of conducting 202 inspections annually at facilities such as transfer stations, closed/inactive landfills, compost facilities, and legacy burn dumps.

#### GRANT INFORMATION

- Grant Inception Date: July 1, 1996
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: CalRecycle and Fund Balance
- Continuity of Grant: Possible on-going annual allocation
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs.

#### GRANT BUDGET

##### Revenue

Grant	\$ 19,482
<b>Total</b>	<b>\$ 19,482</b>

##### Expenditures

Special Department Expense	
- Other Costs (Services & Supplies)	\$ 131,739
<b>Total</b>	<b>\$ 131,739</b>

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4011's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Environmental Health Technician	1.0	100%	0%
Environmental Health Manger	.1	100%	0&

BUDGET UNIT DETAIL <small>Schedule 9</small>				Function: -	Activity: -
Fund: 4520 LEA Solid Waste	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	18,457	18,627	19,481	<b>19,482</b>	1
827820 - Grant Interest	5,194	4,107	-	-	-
<b>Total Revenues</b>	<b>23,651</b>	<b>22,734</b>	<b>19,481</b>	<b>19,482</b>	<b>1</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	9,613	109,112	105,419	<b>131,739</b>	26,320
<b>Total Services &amp; Supplies</b>	<b>9,613</b>	<b>109,112</b>	<b>105,419</b>	<b>131,739</b>	<b>26,320</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Operating Transfer Out	137,774	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>137,774</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>147,387</b>	<b>109,112</b>	<b>105,419</b>	<b>131,739</b>	<b>26,320</b>
<b>Total Fund Balance Contribution</b>	<b>123,736</b>	<b>86,379</b>	<b>85,938</b>	<b>112,257</b>	<b>26,319</b>



## BU 4012 - Substance Use Disorders Treatment

### GRANT OVERVIEW

Behavioral Health and Recovery Services, Substance Use Disorders Treatment (SUDT) provides, arranges, and pays for all medically necessary covered Substance Use Disorders Treatment Services. SUDT assist the individuals of Mendocino County whose lives are impacted by drug and/or alcohol abuse or addiction. Services offered include assessments, treatment planning, crisis counseling, individual counseling, group counseling, and discharge planning. Available treatment programs are Outpatient Treatment, Adult Drug Court, Family Dependency Drug Court, Jail-Based Services, Perinatal, Co-Occurring, Adolescent education, Adolescent treatment, and pre-trial diversion.

Behavioral Health and Recovery Services SUDT strives to help individuals create and maintain a healthy and balanced lifestyle, free of alcohol and drugs. SUDT works to educate staff, individuals, families, and the community about substance use disorders, the impact of abuse and addiction, available treatment options, and recovery. SUDT also strives to manage fiscal resources effectively and responsibly while ensuring that productivity and efficiency are important organizational values.

### PROGRAM OVERVIEW

- Adolescent Prevention and Treatment
- Adult Drug Court
- Behavioral Health Court
- Coalition Gang Awareness & Prevention-BU 0431-Grant
- Drug Diversion
- Drug Diagnosis
- Family Dependency Drug Court
- Intensive Outpatient Treatment
- Jail Based Treatment
- Outpatient Treatment
- Perinatal Treatment
- STOP Act - BU 0491-Grant
- Substance Use Education and Outreach
- SAMSHA Finding Home Project

### GOALS FOR FY 2020-21

- Work with Partnership Health Plan of California on finalizing and implementing the Drug Medi-Cal Organized Delivery System Waiver
- Implement Spanish Speaking and After Care groups for individuals completing treatment
- Complete electronic health record conversion to Avatar
- Expand Adolescent Services throughout the county
- Continue participation with Medically Assisted Treatment Coalition and Stepping-Up Committee

### ACCOMPLISHMENTS IN FY 2019-20

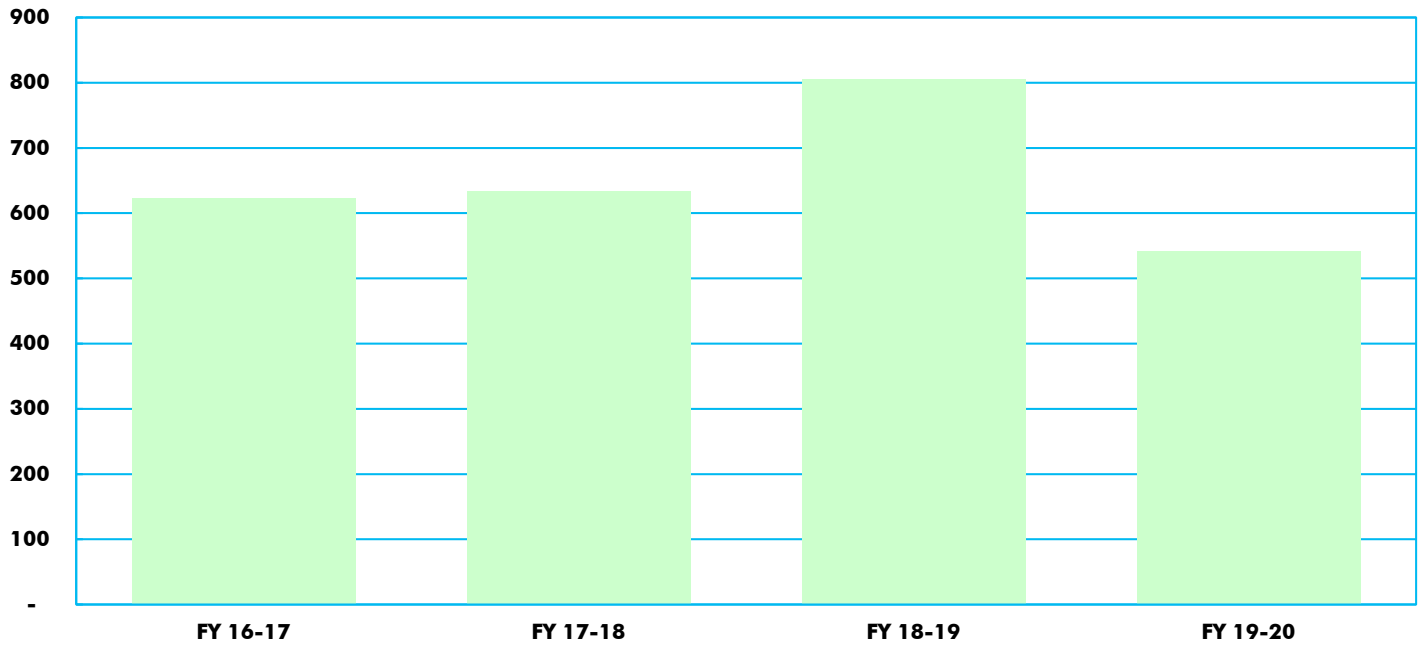
- Implemented intensive outpatient treatment services for groups and individual
- Implement White Bison, Evidence Based Curriculum, to provide more cultural diversity options within the provided services
- Increased Spanish speaking service with the addition of bilingual staff and interpretation headsets
- Focused on community outreach and education about substance use disorders prevention, intervention, and treatment options
- Increased group and individual prevention and treatment services for individuals within the juvenile hall

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4012 - Substance Use Disorders Treatment

## PERFORMANCE INDICATORS

### Individuals Who Accessed Services



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 3206 Court fines.
- Acct. 5393 Substance Abuse Prevention and Treatment (SABG).
- Acct. 7805 Drug Medi-Cal revenue generated by services provided.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Intrafund transfers from Social Services and Probation for staff providing substance use disorder services.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICE AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4012 - Substance Use Disorders Treatment

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation Activity: Health

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823205 - Drug/Alcohol Fine	15,258	14,690	-	<b>15,000</b>	15,000
823206 - Co Alcohol Educ	12,123	11,340	21,669	<b>27,216</b>	5,547
823207 - Drug Abuse Educ	8,177	5,309	-	<b>4,700</b>	4,700
825342 - Realignment Mental Health	375,557	608,003	592,182	<b>561,763</b>	(30,419)
825344 - 2011 Realign Pub Safety	37,774	24,713	55,738	<b>55,738</b>	-
825393 - State Aid - Drug & Alc	1,074,731	886,684	1,101,794	<b>1,138,861</b>	37,067
825490 - State Other	100	-	-	<b>-</b>	-
825670 - Federal Other	11,545	20,177	20,000	<b>25,000</b>	5,000
826265 - Drug Diversion Svc	17,094	17,408	17,890	<b>17,890</b>	-
826348 - Driving Under Infl	102,840	75,444	599,221	<b>330,357</b>	(268,864)
827770 - Other	14	-	-	<b>-</b>	-
827800 - Other	-	-	70,000	<b>49,000</b>	(21,000)
827802 - Operating Transfers	71,549	18,922	104,600	<b>52,300</b>	(52,300)
827805 - Medi-Cal	44,570	22,720	50,000	<b>50,000</b>	-
<b>Total Revenues</b>	<b>1,771,333</b>	<b>1,705,410</b>	<b>2,633,094</b>	<b>2,327,825</b>	<b>(305,269)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,091,535	937,068	1,584,787	<b>1,357,022</b>	(227,765)
861012 - Extra Help	9,222	-	24,166	<b>-</b>	(24,166)
861013 - Overtime Reg Emp	7,715	7,093	-	<b>-</b>	-
861021 - Co Cont Retirement	319,272	282,307	482,351	<b>437,692</b>	(44,659)
861022 - Co Cont OASDI	64,575	55,516	94,419	<b>80,171</b>	(14,248)
861023 - Co Cont Medicare	15,236	12,984	22,434	<b>18,750</b>	(3,684)
861024 - Co Cont Retire Incr	102,448	81,303	123,592	<b>88,756</b>	(34,836)
861030 - Co Cont Health Ins	164,934	147,966	267,530	<b>242,140</b>	(25,390)
861031 - Co Cont Unemp Ins	7,359	7,340	8,741	<b>7,134</b>	(1,607)
861035 - Co Cont Workers Comp	278,623	263,242	247,869	<b>187,527</b>	(60,342)
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,060,917</b>	<b>1,794,818</b>	<b>2,855,889</b>	<b>2,419,192</b>	<b>(436,697)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	6,965	9,312	5,650	<b>22,992</b>	17,342
862090 - Household Expense	415	1,485	500	<b>796</b>	296
862101 - Insurance - General	6,180	8,055	9,215	<b>10,660</b>	1,445
862109 - Insurance Other	22,957	21,012	25,000	<b>36,754</b>	11,754
862120 - Maintenance-Equipment	37	-	250	<b>-</b>	(250)
862130 - Maint Strc/Impr/Grnds	6,883	42,293	-	<b>6,700</b>	6,700
862140 - Med Dntl & Lab Supls	-	-	-	<b>-</b>	-
862150 - Memberships	14,574	14,268	11,500	<b>15,971</b>	4,471
862170 - Office Expense	11,111	11,968	14,388	<b>20,131</b>	5,743
862185 - Medical/Dental Svcs	312	302	500	<b>500</b>	-
862187 - Education & Training	1,202	1,237	1,600	<b>1,548</b>	(52)
862189 - Prof/Spec Svcs - Other	79,469	96,013	177,925	<b>138,646</b>	(39,279)

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4012 - Substance Use Disorders Treatment

BUDGET UNIT DETAIL	Schedule 9			Function: Health & Sanitation	Activity: Health
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
862190 - Publ/Legal Notice	2,944	3,519	3,000	<b>3,000</b>	-
862230 - Info Tech Equip	227	17,738	29,000	<b>69,791</b>	40,791
862239 - Spec Dept Expense	393,006	610,133	481,129	<b>811,741</b>	330,612
862250 - Trans/Travel	8,492	3,545	3,800	<b>6,200</b>	2,400
862253 - Travel Out of County	2,727	3,860	3,700	<b>3,450</b>	(250)
862260 - Utilities	20,199	27,010	12,975	<b>20,568</b>	7,593
<b>Total Services &amp; Supplies</b>	<b>577,701</b>	<b>871,749</b>	<b>780,132</b>	<b>1,169,448</b>	<b>389,316</b>
<b>Other Changes</b>					
863280 - Contr Other Agency	-	-	70,000	<b>49,000</b>	(21,000)
<b>Total Other Charges</b>	<b>-</b>	<b>-</b>	<b>70,000</b>	<b>49,000</b>	<b>(21,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(729,043)	(788,932)	(814,850)	<b>(979,865)</b>	(165,015)
865802 - Oper Transfer Out	116,076	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>(612,966)</b>	<b>(788,932)</b>	<b>(814,850)</b>	<b>(979,865)</b>	<b>(165,015)</b>
<b>Total Net Appropriations</b>	<b>2,025,652</b>	<b>1,877,634</b>	<b>2,891,171</b>	<b>2,657,775</b>	<b>(233,396)</b>
<b>Total Net County Cost</b>	<b>254,319</b>	<b>172,224</b>	<b>258,077</b>	<b>329,950</b>	<b>71,873</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0426 - Coalition for Gang Awareness and Prevention/DFC - Grant

### GRANT OVERVIEW (Administered by BU 4012)

The Coalition for Gang Awareness and Prevention (CGAP)/DFC (Drug Free Communities) grant funds are utilized to reduce substance abuse among Fort Bragg area youth and strengthen the community coalition that advises grant activities. Grant funds provide substance abuse prevention services to Fort Bragg and the Fort Bragg Unified School District. Services include prevention education curricula, community and school trainings and other events. The grant also funds community-based organization support through subcontracts to implement youth-led environmental prevention activities. The program is geared toward the development and implementation of policies that will positively affect the environment that shapes behavior.

### GRANT INFORMATION

- Grant Inception Date: October 1, 2011
- Current Grant Period: September 30, 2020 - September 29, 2021
- Source of Funds: Substance Abuse and Mental Health Services Administration
- Continuity of Grant: Year 10 of 10 years of funding. Funding will end in 2021. Maximum of 10 years funding allowed per coalition (zip code).
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs with the maximum negotiated for the indirect cost rate agreement. Per HHS Fiscal we were allowed to bill for 11% indirect.

### GRANT BUDGET

#### Revenue

Grant	\$ 157,500
Other Charges	\$ 42,170
<b>Total</b>	<b>\$ 199,670</b>

#### Expenditures

Salaries & Benefits	\$ 114,078
Services & Supplies	85,592
<b>Total</b>	<b>\$ 199,670</b>

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	1.0	100%	0%



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0426 - Coalition for Gang Awareness and Prevention/DFC-Grant

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4260 CGAP - DFC	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	35,009	37,437	37,942	<b>42,170</b>	4,228
827801 - Grant Revenue	125,000	143,893	137,500	<b>157,500</b>	20,000
<b>Total Revenues</b>	<b>160,009</b>	<b>181,330</b>	<b>175,442</b>	<b>199,670</b>	<b>24,228</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	62,258	67,116	66,956	<b>74,157</b>	7,201
861021 - Co Cont Retirement	17,800	19,554	20,502	<b>24,057</b>	3,555
861022 - Co Cont OASDI	3,753	4,027	4,030	<b>4,469</b>	439
861023 - Co Cont Medicare	878	942	942	<b>1,045</b>	103
861024 - Co Cont Retire Incr	4,899	4,819	4,185	<b>3,953</b>	(232)
861030 - Co Cont Health Ins	4,563	4,563	5,931	<b>6,293</b>	362
861031 - Co Cont Unemp Ins	-	108	105	<b>105</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>94,151</b>	<b>101,129</b>	<b>102,651</b>	<b>114,079</b>	<b>11,428</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	121	347	348	<b>348</b>	-
862101 - Insurance - General	-	-	100	<b>100</b>	-
862150 - Memberships	-	300	561	<b>561</b>	-
862170 - Office Expense	765	3,060	1,997	<b>1,997</b>	-
862187 - Education & Training	-	-	846	<b>846</b>	-
862189 - Prof/Spec Svcs - Other	40,894	34,466	40,553	<b>53,354</b>	12,801
862230 -Info Tech Equip.	-	1,472	-	-	-
862239 - Spec Dept Expense	6,252	8,589	23,663	<b>23,662</b>	(1)
862250 - Trans/Travel	291	(320)	539	<b>539</b>	-
862253 - Travel Out of County	1,503	-	4,184	<b>4,184</b>	-
<b>Total Services &amp; Supplies</b>	<b>49,826</b>	<b>47,914</b>	<b>72,791</b>	<b>85,591</b>	<b>12,800</b>
<b>Total Net Appropriations</b>	<b>143,978</b>	<b>149,043</b>	<b>175,442</b>	<b>199,670</b>	<b>24,228</b>
<b>Total Fund Balance Contribution</b>	<b>(16,032)</b>	<b>(32,287)</b>	-	-	-

# HEALTH AND HUMAN SERVICE AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 0431 - Substance Abuse/Crime Prevention-Grant

## GRANT OVERVIEW (Previously administered by BU 4012)

The purpose of this Act, which was approved by voters in November 2000 as Proposition 36, was to divert non-violent probationers and parolees charged with simple drug possession or drug related offenses from incarceration to community-based Alcohol and Other Drug treatment services. This act ended in FY 2005-06.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

<b>BUDGET UNIT DETAIL</b> Schedule 9				Function: - Activity: -	
Fund: 4310 Sub Abuse/Crime Prevention	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827820 - Grant Interest	190	176	-	-	-
<b>Total Revenues</b>	190	176	-	-	-
<b>Total Net Appropriations</b>	-	-	-	-	-
<b>Total Fund Balance Contribution</b>	190	176	-	-	-



## BU 0444 - Substance Abuse & Mental Health Services Act (SAMSHA) Grant

### GRANT OVERVIEW

The purpose of the Substance Abuse & Mental Health Services Act (SAMHSA) Grant to Benefit Homeless Individuals (GBHI), named "Finding Home" is to support the development and expansion of local community infrastructure that integrates behavioral health services (mental health and substance use) and co-occurring mental and substance use disorders (COD), permanent housing, and other critical services for individuals (including youth) experiencing homelessness. For the purposes of this grant, the term "Homelessness" is defined as:

- Individual without a fixed residence, including those who are exiting an institution where they resided for 90 days or less and resided in a shelter before entering the institution.
- At risk of losing residence.
- Unaccompanied youth and families with children who are defined as homeless under the federal statutes, who do not otherwise qualify under this definition.
- People who are fleeing domestic violence or other life-threatening situation.

### GRANT INFORMATION

- Grant Inception Date: September 30, 2017
- Current Grant Period: September 30, 2020 - September 29, 2021
- Source of Funds: Department of Health and Human Services; Substance Abuse and Mental Health Services Administration
- Continuity of Grant: Five calendar years ending in 2022
- Grant Restrictions and Provisions: This grant does allow for indirect costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 400,000
Total	\$ 400,000

#### Expenditures

Services & Supplies	\$ 130,658
Education & Training	10,600
Professional & Specialty Services	226,034
Information, Technology, Equipment	10,000
Indirect Costs	17,908
Supplies, Other	4,800
Total	\$ 400,000

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4012's Schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
SUD Counselor	1.0	100%	0%
Program Administrator	1.0	50%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0444 - Substance Abuse & Mental Health Services Act - Grant

<b>BUDGET UNIT DETAIL</b>					
<b>Fund: 4440 SAMHSA Finding Home Project</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
825670 - Federal Other	181,502	247,846	600,000	<b>500,000</b>	(100,000)
<b>Total Revenues</b>	<b>181,502</b>	<b>247,846</b>	<b>600,000</b>	<b>500,000</b>	<b>(100,000)</b>
<b>Services &amp; Supplies</b>					
862187 - Education & Training	4,000	(1,605)	6,000	<b>5,000</b>	(1,000)
862189 - Prof/Spec Svcs - Other	63,891	239,262	401,626	<b>298,714</b>	(102,912)
862230 - Info Tech Equip	7,500	-	10,000	<b>10,000</b>	-
862239 - Spec Dept Expense	44,345	65,930	178,056	<b>178,223</b>	167
862253 - Travel Out of County	-	464	4,318	<b>8,063</b>	3,745
<b>Total Services &amp; Supplies</b>	<b>119,736</b>	<b>304,051</b>	<b>600,000</b>	<b>500,000</b>	<b>(100,000)</b>
<b>Total Net Appropriations</b>	<b>119,736</b>	<b>304,051</b>	<b>600,000</b>	<b>500,000</b>	<b>(100,000)</b>
<b>Total Fund Balance Contribution</b>	<b>(61,766)</b>	<b>56,204</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

## BU 0491 - STOP Act Grant



### GRANT OVERVIEW (Administered by BU 4012)

The Sober Truth on Preventing Underage Drinking (STOP) Act prevents and reduces alcohol use among Fort Bragg youth, and strengthens the Fort Bragg Coalition for Gang Awareness and Prevention (CGAP). Additionally, funds are provided to a community-based organization to implement youth-led environmental prevention activities, reduce underage alcohol use by addressing root causes of underage drinking, and to achieve cost-effective, long-term improvements to the lives of youth.

### GRANT INFORMATION

- Grant Inception Date: October 1, 2012
- Current Grant Period: October 1, 2019 - September 29, 2020
- Source of Funds: Substance Abuse and Mental Health Services Administration
- Continuity of Grant: Year 4 of 4 (total 8 of 8) years of funding. Funding will end in 2020. Maximum of 2 grants, total of 8 years funding allowed per coalition (zip code).
- Grant Restrictions and Provisions: This grant allows for indirect or overhead. Grant administrators reduced the allowable indirect rate to \$155.

### GRANT BUDGET

#### Revenue

Grant	\$ 24,696
<b>Total</b>	<b>\$ 24,696</b>

#### Expenditures

Salaries & Benefits	\$ 4,684
Services & Supplies	20,012
<b>Total</b>	<b>\$ 24,696</b>

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4010's Schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist*	.055	100%	0%

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4910 STOP Act	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	47,155	-	47,155	<b>24,696</b>	(22,459)
<b>Total Revenues</b>	<b>47,155</b>	<b>-</b>	<b>47,155</b>	<b>24,696</b>	<b>(22,459)</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	318	276	1,565	<b>1,565</b>	-
862189 - Prof/Spec Svcs - Other	15,361	15,838	15,950	<b>7,975</b>	(7,975)
862239 - Spec Dept Expense	26,081	24,280	28,968	<b>14,484</b>	(14,484)
862250 - Trans/Travel	121	-	672	<b>672</b>	-
<b>Total Services &amp; Supplies</b>	<b>41,881</b>	<b>40,394</b>	<b>47,155</b>	<b>24,696</b>	<b>(22,459)</b>
<b>Total Net Appropriations</b>	<b>41,881</b>	<b>40,394</b>	<b>47,155</b>	<b>24,696</b>	<b>(22,459)</b>
<b>Total Fund Balance Contribution</b>	<b>(5,274)</b>	<b>40,394</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4013 - Public Health Nursing

### BUDGET UNIT OVERVIEW

Public Health Nursing works in partnership with the community to safeguard and promote the health and wellness of the people in Mendocino County. Public Health Nursing oversees health promotion and nursing activities; some state mandated, some grant funded and some discretionary. Public Health Nursing staff provide community and individual health assessments; health education for behavior change, interagency collaboration, emergency preparedness and activities regarding medical and health concerns. Public Health (PH) is mandated to investigate communicable disease reports and perform activities to protect the health of the public according to California Department of Public Health (CDPH) guidelines, including the treatment of individuals with active tuberculosis and other communicable diseases.

#### PROGRAM OVERVIEW

- Public Health Preparedness - BU 0478
- Health Resources Services Administration - BU 0442
- HIV Surveillance - BU 0488
- Women, Infants, and Children (WIC) - BU 0418

#### GOALS FOR FY 2020-21

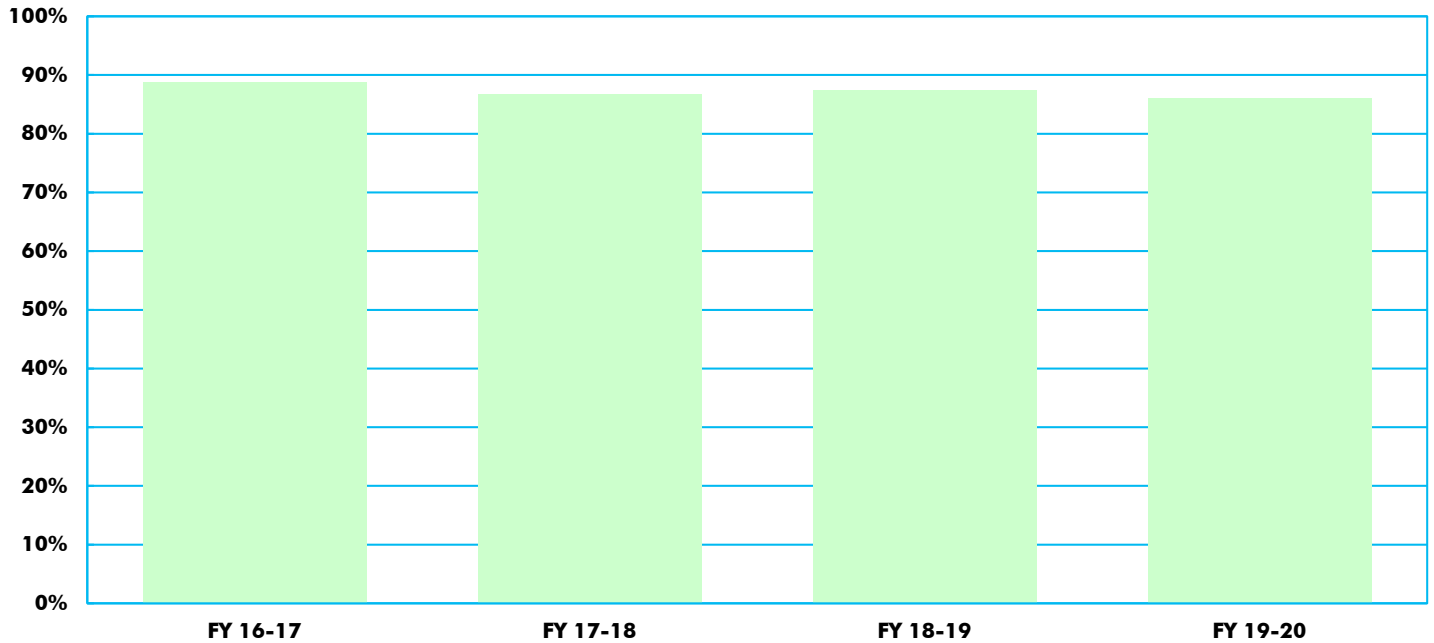
- In Collaboration with other County Agencies, to continue to successfully respond to the COVID-19 pandemic
- Implement an online case communication system and phone visits, Tele-WIC, for families in the WIC program
- Work with the Mendocino County Office of Education and school districts on improving low immunizations rates for common contagious diseases
- Increase Healthy Families acceptance rates for enrollment through sharing contact information between Healthy Families Mendocino County partners
- Implement Medi-Cal Targeted Case Management (TCM) and/or Medi-Cal Administrative Activities (MAA) to have a more substantial funding source for Public Health Programs

#### ACCOMPLISHMENTS IN FY 2019-20

- In Collaboration with other County Agencies, successfully implemented the Department Operation Center (DOC) to respond to Covid-19 pandemic emergency
- Successfully implemented a new Electronic Benefits Transfer system to 2,258 families in the county's Women, Infants and Children's (WIC) program
- Mendocino County's new CalWORKs Home Visiting Program was initiated between Mendocino County HHSA CalWORKs and Public Health in July 2019. 135 families were offered home visiting service throughout the year, 8% accepted

## PERFORMANCE INDICATORS

**Percent of Kindergartner Students with all Required DTP Immunizations**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5341 State Sales Tax revenue distributed for state mandated programs.
- Acct. 5490 Revenues from other state agencies, including grants.

### Services & Supplies

- Acct. 2239 TB related Services & Supplies expenses.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4013 - Public Health Nursing

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation		Activity: Health	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824200 - Rent/Concession	2,000	-	-	-	-
825341 - Realignment Hlth Svcs	172,264	206	246,881	<b>277,781</b>	30,900
825490 - State Other	366,142	447,773	624,519	<b>562,801</b>	(61,718)
826300 - Nursing Fee	11,576	10,752	11,000	<b>8,000</b>	(3,000)
826390 - Other Charges	14,042	13,221	27,005	<b>30,991</b>	3,986
827700 - Other	54	1,000	-	<b>1,000</b>	1,000
827707 - Donation	802	20	500	<b>200</b>	(300)
827802 - Oper Transfer In	-	(13,051)	-	<b>1,830,000</b>	1,830,000
<b>Total Revenues</b>	<b>566,881</b>	<b>459,921</b>	<b>909,905</b>	<b>2,710,773</b>	<b>1,800,868</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	809,012	676,507	998,348	<b>1,337,985</b>	339,637
861012 - Extra Help	38,122	45,385	31,762	-	(31,762)
861013 - Overtime Reg Emp	24,151	28,316	25,168	<b>27,238</b>	2,070
861021 - Co Cont Retirement	248,141	198,070	313,011	<b>421,823</b>	108,812
861022 - Co Cont OASDI	49,467	41,818	61,498	<b>80,706</b>	19,208
861023 - Co Cont Medicare	12,135	10,438	14,843	<b>18,874</b>	4,031
861024 - Co Cont Retire Incr	81,560	57,097	70,042	<b>76,008</b>	5,966
861030 - Co Cont Health Ins	83,842	81,009	139,952	<b>170,446</b>	30,494
861031 - Co Cont Unemp Ins	1,180	1,183	1,914	<b>2,024</b>	110
861035 - Co Cont Workers Comp	90,087	133,133	158,389	<b>137,754</b>	(20,635)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,437,697</b>	<b>1,272,957</b>	<b>1,814,927</b>	<b>2,272,858</b>	<b>457,931</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	9,560	11,070	15,255	<b>17,333</b>	2,078
862090 - Household Expense	8,545	13,571	13,500	<b>12,600</b>	(900)
862101 - Insurance - General	3,609	3,614	5,480	<b>8,314</b>	2,834
862109 - Insurance Other	22,604	16,750	18,425	<b>21,700</b>	3,275
862120 - Maint - Equip	386	240	-	<b>400</b>	400
862130 - Maint Strc/Impr/Grnds	4,848	2,295	2,000	<b>1,900</b>	(100)
862140 - Med Dntl & Lab Supls	7,889	8,142	21,500	<b>16,500</b>	(5,000)
862150 - Memberships	1,100	1,140	1,600	<b>1,680</b>	80
862170 - Office Expense	22,286	11,357	13,000	<b>13,000</b>	-
862185 - Medical/Dental Svcs	1,662	648	1,750	<b>1,750</b>	-
862187 - Education & Training	8,356	11,781	19,100	<b>19,100</b>	-
862189 - Prof/Spec Svcs - Other	31,953	26,999	197,026	<b>95,800</b>	(101,226)
862190 - Publ/Legal Notice	732	1,640	2,000	<b>2,000</b>	-
862230 - Info Tech Equip	357	45,857	25,000	<b>12,000</b>	(13,000)



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4013 - Public Health Nursing

BUDGET UNIT DETAIL	Schedule 9 (cont.)			Function: Health & Sanitation	Activity: Health
Financing Sources and Uses	2017-18	2018-19	2019-20	2020-21	Change from
Actuals	Actuals	Estimated	Adopted	Prior Year	
862239 - Spec Dept Expense	241,004	555,201	473,060	<b>798,004</b>	324,944
862250 - Trans/Travel	6,658	17,015	13,500	<b>29,500</b>	16,000
862253 - Travel Out of County	14,004	18,972	29,100	<b>21,500</b>	(7,600)
862260 - Utilities	15,140	15,016	15,444	<b>17,154</b>	1,710
<b>Total Services &amp; Supplies</b>	<b>400,693</b>	<b>761,309</b>	<b>866,740</b>	<b>1,090,235</b>	<b>223,495</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	117,834	121,959	126,228	<b>132,539</b>	6,311
<b>Total Other Charges</b>	<b>117,834</b>	<b>121,959</b>	<b>126,228</b>	<b>132,539</b>	<b>6,311</b>
<b>Fixed Assets</b>					
864360 - Structures & Imprvments	-	6,235	-	-	-
864370 - Equipment	114,792	-	85,000	-	(85,000)
<b>Total Fixed Assets</b>	<b>114,792</b>	<b>6,235</b>	<b>85,000</b>	<b>-</b>	<b>(85,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(125,144)	(168,673)	(368,778)	<b>(628,347)</b>	(259,569)
865802 - Oper Transfer Out	67,416	-	-	<b>30,000</b>	30,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>(57,727)</b>	<b>(168,673)</b>	<b>(368,778)</b>	<b>(598,347)</b>	<b>(229,569)</b>
<b>Total Net Appropriations</b>	<b>2,013,289</b>	<b>1,993,788</b>	<b>2,524,117</b>	<b>2,897,285</b>	<b>373,168</b>
<b>Total Net County Cost</b>	<b>1,446,408</b>	<b>1,533,867</b>	<b>1,614,212</b>	<b>186,512</b>	<b>(1,427,700)</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0418 - Women, Infants, and Children (WIC) - Grant

### GRANT OVERVIEW (Administered by BU 4013)

The purpose of the program is to improve and maintain the health of income eligible (185% or less of the Federal Poverty Level, or receiving Medi-Cal), pregnant, postpartum, and breastfeeding women, and infants and children less than five years of age who have a nutritional risk. The program provides nutrition assessment and education and referrals to health care and community resources. Breastfeeding education and support is provided by nutritionists and peer counselors. Vouchers are provided to ensure the purchase of specific nutritious foods, from WIC-authorized vendors including seasonal Farmers Markets.

### GRANT INFORMATION

- Grant Inception Date: June 1975
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: U.S. Department of Agriculture through the California State Department of Health Services
- Continuity of Grant: Ongoing annual allocation
- Grant Restrictions and Provisions: The grant does allow for indirect or overhead costs and the maximum is 13.8% of salaries & benefits. The budget does include the maximum amount

### GRANT BUDGET

#### Revenue

Grant	\$ 1,028,868
Total	\$ 1,028,868

#### Expenditures

Salaries & Benefits	\$ 795,486
Services & Supplies	259,655
Total	\$ 1,028,868

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Health Program Eligibility Worker	3.0	100%	0%
Sr. Health Program Eligibility Worker	2.0	100%	0%
Nutritionist	1.65	100%	0%
Sr. Program Manager	1.0	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0418 - Women, Infants, and Children-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4180 Women, Infants, Children (WIC)	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	14,322	7,236	-	-	-
827801 - Grant Revenue	976,246	1,184,001	1,058,529	<b>1,028,868</b>	(29,661)
<b>Total Revenues</b>	<b>990,567</b>	<b>1,191,238</b>	<b>1,058,529</b>	<b>1,028,868</b>	<b>(29,661)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	485,798	487,674	542,759	<b>527,965</b>	(14,794)
861012 - Extra Help	533	28,114	16,328	-	(16,328)
861013 - Overtime Reg Emp	4,371	10,418	-	-	-
861021 - Co Cont Retirement	110,818	116,347	131,788	<b>139,288</b>	7,500
861022 - Co Cont OASDI	22,413	22,354	25,480	<b>25,250</b>	(230)
861023 - Co Cont Medicare	6,908	7,399	7,911	<b>7,348</b>	(563)
861024 - Co Cont Retire Incr	35,835	34,341	33,900	<b>28,531</b>	(5,369)
861030 - Co Cont Health Ins	49,322	50,687	79,306	<b>65,103</b>	(14,203)
861031 - Co Cont Unemp Ins	1,549	1,882	1,279	<b>2,001</b>	722
861035 - Co Cont Workers Comp	51,943	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>769,491</b>	<b>759,217</b>	<b>838,751</b>	<b>795,486</b>	<b>(43,265)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	21,575	25,513	10,500	<b>8,000</b>	(2,500)
862090 - Household Expense	982	1,322	1,450	<b>875</b>	(575)
862101 - Insurance - General	1,599	1,866	2,516	<b>4,447</b>	1,931
862130 - Maint - Strc/Impr/Grnds	22	-	-	-	-
862140 - Med Dntl & Lab Suppl	1,000	473	710	<b>500</b>	(210)
862150 - Memberships	110	60	600	<b>150</b>	(450)
862170 - Office Expense	10,413	19,538	20,303	<b>6,879</b>	(13,424)
862185 - Medical/Dental Svcs	43	298	250	<b>200</b>	(50)
862187 - Education & Training	5,648	5,490	6,000	<b>4,000</b>	(2,000)
862189 - Prof/Spec Svcs - Other	1,129	-	-	-	-
862190 - Publ/Legal Notice	1,556	87	500	-	(500)
862230 - Info Tech Equip	2,225	2,639	-	-	-
862239 - Spec Dept Expense	182,455	188,754	141,211	<b>221,504</b>	80,293
862250 - Trans/Travel	8,437	11,023	8,650	<b>3,500</b>	(5,150)
862253 - Travel Out of County	2,761	16,807	9,000	<b>3,600</b>	(5,400)
862260 - Utilities	7,313	7,575	5,500	<b>6,000</b>	500
<b>Total Services &amp; Supplies</b>	<b>247,267</b>	<b>281,445</b>	<b>207,190</b>	<b>259,655</b>	<b>52,465</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	40,000	-	(40,000)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>-</b>	<b>(40,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	(32,559)	(27,412)	<b>(26,273)</b>	1,139
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>(32,559)</b>	<b>(27,412)</b>	<b>(26,273)</b>	<b>1,139</b>
<b>Total Net Appropriations</b>	<b>1,016,759</b>	<b>1,008,103</b>	<b>1,058,529</b>	<b>1,028,868</b>	<b>(29,661)</b>
<b>Total Fund Balance Contribution</b>	<b>26,191</b>	<b>(183,135)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0442 - Hospital Preparedness Program- Grant

### GRANT OVERVIEW (Administered by BU 4013)

The Hospital Preparedness Program (HHP) grant supports the County’s collaborative efforts with hospitals, clinics and Skilled Nursing Facilities (SNFs) to enhance preparedness for disasters (regardless of cause or type). Primary activities include: ensuring that partners understand their roles and the role of Public Health (PH) during emergency health events and declared disasters; mobilizing assistance and support from local health partners; as well as completing disaster preparedness drills and exercising disaster plans.

### GRANT INFORMATION

- Grant Inception Date: September 2003
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Public Health
- Continuity of Grant: On-going annual allocation
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs; the maximum is 25% of total personnel costs, which is included in the budget.

### GRANT BUDGET

#### Revenue

Grant	\$ 178,197
Other Charges	<u>47,950</u>
Total	\$ 226,147

#### Expenditures

Salaries & Benefits	\$ 132,207
Services & Supplies	<u>132,082</u>
Total	\$ 264,290

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Administrator	1.0	100%	0%
Sr. Program Manager	.05	100%	0%
Sr. Program Specialist	.25	100%	0%
Program Specialist I	.25	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0442 - Hospital Preparedness Program-Grant

BUDGET UNIT DETAIL Schedule 9				Function: - Activity: -	
Fund: 4420 Health Resources Svcs Admin	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	44,882	34,096	38,668	<b>47,950</b>	9,282
827801 - Grant Revenue	112,036	161,536	177,308	<b>178,197</b>	889
827820 - Grant Interest	(77)	(533)	-	-	-
<b>Total Revenues</b>	<b>156,841</b>	<b>195,099</b>	<b>215,976</b>	<b>226,147</b>	<b>10,171</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	68,885	60,099	62,889	<b>78,216</b>	15,327
861012 - Extra Help	1	-	-	-	-
861013 - Overtime Reg Emp	20,724	17,916	19,257	<b>25,373</b>	6,116
861021 - Co Cont Retirement	4,061	3,669	3,778	<b>4,721</b>	943
861022 - Co Cont OASDI	950	858	884	<b>1,104</b>	220
861023 - Co Cont Medicare	7,036	4,415	3,931	<b>4,169</b>	238
861024 - Co Cont Retire Incr	10,671	4,563	5,931	<b>6,293</b>	362
861030 - Co Cont Health Ins	33,649	31,793	21,742	<b>12,332</b>	(9,410)
861035 - Co Cont Workers Comp	24,422	33,649	31,793	<b>21,742</b>	(10,051)
<b>Total Salaries &amp; Employee Benefits</b>	<b>145,977</b>	<b>123,312</b>	<b>118,412</b>	<b>132,208</b>	<b>13,796</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	387	1,500	<b>500</b>	(1,000)
862170 - Office Expense	327	986	500	<b>500</b>	-
862187 - Education & Training	125	-	200	<b>200</b>	-
862189 - Prof/Spec Svcs - Other	39,135	37,000	37,000	<b>48,175</b>	11,175
862230 - Info Tech Equip.	-	-	1,000	<b>81,057</b>	80,057
862239 - Spec Dept Expense	19,396	46,900	18,536	<b>150</b>	(18,386)
862250 - Trans/Travel	28	97	150	<b>1,000</b>	850
862253 - Travel Out of County	269	872	1,000	<b>500</b>	(500)
862260 - Utilities	-	641	400	-	(400)
<b>Total Services &amp; Supplies</b>	<b>59,280</b>	<b>86,883</b>	<b>60,286</b>	<b>132,082</b>	<b>71,796</b>
<b>Expand Transfer &amp; Reimb</b>					
<b>865380 - Intrafund Transfers</b>	(64)	-	-	-	-
<b>Total Expand Transfer &amp; Reimb</b>	<b>(64)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>205,193</b>	<b>210,194</b>	<b>178,698</b>	<b>264,290</b>	<b>85,592</b>
<b>Total Fund Balance Contribution</b>	<b>48,352</b>	<b>15,096</b>	<b>(37,278)</b>	<b>38,143</b>	<b>75,421</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0478 - Public Health Preparedness Program - Grant

### GRANT OVERVIEW (Administered by BU 4013)

The Public Health Preparedness Program (PHPP) grant is used to aid the Health & Human Services Agency (HHS), Public Health address infrastructure issues for preparedness. This includes planning, assessment, and implementation of activities to develop Public Health’s capacity to respond to all-hazards incidents.

### GRANT INFORMATION

- Grant Inception Date: October 2002
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Public Health
- Continuity of Grant: On-going annual allocation.
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs; the maximum is 25% of total personnel costs, which is included in the budget.

### GRANT BUDGET

#### Revenue

Grant	\$ 272,135
Other Charges	<u>20,111</u>
Total	\$ 292,246

#### Expenditures

Salaries & Benefits	\$ 223,974
Services & Supplies	88,384
Other Charges	<u>(20,111)</u>
Total	\$ 292,246

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	1.0	100%	0%
Program Specialist I	1.0	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0478 - Public Health Preparedness Program - Grant

BUDGET UNIT DETAIL <small>Schedule 9</small>	Function: - Activity: -				
Fund: 4780 Bioterrorism Act	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	21,101	-	27,566	<b>20,111</b>	(7,455)
827801 - Grant Revenue	156,494	200,657	270,638	<b>272,135</b>	1,497
827820 - Grant Interest	2,019	2,477	-	-	-
<b>Total Revenues</b>	<b>179,614</b>	<b>203,133</b>	<b>298,204</b>	<b>292,246</b>	<b>(5,958)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	18,397	36,251	101,397	<b>108,923</b>	7,526
861013 - Overtime Reg Emp	38	-	-	-	-
861021 - Co Cont Retirement	4,844	10,354	31,307	<b>35,335</b>	4,028
861022 - Co Cont OASDI	1,115	2,016	5,846	<b>6,359</b>	513
861023 - Co Cont Medicare	261	472	1,367	<b>1,487</b>	120
861024 - Co Cont Retire Incr	1,333	2,551	6,390	<b>5,806</b>	(584)
861030 - Co Cont Health Ins	1,369	9,776	24,087	<b>19,262</b>	(4,825)
861031 - Co Cont Unemp Ins	111	53	109	<b>109</b>	-
861035 - Co Cont Workers Comp	41,950	23,931	42,548	<b>46,693</b>	4,145
<b>Total Salaries &amp; Employee Benefits</b>	<b>69,417</b>	<b>85,405</b>	<b>213,051</b>	<b>223,974</b>	<b>10,923</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,616	828	-	<b>400</b>	400
862101 - Insurance - General	214	164	181	<b>211</b>	30
862170 - Office Expense	546	1,629	1,000	<b>1,000</b>	-
862187 - Education & Training	250	6,757	400	<b>400</b>	-
862189 - Prof/Spec Svcs - Other	38,126	13,640	5,000	<b>5,000</b>	-
862210 - Rent/Lease Bldg Grds	-	2,245	-	-	-
862230 - Info Tech Equip	-	2,854	1,000	-	(1,000)
862239 - Spec Dept Expense	85,144	106,616	64,098	<b>80,723</b>	16,625
862250 - Trans/Travel	1	155	150	<b>150</b>	-
862253 - Travel Out of County	528	585	500	<b>500</b>	-
862260 - Utilities	688	63	400	-	(400)
<b>Total Services &amp; Supplies</b>	<b>127,112</b>	<b>135,536</b>	<b>72,729</b>	<b>88,384</b>	<b>15,655</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	-	<b>(20,111)</b>	(20,111)
<b>Expend Transfer &amp; Reimb</b>	-	-	-	<b>(20,111)</b>	(20,111)
<b>Total Net Appropriations</b>	<b>196,529</b>	<b>220,941</b>	<b>285,780</b>	<b>292,246</b>	<b>6,466</b>
<b>Total Fund Balance Contribution</b>	<b>16,915</b>	<b>17,808</b>	<b>(12,424)</b>	<b>-</b>	<b>12,424</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0488 - HIV Services Grant

### GRANT OVERVIEW (Administered by BU 4013)

The Purpose of the Surveillance and Epidemiology allocation is to track HIV/AIDS locally and report cases to the California Department of Public Health, Office of AIDS. The HIV Coordinator attends a bi-weekly collaborative meeting with community HIV/AIDS care teams including Mendocino Community Health Center, Mendocino County HIV/AIDS & Viral Hepatitis Network, and Community Care. The HIV Coordinator also meets on an ongoing basis with the Mendocino Coast Clinic’s HIV Nurse Case Manager.

The AIDS Drug Assistance Program (ADAP) ensures that people living with HIV/AIDS who are uninsured or under-insured have access to medications, which also includes Hepatitis C treatment. ADAP enrollees are eligible for the Office of AIDS Health Insurance Premium Program (OA-HIPP) or the Medicare Part D payment program.

### GRANT INFORMATION

- Grant Inception Date: April 1, 1987
- Current Grant Period: July 1, 2020 - June 30, 2020
- Source of Funds: California Department of Public Health
- Continuity of Grant: On-going annual allocations.
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs; the maximum is 15% of the grant for Surveillance, but not ADAP, which is included in the budget.

### GRANT BUDGET

#### Revenue

Grant	\$ 30,189
Total	\$ 30,189

#### Expenditures

Services & Supplies	\$ 38,563
Total	\$ 38,563

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Health Program Eligibility Worker	0.3	100%	0%
Community Health Specialist II	0.1	100%	0%



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0488 - HIV Services-Grant

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4880 Family Planning	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	32,103	45,562	30,189	<b>30,189</b>	-
<b>Total Revenues</b>	<b>32,103</b>	<b>45,562</b>	<b>30,189</b>	<b>30,189</b>	-
<b>Salaries &amp; Employee Benefits</b>					
861031 - Co Cont Unemp Ins	13	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	1,094	-	-	-	-
862140 - Med Dntl & Lab Suppl	(248)	(260)	-	-	-
862170 - Office Expense	-	-	1,000	<b>500</b>	(500)
862239 - Spec Dept Expense	12,139	27,787	28,689	<b>37,563</b>	8,874
862250 - Trans/Travel	-	-	250	<b>250</b>	-
862253 - Travel Out of County	224	-	250	<b>250</b>	-
<b>Total Services &amp; Supplies</b>	<b>13,209</b>	<b>27,527</b>	<b>30,189</b>	<b>38,563</b>	<b>8,374</b>
<b>Total Net Appropriations</b>	<b>13,222</b>	<b>27,527</b>	<b>30,189</b>	<b>38,563</b>	<b>8,374</b>
<b>Total Fund Balance Contribution</b>	<b>(18,881)</b>	<b>(18,034)</b>	<b>-</b>	<b>8,374</b>	<b>8,374</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4016 - Emergency Medical Services

### BUDGET UNIT OVERVIEW

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Mendocino County's Emergency Medical Services (EMS) serves in collaboration with Coastal Valleys Emergency Medical Services Agency (CVEMSA), providing oversight and support to emergency service care providers, such as ambulance services and air-ambulance companies.

Together the counties of Mendocino and Sonoma are the Coastal Valley EMS Region, Coastal Valleys EMS Agency as Mendocino County's Local EMS Agency (LEMSA) is responsible for planning, implementing and evaluating the local EMS system; which includes but is not limited to education levels for certifications, monitoring response times by providers, and ambulance inspections.

#### PROGRAM OVERVIEW

- Coastal Valley EMS Region
- Dispatch
- EMS System

#### GOALS FOR FY 2020-21

- First year of the Emergency Medical Care Committee (EMCC). The EMCC will provide their first formal review and report to the Board of Supervisor.
- EMCC along with Sonoma County will review improvements that could be made to the emergency medical services system in Mendocino County.
- Increase access for agency staff and community members to get CPR and AED Training.

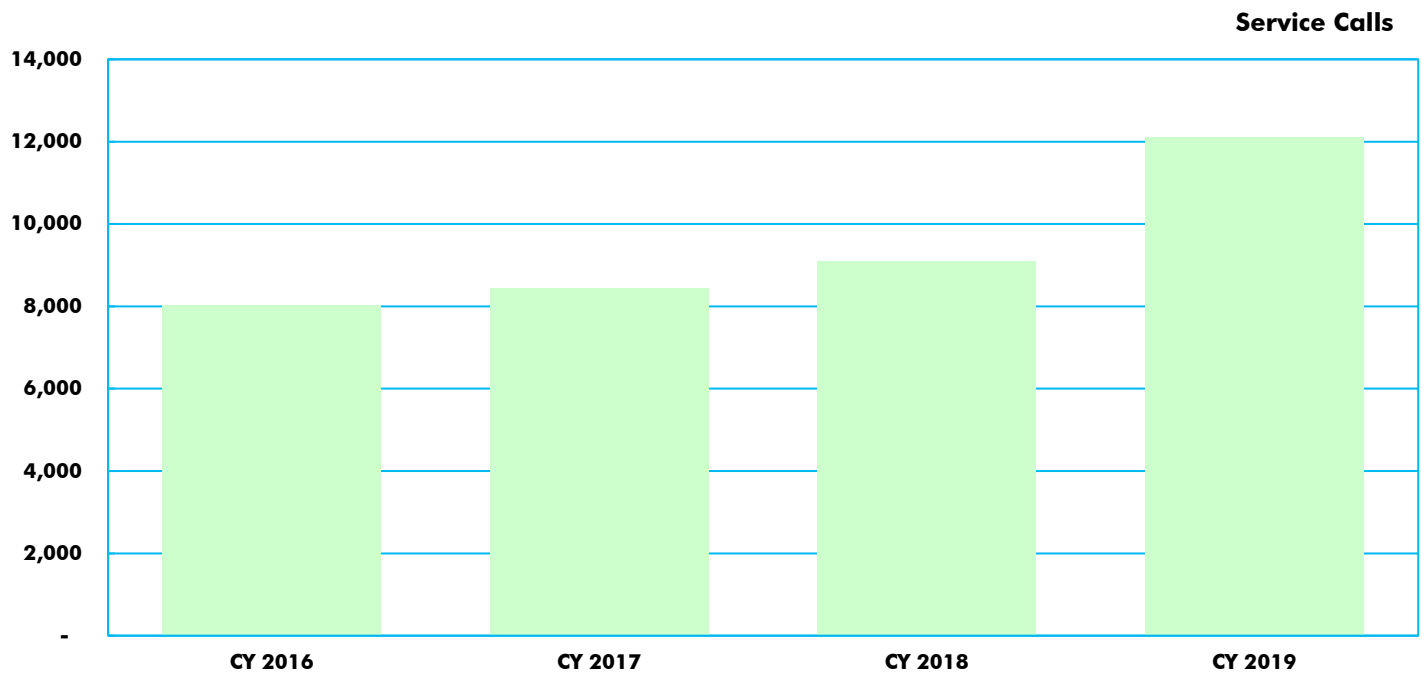
#### ACCOMPLISHMENTS IN FY 2019-20

- Implemented a new contract with Sonoma County to provide Emergency Medical Services Administration in Mendocino County.
- Formally created the Emergency Medical Care Committee for Mendocino County with statutory authority to review and recommend improvements to the Board of Supervisor for emergency medical services.
- Entered into an Automated External Defibrillator (AED) Service Plan agreement.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4016 - Emergency Medical Services

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 3204 EMS share of revenue received from a \$3 assessment levied on certain Vehicle Code fines and forfeitures.

### Other Charges

Acct. 3113 Payment to CalFire Dispatch.

Acct. 3280 Payment to Sonoma County for EMS services.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4016 - Emergency Medical Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation			Activity: Health	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821110 - Curr Secured Prop Tax	190,888	198,656	178,685	<b>178,685</b>	-	
821120 - Curr Unsec Prop Tax	5,589	6,044	5,900	<b>5,900</b>	-	
821130 - Supplemental Roll Tax	2,542	4,876	4,000	<b>4,000</b>	-	
821210 - Prior Sec Prop Tax	-	-	-	-	-	
821220 - Prior Unsec Prop Tax	(163)	347	200	<b>200</b>	-	
821700 - Hwy Prop Rental	-	-	-	-	-	
823204 - Misc Court Fine	96,680	113,792	115,450	<b>110,365</b>	(5,085)	
825472 - County Hospital	-	86,672	40,000	<b>40,000</b>	-	
825481 - Homeowner Exemption	1,634	1,615	1,600	<b>1,600</b>	-	
826361 - EMS Per Call Fee	11,616	-	15,000	-	(15,000)	
826390 - Other Charges	73,461	64,186	81,025	<b>132,700</b>	51,675	
827700 - Other	170	551	300	<b>300</b>	-	
<b>Total Revenues</b>	<b>382,418</b>	<b>476,739</b>	<b>442,160</b>	<b>473,750</b>	<b>31,590</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	1,449	1,559	1,650	<b>1,635</b>	(15)	
862101 - Insurance - General	351	394	400	<b>580</b>	180	
862120 - Maint Equip	-	-	2,000	<b>2,000</b>	-	
862140 - Med Dntl & Lab Supls	5,259	5,482	6,025	<b>6,025</b>	-	
862170 - Office Expense	57	1	50	<b>50</b>	-	
862189 - Prof/Spec Svcs - Other	26,612	2,718	-	<b>60,398</b>	60,398	
862230 - Info Tech Equip	-	-	3,000	-	(3,000)	
862239 - Spec Dept Expense	4,477	26,644	1,191	<b>15,000</b>	13,809	
862250 - Trans/Travel	-	-	100	<b>100</b>	-	
862253 - Travel Out of County	-	-	100	<b>100</b>	-	
862260 - Utilities	297	276	500	<b>400</b>	(100)	
<b>Total Services &amp; Supplies</b>	<b>38,502</b>	<b>37,075</b>	<b>15,016</b>	<b>86,288</b>	<b>71,272</b>	
<b>Other Charges</b>						
863113 - Pmt Other Gov Agency	592,150	256,975	1,114,919	<b>953,443</b>	(161,476)	
863119 - Supp/Care - Other	-	46,033	40,000	<b>40,000</b>	-	
863280 - Contr Other Agency	107,500	107,500	107,500	<b>399,910</b>	292,410	
<b>Total Other Charges</b>	<b>699,650</b>	<b>410,509</b>	<b>1,262,419</b>	<b>1,393,353</b>	<b>130,934</b>	
<b>Total Net Appropriations</b>	<b>738,152</b>	<b>447,584</b>	<b>1,277,435</b>	<b>1,479,641</b>	<b>202,206</b>	
<b>Total Net County Cost</b>	<b>355,734</b>	<b>(29,155)</b>	<b>835,275</b>	<b>1,005,891</b>	<b>170,616</b>	



## BU 4050 - Mental Health Services

### BUDGET UNIT OVERVIEW

Mendocino County Behavioral Health and Recovery Services Mental Health Plan (MHP) provides, arranges, and pays for all medically necessary covered Speciality Mental Health Services (SMHS). The MHP serves the people of Mendocino County whose lives are affected by serious and chronic mental illness. Speciality Mental Health Services offers assessments, case management, rehabilitative services, therapy, therapeutic behavioral services, crisis intervention, psychiatric inpatient hospitalization, and medication support services. Individuals served are supported to maximize independent living and to improve quality of life through community-based treatment.

Behavioral Health and Recovery Services MHP strives to deliver services in a respectful, responsive, and efficient manner with sensitivity to cultural diversity. The goal is to educate staff, individuals, families, and the community about mental illness, possibilities of treatment, and recovery. The MHP also strives to manage fiscal resources effectively and responsibly while ensuring that productivity and efficiency are important organizational values.

#### PROGRAM OVERVIEW

- Access Line
- Behavioral Health Advisory Board
- Lanterman-Petris-Short Conservatorships Case Management and Placement
- Medication Support Services
- Mental Health CalWORKS
- Mental Health Outpatient Services
- Mental Health Services Probation
- Mobile Outreach Prevention Services
- Psychiatric Emergency Services & Inpatient Treatment
- Stepping-Up
- Quality Assurance & Quality Improvement

#### GOALS FOR FY 2020-21

- Continue to work with CHFFA and Contractors on meeting the milestones for a Crisis Residential Treatment Facility.
- Provide outreach, education, and trainings to the community.
- Continue involvement with Stepping Up and Measure B committees.
- Expanded data reporting and trend analysis for Specialty Mental Health Services.
- Apply for grants to enhance and expand mental health services and housing opportunities.

#### ACCOMPLISHMENTS IN FY 2019-20

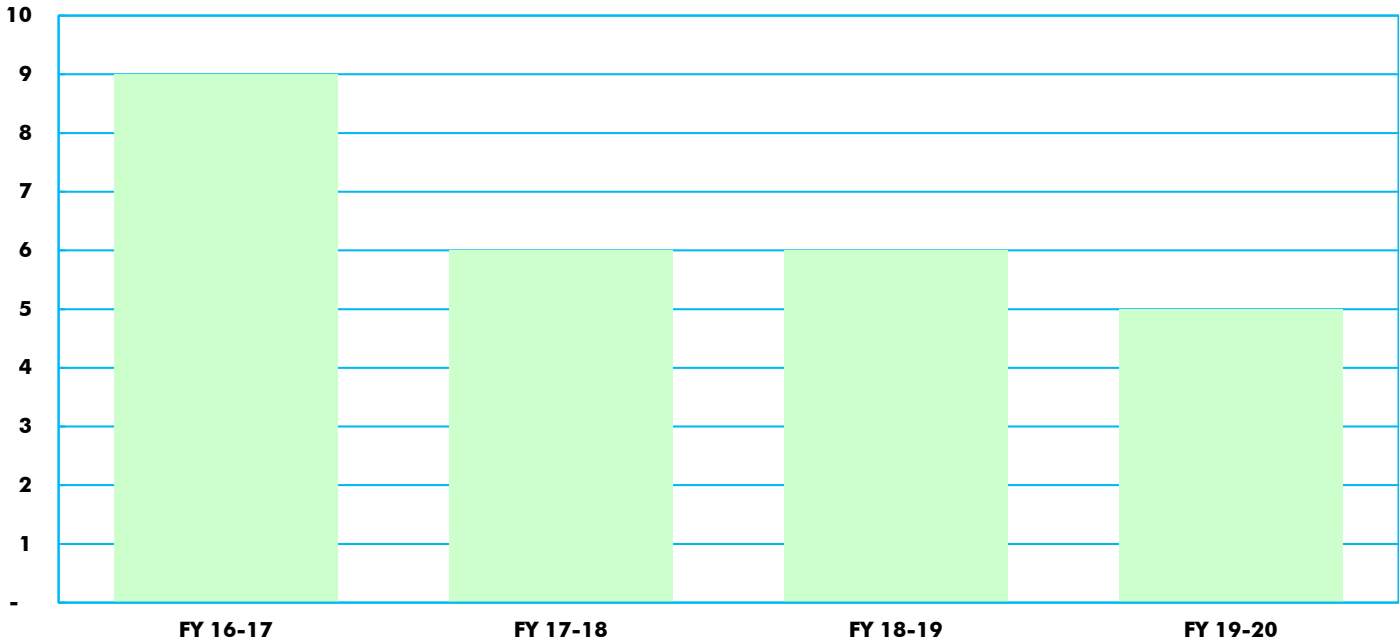
- *Provided outreach, education, and trainings to the community including two Crisis Intervention Trainings to law enforcement and first responders.*
- *Passed Department of Health Care Services Triennial Review with 98.3% in compliance and Recoupment Chart Audit with 1.7% disallowance ratio.*
- *Continued involvement with Stepping Up and Measure B committees.*
- *Applied for and awarded the Justice and Mental Health Collaboration grant by the Department of Justice, Office of Justice Programs.*
- *Hired a full-time Psychiatrist for Specialty Mental Health Services.*

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4050 - Mental Health Services

## PERFORMANCE INDICATORS

Average Days from Request for Services to Assessment



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5330 State Sales Tax revenue distribution - Realignment 2011 for community specialty mental health services.
- Acct. 5331 Medi-Cal revenue generated by the ASO's subcontractor network, and County administration.
- Acct. 5342 Realignment 1991 revenue for Mental Health Services, and Mental Health administration.

### Services & Supplies

- Acct. 2189 Provides contract psychiatrists, compliance monitor contract, and administrative contract services provided to the Mental Health Program.

### Other Charges

- Acct. 3162 Provides payment to group homes and adult board and care facilities.
- Acct. 3280 ASO contracts.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Reimbursements from other County departments (Social Services and Probation) for services provided.
- Acct. 5802 Primarily payment of A-87 overhead costs to County General Fund.

## CHANGES IN BUDGET FROM PRIOR YEAR

No Significant change in budget from the previous fiscal year.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4050 - Mental Health Services

BUDGET UNIT DETAIL Schedule 9		Function: Health & Sanitation		Activity: Mental Health	
Fund: 1221 Mental Health Service	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	(47,823)	(31,055)	(21,000)	<b>(27,416)</b>	(6,416)
825330 - State Aid Mental Hlth	7,189,585	5,756,146	6,178,965	<b>6,271,280</b>	92,315
825331 - Medi-Cal Mental Hlth	8,801,450	8,800,566	10,300,498	<b>10,609,498</b>	309,000
825342 - Realignment Mental Hlth	3,973,056	3,793,066	4,180,046	<b>4,182,046</b>	2,000
825344 - 2011 Realign Pub Safety	129,340	127,686	135,268	<b>117,940</b>	(17,328)
825490 - State Other	109,783	197,038	2,243,938	<b>1,183,125</b>	(1,060,813)
825670 - Federal Other Revenue	-	18,088	-	-	-
826290 - Mental Health Svc	44,293	494	-	-	-
826390 - Other Charges	1,652,678	5,748,597	742,156	<b>917,511</b>	175,355
827600 - Other Sales	450	40	500	<b>150</b>	(350)
827700 - Other	93,475	174,107	150,000	<b>150,000</b>	-
827707 - Donation	-	23	-	-	-
827802 - Oper Transfer In	4,634,827	49,042	503,460	<b>755,386</b>	251,926
<b>Total Revenues</b>	<b>26,581,113</b>	<b>24,633,837</b>	<b>24,413,831</b>	<b>24,159,520</b>	<b>(254,311)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,649,604	1,680,696	2,061,450	<b>2,176,422</b>	114,972
861012 - Extra Help	48,964	31,692	16,510	-	(16,510)
861013 - Overtime Reg Emp	12,635	9,397	-	-	-
861021 - Co Cont Retirement	491,987	502,617	634,920	<b>691,896</b>	56,976
861022 - Co Cont OASDI	98,436	100,781	123,868	<b>128,689</b>	4,821
861023 - Co Cont Medicare	23,764	24,029	29,208	<b>30,583</b>	1,375
861024 - Co Cont Retire Incr	160,835	149,909	160,006	<b>141,284</b>	(18,722)
861030 - Co Cont Health Ins	246,514	202,374	311,987	<b>271,003</b>	(40,984)
861031 - Co Cont Unemp Ins	9,340	8,794	5,803	<b>3,121</b>	(2,682)
861035 - Co Cont Workers Comp	138,928	128,041	84,706	<b>67,592</b>	(17,114)
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,881,007</b>	<b>2,838,330</b>	<b>3,428,458</b>	<b>3,510,590</b>	<b>82,132</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	26,593	28,491	26,800	<b>32,570</b>	5,770
862080 - Food	1,451	1,635	3,000	<b>2,000</b>	(1,000)
862090 - Household Expense	1,480	804	1,200	<b>1,000</b>	(200)
862101 - Insurance - General	25,363	23,789	23,789	<b>20,497</b>	(3,292)
862109 - Insurance Other	21,072	24,264	24,264	<b>45,000</b>	20,736
862120 - Maint - Equip	95	-	-	-	-
862130 - Maint Strc Impr & Grnds	69,134	32,699	78,616	<b>50,000</b>	(28,616)
862150 - Memberships	5,906	6,100	6,150	<b>14,475</b>	8,325
862170 - Office Expense	32,045	24,962	36,850	<b>31,390</b>	(5,460)
862182 - Data Processing Svcs	14,708	22,542	25,300	<b>28,300</b>	3,000
862185 - Medical/Dental Svcs	239,205	36,051	31,250	<b>31,400</b>	150
862187 - Education & Training	4,387	1,006	7,000	<b>7,000</b>	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4050 - Mental Health Services

BUDGET UNIT DETAIL	Schedule 9 (cont.)			Function: Health & Sanitation		Activity: Mental Health	
	2017-18	2018-19	2019-20	2020-21	Change from		
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year		
862189 - Prof/Spec Svcs - Other	254,450	326,517	371,400	<b>394,150</b>	22,750		
862190 - Publ/Legal Notice	3,677	3,265	12,750	<b>7,000</b>	(5,750)		
862194 - A-87 Costs	299,814	364,246	364,246	<b>342,781</b>	(21,465)		
862210 - Rent/Lease - Bldg Grnds	-	-	30	<b>30</b>	-		
862230 - Info Tech Equip	78,048	49,091	130,300	<b>52,591</b>	(77,709)		
862239 - Spec Dept Expense	341,134	634,457	391,724	<b>796,574</b>	404,850		
862250 - Trans/Travel	42,476	43,219	17,800	<b>17,750</b>	(50)		
862253 - Travel Out of County	14,081	7,630	17,520	<b>16,970</b>	(550)		
862260 - Utilities	37,979	28,892	44,200	<b>36,200</b>	(8,000)		
<b>Total Services &amp; Supplies</b>	<b>1,513,097</b>	<b>1,659,661</b>	<b>1,614,189</b>	<b>1,927,678</b>	<b>313,489</b>		
<b>Other Charges</b>							
863113 - Pmt Other Gov Agency	608,487	18,285,523	980,141	<b>1,153,840</b>	173,699		
863162 - Residential Care	2,209,183	2,588,292	2,247,900	<b>2,209,350</b>	(38,550)		
863280 - Contr to Other Agncs	19,809,230	771,126	15,415,316	<b>15,415,316</b>	-		
<b>Total Other Charges</b>	<b>22,626,900</b>	<b>21,644,940</b>	<b>18,643,357</b>	<b>18,778,506</b>	<b>135,149</b>		
<b>Fixed Assets</b>							
864370 - Equipment	30,508	-	-	-	-		
<b>Total Fixed Assets</b>	<b>30,508</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Expend Transfer &amp; Reimb</b>							
865380 - Intrafund Transfer	-	(332,323)	(12,954)	<b>(126,243)</b>	(113,289)		
865802 - Oper Transfer Out	89,610	56,149	52,999	<b>84,739</b>	31,740		
<b>Total Expend Transfer &amp; Reimb</b>	<b>89,610</b>	<b>(276,174)</b>	<b>40,045</b>	<b>(41,504)</b>	<b>(81,549)</b>		
<b>Total Net Appropriations</b>	<b>27,141,122</b>	<b>25,866,757</b>	<b>23,726,049</b>	<b>24,175,270</b>	<b>449,221</b>		
<b>Total Fund Balance Contribution</b>	<b>560,009</b>	<b>1,232,920</b>	<b>(687,782)</b>	<b>15,750</b>	<b>703,532</b>		





## BU 4051 - Mental Health Services Act

### BUDGET UNIT OVERVIEW

Mental Health Services Act (MHSA) was designed to provide a wide range of prevention, early intervention, and treatment services that support the continuum of public mental health services. MHSA is comprised of five focus areas which are Community Services and Supports (CSS), Prevention and Early Intervention (PEI), Workforce Education and Training (WET), Innovation (INN), and Capital Facilities and Technology Needs (CFTN). Each component has targeted funding and requirements for expenditures.

MHSA programs are offered to support the continuity of care for specialty mental health services, recognize and provide prevention and early intervention for severe and persistent mental health issues, provide client focused recovery, and improve the access for underserved groups. Behavioral Health and Recovery Services MHSA team oversees the facilitation of all community planning processes, monitors the data regarding program services, and works with local providers to ensure MHSA programs promote cultural competency, individual and family-driven services, and are wellness, recovery, resilience-focused.

#### PROGRAM OVERVIEW

- Capital Facilities and Technology Needs
- Community Services and Supports (CSS)
- Full Service Partnership (CSS)
- MHSA Housing Component (CSS)
- Innovation
- Prevention and Early Intervention
- Workforce Education and Training

#### GOALS FOR FY 2020-21

- Maintain essential service delivery during social distancing and budget impacts.
- Finalize Mental Health Services Act Three Year Plan for Fiscal Years 20/21 through 22/23 and complete Request for Proposal Process for Mental Health Services Act programs.
- Implement Mental Health Student Services Act grant with community providers and local schools, once awarded.
- Implement Innovation Projects Healthy Living Community and Tech Treatments for Trauma once approved.

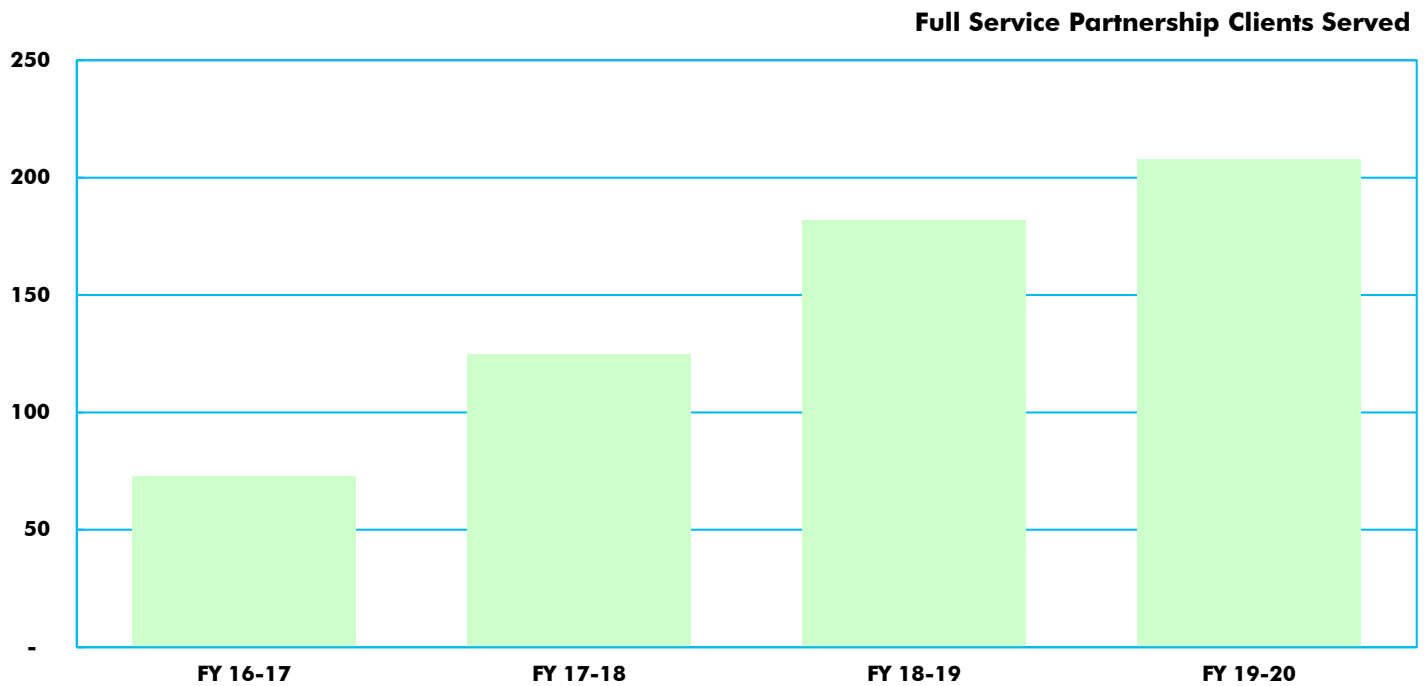
#### ACCOMPLISHMENTS IN FY 2019-20

- Submitted Innovation Projects 2 and 3 (Healthy Living Community and Tech Treatments for Trauma) to the Oversight and Accountability Commission for approval and implementation.
- Expansion of Workforce Education and Training opportunities including two Crisis Intervention Team Trainings.
- Enhanced collaboration with community cultural liaisons.
- Establishment of a Warm Line during COVID-19 that will continue beyond COVID.
- Continued Expansion of Suicide Prevention campaigns and awareness, including a Post Suicide Review Committee.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4051 - Mental Health Services Act

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

Acct. 2187 Training of staff, peer support members, parent partners, clients and community members.

## CHANGES IN BUDGET FROM PRIOR YEAR

Reversion funds for Workforce Education and Training program and Capital Facilities and Technological Needs program will not continue in fiscal year 20-21.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4051 - Mental Health Services Act

BUDGET UNIT DETAIL Schedule 9		Function: Health & Sanitation			Activity: Mental Health	
Fund: 1223 Mental Health Service	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	113,759	109,211	-	-	-	
825330 - State Aid Mental Hlth	4,893,070	4,823,208	4,836,832	<b>4,836,832</b>	-	
826390 - Other Charges	-	(16,673)	-	<b>12,859</b>	12,859	
<b>Total Revenues</b>	<b>5,006,829</b>	<b>4,915,746</b>	<b>4,836,832</b>	<b>4,849,691</b>	<b>12,859</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	-	-	213,519	<b>316,280</b>	102,761	
861021 - Co Cont Retirement	-	-	66,292	<b>103,422</b>	37,130	
861022 - Co Cont OASDI	-	-	13,038	<b>18,511</b>	5,473	
861023 - Co Cont Medicare	-	-	3,050	<b>4,329</b>	1,279	
861024 - Co Cont Retire Incr	-	-	17,808	<b>22,009</b>	4,201	
861030 - Co Cont Health Ins	-	-	24,023	<b>52,157</b>	28,134	
861031 - Co Cont Unemp Ins	(16,673)	-	-	<b>218</b>	218	
861035 - Co Cont Workers Comp	1,916	-	-	<b>191</b>	191	
<b>Total Salaries &amp; Employee Benefits</b>	<b>(14,757)</b>	<b>-</b>	<b>337,730</b>	<b>517,117</b>	<b>179,387</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	3	5	250	<b>250</b>	-	
862080 - Food	159	289	1,750	<b>1,500</b>	(250)	
862090 - Household Expense	18	-	-	-	-	
862101 - Insurance - General	529	267	-	<b>85</b>	85	
862150 - Memberships	1,497	1,500	1,500	<b>1,500</b>	-	
862170 - Office Expense	20,833	1,250	7,000	<b>1,500</b>	(5,500)	
862182 - Data Processing Svcs	5,258	550	-	-	-	
862187 - Education & Training	22,360	390	32,145	<b>32,145</b>	-	
862189 - Prof/Spec Svcs - Other	1,123,259	647,108	2,634,139	<b>1,304,493</b>	(1,329,646)	
862194 - A-87 Costs	(6,117)	(15,530)	7,000	<b>7,000</b>	-	
862210 - Rent/Lease - Bldg Grnds	300	-	-	-	-	
862230 - Info Tech Equip	28,552	32,311	134,875	-	(134,875)	
862239 - Spec Dept Expense	1,336,663	4,542,041	661,770	<b>153,587</b>	(508,183)	
862250 - Trans/Travel	645	133	1,000	<b>1,120</b>	120	
862253 - Travel Out of County	9,880	2,315	500	<b>1,700</b>	1,200	
<b>Total Services &amp; Supplies</b>	<b>2,543,839</b>	<b>5,212,631</b>	<b>3,481,929</b>	<b>1,504,880</b>	<b>(1,977,049)</b>	
<b>Other Charges</b>						
863113 - Payments to Other Govts	-	-	1,500	-	(1,500)	
863280 - Contr to Other Agencies	-	-	3,527,457	3,058,993	(468,464)	
<b>Total Other Charges</b>	<b>-</b>	<b>-</b>	<b>3,528,957</b>	<b>3,058,993</b>	<b>(469,964)</b>	
<b>Fixed Assets</b>						
864370 - Equipment	29,350	-	137,000	-	(137,000)	
<b>Total Fixed Assets</b>	<b>29,350</b>	<b>-</b>	<b>137,000</b>	<b>-</b>	<b>(137,000)</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfer	-	-	-	<b>(11,589)</b>	(11,589)	
865802 - Oper Transfer Out	3,641,392	61,797	392,080	<b>507,686</b>	115,606	
<b>Total Expend Transfer &amp; Reimb</b>	<b>3,641,392</b>	<b>61,797</b>	<b>392,080</b>	<b>496,097</b>	<b>104,017</b>	
<b>Total Net Appropriations</b>	<b>6,199,824</b>	<b>5,274,428</b>	<b>7,877,696</b>	<b>5,577,087</b>	<b>(2,300,609)</b>	
<b>Total Fund Balance Contribution</b>	<b>1,192,995</b>	<b>358,682</b>	<b>3,040,864</b>	<b>727,396</b>	<b>(2,313,468)</b>	

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4052 - Mental Health Treatment Act (Measure B)

### BUDGET UNIT OVERVIEW

The voters of Mendocino County passed Measure B on November 7, 2017, for the purpose of improving residents' lives and the public's safety by strategically evaluating and enhancing resources for mental health treatment. An 11 member politically independent "Mental Health Treatment Act" Citizen's Oversight Committee has been created to review the independent annual audit of expenditures and performance management plan for compliance. The Committee shall also provide recommendations to the Board of Supervisors. The Committee is comprised of citizens and County leadership.

The creation of the Mental Health Treatment Fund is entirely dedicated to fund improved services, treatment, and facilities for persons with mental health conditions into which 100% of the revenue shall be deposited. For a period of five (5) years, a maximum of 75% of the revenue deposited into the Fund may be used for facilities with no less than 25% dedicated to services and treatment; thereafter, 100% of all revenue deposited into the Fund shall be used for ongoing operations, services, and treatment. The Board directed that all Measure B funds must be approved by the Board of Supervisors before allocation.

### PROGRAM OVERVIEW

- Behavioral Health Facilities Funding
- Behavioral Health Training Center
- Operations, Services, and Treatment Funding

### GOALS FOR FY 2020-21

- Continue Construction of the Crisis Residential Treatment Facility.
- Finish remodel of the Behavioral Health Training Center and open the facility for trainings.
- Release Request for Proposal for Crisis Residential Treatment Facility operator and award contract.
- Release Request for Qualifications for Psychiatric Health Facility operator and award contract.

### ACCOMPLISHMENTS IN FY 2019-20

- Hired Measure B Project Manager.
- Purchased the Behavioral Health Regional Training Center and started remodel of the building.
- Released Request for Proposal for an architectural, engineering, and environmental services for Measure B Facilities and awarded the contract to Nacht & Lewis.
- Established a Prudent Reserve for Measure B funds

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4052 - Mental Health Treatment Act (Measure B)

BUDGET UNIT DETAIL Schedule 9	Function: Health & Sanitation		Activity: Health & Sanitation - Mental Health		
Fund: 1224 Mental Health Treatment	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821500 - Sales & Use Tax	1,606,571	8,555,373	7,500,000	<b>8,500,000</b>	1,000,000
824100 - Interest	100	69,470	-	<b>200,000</b>	200,000
<b>Total Revenues</b>	<b>1,606,671</b>	<b>8,624,843</b>	<b>7,500,000</b>	<b>8,700,000</b>	<b>1,200,000</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	-	73,250	<b>84,250</b>	11,000
861021 - Co Cont Retirement	-	-	22,429	<b>27,330</b>	4,901
861022 - Co Cont OASDI	-	-	4,542	<b>5,220</b>	678
861023 - Co Cont Medicare	-	-	1,062	<b>1,220</b>	158
861024 - Co Cont Retire Incr	-	-	4,578	<b>4,490</b>	(88)
861030 - Co Cont Health Ins	-	-	5,931	<b>6,290</b>	359
<b>Total Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>-</b>	<b>111,792</b>	<b>128,800</b>	<b>17,008</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	-	-	<b>350</b>	350
862101 - Insurance - General	-	-	-	<b>425</b>	425
862170 - Office Expense	-	257	2,000	<b>2,000</b>	-
862187 - Education & Training	-	-	2,000	<b>1,000</b>	(1,000)
862189 - Prof/Spec Svcs - Other	37,470	31,132	100,000	<b>50,000</b>	(50,000)
862190 - Publ/Legal Notice	-	-	500	<b>500</b>	-
862230 - Info Tech Equip	-	-	2,000	<b>1,500</b>	(500)
862239 - Spec Dept Expense	161,578	-	500,000	<b>100,000</b>	(400,000)
862250 - Trans/Travel	-	-	-	<b>500</b>	500
862253 - Travel Out of County	-	-	2,000	<b>1,500</b>	(500)
<b>Total Services &amp; Supplies</b>	<b>199,048</b>	<b>31,389</b>	<b>608,500</b>	<b>157,775</b>	<b>(450,725)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	1,000,000	<b>2,706,600</b>	1,706,600
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>2,706,600</b>	<b>1,706,600</b>
<b>Total Net Appropriations</b>	<b>199,048</b>	<b>31,389</b>	<b>1,720,292</b>	<b>2,993,175</b>	<b>1,272,883</b>
<b>Total Fund Balance Contribution</b>	<b>(1,407,623)</b>	<b>(8,593,454)</b>	<b>(5,779,708)</b>	<b>(5,706,825)</b>	<b>72,883</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0445 - Office of Justice Programs - Stepping Up Grant

### GRANT OVERVIEW

The Bureau of Justice Assistance (BJA), Justice and Mental Health Collaboration Program (JMHCPC) grant supports cross-system collaboration to improve responses and outcomes for individuals with mental illnesses or co-occurring mental illness and substance abuse who come into contact with the justice system.

JMHCPC grant goal is to create a collaborative County approach to reducing the prevalence of individuals with mental illnesses and co-occurring disorders in the jail.

Project planning activities include:

- Establishing a team to engage in the planning process;
- Establishing baselines for key outcome measures;
- Establishing a data collection system;
- Conducting a comprehensive process analysis and inventory of services;
- Creation of a planning and implementation guide to be utilized across systems for diverting those with a mental illnesses and co-occurring condition from incarceration.

### GRANT INFORMATION

- Grant Inception Date: October 1, 2019
- Current Grant Period: October 1, 2020 - September 30, 2021
- Source of Funds: Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
- Continuity of Grant: 24 months ending 2021
- Grant Restrictions and Provisions: This grant does allow for indirect costs

### GRANT BUDGET

#### Revenue

Grant	\$ 167,777
Other Charges	<u>37,500</u>
Total	\$ 205,277

#### Expenditures

Services & Supplies	\$ 101,512
Professional & Specialty Services	98,571
Supplies, Other	1,714
Information, Technology, Equipment	<u>3,480</u>
Total	\$ 205,277

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4050's Schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Department Analyst	1.0	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0445 - Office of Justice Programs-Stepping Up-Grant

**BUDGET UNIT DETAIL** Schedule 9 Function: Health & Sanitation Activity: Mental Health

Fund: 4450 DOJ JMHCP Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
<b>Revenues</b>					
825670 - Federal Other	-	-	-	167,777	167,777
826390 - Other Charges	-	-	-	37,500	37,500
<b>Total Revenues</b>	-	-	-	<b>205,277</b>	<b>205,277</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	-	-	-	600	600
862189 - Prof/Spec Svcs - Other	-	-	-	98,571	98,571
862230 - Info Tech Equip.	-	-	-	3,480	3,480
862239 - Spec Dept Expense	-	-	-	101,512	101,512
862250 - Transportation & Travel	-	-	-	1,114	1,114
<b>Total Services &amp; Supplies</b>	-	-	-	<b>205,277</b>	<b>205,277</b>
<b>Total Net Appropriations</b>	-	-	-	<b>205,277</b>	<b>205,277</b>
<b>Total Net County Cost</b>	-	-	-	-	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4070 - Hospital and Medical Services Program

### BUDGET UNIT OVERVIEW

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The Hospital and Medical Services Program provides funding for participation in the County Medical Services Program (CMSP) serving the County's medically indigent population. CMSP provides limited-term health coverages for uninsured low-income adults who are not otherwise eligible for other publicly-funded health programs. Mendocino County is one of the 35 primarily rural counties that participate in CMSP to help meet indigent health care obligations under state law.

#### ACCOMPLISHMENTS IN FY 2019-20

- Successfully applied for and received a new CMSP grant funding for COVID-19 pandemic emergency.
- CMSP Governing board approved a waiver for Mendocino County's Participation Payment Fee of \$247,578. Freeing up General Fund to be re-allocated to other County department.

#### GOALS FOR FY 2020-21

- Leverage new CMSP grant funding opportunities to support and enhance the health care safety net.
- Continue to conduct outreach efforts and provide education to increase CMSP enrollment and enrollee participation in the primary care benefit.
- Continue to monitor impacts of health care reform and section 17000 obligations under the California Welfare and Institution Code.

#### SUMMARY OF MAJOR ACCOUNTS

##### Other Charges

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Acct. 3152, 3154 Provides payments to hospitals and physicians for uncompensated care from the EMS Trust generated from ambulance franchise holders, vehicle code violations and Tobacco Tax Funds (Proposition 99).

#### CHANGES IN BUDGET FROM PRIOR YEAR

The significant changes in budget from the previous fiscal year are due to moving the Partnership HealthPlan of California Rate Range Intergovernmental Transfer program to its own budget unit 4071.



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4070 - Hospital & Medical Services Program

BUDGET UNIT DETAIL	Schedule 9		Function: Health & Sanitation		Activity: Mental Health
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825341 - Realignment Hlth Svcs	3,608,601	-	-	-	-
825473 - Non-County Hosp	104,877	104,373	76,000	<b>76,000</b>	-
825475 - EMS - Physician Svcs	99,682	215,030	300,000	<b>200,000</b>	(100,000)
825670 - Federal Other	6,702,130	-	-	-	-
827802 - Operating Transfer	149,285	-	-	-	-
<b>Total Revenues</b>	<b>10,664,576</b>	<b>319,404</b>	<b>376,000</b>	<b>276,000</b>	<b>(100,000)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	66	-	-	-	-
862170 - Office Expense	41	-	-	-	-
862189 - Prof/Spec Svcs - Other	976,266	-	-	-	-
862239 - Spec Dept Expense	4,192,275	-	-	-	-
862253 - Travel & Trsp Out of County	686	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>5,169,333</b>	-	-	-	-
<b>Other Charges</b>					
863152 - Non-Co Contract Hosp	91,464	104,373	76,000	<b>76,000</b>	-
863154 - Physician Svcs - EMS	99,634	215,030	300,000	<b>200,000</b>	(100,000)
<b>Total Other Charges</b>	<b>191,098</b>	<b>319,404</b>	<b>376,000</b>	<b>276,000</b>	<b>(100,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	711,985	2,948,733	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>711,985</b>	<b>2,948,733</b>	-	-	-
<b>Total Net Appropriations</b>	<b>6,072,416</b>	<b>3,268,137</b>	<b>376,000</b>	<b>276,000</b>	<b>(100,000)</b>
<b>Total Net County Cost</b>	<b>(4,592,160)</b>	<b>2,948,733</b>	-	-	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0482 - Wellness and Prevention Pilot Program Grant

### GRANT OVERVIEW

Mendocino County Health & Human Services Agency has been granted \$225,500 over 3 years to implement the Mendocino County Wellness and Prevention Project (MCWAP). The goal of the project is to implement local level wellness and prevention activities and to expand the County Medical Services Program (CMSP) and other public program enrollment for vulnerable residents of Mendocino County. The project outcomes are to: increase CMSP and other public enrollment, increase CMSP enrollee participation in the primary care benefit, accomplish a 5% decrease in mental health crises addressed in the Ukiah Valley Medical Center emergency department, and to accomplish a 5% decrease in 5150 arrests in the Ukiah Valley over the 3-year project period. The project will achieve these goals through three primary strategies; 1) Community Resiliency Model Training, through a partnership with First 5 Mendocino, 2) Outreach to residents likely to be eligible for CMSP, but are not enrolled, through additional training and support for HHS staff, and 3) Care coordination of high users of care through a web-based platform.

### GRANT INFORMATION

- Grant Inception Date: April 1, 2017
- Current Grant Period: January 1, 2020 - December 31, 2020
- Source of Funds: County Medical Services Program Governing Board
- Continuity of Grant: Three Year Grant
- Grant Restrictions and Provisions: See Grant Overview above.

### GRANT BUDGET

#### Revenue

Grant	\$ 0
Total	\$ 0

#### Expenditures

Services & Supplies	\$ 32,650
Total	\$ 32,650

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4070's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 0482 - Wellness and Prevention Pilot Program - Grant

## BUDGET UNIT DETAIL

Fund: 4820 Wellness & Prevention Pilot Prg	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	150,000	-	150,000	-	(150,000)
<b>Total Revenues</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>(150,000)</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	661	-	111,500	<b>32,650</b>	(78,850)
<b>Total Services &amp; Supplies</b>	<b>661</b>	<b>-</b>	<b>111,500</b>	<b>32,650</b>	<b>(78,850)</b>
<b>Other Charges</b>					
863280 - Contr Other Agency	38,500	11,000	38,500	-	(38,500)
<b>Total Other Charges</b>	<b>38,500</b>	<b>11,000</b>	<b>38,500</b>	<b>-</b>	<b>(38,500)</b>
<b>Total Net Appropriations</b>	<b>39,161</b>	<b>11,000</b>	<b>150,000</b>	<b>32,650</b>	<b>(117,350)</b>
<b>Total Fund Balance Contribution</b>	<b>(110,839)</b>	<b>11,000</b>	<b>-</b>	<b>32,650</b>	<b>32,650</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4071 - Partnerships for Health (IGT)

### BUDGET UNIT OVERVIEW

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The Health and Human Services Agency maximizes realignment funds by participating in the Inter-Governmental Transfer (IGT) opportunity with Partnership HealthPlan of California (PHC) to access additional Medi-Cal funding to provide services to Medi-Cal eligible beneficiaries, enhancing the safety net and strengthening the infrastructure to ensure access and continuity of care for our most vulnerable residents. The leveraging will improve the health and wellbeing of Medi-Cal beneficiaries throughout Mendocino County.

Healthy Mendocino is a community collaborative of over 60 agencies and service organizations that positively impact the health of Mendocino County. Public Health's Community Health Improvement Plan, a requirement of Public Health Accreditation, is overseen by Healthy Mendocino. Five priority areas have been targeted and include family wellness, trauma, housing, poverty and mental health.

### ACCOMPLISHMENTS IN FY 2019-20

- Provided resources to staff Healthy Mendocino County's Action Teams with the Community Health Improvement Plan.
- Provided the Winter Shelters in Ukiah and Fort Bragg. The shelter was kept open longer due to the weather and COVID-19 pandemic emergency.
- The Mobile Outreach and Prevention Program with the Mendocino County Sheriff's Office continues to successfully serve 200-250 monthly contacts in North County, South Coast and Anderson Valley.

### GOALS FOR FY 2020-21

- Leverage any additional inter-Governmental Transfer opportunities through Partnership Health Plan of California.
- Implement Medi-Cal Targeted Case Management (TCM) and/or Medi-Cal Administrative Activities (MAA) to have a more substantial funding source for Public Health Programs.

# HEALTH AND HUMAN SERVICE AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4071 - Partnerships for Health(IGT)

**BUDGET UNIT DETAIL** Schedule 9      Function: Health & Sanitation      Activity: Health & Sanitation - Mental Health

Fund: 1226 Inter-Governmental Transfer	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825341 - Realignment Health Services	-	2,108,495	2,200,000	<b>2,562,192</b>	362,192
825670 - Federal Other	-	5,785,722	3,520,000	<b>3,843,287</b>	323,287
825670 - Federal Other	-	2,092,853	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>9,987,070</b>	<b>5,720,000</b>	<b>6,405,479</b>	<b>685,479</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	-	134,010	150,000	<b>500,000</b>	350,000
862239 - Spec Dept Expense	-	2,349,902	2,200,000	<b>2,562,192</b>	362,192
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>2,483,912</b>	<b>2,350,000</b>	<b>3,062,192</b>	<b>712,192</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	10,624	300,000	<b>2,825,000</b>	2,525,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>10,624</b>	<b>300,000</b>	<b>2,825,000</b>	<b>2,525,000</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>2,494,535</b>	<b>2,650,000</b>	<b>5,887,192</b>	<b>3,237,192</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>(7,492,534)</b>	<b>(3,070,000)</b>	<b>(518,287)</b>	<b>2,551,713</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## Whole Person Care Pilot Program (WPC) Grant

### GRANT OVERVIEW

The Whole Person Care Pilot is a competitive grant program under California’s Section 1115(a) Medicaid Waiver, entitled Medi-Cal 2020. Medi-Cal 2020 provides for innovative ways to leverage Medicaid funding to improve access, quality of care and efficiency of health care services

The purpose of Whole Person Care is to improve the wellbeing of Mendocino County residents experiencing mental illness, social isolation and/or poor health through enhanced interagency collaboration, peer support, and care coordination. Project partners include Mendocino Coast Clinics, Mendocino Community Health Clinics, Adventist Health Ukiah Valley, and Redwood Quality Management Corporation.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2017
- Current Grant Period: January 1, 2020 - December 31, 2020
- Source of Funds: Department of Health Care Services and Local Public Health Funding 50% match
- Continuity of Grant: Five calendar years ending in 2020
- Grant Restrictions and Provisions: Services must be provided to Medi-Cal beneficiaries with specific mental health needs, physical health needs, housing insecurity, substance abuse, and/or interaction with the criminal justice system.

### GRANT BUDGET

#### Revenue

Grant	<u>\$ 1,829,265</u>
Total	\$ 1,829,265

#### Expenditures

Salaries & Benefits	\$ 258,431
Services & Supplies	3,676,403
Other Charges	<u>154,030</u>
Total	\$ 4,088,864

County Match Required: Yes

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Administrator	1.0	100%	0%
Department Analyst II	1.25	100%	0%
Senior Program Manager	.5	100%	0%

# HEALTH AND HUMAN SERVICE AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4072 - Whole Person Care (WPC)

## BUDGET UNIT DETAIL

Fund: 1227 WPC	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825341 - Realignment Health Services	-	730,069	1,219,510	<b>455,725</b>	(763,785)
825490 - State Other	-	200,000	-	-	-
825670 - Federal Other	-	2,734,851	3,223,180	<b>1,219,510</b>	(2,003,670)
826390 - Other Charges	-	437,358	-	-	-
827802 - Oper Transfer In	-	855,880	392,080	<b>154,030</b>	(238,050)
<b>Total Revenues</b>	<b>-</b>	<b>4,958,157</b>	<b>4,834,770</b>	<b>1,829,265</b>	<b>(3,005,505)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	163,238	118,587	<b>148,922</b>	30,335
861012 - Co Cont Retirement	-	-	-	<b>9,518</b>	9,518
861013 - Co Cont Retirement	-	768	-	-	-
861021 - Co Cont Retirement	-	48,304	36,575	<b>48,648</b>	12,073
861022 - Co Cont OASDI	-	10,028	7,136	<b>8,839</b>	1,703
861023 - Co Cont Medicare	-	2,345	1,669	<b>2,205</b>	536
861024 - Co Cont Retire Incr	-	14,838	8,790	<b>9,715</b>	925
861030 - Co Cont Health Ins	-	11,383	21,139	<b>30,475</b>	9,336
861031 - Co Cont Unemp Ins	-	-	-	<b>109</b>	109
<b>Total Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>250,905</b>	<b>193,896</b>	<b>258,431</b>	<b>64,535</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	303	1,000	<b>8,000</b>	7,000
862170 - Office Expense	-	-	1,000	<b>1,000</b>	-
862182 - Data Processing Svcs	-	-	30,000	<b>45,000</b>	15,000
862187 - Education & Training	-	-	7,500	<b>3,000</b>	(4,500)
862189 - Prof/Spec Svcs - Other	-	1,834,641	2,500,000	<b>2,545,669</b>	45,669
862239 - Info Tech Equip	-	-	20,000	-	(20,000)
862239 - Spec Dept Expense	-	1,593,604	1,662,165	<b>1,068,734</b>	(593,431)
862250 - Trans/Travel	-	485	500	<b>1,000</b>	500
862253 - Travel Out of County	-	2,318	10,000	<b>4,000</b>	(6,000)
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>3,431,351</b>	<b>4,232,165</b>	<b>3,676,403</b>	<b>(555,762)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	(51,375)	-	51,375
865802 - Oper Transfer Out	-	-	308,060	<b>154,030</b>	(154,030)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>256,685</b>	<b>154,030</b>	<b>(102,655)</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>3,682,255</b>	<b>4,682,746</b>	<b>4,088,864</b>	<b>(593,882)</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>(1,275,902)</b>	<b>(152,024)</b>	<b>2,259,599</b>	<b>2,411,623</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4080 - California Children's Services

### BUDGET UNIT OVERVIEW

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California Children's Services (CCS) strives to assure the health of Mendocino County's children through access to specialty services for all children and youth up to age 21.

The Child Health and Disability Prevention (CHDP) program helps to prevent and find health problems through regular, no cost health check-ups.

The Health Care Program for Children in Foster Care (HCPCFC) program provides health care consultation and health care resource guidance to case workers as well as foster parents to address the health needs of foster children and youth.

### PROGRAM OVERVIEW

- Effective January 1, 2019, Partnership Healthplan of California (PHC) took on the responsibility for case management for CCS children who are covered by Medi-Cal. Mendocino County CCS staff continues to determine medical, financial and residential eligibility for children who are referred to CCS and determine ongoing eligibility for children already enrolled in the program. Mendocino County CCS staff continues to be responsible for the case management for approximately 25 children and youth who meet program eligibility criteria, who are not covered by Medi-Cal.
- HCPCFC received an additional \$69,274 State and Federal funding for caseload relief which allows Mendocino County to draw down additional Federal match funds.

### GOALS FOR FY 2020-21

- CCS, in collaboration with providers and Partnership Healthplan of California, will continue to explore opportunities to utilize telemedicine technology to provide specialty care locally.
- CHDP will recruit 3 additional local healthcare providers to provide services to eligible children including undocumented children and youth.

### ACCOMPLISHMENTS IN FY 2019-20

- CCS served 424 medical vulnerable children through accesses to their specialty medical needs.
- The Health Care Program for Children in Foster Care successfully served approximately 302 children and youth in foster care.

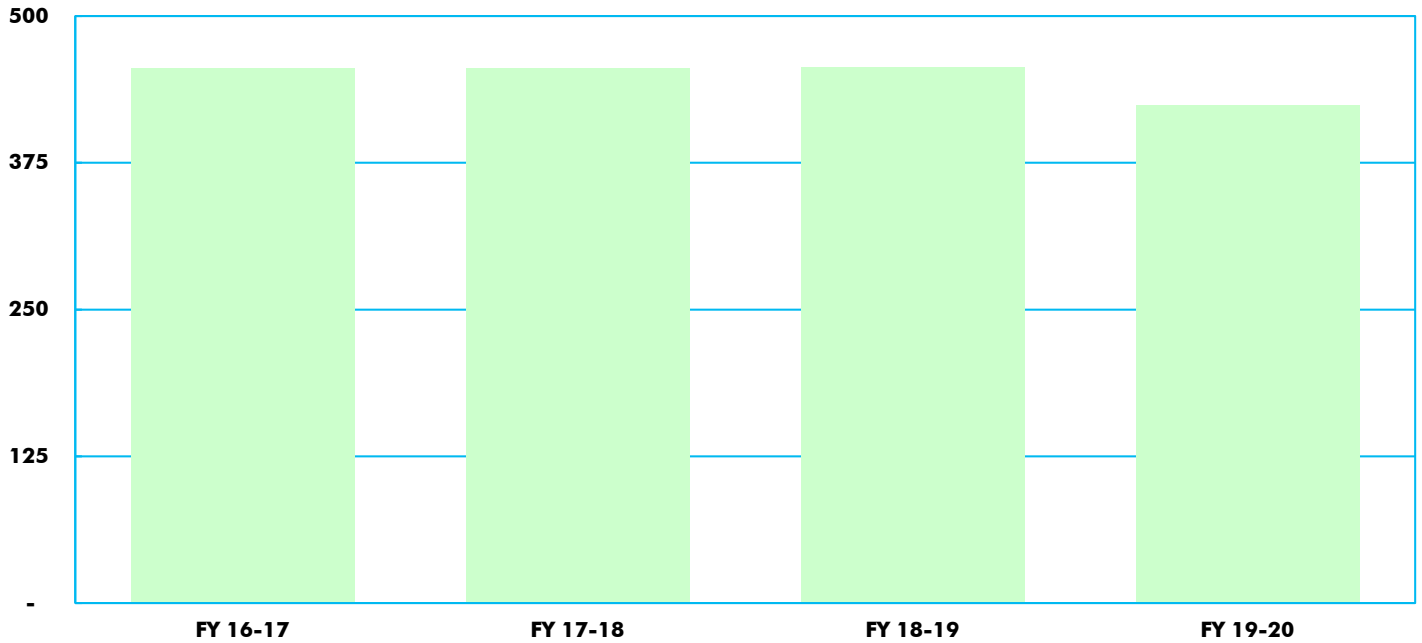


# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4080 - California Children's Services

## PERFORMANCE INDICATORS

### Combined Active and Pending Claims



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 5341 Realignment revenues received directly from the Social Services 1991 Realignment Trust Fund.

### Services & Supplies

Acct. 2239 Medical oversight of cases by contracted physician.

## CHANGES IN BUDGET FROM PRIOR YEAR

Services and Supplies – Medical oversight of cases by CCS Medical Consultant.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4080 - California Children's Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation			Activity: CCS
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825250 - State Aid CCS	597,740	640,548	571,929	<b>495,911</b>	(76,018)
825341 - Realignment Hlth Svcs	-	(272,871)	84,994	<b>64,505</b>	(20,489)
825490 - State Other	178,204	307,384	531,907	<b>471,087</b>	(60,820)
826330 - CA Children's Svcs	860	80	600	<b>600</b>	-
826390 - Other Charges	9,313	4,740	8,317	<b>16,213</b>	7,896
<b>Total Revenues</b>	<b>786,117</b>	<b>679,880</b>	<b>1,197,747</b>	<b>1,048,316</b>	<b>(149,431)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	321,110	377,818	499,596	<b>441,446</b>	(58,150)
861012 - Extra Help	-	4,961	-	-	-
861013 - Overtime Reg Emp	396	120	-	-	-
861021 - Co Cont Retirement	94,692	101,780	143,749	<b>142,832</b>	(917)
861022 - Co Cont OASDI	18,948	22,523	29,607	<b>26,133</b>	(3,474)
861023 - Co Cont Medicare	4,431	5,340	6,925	<b>6,112</b>	(813)
861024 - Co Cont Retire Incr	31,975	31,228	35,754	<b>29,288</b>	(6,466)
861030 - Co Cont Health Ins	53,934	39,601	65,663	<b>63,695</b>	(1,968)
861031 - Co Cont Unemp Ins	1,031	1,177	1,031	<b>1,121</b>	90
861035 - Co Cont Workers Comp	55,099	23,000	14,753	<b>20,686</b>	5,933
<b>Total Salaries &amp; Employee Benefits</b>	<b>581,616</b>	<b>607,549</b>	<b>797,078</b>	<b>731,313</b>	<b>(65,765)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,542	3,059	3,250	<b>3,250</b>	-
862101 - Insurance - General	3,309	3,464	3,339	<b>2,739</b>	(600)
862109 - Insurance Other	-	4,448	4,454	<b>7,852</b>	3,398
862120 - Maintenance-Equipment	8	-	150	<b>150</b>	-
862150 - Memberships	-	500	500	<b>500</b>	-
862170 - Office Expense	5,765	4,840	9,180	<b>9,180</b>	-
862185 - Medical/Dental Svcs	-	-	5,000	<b>5,000</b>	-
862187 - Education & Training	-	-	3,000	<b>3,000</b>	-
862189 - Prof/Spec Svcs - Other	833	11,672	23,750	<b>23,750</b>	-
862190 - Publ/Legal Notice	268	5	500	<b>300</b>	(200)
862230 - Info Tech Equip	51	6,319	9,500	<b>8,500</b>	(1,000)
862239 - Spec Dept Expense	99,921	245,098	331,784	<b>326,465</b>	(5,319)
862250 - Trans/Travel	102	39	1,950	<b>1,950</b>	-
862253 - Travel Out of County	16,122	12,808	7,750	<b>5,950</b>	(1,800)
862260 - Utilities	2,351	3,001	3,500	<b>4,000</b>	500
<b>Total Services &amp; Supplies</b>	<b>131,272</b>	<b>295,254</b>	<b>407,607</b>	<b>402,586</b>	<b>(5,021)</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4080 - California Children's Services

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Health & Sanitation			Activity: CCS
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	17,914	10,453	212,773	<b>150,000</b>	(62,773)
<b>Total Other Charges</b>	<b>17,914</b>	<b>10,453</b>	<b>212,773</b>	<b>150,000</b>	<b>(62,773)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(19,213)	-	(214,885)	<b>(204,740)</b>	10,145
865802 - Operating Transfer Out	10,857	(143,052)	-		-
<b>Total Expend Transfer &amp; Reimb</b>	<b>(8,356)</b>	<b>(143,052)</b>	<b>(214,885)</b>	<b>(204,740)</b>	<b>10,145</b>
<b>Total Net Appropriations</b>	<b>722,446</b>	<b>770,204</b>	<b>1,202,573</b>	<b>1,079,159</b>	<b>(123,414)</b>
<b>Total Net County Cost</b>	<b>(63,671)</b>	<b>90,323</b>	<b>4,826</b>	<b>30,843</b>	<b>26,017</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4080 - Child Health and Disability Prevention - Grant

### GRANT OVERVIEW (Included in BU 4080)

Child Health and Disability Prevention (CHDP) Program works to ensure that children have access to preventive health exams, immunizations and follow-up of medical and dental conditions identified during the health exam. The Child Health and Disability Prevention Gateway program helps maximize enrollment of uninsured children into comprehensive health care programs, such as Medi-Cal. This program now includes children and youth who were previously served by the Healthy Families program. The Child Health and Disability Prevention Program provides information and linking activities such as application assistance to assist families with enrollment into health insurance, care coordination to provide medical case management of children referred for follow-up and treatment, and provider orientation and training to provide technical assistance to the Child Health and Disability Prevention medical providers.

### GRANT INFORMATION

- Grant Inception Date: June 1, 1975
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Health Services with Federal match
- Continuity of Grant: On-going annual allocation
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs, of which the maximum is up to 25% of the personnel costs for the Child Health and Disability Prevention program. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 129,717
Total	\$ 129,717

#### Expenditures

Services & Supplies	\$ 129,717
Total	\$ 129,717

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4080's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Registered Nurse	.2	100%	0%
Licensed Vocational Nurse	.5	100%	0%
Staff Assistant II	.12	100%	0%
Sr. Program Manager	.2	100%	0%



## BU 4080 - Health Care Program for Children in Foster Care - Grant

### GRANT OVERVIEW (Included in BU 4080)

The Health Care Program for Children in Foster Care (HCPCFC) in collaboration with Child Welfare System (CWS), nurses provide medical case management to children in foster care by helping obtain Child Health and Disability Prevention health exams, dental exams and immunizations. These nurses also provide medical case management of medical and dental conditions that require follow-up and treatment. The Health Care Program for Children in Foster Care (HCPCFC) receives supplementary funding from the State for the oversight of psychotropic medication management (PMM&O) for children in foster care for \$72,772. Additionally, the program received \$69,274 as a Caseload Relief Allocation which enabled Public Health to hire a staff assistant and claim “match” funding for that position when supervised by a Public Health Nurse. The program is currently serving 240 children in foster care.

### GRANT INFORMATION

- Grant Inception Date: June 1, 1975
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Health Services with Federal match
- Continuity of Grant: On-going annual allocation
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs, of which the maximum is up to 10% of the personnel costs for the Health Care Program for Children in Foster Care program. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 186,519
Total	\$ 186,519

#### Expenditures

Salaries & Benefits	\$ 144,880
Services & Supplies	65,807
Other Charges	(24,167)
Total	\$ 186,519

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4080's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Public Health Nurse (PHN)	1.0	100%	0%
Sr. Program Manager	.03	100%	0%
Registered Nurse	.15	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 5010 - Social Services: Employment and Family Services

### BUDGET UNIT OVERVIEW

Social Services Budget Unit 5010 is comprised of the key service areas of Employment and Family Assistance Services (EFAS), Family and Children's Services and Adult and Aging Services.

Budget Unit 5010-Employment and Family Assistance (EFAS) administers State and Federal mandated public assistance programs that address the County's health and welfare needs. Specific eligibility requirements include but are not limited to an applicant's citizenship status, age, income, and resources. The California Work Opportunity and Responsibility to Kids (CalWORKs) program provides services and cash aid to eligible families with children in the home, while CalWORKs Job Services arranges employment training and addresses barriers for families on the path to self-sufficiency. CalFresh is a supplemental program to increase access to healthy food options, and Medi-Cal / County Medical Services Program (CMSP) provides health insurance to families and individuals. EFAS includes staff from the Advocacy and Collaboration Team (ACT) who serve as outreach coordinators and work collaboratively with community partners to ensure that Mendocino County residents are able to access health insurance coverage as well as help in the application process for CalFresh.

#### PROGRAM OVERVIEW

- Advocacy and Collaboration Team-Outreach
- CalFresh
- CalWORKs
- CalWORKs Job Services:
  - CalWORKs Housing Support
  - Expanded Subsidized Employment
  - Family Stabilization
- County Medical Services Program (CMSP)
- Medi-Cal

#### GOALS FOR FY 2020-21

- Increase sanction engagement activities.
- Successfully manage the Able-Bodied Adults Without Dependents (ABAWD) population time limit restrictions while minimizing the impact on CalFresh caseloads.
- Work with homeless services community partners to increase successful outcomes of transitioning families to permanent housing.
- Provide professional development training to staff through college contracts.

#### ACCOMPLISHMENTS IN FY 2019-20

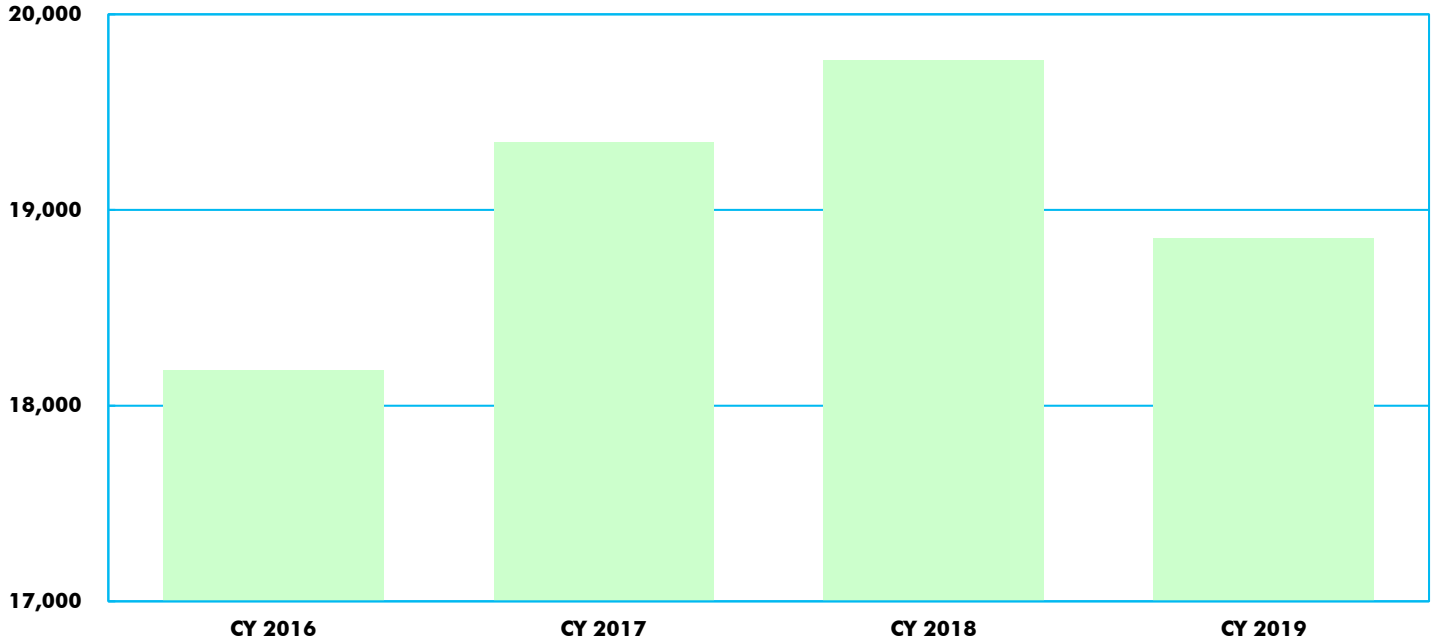
- Expanded CalFresh eligibility to SSI recipients, increasing the CalFresh Caseload by 11%.
- Reduced the vacancy rate in the Eligibility classification series by 50%.
- Assisted 160 households with direct payments for housing assistance for a total amount of \$451,192.
- Implemented the Immediate and Continuous Childcare Program to promote better opportunities for economic mobility for families with children.
- Decreased the Medi-Cal Redetermination backlog by 68%.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5010 - Social Services: Employment and Family Services

## PERFORMANCE INDICATORS

### Medi-Cal Program Caseload



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2182 Live Scan (fingerprinting), statistical, and program and software licensing.
- Acct. 2189 Investigations, ergonomic evaluations, and fit-for-duty exams.
- Acct. 2239 Agency administration and Language Line services.

### Other Charges

- Acct. 3132 Contracted services for CalFresh Outreach and Nutritional Education for EFAS.
- Acct. 3135 Transportation and supportive services for CalWORKs clients.
- Acct. 3138 Contracted services to assist CalWORKs clients in returning to the workforce.

## CHANGES IN BUDGET FROM PRIOR YEAR

Programmatic changes have resulted in increased funding to some programs. Increased allocation utilization for public assistance administration has also resulted in increased reimbursement for costs.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 5010 - Social Services: Family and Children's Services

### BUDGET UNIT OVERVIEW

Family and Children's Services provides protective services to ensure the safety of children from abuse and neglect. These services include investigation of child abuse and neglect allegations as well as assistance to families to remain together or to reunify. In addition, the program includes services to children in foster care, group home care, and guardianship care.

#### PROGRAM OVERVIEW

- Child Abuse Hotline
- Emergency Response
- Family Dependency Drug Court
- Family Maintenance
- Family Reunification
- Foster Care Eligibility Administration
- Independent Living Skills
- Interstate Compact on the Placement of Children Administration
- Permanency Placement
- Probate Guardianships for Non-relatives
- Quality Assurance / Case Reviews
- Resource Family Approval
- Step-Parent Adoptions
- Supportive Transition
- Ukiah and Willits Family Resource Centers
- Wraparound Services

#### GOALS FOR FY 2020-21

- Meet State requirements for a minimum of 90% of child abuse/neglect referrals being responded to in a timely way.
- Meet State requirements to close investigation referrals within 30 days of initial contact.
- Support families to reduce the recurrence of maltreatment and achieve the National goal of having less than 9.1% recurrence rate of abuse or neglect within a 12-month period.

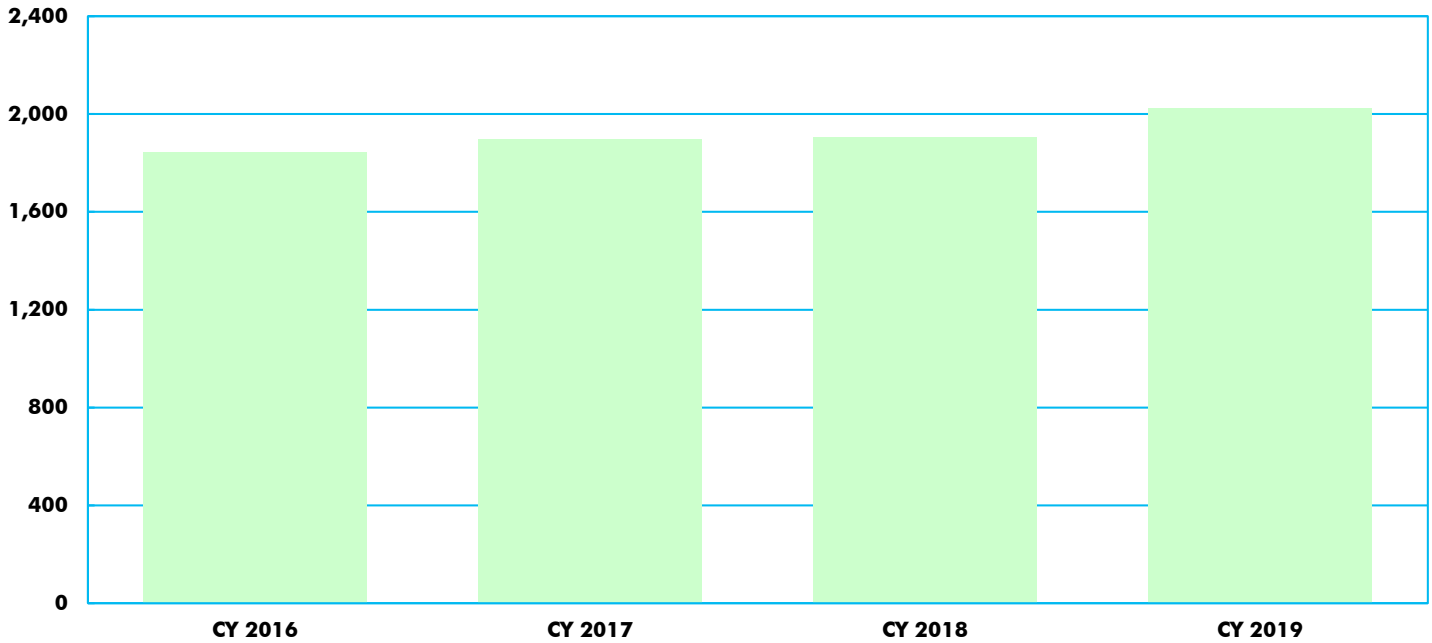
#### ACCOMPLISHMENTS IN FY 2019-20

- Assessed hotline calls of abuse and neglect involving 2,023 (unduplicated) minors in calendar year 2019.
- Hosted 25th Annual Party for Resource Families and Foster Children with the theme "Caring for Others and Caring for Yourself," which was attended by 94 resource parents and foster children.
- Continued to serve Mendocino County children, youth, young adults, and their families and caregivers during the Public Safety Power Shut-Offs and COVID-19 pandemic by providing federal and state mandated services to ensure their safety and well-being.



## PERFORMANCE INDICATORS

### *Unduplicated Number Of Children with Allegations of Abuse/Neglect Reported to the Child Abuse Hotline*



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2182 Live Scan (fingerprinting), statistical, and program and software licensing.
- Acct. 2189 Investigations, ergonomic evaluations, and fit-for-duty exams.
- Acct. 2239 Agency administration and Language Line services.

### Other Charges

- Acct. 3112 Services provided to foster children and potential foster children to prevent or mitigate time spent in out-of-home placement.
- Acct. 3126 Services provided to teen parents to help them finish school.
- Acct. 3133 Emergency shelter for high needs children.

## CHANGES IN BUDGET FROM PRIOR YEAR

There is increased funding due to increases in staff activities generating increased federal financial participation and allocation utilization. These supports will continue to provide improved services to the community in adherence with mandated services.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 5010 - Social Services: Adult and Aging Services

### BUDGET UNIT OVERVIEW

Adult and Aging Services plans, delivers, coordinates, and administers a range of state, federal, and local programs in an effort to address the County's health and welfare needs for adults and their families. Programs within Adult and Aging Services include Adult Protective Services, Veterans Services, and Public Administrator/Public Guardian/Public Conservator. APS helps elders (65 years and older) and dependent adults (18-64 who are disabled) when these adults are victims of abuse, neglect, or exploitation. APS investigates allegations of abuse and neglect, including self-neglect, and provides information and referral, assessment, and short-term case management. These services are available to any elder or dependent adult regardless of income. Veterans' Services provides intensive case management to eligible veterans pursuing benefits they are entitled to receive from the U. S. Department of Veterans Affairs (VA). Public Administrator/Public Guardian/Public Conservator initiates the Court process to invoke and renew conservatorships, handles the affairs of individuals who die without family to administer their estates, and provides case management for conserved persons with mental health disabilities, dementia, or severe frailty.

Adult and Aging Services provides vital services for older adults and disabled persons in coordination with other budgeted adult service programs, such as In-Home Supportive Services and General Assistance.

#### PROGRAM OVERVIEW

- Adult Protective Services (APS)
- Veterans Services
- Public Administrator / Public Guardian / Public Conservator. (PAPGPC)
- Home-Housing Options for Mendocino/Continuum of Care
- In Home Supportive Services-BU 5170
- Quality Assurance/Public Authority-BU 5170
- General Assistance / General Relief / Long Term Med-Cal Care-BU 5190

#### GOALS FOR FY 2020-21

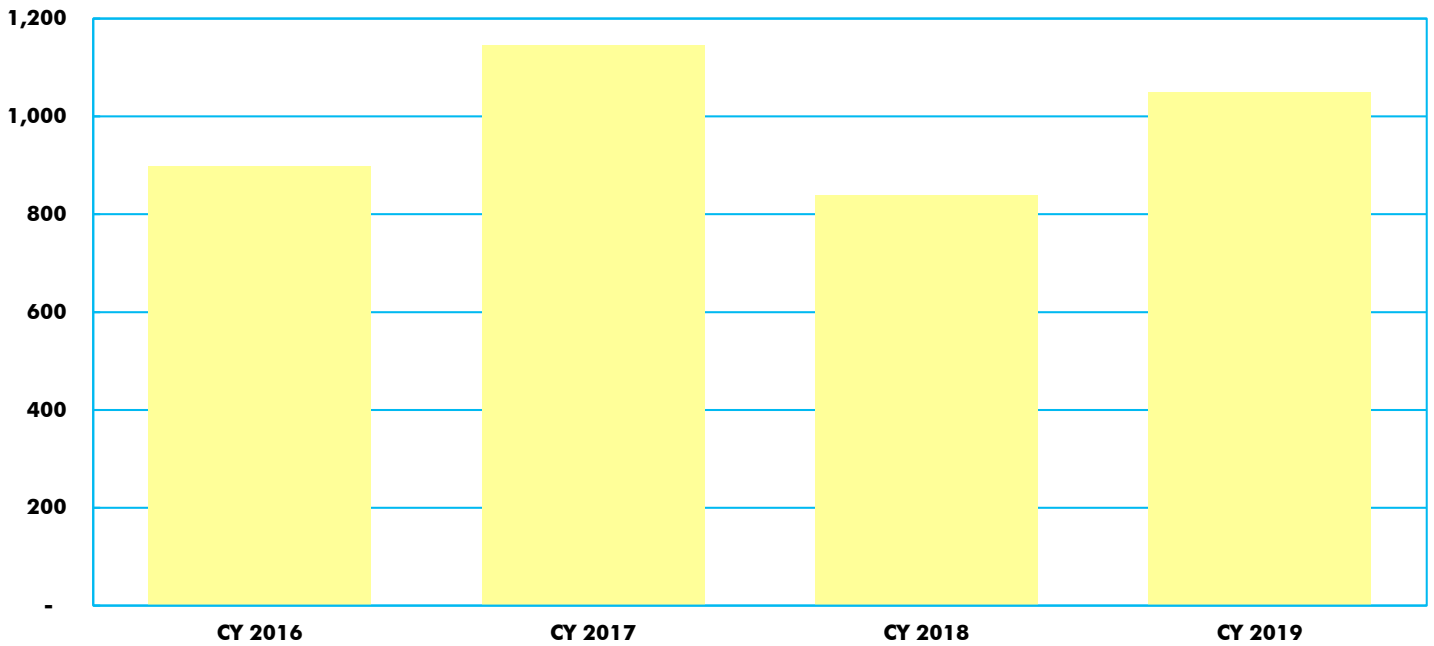
- APS staff will increase enrollment in the HomeSafe program by 100%, assisting 20 APS clients to maintain or procure permanent long term housing.
- Veteran Services will begin monthly outreach to Point Arena and Gualala, providing access to veterans unable to access services in Ukiah and Fort Bragg.
- PAPGPC will develop a fiscal plan, including access to a revolving fund to expedite the protection and administration of a decedent's estate.
- HOME Team will facilitate the completion of the Strategic Plan to End Homelessness and obtain endorsements by all local jurisdictions.

#### ACCOMPLISHMENTS IN FY 2019-20

- APS implemented the HOME SAFE pilot program on July 1, 2019. This innovative program provided short-term housing case management and assisted 10 individuals involved with APS, either by preventing homelessness or to securing permanent safe housing.
- All Veteran Services clients received Personal Identification Verification cards, expediting the application process for local veterans to receive earned benefits.
- PAPGPC continued to close Public Administrator cases, keeping the processing and closure rate above 90% and generating revenue of \$9,119.00.
- HOME Team secured nearly \$7.5 million in homeless assistance funding for our community based partners.

## PERFORMANCE INDICATORS

**Reported Cases of Elder Abuse**



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2182 Live Scan (fingerprinting), statistical, and program and software licensing.
- Acct. 2189 Investigations, ergonomic evaluations, and fit-for-duty exams.
- Acct. 2239 Agency administration and Language Line services.

### Other Charges

- Acct. 3115 Senior Center contracted services for outreach, transportation, and services provided to keep senior citizens safely in their homes.
- Acct. 3140 Services provided to assist In-Home Supportive Services clients.

## CHANGES IN BUDGET FROM PRIOR YEAR

There is increased funding due to increases in staff activities generating increased federal financial participation and allocation utilization. These supports will continue to provide increased services to the community in adherence with mandated services.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5010 - Social Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Assistance Activity: Administration			
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823300 - Forfeiture & Penalty	-	-	7,000	<b>7,000</b>	-
824200 - Rent/Concession	65,912	97,783	-	-	-
825150 - Motor Vehicle in Lieu	527,376	779,077	779,077	<b>920,048</b>	140,971
825210 - State Welfare Admin	4,539,203	5,405,553	6,305,743	<b>6,689,622</b>	383,879
825341 - Realignment Hlth Svcs	6,971,209	7,002,202	7,071,819	<b>6,992,106</b>	(79,713)
825343 - Realignment Pub Assist	5,042,430	4,747,648	5,827,023	<b>5,656,627</b>	(170,396)
825470 - State Aid Veterans	97,468	28,703	108,000	<b>108,000</b>	-
825490 - State Other	40,525	41,514	-	-	-
825510 - Federal Welfare Admin	16,382,296	12,740,919	18,391,751	<b>19,511,397</b>	1,119,646
825520 - Health Related Funds	8,469,190	10,123,221	13,136,965	<b>13,936,712</b>	799,747
826230 - Estate Fee - Pub Admin	55,088	37,477	60,000	<b>60,000</b>	-
826380 - Collection Fee	28,906	36,528	55,000	<b>55,000</b>	-
826390 - Other Charges	44,428	171,511	60,000	<b>60,000</b>	-
826391 - Conservator Svc Fee	39,429	13,943	72,000	<b>72,000</b>	-
827700 - Other	9,431	5,264	-	-	-
827802 - Oper Transfer In	99,222	-	-	-	-
<b>Total Revenues</b>	<b>42,412,112</b>	<b>41,231,344</b>	<b>51,874,378</b>	<b>54,068,512</b>	<b>2,194,134</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	15,757,453	16,963,883	20,974,183	<b>21,321,416</b>	347,233
861012 - Extra Help	160,403	157,402	160,000	<b>160,000</b>	-
861013 - Overtime Reg Emp	1,007,232	1,126,947	850,000	<b>850,000</b>	-
861021 - Co Cont Retirement	4,729,667	5,110,388	6,470,911	<b>6,998,793</b>	527,882
861022 - Co Cont OASDI	994,883	1,079,223	1,253,580	<b>1,292,312</b>	38,732
861023 - Co Cont Medicare	235,001	254,727	293,176	<b>303,269</b>	10,093
861024 - Co Cont Retire Incr	1,570,178	1,542,135	1,689,071	<b>1,474,650</b>	(214,421)
861030 - Co Cont Health Ins	2,233,782	2,019,626	2,993,782	<b>2,949,239</b>	(44,543)
861031 - Co Cont Unemp Ins	54,344	53,018	61,144	<b>62,341</b>	1,197
861035 - Co Cont Workers Comp	1,069,035	1,122,686	1,069,289	<b>1,085,158</b>	15,869
<b>Total Salaries &amp; Employee Benefits</b>	<b>27,811,978</b>	<b>29,430,036</b>	<b>35,815,136</b>	<b>36,497,178</b>	<b>682,042</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	178,126	214,040	224,800	<b>323,000</b>	98,200
862090 - Household Expense	488,522	465,007	533,000	<b>610,500</b>	77,500
862101 - Insurance - General	242,079	263,268	263,268	<b>471,418</b>	208,150
862109 - Insurance - Other	4,789	-	-	-	-
862110 - Jury/Witness Expense	(15)	-	1,000	<b>1,000</b>	-
862120 - Maint - Equip	83,786	68,441	125,000	<b>106,000</b>	(19,000)
862130 - Maint Strc/Impr/Grnds	190,002	86,136	197,400	<b>197,400</b>	-
862150 - Memberships	37,505	38,831	70,000	<b>70,000</b>	-
862170 - Office Expense	342,118	362,087	420,800	<b>465,000</b>	44,200
862171 - Paper Supplies	24,968	23,178	47,000	<b>40,000</b>	(7,000)
862172 - Office Exp - FedEx/UPS	15,234	13,137	18,000	<b>18,000</b>	-
862181 - Auditing/Fiscal Svc	16,260	16,335	20,000	<b>20,000</b>	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5010 - Social Services

**BUDGET UNIT DETAIL** Schedule 9 (cont.) Function: Public Assistance Activity: Administration

Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
862182 - Data Processing Svcs	483,533	423,559	581,621	591,621	10,000
862183 - Legal Fees	-	1,259	5,000	5,000	-
862185 - Medical/Dental Svcs	6,866	11,923	15,500	15,500	-
862187 - Education & Training	123,257	129,440	158,625	135,125	(23,500)
862188 - Printing	73,523	41,651	180,000	180,000	-
862189 - Prof/Spec Svcs - Other	314,494	127,713	170,693	185,693	15,000
862190 - Publ/Legal Notice	28,913	14,934	41,000	41,000	-
862194 A-87 Costs	1,000,000	1,000,000	1,000,000	1,000,000	-
862200 - Rent/Lease - Equip	4,612	4,121	6,000	6,000	-
862210 - Rent/Lease - Bldg Grnds	309,638	272,871	347,728	347,728	-
862230 - Info Tech Equip	495,188	210,213	463,800	463,800	-
862239 - Spec Dept Expense	2,317,238	2,445,455	2,467,873	3,604,278	1,136,405
862250 - Trans/Travel	253,575	247,753	251,000	300,000	49,000
862253 - Travel Out of County	297,117	246,866	251,000	400,000	149,000
862260 - Utilities	264,010	238,524	314,000	314,000	-
<b>Total Services &amp; Supplies</b>	<b>7,595,338</b>	<b>6,966,742</b>	<b>8,174,108</b>	<b>9,912,063</b>	<b>1,737,955</b>
<b>Other Charges</b>					
863112 - Pmt to Private Inst	610	48,383	1,647,558	1,893,507	245,949
863115 - Svc Connected Exp	187,833	220,835	369,855	372,855	3,000
863116 - Child Care Svcs - MOE	271,245	226,415	405,327	405,327	-
863118 - Family Svcs	3,844,931	2,951,873	4,310,448	4,578,448	268,000
863121 - Independent Living	70,422	87,864	65,000	65,000	-
863126 - Cal-Learn Prog Svcs	956	1,620	10,000	10,000	-
863131 - Family Preservation	177,609	175,442	260,433	260,433	-
863132 - Family Track	1,030,656	1,262,922	1,054,000	1,004,000	(50,000)
863133 - Office of Educ Contract	1,004,046	587,880	682,100	843,399	161,299
863135 - Job Alliance Prog Svc	302,092	461,412	894,850	894,850	-
863138 - Welfare to Work 15%	468,694	562,326	850,613	699,080	(151,533)
863140 - IHSS - PA	1,531	2,261	59,000	59,000	-
<b>Total Other Charges</b>	<b>7,360,625</b>	<b>6,589,233</b>	<b>10,609,184</b>	<b>11,085,899</b>	<b>476,715</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	792,837	-	-	-	-
864370 - Equipment	207,437	-	147,405	-	(147,405)
<b>Total Fixed Assets</b>	<b>1,000,275</b>	<b>-</b>	<b>147,405</b>	<b>-</b>	<b>(147,405)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(1,605,637)	(1,769,235)	(3,262,558)	(3,785,875)	(523,317)
865802 - Oper Transfer Out	1,199,772	831,676	871,812	1,361,708	489,896
<b>Total Expend Transfer &amp; Reimb</b>	<b>(405,866)</b>	<b>(937,559)</b>	<b>(2,390,746)</b>	<b>(2,424,167)</b>	<b>(33,421)</b>
<b>Total Net Appropriations</b>	<b>43,362,350</b>	<b>42,048,452</b>	<b>52,355,087</b>	<b>55,070,973</b>	<b>2,715,886</b>
<b>Total Net County Cost</b>	<b>950,238</b>	<b>817,108</b>	<b>480,709</b>	<b>1,002,461</b>	<b>521,752</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0433 - Homeless Services Continuum of Care Grant

### GRANT OVERVIEW (Administered by BU 5010)

Homeless Housing, Assistance, and Prevention Program (HHAP) is funded by the California Homeless Coordinating and Financing Council and is allocated to both Continuums of Care and Counties (CoC) to provide local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges. Eligible uses include rental assistance and rapid rehousing, landlord incentives, operating subsidies, outreach and coordination, and prevention and shelter diversion to permanent housing.

### GRANT INFORMATION

- Grant Inception Date: September 1, 1995
- Current Grant Period: September 1, 2019 - August 31, 2020
- Source of Funds: U.S. Department of Housing and Urban Development (HUD)
- Continuity of Grant: One Year
- Grant Restrictions and Provisions:
  - Must monitor and report the progress of the project(s) to the Continuum of Care and HUD
  - Must ensure, to maximum extent practicable, that individuals and families experiencing homelessness are involved in the Mendocino County Homeless Services Continuum of Care.
  - Must monitor sub-recipient match and report on match to HUD.

### GRANT BUDGET

#### Revenue

Grant	\$ 924,734
<b>Total</b>	<b>\$ 924,734</b>

#### Expenditures

Services & Supplies	\$ 860,003
Administrative Costs	64,731
<b>Total</b>	<b>\$ 924,734</b>

County Match Required: Yes

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9					Function: -	Activity: -
Fund: 4330 Supportive Housing	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
827801 - Grant Revenue	30,201	64,738	49,496	<b>45,754</b>	(3,742)	
<b>Total Revenues</b>	<b>30,201</b>	<b>64,738</b>	<b>49,496</b>	<b>45,754</b>	<b>(3,742)</b>	
<b>Services &amp; Supplies</b>						
862189 - Prof/Spec Svcs - Other	30,200	18,913	49,496	<b>45,754</b>	(3,742)	
<b>Total Services &amp; Supplies</b>	<b>30,200</b>	<b>18,913</b>	<b>49,496</b>	<b>45,754</b>	<b>(3,742)</b>	
<b>Total Net Appropriations</b>	<b>30,200</b>	<b>18,913</b>	<b>49,496</b>	<b>45,754</b>	<b>(3,742)</b>	
<b>Total Fund Balance Contribution</b>	<b>(1)</b>	<b>(45,825)</b>	<b>-</b>	<b>-</b>	<b>-</b>	



## BU 0446 - Homeless Emergency Aid Program Grant

### GRANT OVERVIEW

The Homeless Emergency Aid Program (HEAP) is funded by the California Homeless Coordinating and Financing Council. Funds are provided to local Continuums of Care for a broad variety of activities directly related to providing immediate emergency assistance to people experiencing homelessness or at imminent risk of homelessness, and that those uses are aligned with California’s Housing First policy. Eligible uses include services, rental assistance or subsidies, and capital improvements. County of Mendocino Health and Human Services Agency serves as the Administrative Entity that accepts and disburses funds on behalf of the Mendocino County’s Homeless Continuum of Care. Current awardees of HEAP funds include Mendocino County Office of Education, Mendocino Coast Hospitality Center, Redwood Community Services, Project Sanctuary, City of Fort Bragg, and Rural Communities Housing Development Corporation.

### GRANT INFORMATION

- Grant Inception Date: March 1, 2019
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Homeless Coordinating and Financing
- Continuity of Grant: Funds must be spent by June 30, 2021
- Grant Restrictions and Provisions: All grant funds must be expended on projects and services that benefit the homeless. All grant funds must be expended by June 30, 2021.

### GRANT BUDGET

#### Revenue

Grant	\$ 4,237,417
<b>Total</b>	<b>\$ 4,237,417</b>

#### Expenditures

Services & Supplies	\$ 4,225,112
Administrative Cost	_____12,305
<b>Total</b>	<b>\$ 4,237,417</b>

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4460 Emergency Aid Solutions	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	4,921,968	6,120,946	<b>7,902,380</b>	1,781,434
827820 - Grant Interest	-	4,945,706	6,120,946	<b>7,902,380</b>	1,781,434
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,120,946</b>	<b>6,120,946</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	-	-	83,406	<b>208,106</b>	124,700
862239 - Spec Dept. Expense	-	287	-	-	-
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>287</b>	<b>83,406</b>	<b>208,106</b>	<b>124,700</b>
<b>Other Changes</b>					
863112 - Payments to Private Inst	-	231,732	6,037,540	<b>7,694,274</b>	1,656,734
<b>Total Other Changes</b>	<b>-</b>	<b>231,732</b>	<b>6,037,540</b>	<b>7,694,274</b>	<b>1,656,734</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>232,018</b>	<b>6,120,946</b>	<b>7,902,380</b>	<b>1,781,434</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>(4,713,687)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0446 - California Emergency Solutions & Housing Program Rounds 1 & 2

### GRANT OVERVIEW

California Emergency Solutions and Housing Program (CESH) is funded by the California Department of Housing and Community Development. Funds are provided to local Continuums of Care for a variety of activities directly related to providing assistance to persons who are experiencing homelessness or are at risk of homelessness. Eligible uses include rental assistance, housing relocation, stabilization services, and operating subsidies for new and existing permanent housing units, navigation, and street outreach as well as Homeless Management Information Systems expense. County of Mendocino Health and Human Services Agency serves as the Administrative Entity that accepts and disburses funds on behalf of the Mendocino County's Homeless Continuum of Care. There are two "rounds" to the CESH Grant. Round 1 runs for two years from 07/1/2019 through 06/30/2021, and Round 2 runs for one year from 07/01/2020 through 06/30/2021.

### GRANT INFORMATION

- Grant Inception Date: August 28, 2019
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Department of Housing and Community Development
- Continuity of Grant: Funds must be spent by August 27, 2024
- Grant Restrictions and Provisions: All grant funds must be expended on projects and services that benefit the homeless. All grant funds must be spent by August 27, 2024.

### GRANT BUDGET

#### Revenue

Grant	\$ 882,395
Total	\$ 882,395

#### Expenditures

Services & Supplies	\$ 836,024
Administrative Cost	46,371
Total	\$ 882,395

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4460's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			





## BU 5130 - CalWORKs/Foster Care/Adoptions

### BUDGET UNIT OVERVIEW

CalWORKs, Foster Care, and Adoption services are mandated and primarily funded by the Federal and State governments to provide financial support to children and their families. CalWORKs is a public assistance program that provides cash aid and services to eligible families with children in the home. Specific eligibility requirements include, but are not limited to, an applicant's citizenship status, age, income, and resources. Families that apply and qualify for ongoing assistance receive money each month to help pay for housing, utilities, food, and other necessary expenses.

Foster care and adoption payment programs provide direct payments to foster care providers and adoptive parents to assist with the care of children placed in their homes. Foster care payments are made to licensed foster families, relative caregivers, non-relative extended family members, or residential facilities where a child has been placed by Family and Children's Services or by Juvenile Probation under a Juvenile Court order. Aid to adoptive parents are payments made to families who have adopted children through the foster care system.

#### PROGRAM OVERVIEW

- Adoptions
- Approve Relative Caregivers
- CalWORKs
- Foster Care
- KinGAP

#### GOALS FOR FY 2020-21

- Reduce the Welfare-to-Work sanction rate by 15%, increasing the number of aided individuals per household.
- Reduce churn in the CalWORKs redetermination process through the use of electronic reminders.
- Continue to reduce the number of foster youth residing in residential treatment program placements by supporting them in home-based settings.
- Reduce the length of stay to six months for foster youth who need a residential treatment program placement through intensive supports and engagement.

#### ACCOMPLISHMENTS IN FY 2019-20

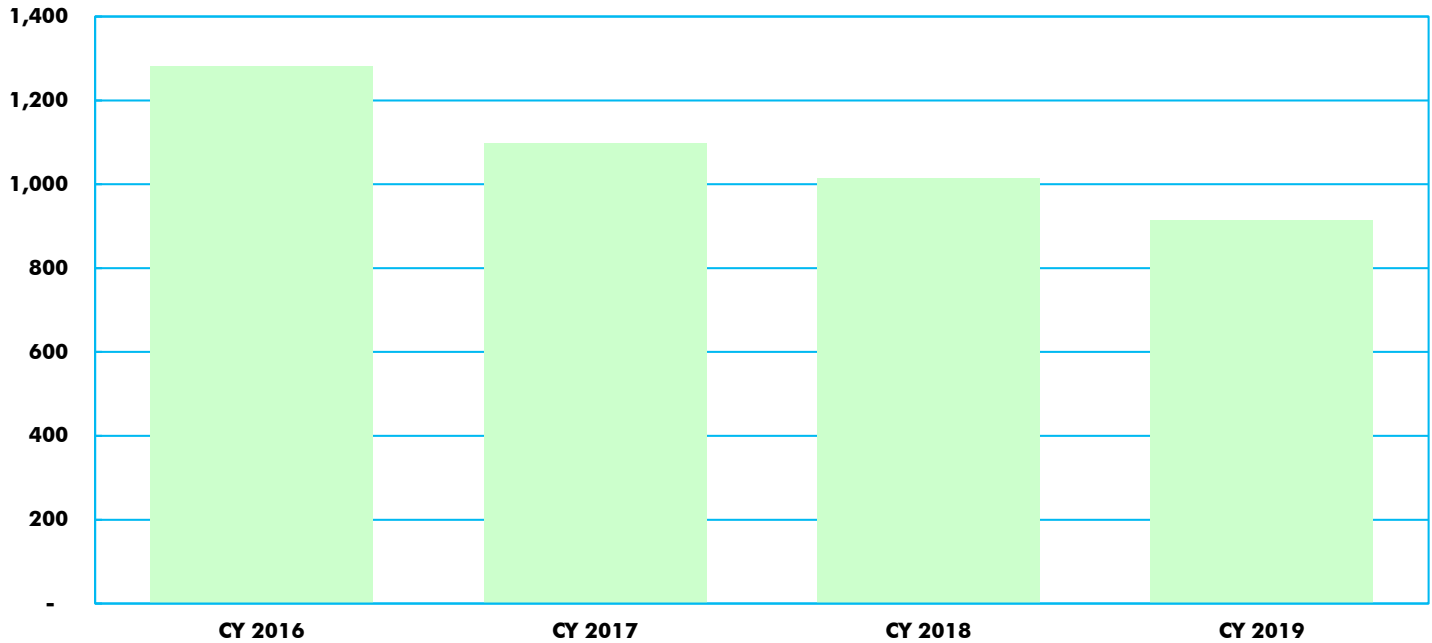
- Assisted 100 individuals to become employed and provided supportive services to maintain employment for 593 CalWORKs Job Services participants.
- Increased the average household grant for CalWORKs families.
- Successfully reduced the number of foster youth placed in residential treatment programs from an average of 24 youth per month to an average of 18 youth per month.
- Successfully passed a Title IV-E audit review by the California Department of Social Services Foster Care Audits and Rates Branch.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5130 - CalWORKs/Foster Care/Adoptions

## PERFORMANCE INDICATORS

Average CalWORKs Cases per Month



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5341 State Realignment Health Services 2011 Realignment
- Acct. 5343 Realignment Public Assistant 1991 Realignment

### Other Charges

- Acct. 3111 Public Assistance entitlement payments to CalWORKs clients.
- Acct. 3115 Reimburses Budget Unit 5010-Social Services for services provided to foster children and potential foster children to prevent or mitigate time spent in out-of-home placement.
- Acct. 3122 Entitlement payments to adoptive parents.
- Acct. 3127 Entitlement payments to foster care parents, foster family homes, foster family agencies, and group homes.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increased revenue to offset increase in projected entitlement costs to families and children in both CalWORKs and foster care programs.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5130 - CalWORKs/Foster Care/Adoptions

## BUDGET UNIT DETAIL Schedule 9

Function: Public Assistance Activity: Administration

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825241 - State AFDC	5,092,996	5,309,125	4,374,562	<b>4,486,586</b>	112,024
825341 - State Realignment Hlth Svcs	5,063,630	5,386,835	5,983,459	<b>5,738,014</b>	(245,445)
825343 - Realignment Pub Assist	3,732,750	3,166,035	4,012,303	<b>4,250,298</b>	237,995
825541 - Federal AFDC	7,486,066	7,582,416	9,906,490	<b>9,620,596</b>	(285,894)
<b>Total Revenues</b>	<b>21,375,442</b>	<b>21,444,412</b>	<b>24,276,814</b>	<b>24,095,494</b>	<b>(181,320)</b>
<b>Other Charges</b>					
863111 - Pub Assistance Pmt	6,031,766	5,377,222	6,823,260	<b>6,955,140</b>	131,880
863115 - Svc Connected Exp	231,767	241,680	-	-	-
863122 - Aid Adopted Children	5,155,746	5,986,680	5,752,080	<b>6,501,480</b>	749,400
863127 - Foster Care Payment	11,882,746	11,598,923	13,442,760	<b>12,380,160</b>	(1,062,600)
<b>Total Other Charges</b>	<b>23,302,025</b>	<b>23,204,505</b>	<b>26,018,100</b>	<b>25,836,780</b>	<b>(181,320)</b>
<b>Total Net Appropriations</b>	<b>23,302,025</b>	<b>23,204,505</b>	<b>26,018,100</b>	<b>25,836,780</b>	<b>(181,320)</b>
<b>Total Net County Cost</b>	<b>1,926,583</b>	<b>1,760,093</b>	<b>1,741,286</b>	<b>1,741,286</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 5170 - In-Home Supportive Services

### BUDGET UNIT OVERVIEW

In-Home Supportive Services (IHSS) administers public assistance programs to assist aged or disabled individuals to remain in their homes; disabled children with extraordinary need may also be eligible for IHSS. The IHSS program is comprised of four parts: determining eligibility and required levels of care, the Public Authority, Quality Assurance, and Program Integrity. The Public Authority works to provide orientations and caregiver referrals as well as ensuring all required background clearances and processes are followed. The Public Authority also maintains a registry to refer IHSS care providers seeking work to IHSS recipients in need of assistance. The Quality Assurance team assists and supports the IHSS staff to authorize and provide IHSS services in a uniform, effective, and accurate manner for the benefit of the program recipient. The final component of the IHSS program is Program Integrity this unit manages all IHSS fraud complaints received against providers and/or recipients. The unit works with the Special Investigation Unit (SIU) to help prevent and investigate fraud, recover overpayments and educate the recipients and providers on how to avoid fraudulent activities. The In-Home Supportive Services programs are administered in compliance with state, federal and local programs that address the County's health and welfare needs for disabled adults and children.

#### PROGRAM OVERVIEW

- In-Home Supportive Services - BU 5170
- Determine Eligibility
- Program Integrity
- Public Authority
- Quality Assurance

#### GOALS FOR FY 2020-21

- Will develop a backup IHSS provider registry to assist recipients when they are left without another option for care.
- Will actively seek interested community members to participate on the IHSS Advisory Committee.
- Will maintain and average of 95% compliance rate for timely IHSS reassessments.
- Will continue to work with SIU to investigate all reports of fraud and overpayments.

#### ACCOMPLISHMENTS IN FY 2019-20

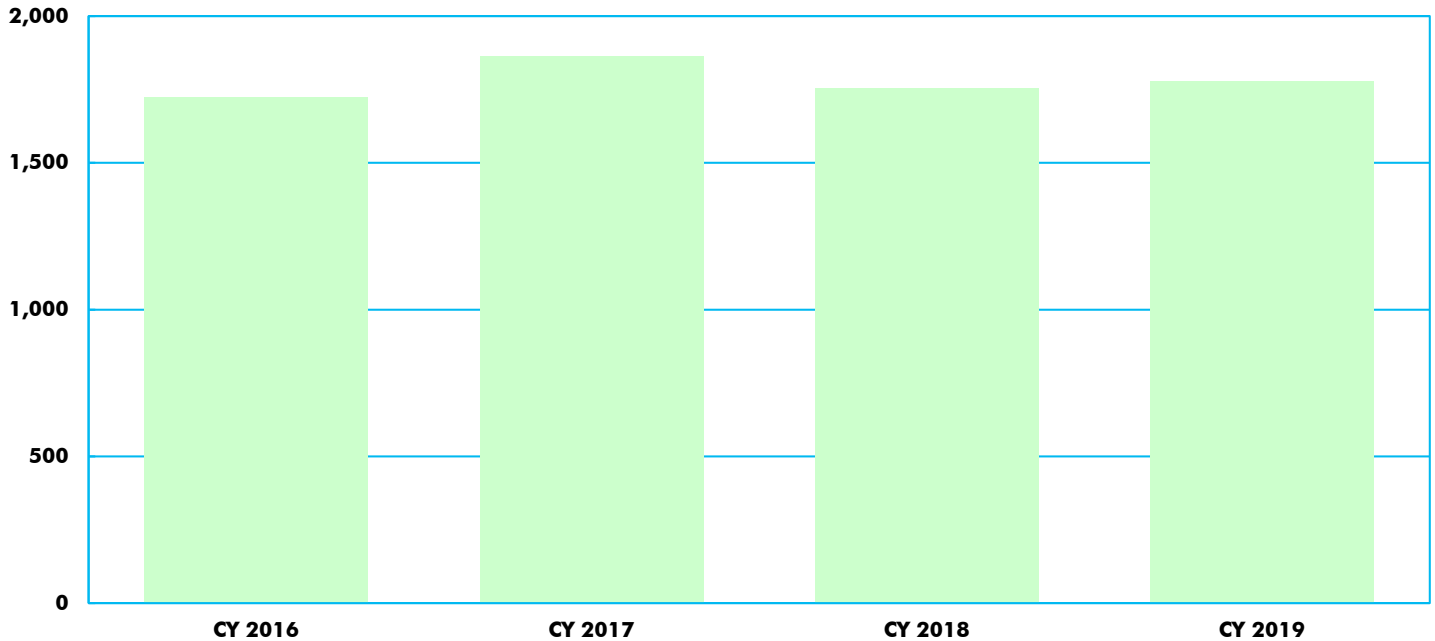
- IHSS maintained an average 90.64% compliance rate for timely reassessments.
- All IHSS staff have transitioned workloads and completed training for the conversion to Electronic Visit Verification.
- Increased participation for the Electronic Visit Verification program to 63.63% for clients with access to web based and phone services
- During the Public Safety Power Shutoff's we contacted over 1700 IHSS and APS clients to provide information and assist with planning.
- Public Authority facilitated 135 IHSS provider orientations. 510 potential providers were fingerprinted and completed the orientation.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5170 - In-Home Supportive Services

## PERFORMANCE INDICATORS

### Clients Supported by IHSS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5210 State revenue provided for state mandated program.
- Acct. 5343 State Sales Tax revenue distributed for state mandated programs.
- Acct. 5510 Federal revenue provided for federally mandated entitlement program.

### Other Charges

- Acct. 3139 State mandated Maintenance of Effort (MOE).

## CHANGES IN BUDGET FROM PRIOR YEAR

The In-Home Supportive Services budget changed because of a rebenchd Maintenance of Effort from the State of California.

# HEALTH AND HUMAN SERVICE AGENCY

TAMMY MOSS CHANDLER, Director  
 BU 5170 - In-Home Supportive Services

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Assistance				Activity: Aid Programs
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
825210 - State Welfare Admin		36,788	44,529	40,603	<b>698,726</b>	658,123
825343 - Realignment Pub Assist		2,731,747	2,965,262	2,760,435	<b>3,084,941</b>	324,506
825510 - Federal Welfare Admin		137,750	142,874	182,500	<b>182,500</b>	-
<b>Total Revenues</b>		<b>2,906,284</b>	<b>3,152,665</b>	<b>2,983,538</b>	<b>3,966,167</b>	<b>982,629</b>
<b>Services &amp; Supplies</b>						
862189 - Prof/Spec Svcs - Other		286,232	286,114	343,100	<b>365,000</b>	21,900
862239 - Spec Dept Expense					<b>5,000</b>	5,000
<b>Total Services &amp; Supplies</b>		<b>286,232</b>	<b>286,114</b>	<b>343,100</b>	<b>370,000</b>	<b>26,900</b>
<b>Other Charges</b>						
863139 - In-Home Supp Svcs		4,254,088	4,484,634	4,236,621	<b>5,214,250</b>	977,629
<b>Total Other Charges</b>		<b>4,254,088</b>	<b>4,484,634</b>	<b>4,236,621</b>	<b>5,214,250</b>	<b>977,629</b>
<b>Total Net Appropriations</b>		<b>4,540,320</b>	<b>4,770,748</b>	<b>4,579,721</b>	<b>5,584,250</b>	<b>1,004,529</b>
<b>Total Net County Cost</b>		<b>1,634,036</b>	<b>1,618,083</b>	<b>1,596,183</b>	<b>1,618,083</b>	<b>21,900</b>



## BU 5190 - General Assistance

### BUDGET UNIT OVERVIEW

General Assistance / General Relief (GA) administers public assistance programs to assist individuals meeting criteria to engage in employment opportunities or obtain long-term disability support. This program works in collaboration with the CalFresh and Medi-Cal programs to meet the needs of the qualified individuals. The General Assistance/General Relief program is administered in compliance with Welfare and Institutions Code 17000, as well as local guidelines in an effort to address the county's health and welfare needs for qualified individuals..

#### PROGRAM OVERVIEW

- General Assistance / General Relief
- Housing and Disability Advocacy Program (HDAP)

#### GOALS FOR FY 2020-21

- Streamline process for payment to landlords and property managers working with HDAP.
- Maintain 95% or higher completion rate of applications and renewals for Long Term Care Medi-Cal.
- Develop and facilitate a Multi-Disciplinary Team with community partners serving our HDAP consumers.

#### ACCOMPLISHMENTS IN FY 2019-20

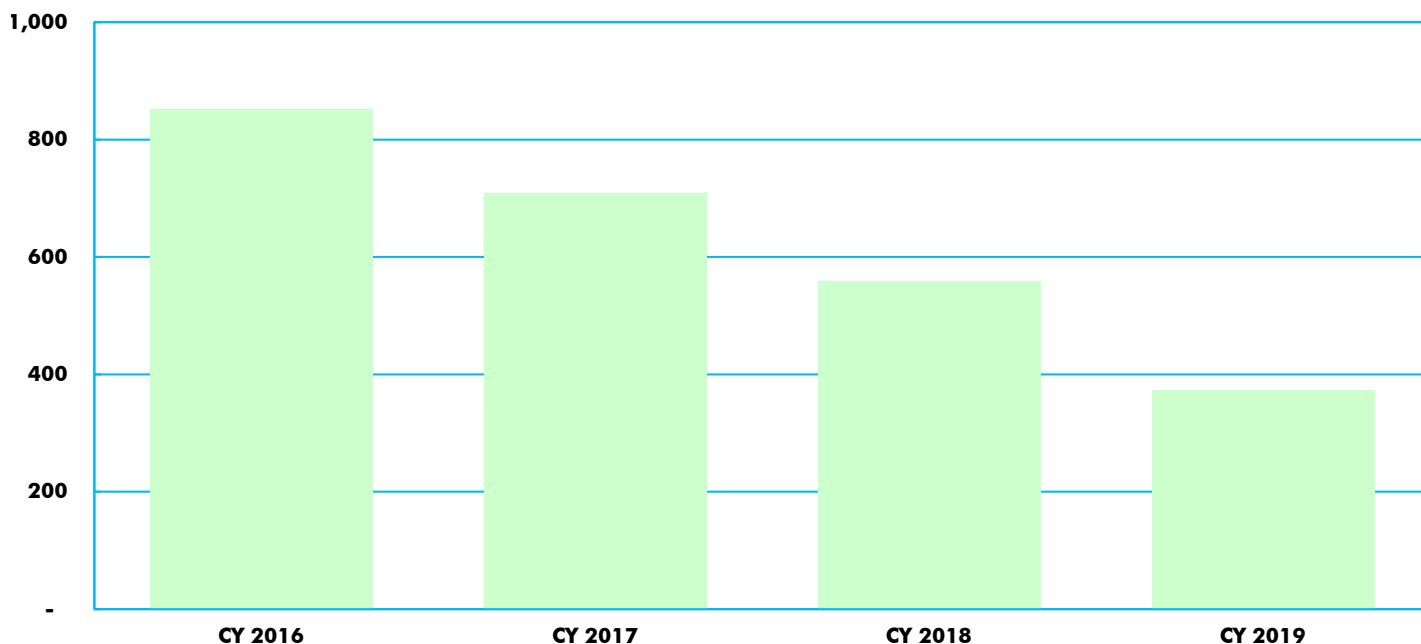
- Assisted 10 permanently disabled consumers through case management and advocacy, to apply and receive permanent disability benefits. This also yielded \$24,300.18 in loans, paid back to Mendocino County General Fund.
- Enrolled 21 consumers in HDAP, in effort to achieve permanent housing. 11 received rental assistance and 10 obtained long term, permanent housing.
- Maintained a 94% completion rate of applications and renewals for Long Term Care Medi-Cal, caseload of 1031.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5190 - General Assistance

## PERFORMANCE INDICATORS

### General Assistance Clients Served



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 7704 Provides retroactive recoupment from Social Security for General Assistance applicants when determined eligible for SSI/SSP [Supplemental Security Income(Federal share)/State Supplementary Payment (State share)] benefits.

### Other Charges

Acct. 3112 Provides funding for shelter contracts with Ford Street Project, Hospitality House and Willits Community Service. Also provides for food and nutrition contracts with Plowshares, Mendo Food and Nutrition and Willits Daily Bread.

Acct. 3119 Support and care of General Relief clients.

Acct. 3124 SSI/SSP pending support and care.

## CHANGES IN BUDGET FROM PRIOR YEAR

Decrease projected in refund payments as a direct result of the decrease in caseload.



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5190 - General Assistance

BUDGET UNIT DETAIL Schedule 9	Function: Public Assistance			Activity: General Assistance	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822600 - Other Permit	1,830	1,872	-	-	-
827704 - General Relief Refund	53,041	66,946	50,964	58,442	7,478
<b>Total Revenues</b>	<b>54,871</b>	<b>68,818</b>	<b>50,964</b>	<b>58,442</b>	<b>7,478</b>
<b>Services &amp; Supplies</b>					
862186 - Indigent Burial	48,440	31,437	55,460	50,000	(5,460)
862189 - Prof/Spec Svcs - Other	3,000	10,062	-	-	-
862239 - Spec Dept Expense	-	45	-	-	-
<b>Total Services &amp; Supplies</b>	<b>51,440</b>	<b>41,544</b>	<b>55,460</b>	<b>50,000</b>	<b>(5,460)</b>
<b>Other Charges</b>					
863112 - Pmt to Private Inst	318,490	365,359	378,934	409,092	30,158
863115 - Service Connected Expense	-	34,463	-	-	-
863119 - Supp/Care - Other	60,638	43,741	70,200	63,360	(6,840)
863124 - GR-SSI-SSP Applicants	76,419	88,669	70,200	63,360	(6,840)
<b>Total Other Charges</b>	<b>455,547</b>	<b>532,231</b>	<b>519,334</b>	<b>535,812</b>	<b>16,478</b>
<b>Total Net Appropriations</b>	<b>506,987</b>	<b>573,775</b>	<b>574,794</b>	<b>585,812</b>	<b>11,018</b>
<b>Total Net County Cost</b>	<b>452,117</b>	<b>504,957</b>	<b>523,830</b>	<b>527,370</b>	<b>3,540</b>

# HEALTH AND HUMAN SERVICES AGENCY

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TAMMY MOSS CHANDLER, Director



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*The mission of the Human Resources Department is to provide a full-range of human resource services, focused on quality, customer service and efficiency. The Human Resources Department strives for consistent application of Human Resources rules and regulations, continuous program improvement, and the promotion of communication and collaboration in the workplace.*

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	12,232,945	11,625,155	14,919,792	<b>16,277,000</b>	1,357,208
Total Operating Transfers In	315,942	338,732	436,607	<b>402,533</b>	(34,074)
<b>Total Revenues</b>	<b>12,548,887</b>	<b>11,963,887</b>	<b>15,356,399</b>	<b>16,679,533</b>	<b>1,323,134</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,466,574	2,428,962	2,478,192	<b>2,347,789</b>	(130,403)
Total Services & Supplies	13,526,372	14,921,350	15,843,061	<b>18,048,775</b>	2,205,714
<b>Total Operating Expenditures</b>	<b>15,992,946</b>	<b>17,350,312</b>	<b>18,321,253</b>	<b>20,396,564</b>	<b>2,075,311</b>
Total Intrafund Transfers	(878,355)	(914,961)	(885,098)	<b>(985,644)</b>	(100,546)
Total Operating Transfers Out	315,942	338,732	436,607	<b>402,533</b>	(34,074)
<b>Total Transfers &amp; Reimb.</b>	<b>(562,413)</b>	<b>(576,229)</b>	<b>(448,491)</b>	<b>(583,111)</b>	<b>(134,620)</b>
<b>Total Net Appropriations</b>	<b>15,430,533</b>	<b>16,774,083</b>	<b>17,872,762</b>	<b>19,813,453</b>	<b>1,940,691</b>
<b>NCC/Use of Fund Balance</b>	<b>2,881,647</b>	<b>4,810,195</b>	<b>2,516,363</b>	<b>3,133,920</b>	<b>617,557</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Human Resources	950,508	-	950,508
Employee Wellness	402,533	402,533	-
<b>Total: General Fund</b>	<b>1,353,041</b>	<b>402,533</b>	<b>950,508</b>
<b>% of General Fund</b>	<b>0.6%</b>	<b>0.2%</b>	<b>1.5%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Health Insurance	18,460,412	16,277,000	2,183,412
Retirement Insurance	-	-	-
<b>Total: Other Funds</b>	<b>18,460,412</b>	<b>16,277,000</b>	<b>2,183,412</b>
<b>TOTAL: ALL FUNDS</b>	<b>19,813,453</b>	<b>16,679,533</b>	<b>3,133,920</b>
<b>% of Total Budget</b>	<b>5.9%</b>	<b>5.1%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Human Resources	21	19	19
Employee Wellness	1	1	1
<b>Total: General Fund</b>	<b>22</b>	<b>20</b>	<b>20</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Health Insurance	3	4	4
<b>Total: Other Funds</b>	<b>3</b>	<b>4</b>	<b>4</b>
<b>TOTAL: ALL FUNDS</b>	<b>25</b>	<b>24</b>	<b>24</b>

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director



## BU 1320 - Human Resources

### DEPARTMENT OVERVIEW

Human Resources (HR) is the County's centralized personnel department providing guidance and assistance to the public, the Chief Executive Officer, the Board of Supervisors, County employees, and twenty-two County departments in Human Resource matters. HR oversees talent management, talent acquisition and employee development, training, administration of the County's Civil Service System, the classification and compensation plan, and a county-wide employee training program. HR maintains official employment records including personnel files, electronic employment and payroll status records, and manages employee leave under the Family Medical Leave Act (FMLA), and the California Family Rights Act (CFRA). HR is responsible for oversight and compliance with Americans with Disabilities Act (ADA), the California Fair Employment and Housing Act (FEHA), and the Equal Opportunity Employment Commission (EEOC).

The Human Resource Director serves as Secretary to the Civil Service Commission, Equal Opportunity (EEO) Officer, ADA/FEHA Compliance Officer, and is authorized by the Board of Supervisors as their representative in Labor Relations.

### PROGRAM OVERVIEW

- Employee Wellness - BU 4025
- Health Insurance - BU 0715
- Human Resources - BU 1320

### GOALS FOR FY 2020-21

- Implement Year 2 of market adjustments to employee compensation.
- Implement efficiencies for written, oral, and application appraisal examinations.
- Complete county-wide salary alignment study and provide recommendations to address compaction among job classifications.
- Reduce classification study backlog by at least 50%.
- Maintain the 25-day performance measure goal for recruitment.

### ACCOMPLISHMENTS IN FY 2019-20

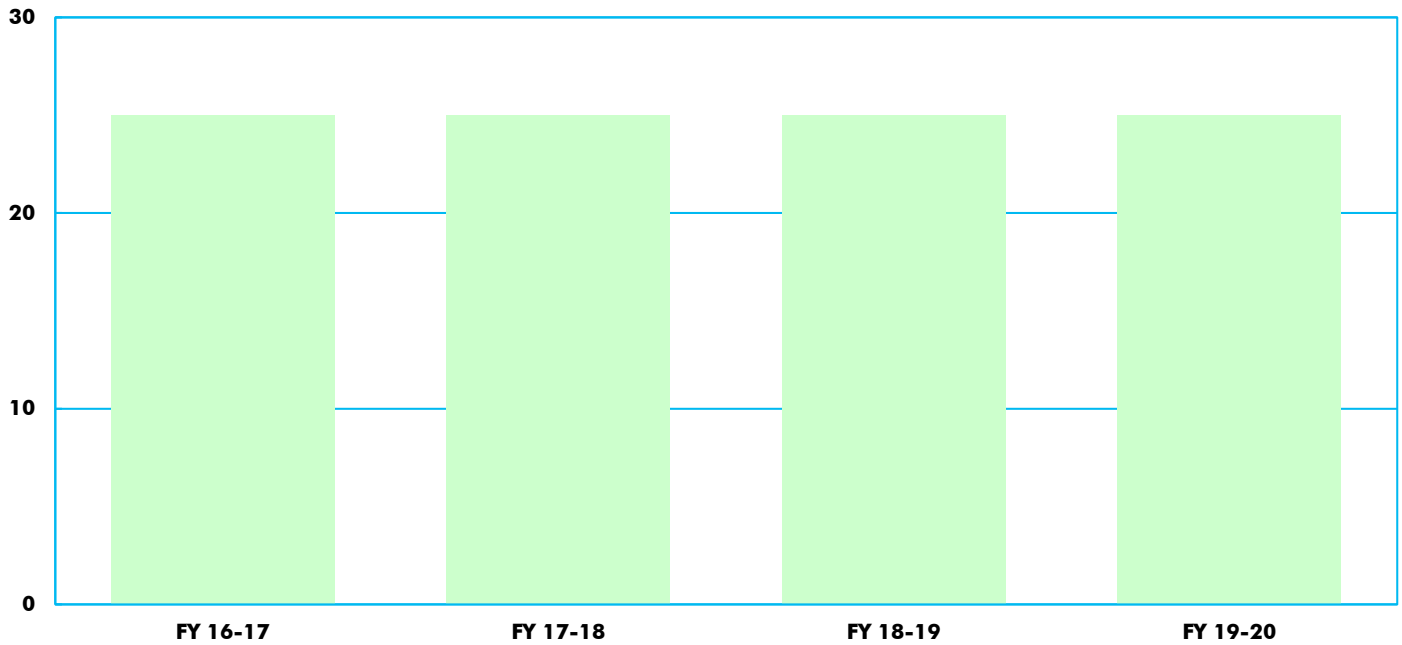
- Finalized Compensation Study and implemented Year 1 of 3-year market adjustments.
- During Calendar Year 2019, HR processed 813 Personnel Transactions, including 234 new hires, 232 separations; recruitment activities: processed 580 staffing requisitions; conducted 329 recruitments; screened 4,812 employment applications; conducted 232 employment exams; prepared 389 certifications; responded to 63 application/exam appeals; completed 11 classification studies. 2019 Civil Service Commission activities: conducted 10 regular and 2 special meetings, including 3 disciplinary appeal hearings.
- County-wide Training Program: 25 classes/ 226 seats filled

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 1320 - Human Resources

## PERFORMANCE INDICATORS

### Length of Recruitment Process in Days



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2150 Membership to County Personnel Administrators' Association. Western Regional Interbank for testing materials, Liebert Cassidy and Whitmore: employment law education, training, and personnel management support.
- Acct. 2189 Labor negotiations, Civil Service Commission, Volunteer program through North Coast Opportunities (NCO), County staff development trainings, leadership and succession planning.
- Acct. 2190 Purchase of publications and recruitment advertising.
- Acct. 2239 Countywide training workshops/expenses.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HUMAN RESOURCE DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 1320 - Human Resources

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
826390 - Other Charges	4,606	-	-	-	-	
827600 - Other Sales	92	235	500	-	(500)	
<b>Total Revenues</b>	<b>4,698</b>	<b>235</b>	<b>500</b>	<b>-</b>	<b>(500)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,046,128	1,061,460	1,049,215	<b>934,595</b>	(114,620)	
861012 - Extra Help	15,982	14,152	-	-	-	
861013 - Overtime Reg Emp	802	1,251	1,500	-	(1,500)	
861021 - Co Cont Retirement	305,874	313,965	320,818	<b>301,127</b>	(19,691)	
861022 - Co Cont OASDI	61,808	62,622	61,905	<b>55,433</b>	(6,472)	
861023 - Co Cont Medicare	14,687	14,949	14,496	<b>12,964</b>	(1,532)	
861024 - Co Cont Retire Incr	99,449	93,625	81,375	<b>61,891</b>	(19,484)	
861030 - Co Cont Health Ins	148,472	121,737	156,907	<b>122,809</b>	(34,098)	
861031 - Co Cont Unemp Ins	610	955	978	<b>819</b>	(159)	
861035 - Co Cont Workers Comp	6,092	9,348	9,234	<b>9,854</b>	620	
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,699,905</b>	<b>1,694,064</b>	<b>1,696,428</b>	<b>1,499,492</b>	<b>(196,936)</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	2,113	1,821	1,600	<b>1,000</b>	(600)	
862101 - Insurance - General	2,267	3,295	3,733	<b>4,510</b>	777	
862150 - Memberships	10,043	5,973	3,600	<b>3,000</b>	(600)	
862170 - Office Expense	33,862	43,861	35,000	<b>25,000</b>	(10,000)	
862187 - Education & Training	7,200	3,644	9,000	<b>6,000</b>	(3,000)	
862189 - Prof/Spec Svcs - Other	331,090	372,148	292,847	<b>347,150</b>	54,303	
862190 - Publ/Legal Notice	24,193	36,636	25,000	<b>25,000</b>	-	
862239 - Spec Dept Expense	17,400	36,171	12,834	<b>20,000</b>	7,166	
862250 - Trans/Travel	1,903	1,199	2,000	<b>2,000</b>	-	
862253 - Travel Out of County	7,831	9,575	9,000	<b>3,000</b>	(6,000)	
<b>Total Services &amp; Supplies</b>	<b>437,903</b>	<b>514,323</b>	<b>394,614</b>	<b>436,660</b>	<b>42,046</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfers	(878,355)	(914,961)	(885,098)	<b>(985,644)</b>	(100,546)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(878,355)</b>	<b>(914,961)</b>	<b>(885,098)</b>	<b>(985,644)</b>	<b>(100,546)</b>	
<b>Total Net Appropriations</b>	<b>1,259,453</b>	<b>1,293,426</b>	<b>1,205,944</b>	<b>950,508</b>	<b>(255,436)</b>	
<b>Total Net County Cost</b>	<b>1,254,755</b>	<b>1,293,191</b>	<b>1,205,444</b>	<b>950,508</b>	<b>(254,936)</b>	





## BU 0715 - Health Insurance

### BUDGET UNIT OVERVIEW

The Human Resources Department manages the Mendocino County Employee Self-Insured Health Plan. The Plan includes medical and the prescription drug plan. Dental and Vision coverage are fully insured through Delta Dental and Vision Service Plan.

The Employee Health Insurance budget also includes the Employee Assistance Program (EAP), a Wellness program, life, death and dismemberment coverage, and a Section 125 Plan (tax-deferred, flexible spending cafeteria plan), and membership in the AirMedCare air ambulance service.

#### PROGRAM OVERVIEW

- Health Insurance - BU 0715

#### GOALS FOR FY 2020-21

- Conduct and finalize a medical claims audit with an outside vendor.
- Continuously monitor and comply with changes in Federal Health Care legislation.
- Continue to research potential cost saving measures for the County that do not negatively impact existing employee benefits.
- Will continue to effectively monitor and manage medical claim costs.
- Constantly improve our utilization of the employee leave tracking program for all leave types; eliminating paper storage when possible.

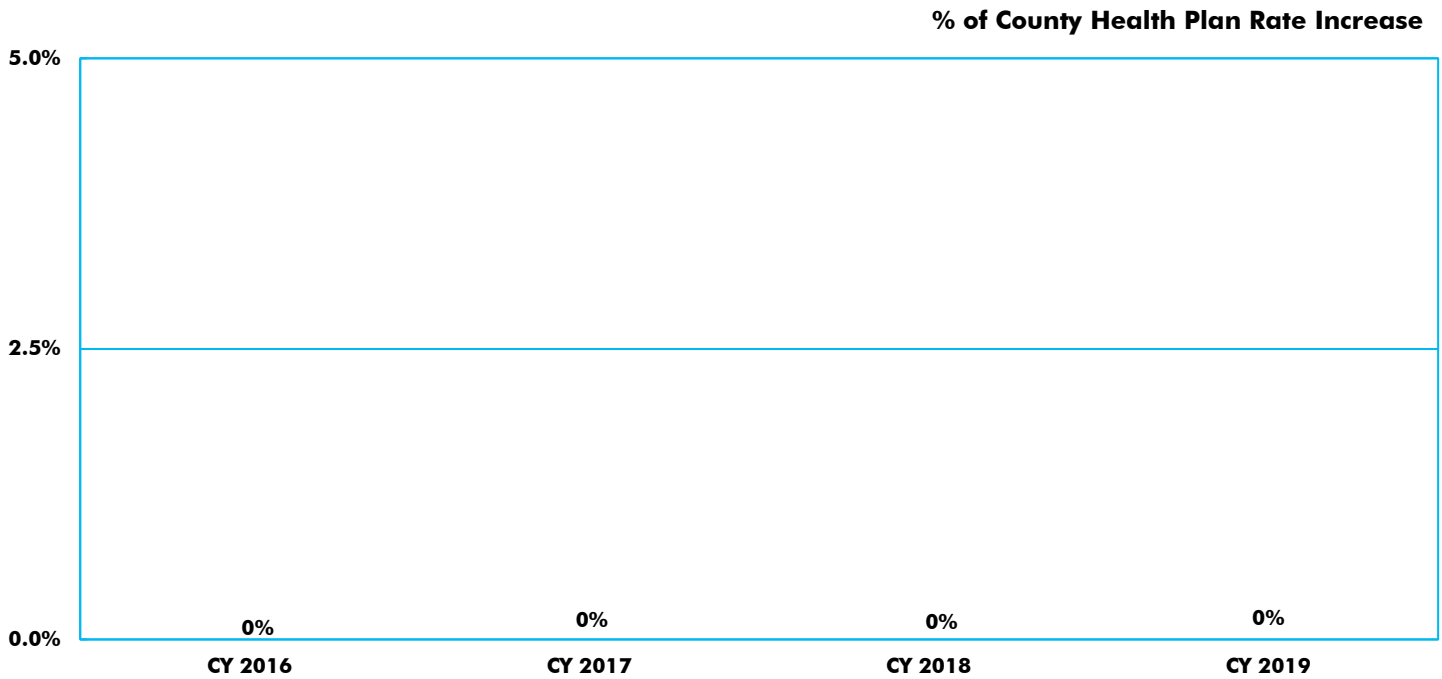
#### ACCOMPLISHMENTS IN FY 2019-20

- Held four Open Enrollment Fairs in three locations within the County.
- Transitioned Group and Voluntary Life and AD&D insurance to a new vendor, for costs savings.
- Upgraded Vision Service Plan (VSP) network to provide more provider choices to employees.
- Successfully prepared and delivered Affordable Care Act forms 1094 and 1095 to County employees and the IRS in compliance with Federal regulations.

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 0715 - Health Insurance

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6401 Revenue from all departments for insurance services.

### Services & Supplies

Acct. 2101 Insurance premiums.

Acct. 2189 Professional services provided by third party administrators and broker services.

Acct. 2239 Claims costs.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 0715 - Health Insurance

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 7150 Health Insurance	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	113,829	100,875	52,292	60,000	7,708
826401 - I.S.F. Services	12,114,168	11,524,046	14,867,000	16,217,000	1,350,000
<b>Total Operating Revenues</b>	<b>12,227,997</b>	<b>11,624,920</b>	<b>14,919,292</b>	<b>16,277,000</b>	<b>1,357,708</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	385,341	358,918	367,431	422,619	55,188
861013 - Overtime Reg Emp	535	3	-	-	-
861021 - Co Cont Retirement	113,576	108,353	112,051	135,959	23,908
861022 - Co Cont OASDI	21,447	19,525	20,665	24,009	3,344
861023 - Co Cont Medicare	5,303	4,931	5,113	5,916	803
861024 - Co Cont Retire Incr	39,908	35,253	31,705	30,429	(1,276)
861030 - Co Cont Health Ins	39,563	34,349	44,867	44,291	(576)
861031 - Co Cont Unemp Ins	942	212	163	-	(163)
<b>Total Salaries &amp; Employee Benefits</b>	<b>606,615</b>	<b>561,544</b>	<b>581,995</b>	<b>663,223</b>	<b>81,228</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,150	934	1,500	1,500	-
862101 - Insurance - General	999,398	1,140,949	1,327,602	1,509,436	181,834
862170 - Office Expense	3,872	30,425	6,500	6,500	-
862187 - Education & Training	1,288	271	1,500	1,000	(500)
862189 - Prof/Spec Svcs - Other	559,838	641,066	738,382	655,164	(83,218)
862239 - Spec Dept Expense	11,364,886	12,427,006	13,147,835	15,219,556	2,071,721
862250 - Trans/Travel	399	996	1,000	1,000	-
862253 - Travel Out of County	1,287	-	1,500	500	(1,000)
<b>Total Services &amp; Supplies</b>	<b>12,932,118</b>	<b>14,241,648</b>	<b>15,225,819</b>	<b>17,394,656</b>	<b>2,168,837</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	315,942	338,732	436,607	402,533	(34,074)
<b>Total Expend Transfer &amp; Reimb</b>	<b>315,942</b>	<b>338,732</b>	<b>436,607</b>	<b>402,533</b>	<b>(34,074)</b>
<b>Total Operating Expenses</b>	<b>13,854,675</b>	<b>15,141,924</b>	<b>16,244,421</b>	<b>18,460,412</b>	<b>2,215,991</b>
<b>Operating Income (Loss)</b>	<b>(1,626,678)</b>	<b>(3,517,004)</b>	<b>(1,325,129)</b>	<b>(2,183,412)</b>	<b>(858,283)</b>
<b>Change in Net Assets</b>	<b>(1,626,678)</b>	<b>(3,517,004)</b>	<b>(1,325,129)</b>	<b>(2,183,412)</b>	<b>(858,283)</b>
<b>Net Assets - Beginning Balance</b>	<b>8,782,131</b>	<b>6,999,548</b>	<b>3,482,544</b>	<b>2,157,415</b>	<b>(1,325,129)</b>
<b>Net Assets - Ending Balance</b>	<b>7,155,453</b>	<b>3,482,544</b>	<b>2,157,415</b>	<b>(25,997)</b>	<b>(2,183,412)</b>

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director



## BU 4025 - Employee Wellness

### BUDGET UNIT OVERVIEW

The Human Resources Department is charged with administering the Mendocino County Working on Wellness (MCWOW) program and the Employee Assistance Program (EAP). The MCWOW program provides opportunities for wellness for all employees and their insured family members through access to health promotion, education, assessments, activities and support, with a goal to help participants take responsibility for healthy lifestyle behaviors and choices leading toward high level wellness and reduced health care costs. EAP services are provided by a vendor who offers counseling and referral services with the goal to provide assistance to employees for work related or personal issues that may impact job performance.

#### PROGRAM OVERVIEW

- Employee Assistance Program
- Wellness Program

#### GOALS FOR FY 2020-21

- Transition to new Wellness vendor for enhanced services
- Implement Countywide Wellness Champion Network
- Increase participation amongst employees covered on the health plan to 86%
- Increase Health Risk Assessment Participation to 62%
- Apply for American Heart Association Workplace Health Achievement Recognition Award

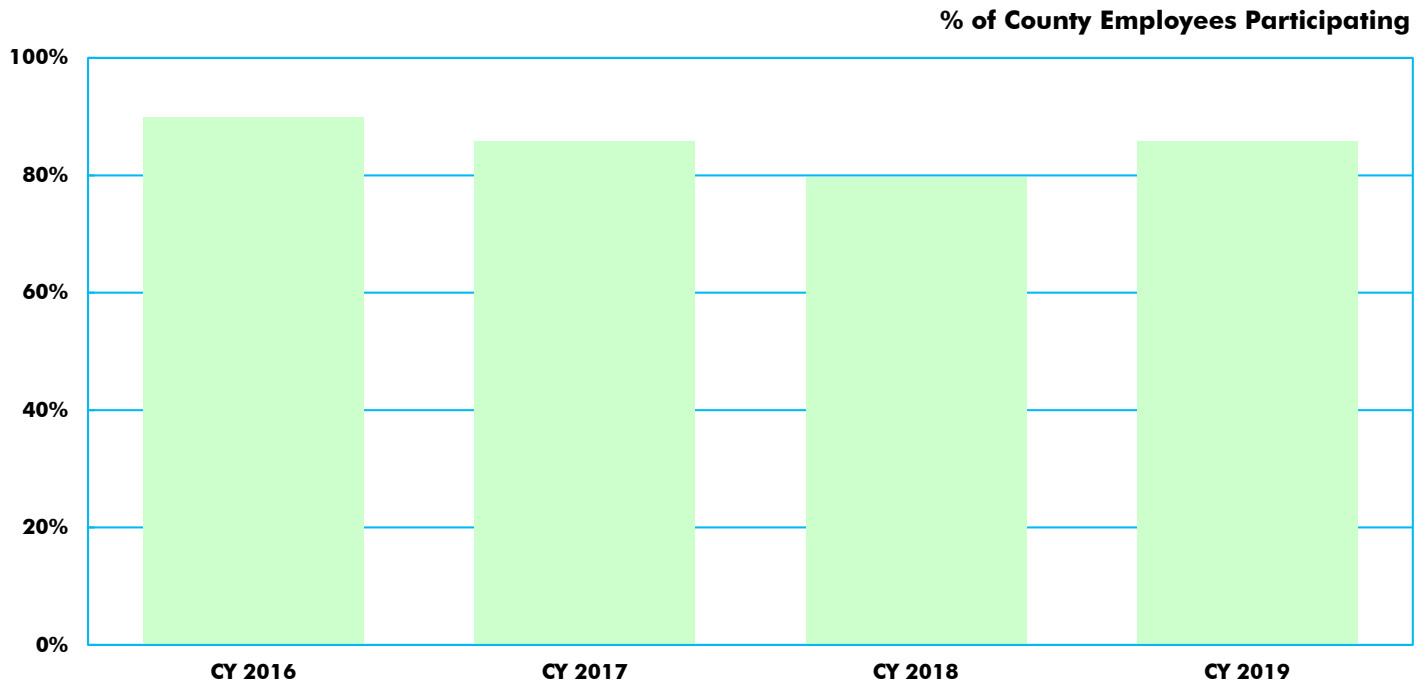
#### ACCOMPLISHMENTS IN FY 2019-20

- Increased Biometric Screening participation from 63.1% to 71.3%
- Increased participation in wellness challenges from 11.5% to 17.5%
- Increased unique participation in MCWOW programs from 79.8% to 85.8%
- Received the Silver 2019 American Heart Association Workplace Health Achievement Recognition Award
- 57% of Incentive Program participants improved or maintained their Overall Wellness Score

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 4025 - Employee Wellness

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

Acct. 2140 Health screening equipment.

Acct. 2187 Staff training and educational materials.

Acct. 2189 Education programming; wellness vendors, biometric screenings, health reports, and booklets.

### Expenditure Transfer & Reimbursement

Acct. 7802 Transfer from the Health Insurance Trust Fund and Workers' compensation funded.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# HUMAN RESOURCES DEPARTMENT

WILLIAM SCHURTZ, Director  
BU 4025 - Employee Wellness

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation			Activity: Health
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827700 - Other	250	-	-	-	-
827802 - Oper Transfer In	315,942	338,732	436,607	402,533	(34,074)
<b>Total Revenues</b>	<b>316,192</b>	<b>338,732</b>	<b>436,607</b>	<b>402,533</b>	<b>(34,074)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	99,468	109,759	125,318	<b>117,569</b>	(7,749)
861013 - Overtime Reg Emp	283	1	-	-	-
861021 - Co Cont Retirement	30,634	33,972	38,669	<b>38,365</b>	(304)
861022 - Co Cont OASDI	5,912	6,530	7,443	<b>7,061</b>	(382)
861023 - Co Cont Medicare	1,382	1,536	1,742	<b>1,651</b>	(91)
861024 - Co Cont Retire Incr	10,626	11,018	10,780	<b>9,103</b>	(1,677)
861030 - Co Cont Health Ins	11,673	10,463	15,634	<b>11,142</b>	(4,492)
861031 - Co Cont Unemp Ins	55	53	54	<b>55</b>	1
861035 - Co Cont Workers Comp	22	21	129	<b>128</b>	(1)
<b>Total Salaries &amp; Employee Benefits</b>	<b>160,055</b>	<b>173,353</b>	<b>199,769</b>	<b>185,074</b>	<b>(14,695)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	240	166	300	-	(300)
862101 - Insurance - General	139	156	175	<b>206</b>	31
862120 - Maint - Equip	-	-	-	-	-
862140 - Med Dntl & Lab Supls	-	-	-	<b>704</b>	704
862150 - Membership	395	-	364	<b>365</b>	1
862170 - Office Expense	5,482	5,367	17,199	<b>17,200</b>	1
862187 - Education & Training	2,049	-	2,000	<b>2,000</b>	-
862189 - Prof/Spec Svcs - Other	143,365	155,609	194,790	<b>189,184</b>	(5,606)
862239 - Spec Dept Expense	3,201	3,767	6,000	<b>6,000</b>	-
862250 - Trans/Travel	629	314	800	<b>800</b>	-
862253 - Travel Out of County	637	-	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>156,137</b>	<b>165,379</b>	<b>222,628</b>	<b>217,459</b>	<b>(5,169)</b>
<b>Total Net Appropriations</b>	<b>316,192</b>	<b>338,732</b>	<b>422,397</b>	<b>402,533</b>	<b>(19,864)</b>
<b>Total Net County Cost</b>	-	-	<b>(14,210)</b>	-	<b>14,210</b>

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*The mission of the Mendocino County Planning and Building Services department is to strive to effectively manage existing and future development by facilitating the availability of adequate services and facilities, advocating the wise use of natural resources, promoting an awareness and consideration of cultural resources, and facilitating the protection and enhancement of the quality of life in Mendocino County.*



# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director

DEPARTMENT SUMMARY					
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	5,011,245	5,899,706	4,471,101	<b>8,452,754</b>	3,981,653
Total Operating Transfers In	16,000	20,000	15,000	<b>12,000</b>	(3,000)
<b>Total Revenues</b>	<b>5,027,245</b>	<b>5,919,706</b>	<b>4,486,101</b>	<b>8,464,754</b>	<b>3,978,653</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	3,535,036	4,444,432	4,647,335	<b>5,715,506</b>	1,068,171
Total Services & Supplies	4,361,563	2,975,117	2,149,804	<b>5,318,073</b>	3,168,269
Total Fixed Assets	29,800	-	-	-	-
<b>Total Operating Expenditures</b>	<b>7,926,399</b>	<b>7,419,550</b>	<b>6,797,139</b>	<b>11,033,579</b>	<b>4,236,440</b>
Total Operating Transfers Out	16,000	20,000	15,000	<b>12,000</b>	(3,000)
<b>Total Transfers &amp; Reimb.</b>	<b>16,000</b>	<b>20,000</b>	<b>15,000</b>	<b>12,000</b>	<b>(3,000)</b>
<b>Total Net Appropriations</b>	<b>7,942,399</b>	<b>7,439,550</b>	<b>6,812,139</b>	<b>11,045,579</b>	<b>4,233,440</b>
<b>NCC/Use of Fund Balance</b>	<b>2,915,154</b>	<b>1,519,843</b>	<b>2,326,038</b>	<b>2,580,825</b>	<b>254,787</b>

SUMMARY BY PROGRAM			
GENERAL FUND	Approps.	Revenues	NCC
Planning & Bldg Services	6,348,632	4,451,850	1,896,782
Cannabis Management	822,172	525,000	297,172
Economic Development	567,371	-	567,371
<b>Total: General Fund</b>	<b>7,738,175</b>	<b>4,976,850</b>	<b>2,761,325</b>
<b>% of General Fund</b>	<b>3.6%</b>	<b>2.4%</b>	<b>4.2%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Cannabis Equity Grant	2,245,704	2,245,704	-
CDBG	180,000	180,000	-
CDBG-Program Income	353,000	353,000	-
Fish & Game Commission	11,700	11,700	-
Plan & Bldg.- Special Fund	517,000	697,500	(180,500)
Workforce Investment Act	-	-	-
<b>Total: Other Funds</b>	<b>3,307,404</b>	<b>3,487,904</b>	<b>(180,500)</b>
<b>TOTAL: ALL FUNDS</b>	<b>11,045,579</b>	<b>8,464,754</b>	<b>2,580,825</b>
<b>% of Total Budget</b>	<b>3.3%</b>	<b>2.6%</b>	

ALLOCATED FTE BY PROGRAM			
GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Planning & Bldg Services	41	41	42.5
Cannabis Management	2	8	8
<b>Total: General Fund</b>	<b>43</b>	<b>49</b>	<b>50.5</b>
OTHER FUNDS	Dept. Programs		
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>43</b>	<b>49</b>	<b>50.5</b>

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 2851 - Planning and Building Services

### DEPARTMENT OVERVIEW

The Department of Planning and Building Services (Department) consists of five primary functional service areas: planning, building, code enforcement, administrative services, and cannabis.

Recently, the Department took over the management of the Cannabis Program and Compliance Inspections. The Department also prepares, updates, and implements plans and regulations which guide and shape local development. These include the County General Plan, Comprehensive Airport land Use Plans, Inland & Coastal Zoning Code, Building Code and subdivision ordinances. The Department is also responsible for the regulation of surface mining regulations and compliance with the State.

The Department administers, implements, and enforces state and local building construction regulations in the unincorporated area of the county and the cities of Fort Bragg and Point Arena.

Applications processed by the Department include business licenses, coastal development permits, use permits, variances, General Plan amendments, rezoning, agricultural preserves, subdivisions, boundary line adjustments, certificates of compliance, and film permits.

### PROGRAM OVERVIEW

- Community Development Block Grant - Grant 0402
- Comm Development Blk Grant-Prgm Income - Grant 0404
- Economic Development - BU 1810
- Fish and Game Commission - BU 2840
- Planning and Building Services - BU 2851
- Planning and Building Services-Special Fund - BU 2852

### GOALS FOR FY 2020-21

- Streamline and enhance the cannabis permitting program to reduce inefficiency and narrow the budget gap.
- Development and implementation of the Coastal Zone Cannabis Cultivation and Accessory Dwelling Units.
- Continue to work with Fire Victims in the Rebuild of Redwood Valley and Potter Valley.
- The implementation of etrakit for online submittal of building permit applications.
- Continue focused efforts to close backlogged code enforcement cases while addressing new issues, including cannabis complaints.

### ACCOMPLISHMENTS IN FY 2019-20

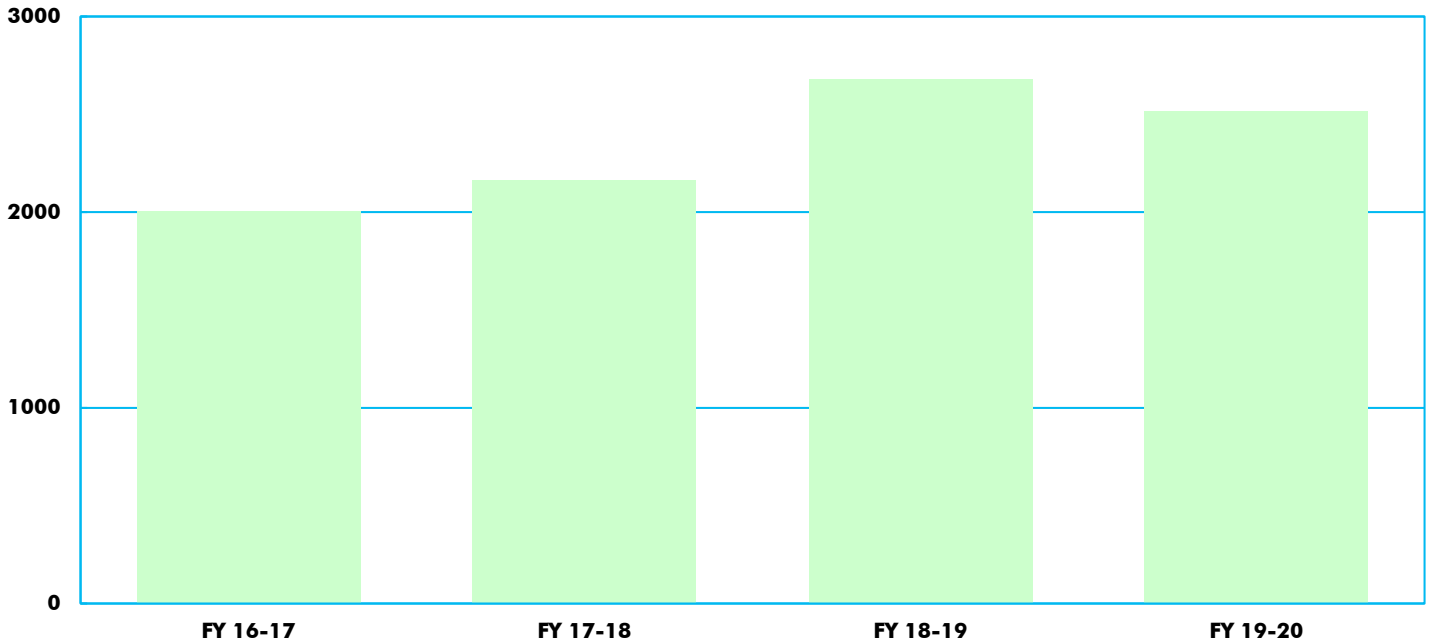
- The Department continues to streamline the permit process and has increased permits eligible for Quick Check.
- Adopted Cannabis Facilities Regulations adding County Code Chapter 20.243, including the implementation and development of applications and internal procedures for cannabis cultivation and facilities.
- Planning and Building has issued over 270 Building permits to assist in the rebuild following Redwood Complex Fire Incident.
- Over 11,300 Inspections completed in the fiscal year.

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2851 - Planning and Building Services

## PERFORMANCE INDICATORS

### Building Permits Issued



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 2600 Fees collected from Mendocino Historical Review Board applications.
- Acct. 3300 Investigative fees, reinstatement fees, double fees, and funds transfers from the Nuisance Abatement Trust Account for nuisance abatement activities, training, & equipment.
- Acct. 5490 Revenue from California DMV for operation of Abandoned Vehicle Abatement (AVA) Program.
- Acct. 6390 Fees collected from business licenses, Local Coastal Program (LCP) permit review, and witness fees.
- Acct. 7600 Fees collected for maps, copies, and other reference materials.
- Acct. 7802 Funds transfers for State mandated education and training costs.

### Services & Supplies

- Acct. 2189 Includes Planning Commissioner per diem costs and contracts for: CEQA review, mine/quarry inspections, professional services for automated permitting, plan check services, Broadband representation, Housing Element implementation, Ukiah Valley Area Plan Implementation, General Plan Implementation, Update and Implementation of the Affordable Housing Plan, and update to the Zoning Code.
- Acct. 2239 Includes abatement of nuisance properties, permit/project refunds, field staff kits, recruitment advertising, and furniture replacement.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2851 - Planning and Building Services

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Other Protection	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
822204 - Cannabis Facility Bus. Lic.	10,308	20,496	15,000	<b>7,000</b>	(8,000)	
822250 - Mobile Hm Setup Fee	20,149	20,039	23,000	<b>18,000</b>	(5,000)	
822300 - Constr Permit	1,370,124	1,613,024	1,530,000	<b>2,090,000</b>	560,000	
822500 - Zoning Permit	258,358	337,037	330,000	<b>374,000</b>	44,000	
822600 - Other Permit	22,813	8,005	7,500	<b>6,300</b>	(1,200)	
822605 - Variance/Use Permit	193,396	279,346	280,000	<b>345,000</b>	65,000	
822609 - Coastal Zone Permit	183,442	234,547	190,000	<b>240,000</b>	50,000	
823300 - Forfeiture & Penalty	7,331	187,996	133,230	<b>163,000</b>	29,770	
825810 - Other Govt Aid	146,437	-	-	-	-	
826180 - Planning/Engineering	149,828	73,350	70,000	<b>88,000</b>	18,000	
826184 - Environ Impact Report	961	46,924	10,000	<b>45,000</b>	35,000	
826185 - General Plan Amend	9,465	24,092	20,000	<b>5,000</b>	(15,000)	
826186 - Other Permit Fee	49,049	45,520	75,000	<b>40,700</b>	(34,300)	
826187 - Abandoned Veh Abate	16,186	55,233	60,000	<b>55,850</b>	(4,150)	
826188 - Gen Plan Maint	390,285	460,213	395,000	<b>497,000</b>	102,000	
826390 - Other Charges	295,509	449,173	466,069	<b>435,000</b>	(31,069)	
827600 - Other Sales	2,901	4,857	6,000	<b>5,000</b>	(1,000)	
827700 - Other	(550)	-	25,000	<b>25,000</b>	-	
827802 - Operating Transfer In	16,000	20,000	15,000	<b>12,000</b>	(3,000)	
<b>Total Revenues</b>	<b>3,141,992</b>	<b>3,879,851</b>	<b>3,650,799</b>	<b>4,451,850</b>	<b>801,051</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	2,081,717	2,444,301	2,616,961	<b>3,196,460</b>	579,499	
861012 - Extra Help	38,815	66,404	32,813	<b>20,000</b>	(12,813)	
861013 - Overtime Reg Emp	45,370	32,048	50,000	<b>28,000</b>	(22,000)	
861021 - Co Cont Retirement	606,518	714,640	798,664	<b>925,645</b>	126,981	
861022 - Co Cont OASDI	125,796	147,765	154,558	<b>167,971</b>	13,413	
861023 - Co Cont Medicare	29,994	35,521	37,311	<b>39,727</b>	2,416	
861024 - Co Cont Retire Incr	185,000	196,691	182,735	<b>175,741</b>	(6,994)	
861030 - Co Cont Health Ins	304,085	266,288	393,828	<b>382,357</b>	(11,471)	
861031 - Co Cont Unemp Ins	5,123	9,696	10,499	<b>10,889</b>	390	
861035 - Co Cont Workers Comp	65,897	49,303	32,735	<b>25,606</b>	(7,129)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>3,488,315</b>	<b>3,962,658</b>	<b>4,310,104</b>	<b>4,972,396</b>	<b>662,292</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	8,965	9,850	9,500	<b>12,000</b>	2,500	
862101 - Insurance - General	69,075	73,994	86,390	<b>27,120</b>	(59,270)	
862120 - Maint - Equip	33,323	28,656	30,500	<b>34,000</b>	3,500	
862150 - Memberships	2,951	2,136	3,000	<b>2,000</b>	(1,000)	
862170 - Office Expense	56,225	42,464	71,200	<b>65,000</b>	(6,200)	
862187 - Education & Training	10,410	17,741	40,500	<b>33,500</b>	(7,000)	
862189 - Prof/Spec Svcs - Other	976,792	890,936	876,500	<b>1,050,200</b>	173,700	

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2851 - Planning and Building Services

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Protection			Activity: Other Protection
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
862190 - Pub/Legal Notice	18,564	20,902	22,000	<b>25,000</b>	3,000
862210 - Rent/Lease - Bldg Grnds	900	-	1,000	<b>1,000</b>	-
862230 - Info Tech Equip	2,914	-	5,000	<b>5,000</b>	-
862239 - Spec Dept Expense	37,787	151,469	39,671	<b>57,200</b>	17,529
862250 - Trans/Travel	67,149	63,719	58,000	<b>55,495</b>	(2,505)
862253 - Travel Out of County	9,608	9,076	11,000	<b>8,721</b>	(2,279)
<b>Total Services &amp; Supplies</b>	<b>1,294,660</b>	<b>1,310,941</b>	<b>1,254,261</b>	<b>1,376,236</b>	<b>121,975</b>
<b>Fixed Assets</b>					
864370 - Equipment	29,800	-	-	-	-
<b>Total Fixed Assets</b>	<b>29,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>4,812,775</b>	<b>5,273,598</b>	<b>5,564,365</b>	<b>6,348,632</b>	<b>784,267</b>
<b>Total Net County Cost</b>	<b>1,670,783</b>	<b>1,393,747</b>	<b>1,913,566</b>	<b>1,896,782</b>	<b>(16,784)</b>

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 0402 - Community Development Block Grant

### GRANT OVERVIEW (Administered in BU 2851)

The County has been awarded a Microenterprise Technical Assistance Grant 18-CDBG-12929 in the amount of \$500,000. The County expects to submit additional applications to request funding for various projects in the next funding cycle.

### GRANT INFORMATION

- Grant Inception Date: May 15, 2020
- Current Grant Period: May 15, 2020 - May 15, 2023
- Source of Funds: State of California, Department of Housing and Community Development (HUD)
- Continuity of Grant: Three Year Grant
- Grant Restrictions and Provisions: Grant awarded for a Microenterprise Program to benefit individuals qualifying under Community Development Block Grant (CDBG) National Objectives

### GRANT BUDGET

<b>Revenue</b>	
Grant	\$ 500,000
Total	\$ 500,000
<b>Expenditures</b>	
Services & Supplies	\$ 465,116
Oper Transfer Out	34,884
Total	\$ 500,000

County Match Required: No

Independent Audit Required: Yes

This grant is included in Budget Unit 2851's schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 0402 - Community Development Block-Grant

<b>BUDGET UNIT DETAIL</b> Schedule 9				Function: - Activity: -	
Fund: 4020 Comm Dev Block Grant-CDBG	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	-	19,432	-	-	-
827801 - Grant Revenue	1,111,547	812,955	-	<b>180,000</b>	180,000
<b>Total Revenues</b>	<b>1,111,547</b>	<b>832,387</b>	<b>-</b>	<b>180,000</b>	<b>180,000</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	(40)	-	-	-	-
862189 - Prof/Spec Svcs - Other	1,204,745	716,070	-	<b>149,400</b>	149,400
862239 - Spec Dept Expense	-	21,438	-	<b>30,600</b>	30,600
<b>Total Services &amp; Supplies</b>	<b>1,204,706</b>	<b>737,508</b>	<b>-</b>	<b>180,000</b>	<b>180,000</b>
<b>Total Net Appropriations</b>	<b>1,204,706</b>	<b>737,508</b>	<b>-</b>	<b>180,000</b>	<b>180,000</b>
<b>Total Fund Balance Contribution</b>	<b>93,158</b>	<b>(94,878)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 0404 - Community Development Block Grant Program Income

### GRANT OVERVIEW (Administered in BU 2851)

The Community Development Block Grant (CDBG) Program Income account is used to record income generated by Federal Department of Housing & Urban Development (HUD) funding received from grants awarded on a competitive basis through the State Department of Housing & Community Development (HCD).

Over the years the County has successfully implemented programs funded with Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), Disaster Recovery Initiative (DRI), and American Recovery and Reinvestment Act (ARRA) funding. Income generated from these programs may be expensed from this account based on parameters approved by the Board in the County's CDBG Program Income Reuse Agreement or by subsequent specific action. Program income can only be used for program eligible purposes. This income can be expended in the period received or accumulated over multiple years, but can only be used for projects selected by the Board of Supervisors and approved by HCD.

### GRANT INFORMATION

- Grant Inception Date: Multiple
- Current Grant Period: Multiple
- Source of Funds: State of California, Department of Housing and Community Development (HUD)
- Continuity of Grant: Ongoing based on availability of program income.
- Grant Restrictions and Provisions: The grant allows for indirect or overhead costs, with which there is a maximum of up to 7.5% of the total program income. The budget does not include the maximum amount as the funds are received on a reimbursement basis from amortized loan payments or loan payoffs over multiple years.

### GRANT BUDGET

#### Revenue

Grant	\$ 350,000
Interest	3,000
<b>Total</b>	<b>\$ 353,000</b>

#### Expenditures

Econ. Develop. Proj. Bus. Assist. Loans	\$ 302,000
General Administration	51,000
<b>Total</b>	<b>\$ 353,000</b>

County Match Required: No

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9					Function: -	Activity: -
Fund: 4040 CDBG Program Income	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
827801 - Grant Revenue	363,817	314,796	156,000	<b>350,000</b>		194,000
827820 - Grant Interest	2,517	2,105	2,000	<b>3,000</b>		1,000
<b>Total Revenues</b>	<b>366,334</b>	<b>316,900</b>	<b>158,000</b>	<b>353,000</b>		<b>195,000</b>
<b>Services &amp; Supplies</b>						
862189 - Prof/Spec Svcs - Other	44,351	10,414	3,600	<b>302,000</b>		298,400
862239 - Spec Dept Expense	993,764	59,699	30,000	<b>51,000</b>		21,000
<b>Total Services &amp; Supplies</b>	<b>1,038,115</b>	<b>70,113</b>	<b>33,600</b>	<b>353,000</b>		<b>319,400</b>
<b>Total Net Appropriations</b>	<b>1,038,115</b>	<b>70,113</b>	<b>33,600</b>	<b>353,000</b>		<b>319,400</b>
<b>Total Fund Balance Contribution</b>	<b>671,780</b>	<b>(246,787)</b>	<b>(124,400)</b>	<b>-</b>		<b>124,400</b>





## BU 0413 - Workforce Investment Act Grant

### GRANT OVERVIEW (Previously Administered in BU 2851)

On November 2016, the Board of Supervisors approved the inclusion of Mendocino County into the Joint Powers Agency (JPA) of the Workforce Alliance of the North Bay (WANB). This consolidation transitions the local Workforce Development Board into participation in a regional group that reports directly to the WANB. Grant activities and direct oversight from Planning and Building Services will no longer be necessary. This consolidation will also allow for economies of scale and other strategic advantages that are more prevalent in the North Bay; however the County will be represented in the alliance by two members from the Board of Supervisors.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4130 WIOA	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	3,486	-	-	-	-
<b>Total Revenues</b>	<b>3,486</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	11	-	-	-	-
862239 - Spec Dept Expense	3,486	5,488	-	-	-
<b>Total Services &amp; Supplies</b>	<b>3,497</b>	<b>5,488</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>3,497</b>	<b>5,488</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>11</b>	<b>5,488</b>	<b>-</b>	<b>-</b>	<b>-</b>

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 1810 - Economic Development

### BUDGET UNIT OVERVIEW

The County supports workforce and economic development through many different programs, departments, and budget units. This budget unit complements other activities by funding a “match” to assessment funds raised by the Mendocino County Lodging Business Improvement District (BID) to encourage travel and tourism; funding a contract with the Economic Development & Finance Corporation (EDFC) for economic development services; funding creation of an Economic & Demographic Profile for the County to provide the private and public sectors with current information on the status of the County’s economy; funding the County’s participation in a regional broadband alliance to expand broadband capacity; and participation in the Sonoma Mendocino Economic Development District (SMEDD).

#### PROGRAM OVERVIEW

- Economic and Demographic Profile
- Economic Development & Finance Corporation (EDFC)
- Film Permits
- Mendocino Broadband Alliance
- Mendocino County Business Improvement District (BID) Advisory Board
- Sonoma Mendocino Economic Development District (SMEDD)

#### GOALS FOR FY 2020-21

- Work with local partners, and West Business Development to increase Economic Development in Mendocino County
- Continue to support tourism in the County through BID involvement
- Update the Economic & Demographic Profile for the County
- Continue to support Broadband development throughout the County

#### ACCOMPLISHMENTS IN FY 2019-20

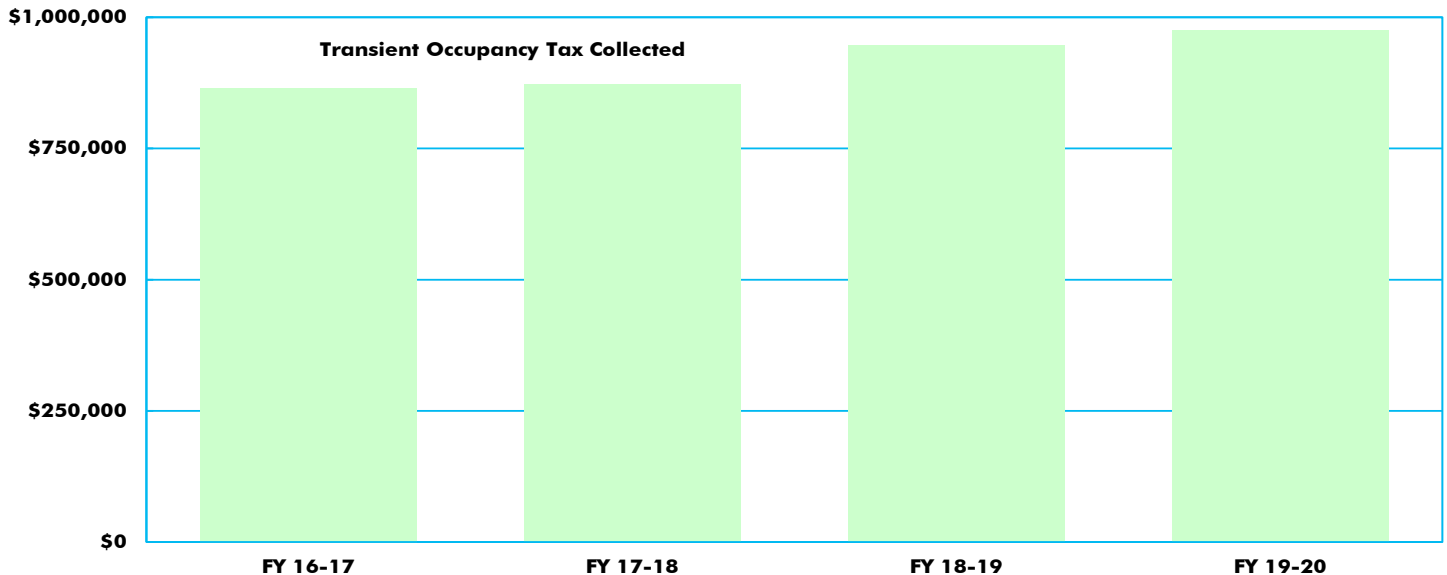
- Continued to maintain support for budgeted economic development activities
- Continued supporting the Broadband Alliance of Mendocino County (BAMC) and the North Bay North Coast Broadband Consortium (NBNCBC) efforts for expanded county and regional broadband capacity
- Continued the development of a County Broadband Plan
- Continued to promote tourism through Mendocino County Lodging Business Improvement District (BID)

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 1810 - Economic Development

## PERFORMANCE INDICATORS

### Tourism Spending



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2150 Dues to organizations related to economic development.
- Acct. 2189 Mendocino County Lodging Business Improvement District (BID) matching funds, estimated at \$402,600. Also includes Economic Development & Finance Corporation (EDFC) contract (\$35,000), annual update of the Economic & Demographic Profile (\$5,000), and Comprehensive Economic Development Study (\$20,000).
- Acct. 2253 Out of County travel budgeted for Sonoma Mendocino Economic Development District meetings.

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for Economic Development includes a slightly increased funding for the County's BID match and the broadband service contract, as well as various expenditures to support the Board's priority for increased economic/business development activities. It also includes a contract with outside consultants to guide our operations of the Community Development Block Grant (CDBG) activities.

BUDGET UNIT DETAIL Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenue</b>						
827700 - Other	20,625	27,500	-	-	-	
<b>Total Revenue</b>	20,625	27,500	-	-	-	
<b>Services &amp; Supplies</b>						
862150 - Memberships	420	-	-	500	500	
862189 - Prof/Spec Svcs - Other	698,514	647,720	567,371	566,871	(500)	
<b>Total Services &amp; Supplies</b>	<b>698,934</b>	<b>647,720</b>	<b>567,371</b>	<b>567,371</b>	-	
<b>Total Net Appropriations</b>	<b>698,934</b>	<b>647,720</b>	<b>567,371</b>	<b>567,371</b>	-	
<b>Total Net County Cost</b>	<b>678,309</b>	<b>620,220</b>	<b>567,371</b>	<b>567,371</b>	-	

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 2810 - Cannabis Management

### BUDGET UNIT OVERVIEW

Mendocino County's Cannabis Cultivation Permitting Program regulates cannabis cultivation in the unincorporated area of the County of Mendocino. The Cannabis Program processes applications pursuant to the Mendocino County Code Section 10A.17 and Section 20.242.

Last fiscal year, the Cannabis Program transitioned to Planning and Building Services. In that move, management and staff have focused on streamlining, reorganizing, and creating greater efficiency in application intake, application review, permit and renewal issuance, and compliance inspections.

In the summer of 2020, the Cannabis Program will be rolling out the Cannabis Local Equity Grant Program that the California Governor's Office of Business and Economic Development (GO-Biz) has awarded to Mendocino County. The Cannabis Equity Grant Funding of \$2,242,704 will go toward the development and implementation of a program that will offer a range of equity programs such as loans, grants, technical assistance, training, waivers and fee reductions for eligible individuals.

#### PROGRAM OVERVIEW

- Transition to Planning and Building Service
- CalCannabis Revenue Contract w/ Department of Agriculture.
- Estimated \$131,000 loss in contracted funds from CalCannabis
- Permit Fee restructured
- Organizational Reorganization

#### GOALS FOR FY 2020-21

- Continue to streamline and enhance the cannabis program to reduce inefficiency.
- Implementation of eTrakit for submittal of Cannabis applications and fees via the County website.
- Implement Mendocino County Cannabis Local Equity Grant Program to provide financial and technical assistance for eligible individuals.

#### ACCOMPLISHMENTS IN FY 2019-20

- Streamlined renewal application and permit issuance.
- Awarded a \$2.2 million Cannabis Local Equity Grant from the California Governor's Office of Business and Economic Development (GO-Biz)
- Implemented a new Reassignment of Permit Application and processing guidelines.

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2810 - Cannabis

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection Activity: Protection

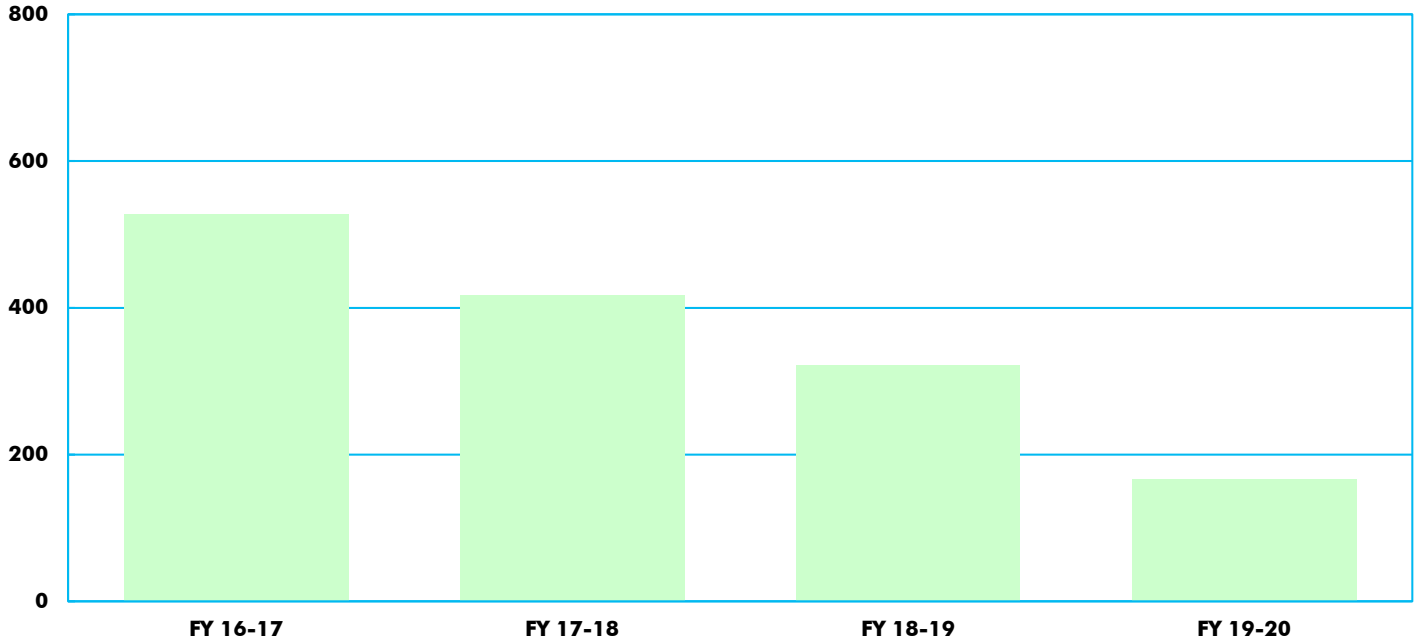
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825490 - State Other	-	28,600	-	-	-
826205 - Cannabis Applic./Inspect	-	465,726	391,396	480,000	88,604
826390 - Other Charges	-	-	-	45,000	45,000
<b>Total Revenues</b>	<b>-</b>	<b>494,326</b>	<b>391,396</b>	<b>525,000</b>	<b>133,604</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	20,787	263,092	210,855	626,288	415,433
861012 - Extra Help	15,878	61,900	-	10,000	10,000
861013 - Overtime Reg Emp	374	6,591	-	5,000	5,000
861021 - Co Cont Retirement	5,175	73,869	64,564	59,047	(5,517)
861022 - Co Cont OASDI	1,291	15,460	12,580	10,899	(1,681)
861023 - Co Cont Medicare	302	4,331	2,942	2,549	(393)
861024 - Co Cont Retire Incr	1,424	18,562	13,178	9,702	(3,476)
861030 - Co Cont Health Ins	1,490	30,990	32,917	18,878	(14,039)
861031 - Co Cont Unemp Ins	-	6,409	54	164	110
861035 - Co Cont Workers Comp	-	570	141	583	442
<b>Total Salaries &amp; Employee Benefits</b>	<b>46,721</b>	<b>481,774</b>	<b>337,231</b>	<b>743,110</b>	<b>405,879</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	355	2,799	2,146	3,000	854
862101 - Insurance - General	-	3,400	3,400	3,862	462
862170 - Office Expense	1,125	12,612	-	9,000	9,000
862187 - Education & Training	-	200	2,000	2,000	-
862189 - Prof/Spec Svcs - Other	3,396	26,428	30,000	11,000	(19,000)
862190 - Publ/Legal Notice	-	-	-	5,000	5,000
862230 - Info Tech Equip	10,662	-	-	-	-
862239 - Spec Dept Expense	42,834	48,726	87,552	10,000	(77,552)
862250 - Trans/Travel	-	8,890	35,068	35,000	(68)
862253 - Travel Out of County	-	744	1,000	200	(800)
<b>Total Services &amp; Supplies</b>	<b>58,373</b>	<b>103,799</b>	<b>161,166</b>	<b>79,062</b>	<b>(82,104)</b>
<b>Total Net Appropriations</b>	<b>105,094</b>	<b>585,574</b>	<b>498,397</b>	<b>822,172</b>	<b>323,775</b>
<b>Total Net County Cost</b>	<b>105,094</b>	<b>91,248</b>	<b>107,001</b>	<b>297,172</b>	<b>190,171</b>

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2810 - Cannabis Management

## PERFORMANCE INDICATORS

**Initial Cannabis Cultivation Permit Applications Received**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5490 State Aid: Revenue from various contracts from the California Department of Food and Agriculture.
- Acct. 6205 Revenue from cannabis applications and permit fees.

### Services & Supplies

- Acct. 2189 Professional services related to the cannabis program.
- Acct. 2239 Purchase and maintenance of specialized field equipment.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes expected based on the current state of the Ordinance.



## 0497 - Cannabis Local Equity Grant

### GRANT OVERVIEW

The purpose of the Cannabis Equity Grants Program for Local Jurisdictions is to advance economic justice for populations and communities impacted by cannabis prohibition and the War on Drugs (WoD) by providing support to local jurisdictions as they promote equity in California and eliminate barriers to enter the newly regulated cannabis industry for equity program applicants and licensees. By issuing these grants to local jurisdictions, The Governor’s Office of Business and Economic Development (GO-Biz) aims to advance the well-being of populations and communities that have been negatively or disproportionately harmed by cannabis prohibition and the WoD.

The Mendocino County Cannabis Equity Assessment (2020) established that Mendocino has been hit hard by the criminalization of cannabis, and a targeted, data-driven and well-funded equity program can help certain populations and neighborhoods, particularly small growers and those impacted from past policies that may be left behind, into a legal, sustainable economic future. The adopted Mendocino County Local Equity Program defines eligibility and grant services.

### GRANT INFORMATION

- Grant Inception Date: May 15, 2020
- Current Grant Period: May 15, 2020 - August 31, 2021
- Source of Funds: Cannabis Equity Grants Program for Local Jurisdictions administration by the Governor’s Office of Business and Economic Development (GO-Biz)
- Continuity of Grant: 2020-2021
- Grant Restrictions and Provisions: Grants are limited to eligible Equity Applicants/Licenses as defined in the Mendocino County Local Equity Program Manual.  
10% of the Grant may be used for Administration  
10% of the Grant may be used for Direct Technical Assistance  
80% of the Grant may be used for Grants

### GRANT BUDGET

#### Revenue

Grant	\$ 2,245,704
<b>Total</b>	<b>\$ 2,245,704</b>

#### Expenditures

Administration	\$ 224,527
Direct Technical Assistance	224,527
Grants	1,796,580
<b>Total</b>	<b>\$ 2,245,704</b>

County Match Required: \$100,000

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Department Analyst I XH	0	100%	0%

### BUDGET UNIT DETAIL Schedule 9

Function: Cannabis Local Equality Activity: Protection

Fund: 4970 Cannabis Grant	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenue</b>					
825490 - State Other	-	-	-	2,245,704	2,245,704
<b>Total Revenue</b>	-	-	-	2,245,704	2,245,704
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	-	-	-	2,120,916	2,120,916
862230 - Info Tech Equip.	-	-	-	45,000	45,000
862239 - Spec. Dept. Expense	-	-	-	79,788	79,788
<b>Total Services &amp; Supplies</b>	-	-	-	2,245,704	2,245,704
<b>Total Net Appropriations</b>	-	-	-	2,245,704	2,245,704
<b>Total Net County Cost</b>	-	-	-	-	-

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director



## BU 2840 - Fish and Game Commission

### BUDGET UNIT OVERVIEW

The primary responsibility of the Fish and Game Commission is to advise the Board on fish, game, and wildlife matters when those matters are referred to them. The Commission is further charged with keeping informed and, from time to time, reporting to the Board on the status of fish, game, and wildlife in the County and to identify threats to their continued health and well-being.

The County of Mendocino has a Fish and Wildlife Propagation Fund, which represents a portion of fines imposed by the Superior Court of Mendocino County for Fish And Game violations (CA Fish and Game Code §12009 – 13003).

County Code Chapter 2.50 specifies that the Commission shall recommend to the Board expenditures from this fund, consistent with requirements of CA Fish and Game Code §13100 – 13104.

The Commission promotes full understanding and trust through effective communication and transparency, provides technical analyses and funding recommendations to the Board of Supervisors, and encourages the public to participate in activities of the Fish and Game Commission.

### PROGRAM OVERVIEW

- Grant Solicitation & Review
- Advisory Services
- Support Services

### ACCOMPLISHMENTS IN FY 2019-20

- Supported public education and research through the Commission website and public lecture series.
- Supported community-based activities to improve fish and wildlife habitat and propagation.
- Continued efforts to increase public participation in Commission meetings and initiatives.
- Represented the County, within and outside the County, at meetings, conferences and public hearings, and with regulatory agencies, relating to fish and wildlife.
- Allocated collected fines and forfeitures in the form of grants to local community based organizations to benefit fish and/or game.

### GOALS FOR FY 2020-21

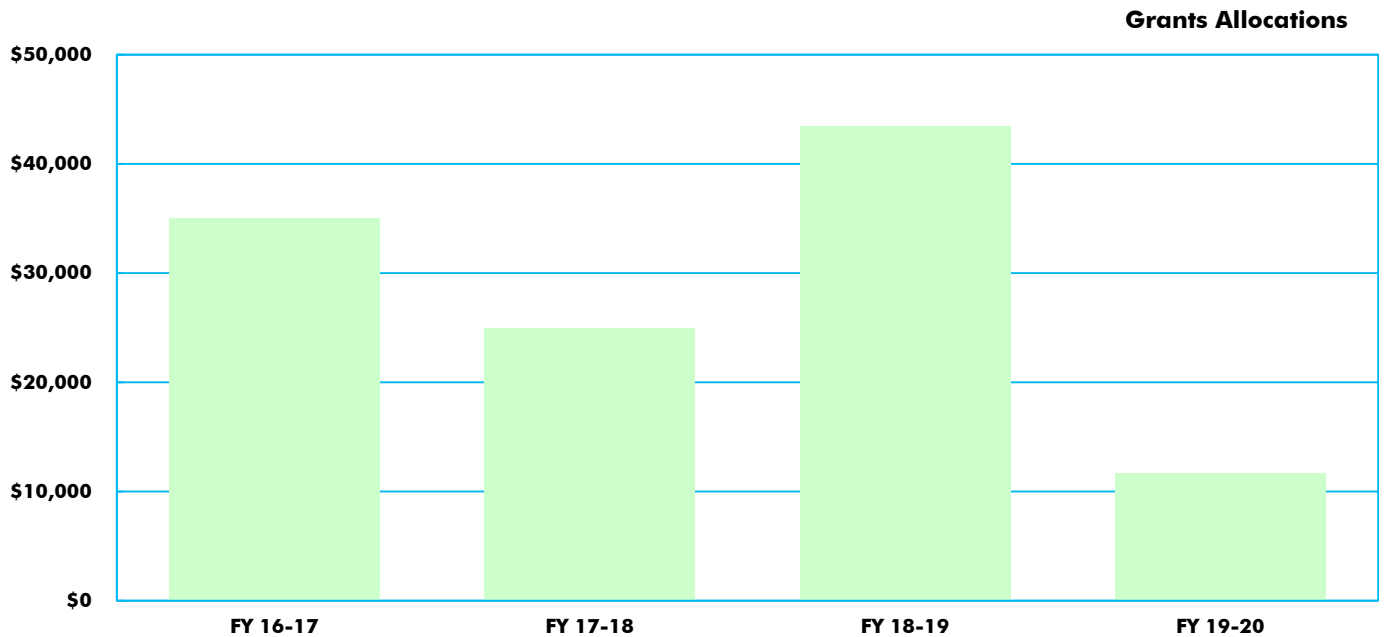
- Continue to support public education and research through the Commission website and public lecture service
- Continue to support community-based activities to improve fish and wildlife habitat and propagation.
- Continue efforts to increase public participation in Commission meetings and initiatives.
- Continue to represent the County within and outside the county at meetings, conferences and public hearings, and with regulatory agencies, relating to fish and wildlife.
- Continue to allocation of collected fines and forfeitures in the form of grants to local community based organizations to benefit and/or game.



# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2840 - Fish and Game Commission

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 3200 Fines imposed by the Superior Court of Mendocino County for fish and game violations.  
(CA Fish and Game Code Sections 12009 – 13003)

### Services & Supplies

Acct. 2189 Contract services for Commission Secretary.  
Acct. 2239 Special community projects recommended by the Commission and approved by the Board of Supervisors.  
Acct. 2250 Commissioners travel to meetings.

## CHANGES IN BUDGET FROM PRIOR YEAR

Grant revenue has decreased significantly from prior year.

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
BU 2840 - Fish and Game Commission

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Other Protection	
Fund: 1206 Fish & Game	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
823200 - Other Court Fine	47,608	9,626	35,000	<b>10,000</b>	(25,000)	
824100 - Interest	1,059	1,793	800	<b>1,700</b>	900	
826390 - Other Charges	36,680	-	106		(106)	
827400 - Prior Year Revenue	113	-	-		-	
<b>Total Revenues</b>	<b>85,460</b>	<b>11,419</b>	<b>35,906</b>	<b>11,700</b>	<b>(24,206)</b>	
<b>Services &amp; Supplies</b>						
862101 - Insurance - General	353	330	146	<b>99</b>	(47)	
862170 - Office Expense	539	246	500	<b>500</b>	-	
862189 - Prof/Spec Svcs - Other	6,027	6,000	6,000	<b>6,000</b>	-	
862239 - Spec Dept Expense	40,450	-	27,500	<b>4,891</b>	(22,609)	
862250 - Trans/Travel	549	1,316	1,760	<b>210</b>	(1,550)	
862253 - Trans/Travel Out of County	689	-	-		-	
<b>Total Services &amp; Supplies</b>	<b>48,607</b>	<b>7,892</b>	<b>35,906</b>	<b>11,700</b>	<b>(24,206)</b>	
<b>Total Net Appropriations</b>	<b>48,607</b>	<b>7,892</b>	<b>35,906</b>	<b>11,700</b>	<b>(24,206)</b>	
<b>Total Fund Balance Contribution</b>	<b>(36,853)</b>	<b>(3,528)</b>	-	-	-	



## BU 2852 - Planning and Building Services - Special Fund

### BUDGET UNIT OVERVIEW

The Planning and Building Services Special Fund (Special Fund) was established for multi-year projects and programs. These include:

- (1) Micrographics/Document Imaging Fund. A fee has been established to cover the cost of storing of development related files and records, and is used to convert the paper documents to an electronic format for ease of access and storage.
- (2) Continuing Education and Training Fund (AB 717). Planning and Building Services collects a special fee on all building permits to cover the cost of continuing education and training which has been mandated by the State under Assembly Bill 717 (1996) and Health & Safety Code §18949.29.
- (3) Environmental Impact Report (EIR) Fund. The California Environmental Quality Act (CEQA) requires completion of an EIR to analyze the potential impacts of certain projects. Planning and Building Services contracts with outside consultants for the preparation of required EIRs; costs are paid by the project proponent and held in this fund.

#### PROGRAM OVERVIEW

- Continuing Education and Training Fund (AB717)
- Environmental Impact Report (EIR) Fund
- Micrographics/Document Imaging Fund

#### GOALS FOR FY 2020-21

- Continue digital archiving of paper files and establish policy for future acceptance of electronic records.
- Continue building inspection staff education and training.
- Train Code Enforcement and other staff related to building code compliance.

#### ACCOMPLISHMENTS IN FY 2019-20

- Completed CASp certification for in house building inspector.

#### SUMMARY OF MAJOR ACCOUNTS

##### Revenues

Acct. 6264 Fee collected for continuing education and training mandated by the CA H&S Code Section 18949.29.

##### Services & Supplies

Acct. 2189 Contracted document imaging services.

Acct. 2239 Environmental Impact Report preparation/review (CEQA compliance).

##### Fixed Assets

Acct. 4370 Imaging hardware costs.

#### CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# PLANNING AND BUILDING SERVICES

BRENT SCHULTZ, Director  
 BU 2852 - Planning and Building Services - Special Fund

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Other Protection	
Fund: 1222 General Plan Update	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	8,160	14,720	10,000	<b>17,000</b>	7,000	
826184 - Environ Impact Report	139,875	59,035	50,000	<b>400,000</b>	350,000	
826260 - Micrographics Fee	99,131	196,880	130,000	<b>180,000</b>	50,000	
826264 - AB717 Educ/Training	50,635	81,615	60,000	<b>100,000</b>	40,000	
826390 - Other Charges	-	5,073	-	<b>500</b>	500	
<b>Total Revenues</b>	<b>297,801</b>	<b>357,323</b>	<b>250,000</b>	<b>697,500</b>	<b>447,500</b>	
<b>Services &amp; Supplies</b>						
862187 - Education & Training	8,784	7,086	2,500	<b>2,500</b>	-	
862189 - Prof/Spec Svcs - Other	-	72	40,000	<b>100,000</b>	60,000	
862239 - Spec Dept Expense	527	80,000	50,000	<b>400,500</b>	350,500	
862253 - Travel Out of County	5,361	4,499	5,000	<b>2,000</b>	(3,000)	
<b>Total Services &amp; Supplies</b>	<b>14,671</b>	<b>91,656</b>	<b>97,500</b>	<b>505,000</b>	<b>407,500</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	16,000	20,000	15,000	<b>12,000</b>	(3,000)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>16,000</b>	<b>20,000</b>	<b>15,000</b>	<b>12,000</b>	<b>(3,000)</b>	
<b>Total Net Appropriations</b>	<b>30,671</b>	<b>111,656</b>	<b>112,500</b>	<b>517,000</b>	<b>404,500</b>	
<b>Total Fund Balance Contribution</b>	<b>(267,130)</b>	<b>(245,667)</b>	<b>(137,500)</b>	<b>(180,500)</b>	<b>(43,000)</b>	

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer

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*The mission of the Mendocino County Probation Department, as an integral part of the criminal justice system, is to promote public safety by reducing criminal behavior and its impact upon the community.*

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	4,406,376	4,135,157	4,887,714	<b>4,732,033</b>	(155,681)
<b>Total Revenues</b>	<b>4,406,376</b>	<b>4,135,157</b>	<b>4,887,714</b>	<b>4,732,033</b>	<b>(155,681)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	6,462,237	5,836,338	6,218,972	<b>6,847,532</b>	628,560
Total Services & Supplies	1,652,300	1,362,644	1,892,678	<b>1,726,793</b>	(165,885)
Total Other Charges	285,431	-	206,726	-	(206,726)
Total Fixed Assets	-	-	45,000	<b>47,687</b>	2,687
<b>Total Operating Expenditures</b>	<b>8,399,967</b>	<b>7,198,982</b>	<b>8,363,376</b>	<b>8,622,012</b>	<b>258,636</b>
Total Intrafund Transfers	(208,564)	(255,821)	(208,564)	<b>(229,874)</b>	(21,310)
Total Operating Transfer Out	-	-	12,000	-	(12,000)
<b>Total Transfers &amp; Reimb.</b>	<b>(208,564)</b>	<b>(255,821)</b>	<b>(196,564)</b>	<b>(229,874)</b>	<b>(33,310)</b>
<b>Total Net Appropriations</b>	<b>8,191,403</b>	<b>6,943,161</b>	<b>8,166,812</b>	<b>8,392,138</b>	<b>225,326</b>
<b>NCC/Use of Fund Balance</b>	<b>3,785,027</b>	<b>2,808,004</b>	<b>3,279,098</b>	<b>3,660,105</b>	<b>381,007</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Probation	5,925,063	4,516,385	1,408,678
Juvenile Hall	2,467,075	215,648	2,251,427
<b>Total: General Fund</b>	<b>8,392,138</b>	<b>4,732,033</b>	<b>3,660,105</b>
<b>% of General Fund</b>	<b>3.9%</b>	<b>2.3%</b>	<b>5.6%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Juvenile Justice Crime Prev	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>8,392,138</b>	<b>4,732,033</b>	<b>3,660,105</b>
<b>% of Total Budget</b>	<b>2.5%</b>	<b>1.4%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	17-18	18-19	19-20
Juvenile Hall	28.8	28.8	25.0
Probation	49.0	49.0	47.0
<b>Total: General Fund</b>	<b>77.8</b>	<b>77.8</b>	<b>72.0</b>
<b>OTHER FUNDS</b>			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>77.8</b>	<b>77.8</b>	<b>72.0</b>

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer



## BU 2560 - Probation

### DEPARTMENT OVERVIEW

The Probation Department is an integral part of the criminal justice system and its primary function is to promote public safety by reducing criminal behavior and its impact upon the community. Probation officers supervise both adult and juvenile offenders granted probation by the courts. In 2011, the Probation Department also assumed responsibility for supervising specified parolees from the California Department of Corrections and Rehabilitation as a result of the Public Safety Realignment Act (Assembly Bill 109); specifically, offenders released on to Post-Release Community Supervision and Mandatory Supervision. The Department's services to the community include identifying criminogenic needs and recommending sanctions to the court, enforcing court orders, assisting with victim restoration, and providing corrective and rehabilitative assistance to individuals in conflict with the law. The Department works together with law enforcement agencies, schools, community based organizations, and the citizens of Mendocino County to form productive partnerships to ensure public safety, offender rehabilitation, and the protections of victim's rights.

### PROGRAM OVERVIEW

- Juvenile Hall - BU 2550
- Juvenile Justice Crime Prevention Act (JJCPA) - BU 2561
- Probation - BU 2560

### GOALS FOR FY 2020-21

- Complete transition of Probation case files to paperless system.
- Evaluate, identify and implement a case management system to replace existing system which will no longer be supported by provider.
- Finish implementation of existing Policies/Procedures to Lexipol Policy Management system.
- Development of MOU with HHS to create a juvenile Dual Jurisdiction agreement to provide a more coordinated and integrated service delivery by the child welfare and juvenile justice systems.

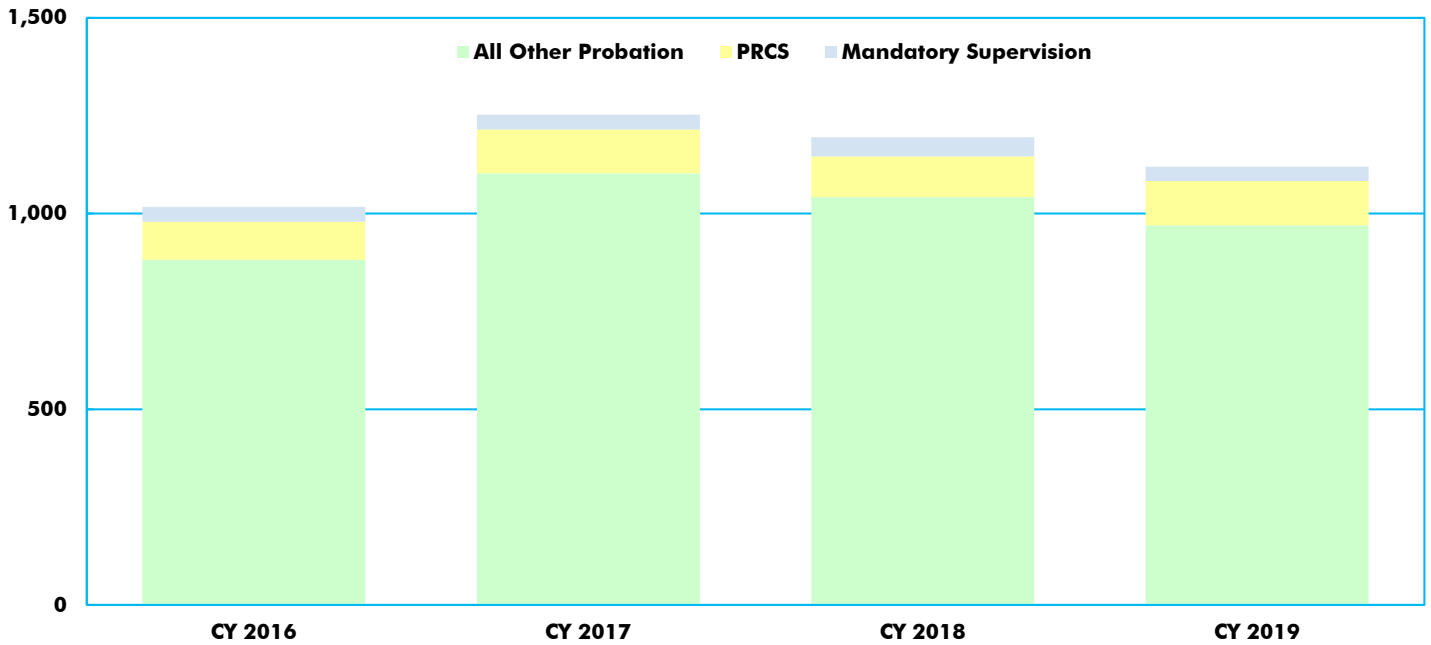
### ACCOMPLISHMENTS IN FY 2019-20

- Updated the Comprehensive Multi-agency Juvenile Justice Plan which was approved by the Juvenile Justice Coordinating Council.
- Increased Probation Officer staff in Fort Bragg office in response to case load needs.
- Restructured Juvenile Probation Division to incorporate case load assignments in accordance with evidence-based practices.
- Implemented TAY (Transitional Age Youth) Specialized case load.



## PERFORMANCE INDICATORS

### Number of Adults Supervised



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5490 Revenue from other State funding sources, including Juvenile Probation Activities (JPA) funding, Probation incentive funding per SB 678, and Juvenile Justice Crime Prevention Act (JJCPA) to fund the GREAT, IMPACT, Anger Management and Boy's Council programs.
- Acct. 6390 Reimbursement from the Mendocino County Office of Education for the .5 FTE Deputy Probation Officer position to serve at the Community School campus.

### Services & Supplies

- Acct. 2189 Contract services with GEO Reentry Services to operate the Day Reporting Center; contracts with Mendocino County Youth Project to conduct drug and alcohol programs; and other professional services as required.
- Acct. 2239 Court ordered psychological evaluations and drug testing, and other departmental expenses.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in salary and benefit costs as a result of negotiated salary adjustments in FY 19-20 and additional adjustments scheduled for FY20-21. Reduction in Series 2000 due to termination of contract with Northern California Regional Center, cost reductions for other contracted services, increase in costs for Department of Juvenile Justice commitments.

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer  
BU 2560 - Probation

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Detention	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
821510 - Sales Tax - Public Safety	734,763	767,150	769,050	<b>789,000</b>	19,950	
823110 - Crim Just Const Fund	30,400	30,000	30,000	<b>30,000</b>	-	
823204 - Misc Court Fine	11,108	4,435	5,000	<b>5,000</b>	-	
825341 - Realignment Hlth Svcs	91,002	91,002	91,002	<b>91,002</b>	-	
825344 - 2011Realignment Pub Sfty	1,219,567	1,178,075	1,334,493	<b>1,379,320</b>	44,827	
825398 - SB90 Reimb	5,259	2,771	-	<b>-</b>	-	
825489 - State Youthful Offender	151,200	303,163	533,968	<b>429,677</b>	(104,291)	
825490 - State Other	1,126,393	934,642	1,279,533	<b>1,390,636</b>	111,103	
825518 - Title IV-E	148,432	144,827	150,000	<b>75,000</b>	(75,000)	
825670 - Federal Other	(30)	-	-	<b>-</b>	-	
826118 - Cite Process Fee	192	306	300	<b>-</b>	(300)	
826226 - Adult Prob Supervision	275,515	280,019	250,000	<b>250,000</b>	-	
826227 - Adult Prob Diversion	15,563	12,017	10,000	<b>10,000</b>	-	
826228 - Adult Prob Pre-Sentence	72,723	62,688	55,000	<b>55,000</b>	-	
826268 - Work Furlough	619	2,138	500	<b>250</b>	(250)	
826385 - Drug Testing Prog	12,258	10,017	9,900	<b>8,500</b>	(1,400)	
826390 - Other Charges	3,546	2,743	3,000	<b>3,000</b>	-	
826399 - Collection Service	6,430	5,326	-	<b>-</b>	-	
827700 - Other	-	3,710	-	<b>-</b>	-	
827711 - Civil Assmt PC1214.1	177	216	-	<b>-</b>	-	
<b>Total Revenues</b>	<b>3,905,116</b>	<b>3,835,244</b>	<b>4,521,746</b>	<b>4,516,385</b>	<b>(5,361)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	2,259,388	2,357,394	2,443,611	<b>2,547,167</b>	103,556	
861012 - Extra Help	43,458	-	-	<b>15,000</b>	15,000	
861013 - Overtime Reg Emp	71,880	97,723	50,000	<b>75,000</b>	25,000	
861021 - Co Cont Retirement	780,609	907,539	952,393	<b>1,231,271</b>	278,878	
861022 - Co Cont OASDI	138,314	146,431	145,164	<b>163,107</b>	17,943	
861023 - Co Cont Medicare	32,978	34,246	33,949	<b>38,185</b>	4,236	
861024 - Co Cont Retire Incr	258,905	224,066	224,635	<b>172,557</b>	(52,078)	
861030 - Co Cont Health Ins	297,887	263,431	337,275	<b>378,063</b>	40,788	
861031 - Co Cont Unemp Ins	6,173	6,973	6,399	<b>5,501</b>	(898)	
861035 - Co Cont Workers Comp	107,933	103,967	121,387	<b>108,985</b>	(12,402)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>3,997,525</b>	<b>4,141,770</b>	<b>4,314,813</b>	<b>4,734,836</b>	<b>420,023</b>	

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer  
BU 2560 - Probation

## BUDGET UNIT DETAIL Schedule 9 (cont.)

Function: Public Protection Activity: Detention

Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
<b>Services &amp; Supplies</b>					
862050 - Clothing & Personal	2,449	2,283	6,050	<b>5,650</b>	(400)
862060 - Communications	11,439	12,458	14,696	<b>14,580</b>	(116)
862101 - Insurance - General	15,847	17,250	67,025	<b>100,294</b>	33,269
862120 - Maint - Equip	582	-	2,500	<b>2,500</b>	-
862150 - Memberships	2,626	3,115	3,261	<b>3,161</b>	(100)
862170 - Office Expense	34,730	31,857	44,000	<b>44,000</b>	-
862187 - Education & Training	30,066	27,174	45,000	<b>45,000</b>	-
862189 - Prof/Spec Svcs - Other	1,021,885	832,062	1,259,343	<b>935,716</b>	(323,627)
862190 - Publ & Legal Notices	628	-	1,000	<b>1,000</b>	-
862200 - Rent/Lease - Equip	-	-	1,000	<b>1,000</b>	-
862230 - Info Tech Equipment	-	-	2,500	<b>12,500</b>	10,000
862232 - Law Enf Supply & Svcs	23,563	16,121	27,500	<b>24,100</b>	(3,400)
862239 - Spec Dept Expense	89,598	76,652	32,160	<b>99,460</b>	67,300
862250 - Trans/Travel	47,629	36,281	47,500	<b>47,500</b>	-
862253 - Travel Out of County	5,568	2,207	7,500	<b>6,000</b>	(1,500)
<b>Total Services &amp; Supplies</b>	<b>1,286,610</b>	<b>1,057,461</b>	<b>1,561,035</b>	<b>1,342,461</b>	<b>(218,574)</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	45,000	<b>33,000</b>	(12,000)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>33,000</b>	<b>(12,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(163,924)	(211,181)	(163,924)	<b>(185,234)</b>	(21,310)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(163,924)</b>	<b>(211,181)</b>	<b>(163,924)</b>	<b>(185,234)</b>	<b>(21,310)</b>
<b>Total Net Appropriations</b>	<b>5,120,211</b>	<b>4,988,049</b>	<b>5,756,924</b>	<b>5,925,063</b>	<b>168,139</b>
<b>Total Net County Cost</b>	<b>1,215,095</b>	<b>1,152,805</b>	<b>1,235,178</b>	<b>1,408,678</b>	<b>173,500</b>

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer



## BU 2550 - Juvenile Hall

### BUDGET UNIT OVERVIEW

The Mendocino County Juvenile Hall provides for the physical and emotional care of incarcerated youth in Mendocino County pursuant to California Code of Regulations, Title 15 and Title 24 standards. The Juvenile Hall is a 42-bed rated facility, but is currently staffed and operated on a 20-bed maximum occupancy based on forecasted needs. Youth are detained in the Juvenile Hall pending their Juvenile Court Hearings, while serving court-ordered commitments, or awaiting out-of-home placement in a foster/group home, camp or other institution. The Juvenile Hall provides food, clothing, and personal hygiene items, as well as medical, psychiatric and dental services to detained youth. Among the number of other programs and services provided are: secure physical care; assessment and treatment services; a comprehensive school program implemented in cooperation with the Mendocino County Office of Education (MCOE); Boys Council; Girls Circle; Anger Management; Aikido; Yoga; Substance Use Disorders Treatment (SUDT); Alcoholics/Narcotics Anonymous; and religious services.

#### PROGRAM OVERVIEW

- Juvenile Corrections
- Health Services

#### GOALS FOR FY 2020-21

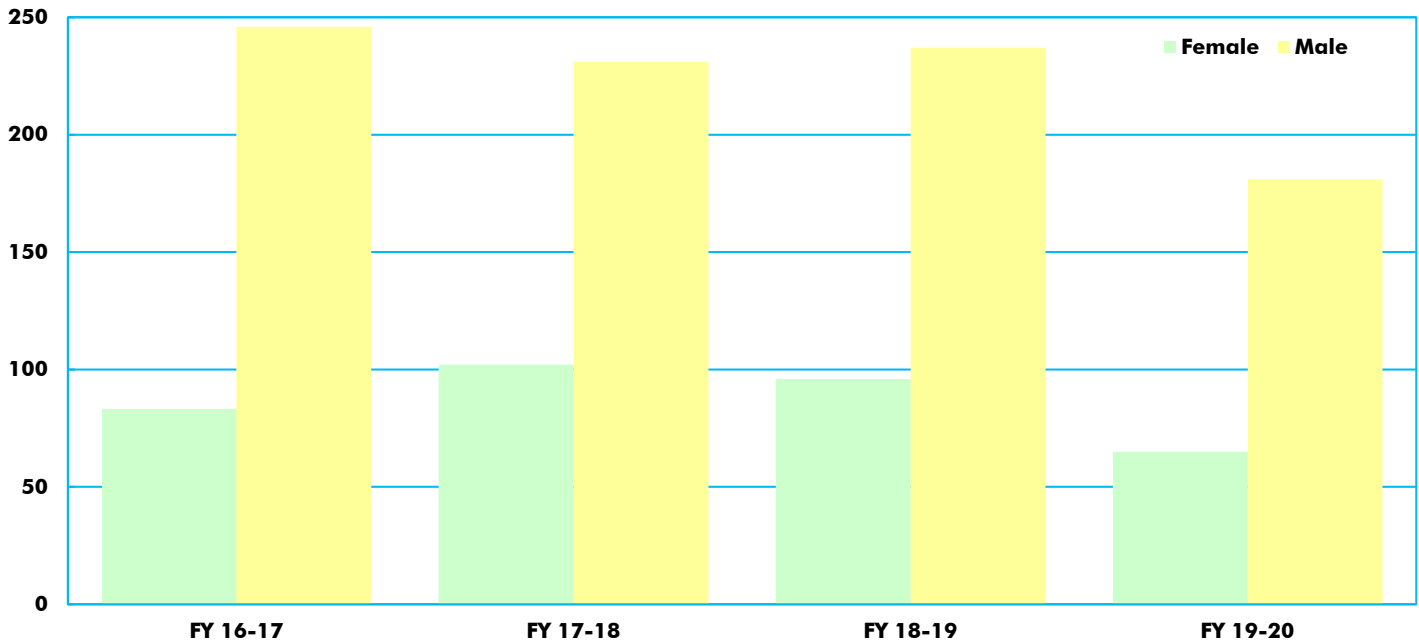
- Finish implementation of existing Policies/Procedures to Lexipol Policy Management system to ensure compliance with Title 15 revisions.
- Continue to identify and implement programs which will further our goals of juvenile rehabilitation, reduction of recidivism, and reducing the incidents of juvenile to adult criminal justice involvement.
- Enhance technology alternative options for visiting, programming and education.

#### ACCOMPLISHMENTS IN FY 2019-20

- Implemented the Relias Learning System to provide on-line STC training; reduce direct training costs as well as reduce staff travel training and associated costs.
- Updated video surveillance system to allow for recording and retention of historical data in compliance with BSCC requirements.
- Implemented the Peaceful Warrior Program which consists of a combination of Aikido and Mindfulness Meditation to promote critical life skills such as respect, focus, perseverance, self-awareness, compassion and self-discipline.
- Implemented Multi-Disciplinary Team to seamlessly transition youth back to their communities and the DRAI (Detention Risk Assessment Instrument).
- Completed 2nd mural in collaboration with Arts Council of Mendocino County. Replica of the mural is at Covelo Library.

## PERFORMANCE INDICATORS

**Total Bookings by Gender**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5433 Youthful Offender Block Grant funds, to be used to fund counseling services provided by the Mendocino County Youth Project and for other youth programs.
- Acct. 6346 Charges to parents to recover the cost of incarceration.

### Services & Supplies

- Acct. 2090 Laundry, maintenance and cleaning supplies required in the operation of Juvenile Hall.
- Acct. 2189 Contracted counseling services provided by the Mendocino County Youth Project. Preemployment screening for corrections counselors.
- Acct. 2239 Drug testing supplies, document shredding services, other special expenses.

### Expenditure Transfer & Reimbursement

- Acct. 5380 Reimbursement from Health and Human Services Agency-Social Services Branch Supportive and Therapeutic Options Program (S.T.O.P.) funding for counseling services provided under contract with the Mendocino County Youth Project.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in salary and benefit costs as a result of negotiated salary adjustments in FY 19-20 and additional adjustments scheduled for FY20-21. Increase in Series 2000 costs which are offset by planned increases in revenues for these costs.

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer  
BU 2550 - Juvenile Hall

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Detention	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
825464 - State Brkfst/Lunch Prog	29,663	(1,675)	-		-	
825489 - State Youthful Offender	18,202	30,927	108,727	<b>198,648</b>	89,921	
826346 - Support in Juv Hall	34,659	27,388	17,000	<b>17,000</b>	-	
826390 - Other Charges	174,043	-	-		-	
<b>Total Revenues</b>	<b>256,566</b>	<b>56,640</b>	<b>125,727</b>	<b>215,648</b>	<b>89,921</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	1,249,312	818,254	888,172	<b>997,059</b>	108,887	
861012 - Extra Help	85,760	95,943	105,000	<b>101,581</b>	(3,419)	
861013 - Overtime Reg Emp	173,575	109,757	140,000	<b>115,000</b>	(25,000)	
861021 - Co Cont Retirement	423,266	304,627	358,901	<b>489,277</b>	130,376	
861022 - Co Cont OASDI	83,241	54,258	51,780	<b>62,944</b>	11,164	
861023 - Co Cont Medicare	20,925	14,160	12,110	<b>14,721</b>	2,611	
861024 - Co Cont Retire Incr	137,478	63,914	63,229	<b>50,138</b>	(13,091)	
861030 - Co Cont Health Ins	203,771	115,626	168,604	<b>125,308</b>	(43,296)	
861031 - Co Cont Unemp Ins	4,590	3,923	2,151	<b>5,432</b>	3,281	
861035 - Co Cont Workers Comp	82,795	114,106	114,212	<b>151,236</b>	37,024	
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,464,712</b>	<b>1,694,568</b>	<b>1,904,159</b>	<b>2,112,696</b>	<b>208,537</b>	
<b>Services &amp; Supplies</b>						
862050 - Clothing/Pers Items	11,729	11,754	9,400	<b>10,750</b>	1,350	
862060 - Communications	7,489	5,477	5,700	<b>6,588</b>	888	
862080 - Food	77,861	29,529	35,000	<b>23,000</b>	(12,000)	
862090 - Household Expense	29,450	17,687	20,000	<b>22,149</b>	2,149	
862101 - Insurance - General	10,645	11,803	14,047	<b>15,172</b>	1,125	
862120 - Maint - Equip	934	44	2,500	<b>2,500</b>	-	
862130 - Maint - Strc/Impr/Grnds	375	226	1,000	<b>1,000</b>	-	
862140 - Med Dentl & Lab Supls	6,399	13,050	12,000	<b>15,000</b>	3,000	
862150 - Memberships	-	-	300	<b>-</b>	(300)	
862160 - Misc Expense	-	276	500	<b>500</b>	-	
862170 - Office Expense	5,466	2,135	5,000	<b>7,359</b>	2,359	
862185 - Medical/Dental Svcs	87,453	85,765	86,432	<b>87,204</b>	772	
862187 - Education & Training	21,720	9,127	15,000	<b>9,000</b>	(6,000)	
862189 - Prof/Spec Svcs - Other	91,905	75,798	108,418	<b>136,097</b>	27,679	
862232 - Law Enf Supply & Svcs	2,536	688	3,500	<b>2,500</b>	(1,000)	
862239 - Spec Dept Expense	8,324	39,510	10,096	<b>42,623</b>	32,527	
862250 - Trans/Travel	3,403	2,135	2,500	<b>2,640</b>	140	
862253 - Travel Out of County	-	180	250	<b>250</b>	-	
<b>Total Services &amp; Supplies</b>	<b>365,690</b>	<b>305,183</b>	<b>331,643</b>	<b>384,332</b>	<b>52,689</b>	

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer  
BU 2550 - Juvenile Hall

## BUDGET UNIT DETAIL

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Fixed Assets</b>					
864370 - Equipment	-	-	-	<b>14,687</b>	14,687
<b>Total Fixed Assets</b>	-	-	-	<b>14,687</b>	<b>14,687</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(44,640)	(44,640)	(44,640)	<b>(44,640)</b>	-
865802 - Operating Transfer Out	-	-	12,000		(12,000)
<b>Total Expend Transfer and Reimb</b>	<b>(44,640)</b>	<b>(44,640)</b>	<b>(32,640)</b>	<b>(44,640)</b>	<b>(12,000)</b>
<b>Total Net Appropriations</b>	<b>2,785,762</b>	<b>1,955,112</b>	<b>2,203,162</b>	<b>2,467,075</b>	<b>263,913</b>
<b>Total Net County Cost</b>	<b>2,529,195</b>	<b>1,898,471</b>	<b>2,077,435</b>	<b>2,251,427</b>	<b>173,992</b>

# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer



## BU 2561 - Juvenile Justice Crime Prevention Act (JJPA) Grant

### GRANT OVERVIEW (Administered by BU 2560)

This annual allocation, which is included in the County realignment revenue, is used to fund several programs within the Juvenile Probation Division to provide early intervention & prevention services to youth at-risk of entering or re-entering the criminal justice system. Probation will continue the programs introduced in 2019-20 Probation, including GREAT (Gang Resistance Education and Training) Program in collaboration with Ukiah Unified School District and Ukiah Police Department. The Foundations/Passages program, through Mendocino County Youth Project (previously YOBG funded), will also now be funded by this grant. In 2020-21 we will further expand services to include: IMPACT Program, a physical training, goal setting and motivational program for high-risk juvenile offenders, which includes Behavioral Cognitive Therapy; and the new Probation Continuum of Services program, providing additional Behavioral Cognitive Therapy (individual and group), Anger Management and self-directed journaling for out-of-custody youth and young adults, to prevent future involvement with the criminal justice system. These programs are all components of the County's Juvenile Justice Consolidated Plan approved by the Juvenile Justice Coordinating Council.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2001
- Current Grant Period: July 1, 2020 - June 30, 2020
- Source of Funds: Juvenile Justice funding included in realignment.
- Continuity of Grant: On-going annual allocations.
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs, and the budget includes the maximum amount.

### GRANT BUDGET

#### Financing Sources

Anticipated Fund Balance Forward	\$ 352,985
Grant	<u>240,118</u>
Total	\$ 593,103

#### Expenditures

Salaries & Employee Benefits	\$ 120,828
Services & Supplies	<u>150,488</u>
Total	\$ 271,316

County Match Required: No

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Deputy Probation Officer III	.2	100%	0%
Deputy Probation Officer II	.75	100%	0%



# PROBATION DEPARTMENT

IZEN LOCATELLI, Chief Probation Officer  
 BU 2561 Juvenile Justice Crime Prevention Act (JJCPA) - Grant

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection Activity: Detention

Fund 1211 ProbationCOPS AB1913/CPA2000	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	3,161	3,031	-	-	-
825490 - State Other	241,533	240,241	240,241	-	(240,241)
<b>Total Revenues</b>	<b>244,694</b>	<b>243,272</b>	<b>240,241</b>	<b>-</b>	<b>(240,241)</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	285,431	-	206,726	-	(206,726)
<b>Total Other Charges</b>	<b>285,431</b>	<b>-</b>	<b>206,726</b>	<b>-</b>	<b>(206,726)</b>
<b>Total Net Appropriations</b>	<b>285,431</b>	<b>-</b>	<b>206,726</b>	<b>-</b>	<b>(206,726)</b>
<b>Total Fund Balance Contribution</b>	<b>40,737</b>	<b>(243,272)</b>	<b>(33,515)</b>	<b>-</b>	<b>33,515</b>

# PROBATION DEPARTMENT

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IZEN LOCATELLI, Chief Probation Officer



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*The Public Defender's Mission Statement is "The Noblest Motive is the Public Good." Our duty is to remain committed to protecting the constitutional rights of every individual we represent through our zealous advocacy and presence in every court and at every court hearing. We are here to provide the crucible in determining whether charges brought are true in whole, in part, or at all.*

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
<b>Revenues - All Funds</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
Revenues	155,277	179,777	194,051	<b>111,557</b>	(82,494)
<b>Total Revenues</b>	<b>155,277</b>	<b>179,777</b>	<b>194,051</b>	<b>111,557</b>	<b>(82,494)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,437,537	2,436,581	2,431,824	<b>2,249,649</b>	(182,175)
Total Services & Supplies	192,689	147,940	159,622	<b>256,803</b>	97,181
Total Fixed Assets	-	-	6,755	<b>6,755</b>	-
<b>Total Operating Expenditures</b>	<b>2,630,226</b>	<b>2,584,521</b>	<b>2,598,201</b>	<b>2,513,207</b>	<b>(84,994)</b>
<b>Total Net Appropriations</b>	<b>2,630,226</b>	<b>2,584,521</b>	<b>2,598,201</b>	<b>2,513,207</b>	<b>(84,994)</b>
<b>NCC/Use of Fund Balance</b>	<b>2,474,950</b>	<b>2,404,744</b>	<b>2,404,150</b>	<b>2,401,650</b>	<b>(2,500)</b>

## SUMMARY BY PROGRAM

<b>GENERAL FUND</b>	<b>Approps.</b>	<b>Revenues</b>	<b>NCC</b>
Public Defender	2,513,207	111,557	2,401,650
<b>Total: General Fund</b>	<b>2,513,207</b>	<b>111,557</b>	<b>2,401,650</b>
<b>% of General Fund</b>	<b>1.2%</b>	<b>0.1%</b>	<b>3.7%</b>
<b>OTHER FUNDS</b>			
	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>2,513,207</b>	<b>111,557</b>	<b>2,401,650</b>
<b>% of Total Budget</b>	<b>0.7%</b>	<b>0.0%</b>	

## ALLOCATED FTE BY PROGRAM

<b>GENERAL FUND</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
<b>Dept. Programs</b>	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>
Public Defender	24.0	24.0	24.0
<b>Total: General Fund</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>
<b>OTHER FUNDS</b>			
	<b>FY</b>	<b>FY</b>	<b>FY</b>
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>

# PUBLIC DEFENDER

JEFFREY AARON, Public Defender



## BU 2080 - Public Defender

### DEPARTMENT OVERVIEW

The Public Defender's office has a decrease the reported revenue for FY 20/21 by \$82,494 from the revenue reported in FY 19/20, line item #825344 based on funds available to us from the Realignment Account 2810-760914 and CCP Fund 2810-760912.

Funding requests have been made through the Realignment Account 2810-760914 in the amount of \$23,985 and CCP Fund 2810-760912 in the amount of \$67,572. Legal Services Reimbursement, Line item 826163 revenue is estimated at \$20,000 combined with line item 825344, a total revenue for FY 20/21 is reported \$111,557.

### PROGRAM OVERVIEW

- Public Defender - BU 2080

### GOALS FOR FY 2020-21

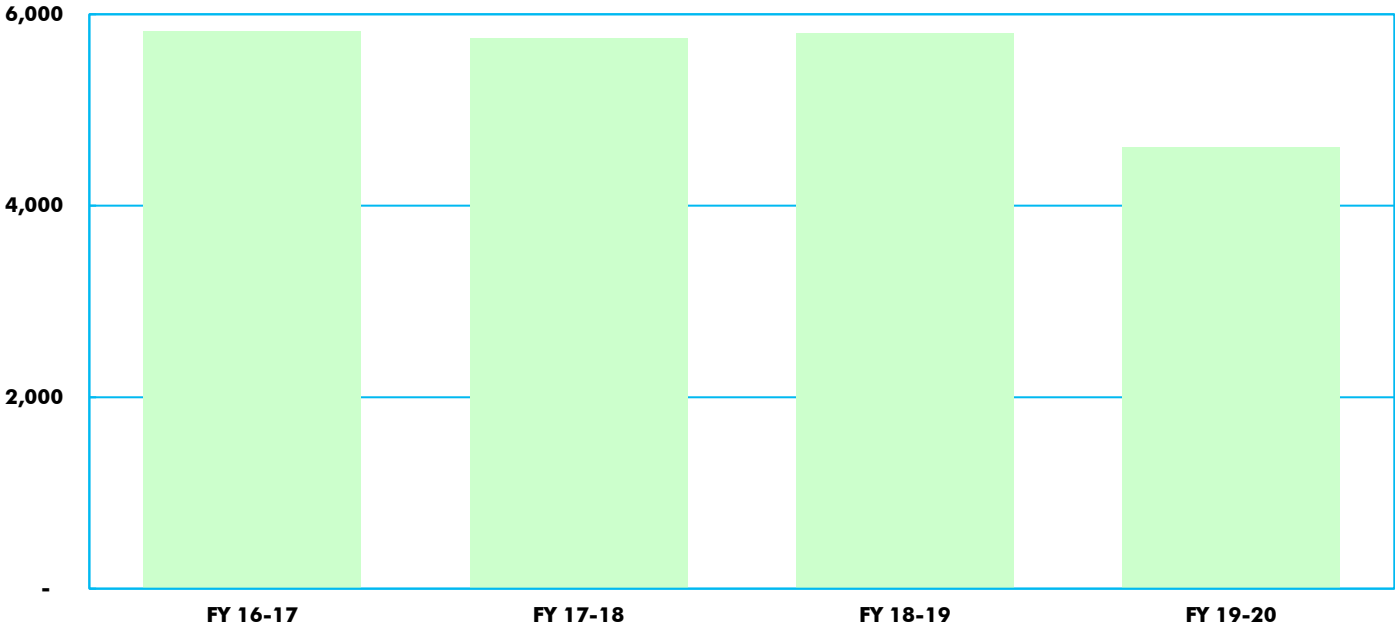
- Attend any training which addresses new laws, rules or regulations applicable to our adult and juvenile clients. There is new case law affecting our representation of juveniles which requires specialized training for any attorney handling juvenile cases.
- Ensure the attorneys are adequately prepared to represent all of our non-citizen clients, including training and/or contract with agencies specializing in immigration laws.
- Ensure that attorneys continue to engage the services of experts and other individuals to adequately investigate and prepare our serious cases as well as all matters likely to go to trial.
- Continue to strive to achieve the goals of realignment and work towards reducing recidivism.
- Handle the large number of felony murder re-sentencings that may be required under Penal Code 1170.95, Senate Bill 1437.

### ACCOMPLISHMENTS IN FY 2019-20

- The Public Defender's attorneys are currently handling two (2) Sexually Violent Predator (SVP) cases which are time consuming and costly cases.
- The Public Defender's Office is handling an additional 3,305 re-sentencings and re-designations pursuant to Health & Safety Code section 11361.9.
- Currently have two pending murder cases, including one murder with special circumstances, in addition to a double homicide.
- Behavioral Health Court and Drug Court continue to assist those clients facing mental health issues and/or addiction with pending criminal charges. All the partners work together in order to reduce or prevent recidivism.
- The Public Defender's office continues to strive to protect all the rights of our clients including educating ourselves as to new rules/laws that impact our non-citizen clients.
- Case loads are dealing with a sharp increase in violent crime with the result that we are handling more serious and more complicated cases. This appears to be a direct result of the COVID-19 lockdown and the added stressors in the community.

**PERFORMANCE INDICATORS**

**Total New Cases**



**SUMMARY OF MAJOR ACCOUNTS**

**Revenues**

Acct. 6163 Revenue from clients and the Courts for registration fees and legal services reimbursement.

**Services & Supplies**

- Acct. 2189 Services for experts: e.g., forensic, psychological & psychiatric; interpreters; court reporters; and other experts and professionals.
- Acct. 2170 Online legal research; payment for discovery and other documents from other agencies; purchase of computers, accessories, software, office equipment and supplies; and all associated maintenance fees.
- Acct. 2250 Traveling to investigate crime scenes, serve subpoenas, interview witnesses, etc.; travel to satellite office for coverage; and attend trainings and continuing education.
- Acct. 2253 Investigations requiring travel outside of Mendocino County. Attend training, seminars and continuing education.

**CHANGES IN BUDGET FROM PRIOR YEAR**

The Public Defender’s office has a decrease the reported revenue for FY 20/21 by \$82,494 from the revenue reported in FY 19/20, line item #825344 based on funds available to us from the Realignment Account 2810-760914 and CCP Fund 2810-760912.

Funding requests have been made through the Realignment Account 2810-760914 in the amount of \$23,985 and CCP Fund 2810-760912 in the amount of \$67,572. Legal Services Reimbursement, Line item 826163 revenue is estimated at \$20,000 combined with line Item 825344, a total revenue for FY 20/21 is reported \$111,557.

# PUBLIC DEFENDER

JEFFREY AARON, Public Defender  
BU 2080 - Public Defender

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Judicial
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825344 - 2011 Realign Pub Safety	97,820	154,818	174,051	91,557	(82,494)
826163 - Legal Svcs Reimb	26,040	24,959	20,000	20,000	-
826390 - Other Charges	30,149	-	-	-	-
827400 - Prior Year Revenue	1,267	-	-	-	-
<b>Total Revenues</b>	<b>155,277</b>	<b>179,777</b>	<b>194,051</b>	<b>111,557</b>	<b>(82,494)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,571,810	1,575,326	1,464,198	1,138,706	(325,492)
861012 - Extra Help	6,994	9,516	-	-	-
861013 - Overtime Reg Emp	397	-	-	-	-
861021 - Co Cont Retirement	444,902	455,612	517,618	650,263	132,645
861022 - Co Cont OASDI	93,654	93,858	100,464	118,762	18,298
861023 - Co Cont Medicare	22,133	22,089	23,703	28,383	4,680
861024 - Co Cont Retire Incr	139,480	125,115	119,243	117,197	(2,046)
861030 - Co Cont Health Ins	152,543	150,079	200,676	182,689	(17,987)
861031 - Co Cont Unemp Ins	2,082	2,035	2,976	2,251	(725)
861035 - Co Cont Workers Comp	3,542	2,952	2,946	11,398	8,452
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,437,537</b>	<b>2,436,581</b>	<b>2,431,824</b>	<b>2,249,649</b>	<b>(182,175)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,718	2,715	3,000	3,000	-
862101 - Insurance - General	5,439	6,178	6,972	106,653	99,681
862110 - Jury/Witness Expense	-	-	500	500	-
862150 - Memberships	4,596	6,504	9,000	9,000	-
862170 - Office Expense	73,799	52,518	45,000	45,000	-
862187 - Education & Training	2,877	5,455	5,421	5,421	-
862189 - Prof/Spec Svcs - Other	93,397	67,019	76,729	76,729	-
862239 - Spec Dept Exp	59	494	-	-	-
862250 - Trans/Travel	7,883	6,395	7,000	7,000	-
862253 - Travel Out of County	2,921	615	6,000	6,000	(2,500)
862260 - Utilities	-	48	-	-	-
<b>Total Services &amp; Supplies</b>	<b>192,689</b>	<b>147,940</b>	<b>159,622</b>	<b>259,303</b>	<b>97,181</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	6,755	6,755	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>6,755</b>	<b>6,755</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>2,630,226</b>	<b>2,581,800</b>	<b>2,598,201</b>	<b>2,515,707</b>	<b>(84,994)</b>
<b>Total Net County Cost</b>	<b>2,474,950</b>	<b>2,402,023</b>	<b>2,404,150</b>	<b>2,404,150</b>	<b>(2,500)</b>



# RETIREMENT ASSOCIATION

DORIS RENTSCHLER, Executive Director

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*The Mendocino County Employees Retirement Association (MCERA) administers defined retirement plan benefits for Mendocino County, Mendocino County Superior Courts, and the Russian River Cemetery District pursuant to the County Employees Retirement Law Act of 1937 (CERL). MCERA is governed by a Board of Retirement and is a separate agency from the County of Mendocino. MCERA is committed to working for our active and retired members.*

# RETIREMENT ASSOCIATION

DORIS RENTSCHLER Executive Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
<b>Revenues - All Funds</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
Revenues	592,996	599,746	648,615	<b>698,471</b>	49,856
<b>Total Revenues</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	592,996	599,746	648,615	<b>698,471</b>	49,856
<b>Total Operating Expenditures</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>
<b>Total Net Appropriations</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>
<b>NCC/Use of Fund Balance</b>	-	-	-	-	-

## SUMMARY BY PROGRAM

<b>GENERAL FUND</b>	<b>Approps.</b>	<b>Revenues</b>	<b>NCC</b>
Retirement	698,471	698,471	-
<b>Total: General Fund</b>	<b>698,471</b>	<b>698,471</b>	-
<b>% of General Fund</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.0%</b>
<b>OTHER FUNDS</b>			
	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>698,471</b>	<b>698,471</b>	-
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.2%</b>	

## ALLOCATED FTE BY PROGRAM

<b>GENERAL FUND</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
<b>Dept. Programs</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>
Retirement	5	5	5
<b>Total: General Fund</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	<b>5</b>	<b>5</b>	<b>5</b>

# RETIREMENT ASSOCIATION

DORIS RENTSCHLER, Executive Director

BU 1920 - Retirement



## DEPARTMENT OVERVIEW

The Mendocino County Employee Retirement Association (MCERA) is responsible for collecting retirement information on all County employees and maintaining that information for future use in enabling employees to retire when they become eligible and choose to do so. The Retirement System maintains information on current retirees and processes the payment of benefits to those retirees. The Retirement System also collects both County and employee contributions and invests those funds, along with income on existing investments, in a manner that will maximize the return on investments while safeguarding the assets of the Retirement System.

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 5810 Funding provided by MCERA to cover the cost of Mendocino County Employees Retirement Association (MCERA) employees' salaries and benefits processed by Mendocino County.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

BUDGET UNIT DETAIL Schedule 9		Function: General Government			Activity: General-Legislative & Admin.	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
825810 - Other Govt Aid	592,996	599,746	648,615	<b>698,471</b>	49,856	
<b>Total Revenues</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	375,961	383,878	405,551	<b>443,118</b>	37,567	
861013 - Overtime	-	5,960	-	-	-	
861021 - Co Cont Retirement	100,688	107,177	121,815	<b>141,214</b>	19,399	
861022 - Co Cont OASDI	20,974	21,543	21,745	<b>24,263</b>	2,518	
861023 - Co Cont Medicare	5,141	5,372	5,563	<b>6,151</b>	588	
861024 - Co Cont Retire Incr	30,145	29,239	27,610	<b>26,324</b>	(1,286)	
861030 - Co Cont Health Ins	59,487	46,578	66,331	<b>57,401</b>	(8,930)	
861031 - Co Cont Unemp Ins	277	-	-	-	-	
861035 - Co Cont Workers Comp	323	-	-	-	-	
<b>Total Salaries &amp; Employee Benefits</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>	
<b>Total Net Appropriations</b>	<b>592,996</b>	<b>599,746</b>	<b>648,615</b>	<b>698,471</b>	<b>49,856</b>	
<b>Total Net County Cost</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## MCERA BUDGET DETAIL

The Mendocino County Employees Retirement Association (MCERA) Board of Retirement annually adopts a budget covering the expenses of administering the retirement system pursuant to Government Code Section 31580.2 which states in part, "...the respective board or boards shall annually adopt a budget covering the entire expense of administration of the retirement system which expense shall be charged against the earnings of the retirement fund. The expense incurred in any year may not exceed the greater of the following: 1) Twenty-one hundredths of 1 percent of the actuarial accrued liability of the retirement system. 2) Two million dollars (\$2,000,000)...".

The administration expenses incurred in any year will be charged against the earnings of the retirement fund and will not exceed twenty-one hundredths of one percent (0.21%) of MCERA's actuarial accrued liability, unless authorized by a separate vote of the Board of Retirement.

The MCERA Board of Retirement's Budget Adoption Policy establishes the process by which the MCERA annual budget is adopted by the Board of Retirement. The MCERA annual budget is provided by from the Retirement Association.

	FY 2020/21	FY 2019/20	Difference	
	Adopted Budget		\$	%
<b>Personnel (BU 1920)</b>				
Gross Regular Salaries <sup>1</sup>	\$461,502	\$459,403	\$2,099	0.46%
Retirement	141,214	122,748	18,466	15.04%
FICA	25,453	23,944	1,509	6.30%
Medicare	6,429	6,554	(125)	-1.91%
Retirement Cola	26,324	27,966	(1,642)	-5.87%
Health Insurance	57,401	54,106	3,295	6.09%
Unemployment Insurance	272	272	-	0%
Workers Comp	321	321	-	0%
<b>Subtotal</b>	<b>\$718,917</b>	<b>\$695,314</b>	<b>\$23,603</b>	<b>3.39%</b>
<b>Administrative</b>				
Office Expense	\$29,215	\$28,266	\$949	3.36%
Legal Expense	358,000	325,000	33,000	10.15%
Audit	41,200	40,000	1,200	3.00%
Contracts	13,510	46,500	(32,990)	-70.95%
Staff Education and Training	20,852	16,800	4,052	24.12%
Membership	5,870	5,500	370	6.73%
<b>Subtotal</b>	<b>\$468,647</b>	<b>\$462,066</b>	<b>\$6,581</b>	<b>1.42%</b>
<b>Board Expense</b>				
Fiduciary Insurance	\$42,000	\$45,000	\$(3,000)	-6.67%
Board Meeting Stipends	8,300	8,100	200	2.47%
Board Education and Training	32,617	26,070	6,547	25.11%
<b>Subtotal</b>	<b>\$82,917</b>	<b>\$79,170</b>	<b>\$3,747</b>	<b>4.73%</b>
<b>Total Personnel, Administrative &amp; Board Expense</b>	<b>\$1,270,481</b>	<b>\$1,236,550</b>	<b>\$33,931</b>	<b>2.74%</b>
<b>Disability</b>				
Administrative Review	\$40,000	\$40,000	-	0.00%
Hearings <sup>2</sup>	80,000	80,000	-	0.00%
<b>Subtotal</b>	<b>\$120,000</b>	<b>\$120,000</b>	<b>-</b>	<b>0.00%</b>

# RETIREMENT ASSOCIATION

DORIS RENTSCHLER, Executive Director  
BU 1920 - Retirement

## MCERA BUDGET DETAIL

	FY 2020/21 Adopted Budget	FY 2019/20	Difference	
			\$	%
<b>625-B Kings Court</b>				
Imputed Rent	\$54,363	\$55,089	\$(726)	-1.32%
<b>Subtotal</b>	<b>\$54,363</b>	<b>\$55,089</b>	<b>\$(726)</b>	<b>-1.32%</b>
<b>Total Administrative Expense</b>	<b>\$1,444,844</b>	<b>\$1,411,638</b>	<b>\$33,205</b>	<b>2.35%</b>
<b>Technology</b>				
LRS/Pension Gold	\$157,626	\$159,940	\$(2,314)	-1.45%
County IT Related Expenses	5,250	5,000	250	5.00%
PCX Scan Station Project	9,000	9,000	-	0%
<b>Subtotal</b>	<b>\$171,876</b>	<b>\$173,940</b>	<b>\$(2,064)</b>	<b>-1.19%</b>
<b>Investment</b>				
Investment Manager Fees <sup>3</sup>	\$650,650	\$720,000	\$(69,350)	-9.63%
Investment Consultant-Callan	177,188	175,000	2,188	1.25%
Actuary Services-Segal	136,500	120,000	16,500	13.75%
Custodian Bank -State Street	57,600	60,000	(2,400)	-4.00%
Internal Investment Monitoring <sup>4</sup>	11,500	11,550	(50)	-0.43%
<b>Subtotal</b>	<b>\$1,033,437</b>	<b>\$1,086,550</b>	<b>\$(53,113)</b>	<b>-4.89%</b>
<b>Capital Improvement Plan</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>-</b>	<b>0.00%</b>
<b>Total MCERA</b>	<b>\$2,675,157</b>	<b>\$2,697,129</b>	<b>\$(21,972)</b>	<b>-0.81%</b>
<b>Total Administrative Expenses</b>	<b>\$1,444,844</b>	<b>\$1,411,638</b>		
<b>(Total ex Technology &amp; Investment)</b>				
<b>CERL Administrative Cap</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>		
<b>(Over)/Under Cap</b>	<b>\$555,156</b>	<b>\$588,362</b>		
<b>MCERA Policy Cap</b>	<b>\$1,569,710</b>	<b>\$1,506,670</b>		
<b>Balance</b>	<b>\$124,867</b>	<b>\$95,032</b>		
<b>Basis Points Test</b>	<b>0.21%</b>	<b>0.21%</b>		
<b>AAL</b>	<b>\$747,481,137</b>	<b>\$717,461,993</b>		
<b>Date</b>	<b>6/30/2019</b>	<b>6/30/2018</b>		

<sup>1</sup> Includes \$20,000 in staff overtime for projects.

<sup>2</sup> Hearings Preparations and Hearings combined in FY 2019.

<sup>3</sup> New Investment Managers paid directly rather than netting fees at the fund level.

<sup>4</sup> New in FY 2020: Investment manager monitoring, Consultant RFP, Investment Data.

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*The mission of the Office of the Sheriff-Coroner: The Mendocino County Sheriff's Office is committed to work in partnership with the Community to enhance the Safety, Security, and Quality of Life for the residents and visitors of Mendocino County through professional Public Safety services.*



## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	10,949,858	11,285,754	12,102,010	<b>12,204,236</b>	102,226
Total Operating Transfers In	72,975	-	-	-	-
<b>Total Revenues</b>	<b>11,022,833</b>	<b>11,285,754</b>	<b>12,102,010</b>	<b>12,204,236</b>	<b>102,226</b>
Appropriations - All Funds					
Total Salaries & Employee Benefits	27,042,250	27,935,143	27,772,807	<b>27,376,602</b>	(396,205)
Total Services & Supplies	6,535,902	6,989,698	8,088,504	<b>8,588,078</b>	499,574
Total Other Charges	-	135,573	100,000	-	(100,000)
Total Fixed Assets	653,514	291,312	978,000	<b>625,951</b>	(352,049)
<b>Total Operating Expenditures</b>	<b>34,231,666</b>	<b>35,351,727</b>	<b>36,939,311</b>	<b>36,590,631</b>	<b>(348,680)</b>
Total Operating Transfers Out	73,625	-	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>73,625</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>34,305,290</b>	<b>35,351,727</b>	<b>36,939,311</b>	<b>36,590,631</b>	<b>(348,680)</b>
<b>NCC/Use of Fund Balance</b>	<b>23,282,457</b>	<b>24,065,972</b>	<b>24,837,301</b>	<b>24,386,395</b>	<b>(450,906)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Sheriff-Coroner	21,147,209	6,669,534	14,477,675
Jail & Rehab Center	14,863,030	4,885,281	9,977,749
<b>Total: General Fund</b>	<b>36,010,239</b>	<b>11,554,815</b>	<b>24,455,424</b>
<b>% of General Fund</b>	<b>16.9%</b>	<b>5.5%</b>	<b>37.4%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Correctional Off. Training	37,800	37,800	-
DEA-COMMET	219,000	219,000	-
Homeland Secure WMD6	164,000	164,000	-
Jail & Rehab Center - COPS	40,500	40,500	-
Justice Assistance	87,181	87,181	-
Sheriff - Coroner COPS	107,889	100,540	7,349
Sheriff Special Projects	11,203	400	10,803
Recovery Act Tech & Comm	-	-	-
<b>Total: Other Funds</b>	<b>667,573</b>	<b>649,421</b>	<b>18,152</b>
<b>TOTAL: ALL FUNDS</b>	<b>36,677,812</b>	<b>12,204,236</b>	<b>24,473,576</b>
<b>% of Total Budget</b>	<b>11.0%</b>	<b>3.8%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Sheriff-Coroner	113	113	113
Jail & Rehab Center	73	73	73
<b>Total: General Fund</b>	<b>186</b>	<b>186</b>	<b>186</b>
OTHER FUNDS	Dept. Programs		
Sheriff-Coroner COPS	2	1	1
<b>Total: Other Funds</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>TOTAL: ALL FUNDS</b>	<b>188</b>	<b>187</b>	<b>187</b>

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 2310 - Sheriff-Coroner

### DEPARTMENT OVERVIEW

The California Constitution requires each County to have an elected Sheriff. In Mendocino County, the offices of Sheriff and Coroner are combined. The Sheriff is the Chief Law Enforcement Officer of the County, whose authority extends throughout the County, including the incorporated cities and State and Federal property. The Sheriff also enforces California criminal statutes on tribal lands. Sheriff's law enforcement and patrol functions are highly visible, but make up only one part of the overall operations of the office. The Sheriff is generally charged with preserving the peace, enforcing criminal statutes, and investigating known or suspected criminal activity. The Sheriff is specifically charged by statute with the duty to operate the County Jail, receive and serve various forms of civil process, and act as bailiff in the superior courts and during sessions of the Board of Supervisors. As an independent, constitutional officer, the Sheriff performs a unique and important role in County government.

The Vision of the Office of the Sheriff-Coroner is: To be an effective, community-oriented, public-safety agency through co-operative effort.

### PROGRAM OVERVIEW

- Correctional Officers Training - BU 0467-Grant
- DEA - COMMET - BU 0466-Grant
- Emergency Services - BU 2830
- Homeland Security WMD6 - BU 0462-Grant
- Jail & Rehabilitation Center - BU 2510
- Jail & Rehabilitation Center - COPS - BU 2511
- Justice Assistance - BU 0450-Grant
- Recovery Act Cal-MMET-2009 - BU 2310-Grant
- Recovery Act Tech & Comm - BU 0438-Grant
- Sexual Assault Felony Enforcement (SAFE)-BU 2310-Grant
- Sheriff-Coroner COPS - BU 2313
- Sheriff's Special Projects - BU 2315

### GOALS FOR FY 2020-21

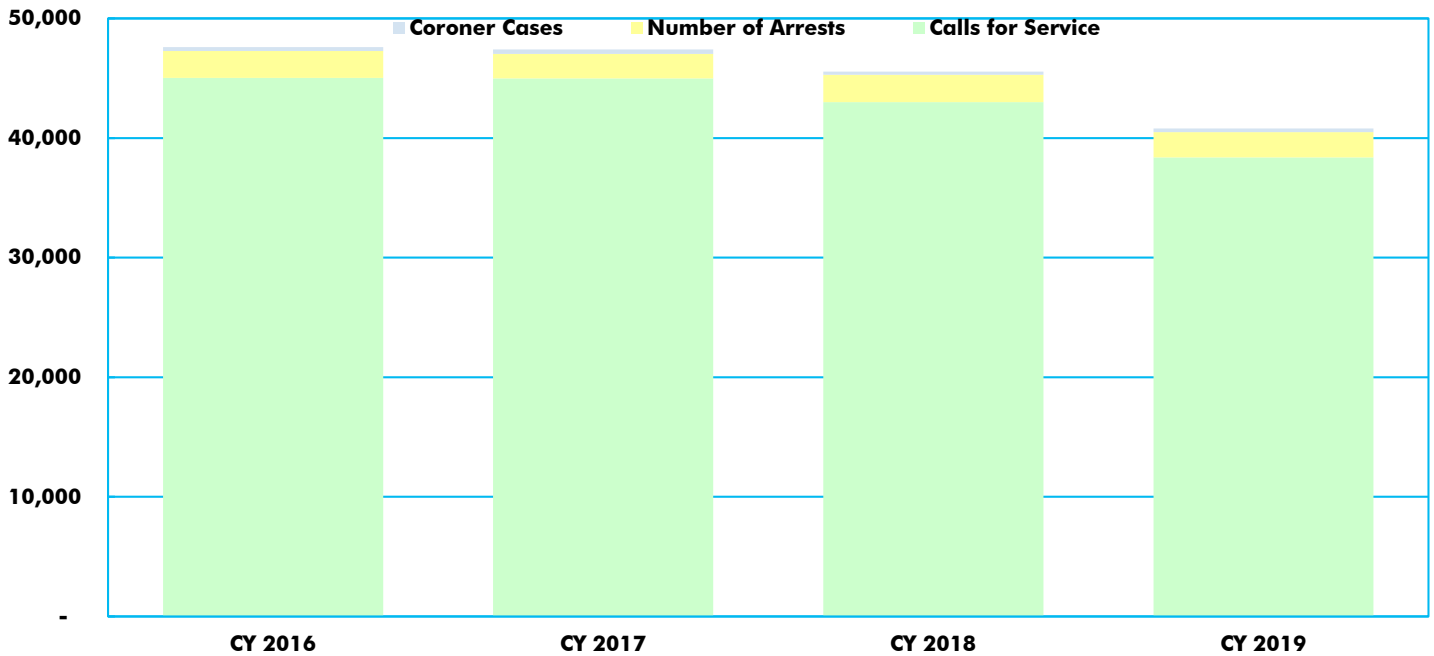
- Promoted public safety and service while working with Fire and EMS during the Mendocino Complex fire
- Continued emphasis to reduced people and property crimes through intensive enforcement efforts
- In partnership with HHSA, and sponsored by the Mental Health Services Act, provided Crisis Intervention team Training to first responders in Mendocino County
- Continued to provide animal control services and coordinated efforts during emergencies to safeguard animals
- Facilitated the operations of the Mendocino Fire complex and COVID-19 through our Emergency Operations Center, and prepare and educate staff to respond to and assist in the event of future emergencies

### ACCOMPLISHMENTS IN FY 2019-20

- Continue to recruit, hire and retain Deputy Sheriffs and Sheriff's Office Support staff for vacant positions, including resident deputy posts
- Work with public and private schools for training and improved safety at these locations
- Continue collaborative efforts with fire and EMS
- Continue to provide safety to the greater Mendocino County community, and implement and use innovative technologies and programs when possible
- Continue to evaluate and improve organizational budget efficiencies and seek grant funding and alternative funding programs

## PERFORMANCE INDICATORS

### Public Protection



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1510 Public Safety Sales Tax - Shifted Proposition 172 funding from BU 1000 directly to Public Safety Budget Units.
- Acct. 5490 Revenue from various State grants – AB 443 (Small & Rural Law Enforcement Funding), & Cal EMA.
- Acct. 6250 Revenue from miscellaneous law enforcement services; including, Lake Mendocino Patrol, U.S. Forest Service Patrol, and multiple County events patrol fees.
- Acct. 6258 Revenue from 114709.2 restitution for criminal ordered by a judge.

### Services & Supplies

- Acct. 2185 Medical and dental services (Coroner).
- Acct. 2250 Sheriff's vehicle fleet charges for gas and repairs.

### Fixed Assets

- Acct. 4370 Provides for law enforcement equipment from various funding sources.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
BU 2310 - Sheriff-Coroner

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Police Protection	
Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
821510 - Sales Tax - Public Safety	3,216,947	3,359,234	3,375,050	<b>3,454,000</b>	78,950	
822600 - Other Permit	904	930	500	<b>500</b>	-	
822601 - Gun Permit	58,265	61,229	50,000	<b>56,000</b>	6,000	
823110 - Crim Just Const Fund	152,000	145,000	150,000	<b>150,000</b>	-	
823130 - Warrant System	2,281	2,396	2,000	<b>1,000</b>	(1,000)	
823204 - Misc Court Fine	141,476	13,311	125,000	<b>12,000</b>	(113,000)	
823210 - Fine Judicial Dist	62	28	-	-	-	
823300 - Forfeiture & Penalty	188	174	-	-	-	
823310 - Asset Forfeiture	15,808	49,500	-	-	-	
825344 - 2011 Realign Pub Safety	1,573,365	1,667,153	1,608,195	<b>1,840,034</b>	231,839	
825490 - State Other	566,272	622,003	885,000	<b>805,000</b>	(80,000)	
825670 - Federal Other	19,923	82,532	27,912	<b>11,000</b>	(16,912)	
826223 - Civil Fee Sheriff	67,199	78,587	100,000	<b>80,000</b>	(20,000)	
826242 - Dom Animal Care	22,000	22,000	22,000	-	(22,000)	
826250 - Law Enforcement Services	164,580	102,334	160,000	<b>160,000</b>	-	
826254 - Sher Pt Arena Contract	100,000	91,667	100,000	<b>100,000</b>	-	
826257 - Med Marij Zip Tie	1,125	625	-	-	-	
826258 - Restitution 11470.2 H&S	148,067	25,750	-	-	-	
826390 - Other Charges	16,612	14,428	-	-	-	
827600 - Other Sales	5,814	13,663	-	-	-	
827700 - Other	4,296	24,291	-	-	-	
827707 - Donation	221	1	-	-	-	
<b>Total Revenues</b>	<b>6,277,405</b>	<b>6,376,835</b>	<b>6,605,657</b>	<b>6,669,534</b>	<b>63,877</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	7,470,870	7,819,917	8,442,664	<b>8,151,273</b>	(291,391)	
861012 - Extra Help	533,052	439,645	213,083	<b>75,000</b>	(138,083)	
861013 - Overtime Reg Emp	1,837,017	1,424,811	650,000	<b>750,000</b>	100,000	
861021 - Co Cont Retirement	3,244,902	3,483,142	3,790,339	<b>4,154,077</b>	363,738	
861022 - Co Cont OASDI	550,178	540,510	493,452	<b>522,549</b>	29,097	
861023 - Co Cont Medicare	138,405	135,524	115,797	<b>123,806</b>	8,009	
861024 - Co Cont Retire Incr	1,811,343	1,811,286	1,618,757	<b>1,525,753</b>	(93,004)	
861030 - Co Cont Health Ins	873,209	776,032	1,150,100	<b>1,068,120</b>	(81,980)	
861031 - Co Cont Unemp Ins	14,097	12,742	10,999	<b>10,254</b>	(745)	
861035 - Co Cont Workers Comp	1,223,986	1,169,939	1,121,832	<b>1,177,170</b>	55,338	
<b>Total Salaries &amp; Employee Benefits</b>	<b>17,697,060</b>	<b>17,613,548</b>	<b>17,607,023</b>	<b>17,558,002</b>	<b>(49,021)</b>	
<b>Services &amp; Supplies</b>						
862050 - Clothing/Pers Items	514	395	3,000	<b>1,500</b>	(1,500)	
862060 - Communications	154,845	182,134	135,000	<b>190,000</b>	55,000	
862101 - Insurance - General	224,216	195,814	210,998	<b>162,706</b>	(48,292)	
862120 - Maint - Equip	41,375	38,266	178,450	<b>35,000</b>	(143,450)	
862130 - Maint - Strc/Impr/Grnds	44	-	-	-	-	

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
BU 2310 - Sheriff-Coroner

BUDGET UNIT DETAIL Schedule 9 (cont.)	Function: Public Protection			Activity: Police Protection	
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year
862150 - Memberships	14,235	7,951	20,000	<b>20,000</b>	-
862170 - Office Expense	75,259	86,060	110,000	<b>85,000</b>	(25,000)
862185 - Medical/Dental Svcs	449,132	302,958	400,000	<b>350,000</b>	(50,000)
862187 - Education & Training	5,124	144,331	211,500	<b>211,500</b>	-
862189 - Prof/Spec Svcs - Other	230,007	386,543	190,627	<b>283,450</b>	92,823
862190 - Publ/Legal Notice	7	-	-	-	-
862200 - Rent/Lease - Equip	-	1,797	2,000	<b>1,000</b>	(1,000)
862210 - Rent/Lease - Bldg Grnds	32,736	32,736	32,736	<b>30,336</b>	(2,400)
862230 - Info Tech Equip	196,213	224,640	350,555	<b>441,004</b>	90,449
862232 - Law Enf Supply & Svcs	193,892	284,631	464,443	<b>367,711</b>	(96,732)
862239 - Spec Dept Expense	105,003	63,813	50,000	<b>60,000</b>	10,000
862240 - Spec Dept Fund	60	508	-	-	-
862250 - Trans/Travel	718,069	635,209	630,000	<b>755,000</b>	125,000
862253 - Travel Out of County	24,525	10,911	10,000	<b>10,000</b>	-
862260 - Utilities	17,720	14,384	15,000	<b>15,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>2,482,976</b>	<b>2,613,082</b>	<b>3,014,309</b>	<b>3,019,207</b>	<b>4,898</b>
<b>Other Charges</b>					
863113 - Pmts Other Gov Agency	-	135,573	100,000		(100,000)
<b>Total Other Charges</b>	<b>-</b>	<b>135,573</b>	<b>100,000</b>		<b>(100,000)</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	140	-	60,000	-	(60,000)
864370 - Equipment	579,683	266,797	747,000	<b>570,000</b>	(177,000)
<b>Total Fixed Assets</b>	<b>579,823</b>	<b>266,797</b>	<b>807,000</b>	<b>570,000</b>	<b>(237,000)</b>
<b>Total Net Appropriations</b>	<b>20,759,858</b>	<b>20,629,001</b>	<b>21,528,332</b>	<b>21,147,209</b>	<b>(381,123)</b>
<b>Total Net County Cost</b>	<b>14,482,453</b>	<b>14,252,166</b>	<b>14,922,675</b>	<b>14,477,675</b>	<b>(445,000)</b>

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 0438 - Recovery Act Tech & Comm Grant

### GRANT OVERVIEW (Administered in BU 2310)

The Edward Byrne Memorial Justice Assistance Grant (JAG) provides funding for the Mendocino Partners Against Recidivism (MPAR) Program. MPAR is comprised of a collaboration of five County departments, the Mendocino County Courts, and four community based organizations (CBOs) with the Sheriff's Office as the lead agency. MPAR's Behavioral Health Court (BHC) is a specialty court created for adults charged with crimes in the Superior Court of Mendocino County.

The MPAR BHC was implemented in March of 2015 for a three-year funding cycle. During this period, the BHC has developed a successful referral and diagnostic processes, court protocols and participant support and oversight. The BHC, based on formal therapeutic models used elsewhere, is modified to match the unique mental health service model in use in Mendocino County. Participants are defendants with a diagnosed mental illness, many of whom have a co-occurring substance abuse disorder that is a substantial factor in charged criminal conduct. MPAR's primary goal has been to consistently reduce criminal behavior generally and recidivistic behavior specifically.

BUDGET UNIT DETAIL Schedule 9				Function: - Activity: -	
Fund: 4380 Recovery Act Tech & Comm	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825490 - State Other	-	206,445	-	-	-
827801 - Grant Revenue	383,601	-	-	-	-
<b>Total Revenues</b>	<b>383,601</b>	<b>206,445</b>	-	-	-
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	308,540	198,928	-	-	-
<b>Total Services &amp; Supplies</b>	<b>308,540</b>	<b>198,928</b>	-	-	-
<b>Total Net Appropriations</b>	<b>308,540</b>	<b>198,928</b>	-	-	-
<b>Total Fund Balance Contribution</b>	<b>(75,061)</b>	<b>(7,517)</b>	-	-	-



## BU 0450 - Justice Assistance Grant

### GRANT OVERVIEW (Administered in BU 2310)

Funding from the Justice Assistance Grant is used to supplement local law enforcement programs. Primary activities are the purchase of telecommunications and computer equipment, to be used in patrol and support activities. Mendocino County Sheriff's Office has been allocated \$24,422 under the 2018 Edward Byrne Memorial Justice Assistance Grant. These funds will be used for the acquisition of otherwise unfunded computer equipment replacements and upgrades. The Sheriff's Office intends to fully utilize the funding on direct program expenditures, absorbing the administrative costs of the program as our in-kind match (\$2,368.93) to the grant. The JAG Grant requires a 3% set-aside (\$732.66) for the National Incident Based Reporting System, (NIBRS). The NIBRS set aside will be utilized for staffing costs in implementing the NIBRS system update that will go live in January of 2012. Staff in the Records Unit will be working to prepare for the update by entering our local crime statistics into the DOJ/FBI data base.

### GRANT INFORMATION

- Grant Inception Date: October 1, 2010
- Current Grant Period: October 1, 2018 to September 30, 2019
- Source of Funds: U.S. Department of Justice, Bureau of Justice Assistance
- Continuity of Grant: Annual grant, subject to Federal funding decisions
- Grant Restrictions and Provisions: Grant does not allow for indirect cost.

### GRANT BUDGET

#### Revenue

Grant	\$ 24,422
<b>Total</b>	<b>\$ 24,422</b>

#### Expenditures

Justice	\$ 24,422
<b>Total</b>	<b>\$ 24,422</b>

County Match Required:

Independent Audit Required:

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL	Schedule 9			Function: -	Activity: -
Fund: 4500 Justice Assistance	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	-	-	<b>87,181</b>	87,181
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>87,181</b>	<b>87,181</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	308,540	198,928	-	-	-
862230 - Info Tech Equip	308,540	198,928	-	-	-
862239 - Sepc Dept Expense	308,540	198,928	-	-	-
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>87,181</b>	<b>87,181</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>87,181</b>	<b>87,181</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 0462 - Homeland Security WMD 6 Grant

### GRANT OVERVIEW (Administered in BU 2310)

Homeland Security Grant Program (HSGP) supports the implementation of State Homeland Security Strategies to address the identified planning, organization, equipment, training and exercise needs for acts of terrorism and other catastrophic events. The HSGP supports emergency disciplines: Office of Emergency Services, Law Enforcement, Fire, Hazardous Materials Response, Emergency Medical Services, Animal Control and Citizen Emergency Response Teams.

Funds are used to prepare Mendocino County for prevention and response to natural or man-made disasters and acts of terrorism. Equipment purchases (disaster shelter trailers and supplies), hazardous materials training, purchase of the Reverse 9-1-1 system and urban rescue training (law and fire) are some of the benefits to the County.

### GRANT INFORMATION

- Grant Inception Date: July 2001
- Current Grant Period: June 1, 2019 - May 31, 2022
- Source of Funds: U.S. Department of Homeland Security/ Federal Emergency Management Agency via Cal OES
- Continuity of Grant: Ongoing annual renewal/allocation.
- Grant Restrictions and Provisions: Grant will reimburse for approved expenses.

### GRANT BUDGET

#### Revenue

Grant	\$ 166,876
<b>Total</b>	<b>\$ 166,876</b>

#### Expenditures

Supplies	\$ 166,876
<b>Total</b>	<b>\$ 166,876</b>

County Match Required: No

Independent Audit Required: No

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4620 Homeland Security WMD 6	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825670 - Federal Other Revenue	127,343	-	164,000	<b>164,000</b>	-
<b>Total Revenues</b>	<b>127,343</b>	<b>-</b>	<b>164,000</b>	<b>164,000</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	1	13	-	-	-
862187 - Education & Training	2,750	3,800	-	-	-
862189 - Prof/Spec Svcs - Other	35,476	49,899	45,000	<b>45,000</b>	-
862239 - Info Tech Equip	-	12,119	-	-	-
862239 - Spec Dept Expense	16,816	71,659	119,000	<b>119,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>55,042</b>	<b>137,490</b>	<b>164,000</b>	<b>164,000</b>	<b>-</b>
<b>Fixed Assets</b>					
864370 - Equipment	602	-	-	-	-
<b>Total Fixed Assets</b>	<b>602</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>55,644</b>	<b>137,490</b>	<b>164,000</b>	<b>164,000</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>(71,699)</b>	<b>137,490</b>	<b>-</b>	<b>-</b>	<b>-</b>



## BU 0466 - DEA-COMMET Grant



### GRANT OVERVIEW (Administered in BU 2310)

County of Mendocino Marijuana Enforcement Team's (COMMET) purpose is to locate and eradicate unlawful marijuana grows both indoors and outdoors. In the course of this action firearms are confiscated and arrests are made. Assets are seized and other drugs are discovered such as concentrated cannabis, methamphetamine, cocaine and psilocybin mushrooms to name a few.

Even with the movement towards more legalization of Marijuana, unlawful marijuana growing operations still exist and in some areas may be increasing on public lands and on private lands. Large drug trafficking organizations lease privately owned property in the county and often have multiple smaller unlawful marijuana grows per parcel verses a single large unlawful marijuana grow. This practice hampers investigative efforts and increases time spent eradicating marijuana plants. Trespass crimes and environmental crimes associated with the production of marijuana will continue to be priority investigations. Marijuana plants are often surrounded by plastic or wire cage materials and supported by twine and bamboo. Assistance from the State and Federal governments have dwindled or ceased to Mendocino County making the burden heavier on the County's Law Enforcement.

### GRANT INFORMATION

- Grant Inception Date: July 1, 1992
- Current Grant Period: 2020-2021
- Source of Funds: U.S. Drug Enforcement Agency - Domestic Cannabis Eradication Suppression Program (DCESP)
- Continuity of Grant: Ongoing annual allocation, dependent on Federal funding decisions.
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs. The budget does not include the maximum amount as indirect costs are negligible, and are absorbed by Budget Unit 2310-Sheriff-Coroner.

### GRANT BUDGET

#### Financial Sources

DCESP Grant	\$ 183,000
<b>Total</b>	<b>\$ 183,000</b>

#### Expenditures

Services & Supplies	\$ 183,000
<b>Total</b>	<b>\$ 183,000</b>

County Match Required: There is no match requirement, however, the annual cost to support COMMET are more than the federal funding for the program. The Sheriff-Coroner uses Asset Forfeiture funds to cover the remaining costs.

Independent Audit Required: Yes

This grant is included in Budget Unit 2310's Schedule 9

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
 BU 0466 - DEA-COMMET - Grant

<b>BUDGET UNIT DETAIL</b> Schedule 9				Function: -	Activity: -
Fund: 4660 DEA COMMET	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823310 - Asset Forfeiture	20,990	40,000	-	-	-
825670 - Federal Other Revenue	98,000	81,411	182,000	<b>219,000</b>	37,000
<b>Total Revenues</b>	<b>118,990</b>	<b>121,411</b>	<b>182,000</b>	<b>219,000</b>	<b>37,000</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,611	751	2,000	<b>2,000</b>	-
862120 - Maint - Equip	118	-	-	-	-
862170 - Office Expense	834	995	3,000	<b>3,000</b>	-
862187 - Education & Training	-	4,924	24,000	<b>25,000</b>	1,000
862189 - Prof/Spec Svcs - Other	11,025	28,125	10,000	<b>10,000</b>	-
862200 - Rent/Lease Equip	687	945	-	<b>16,000</b>	16,000
862210 - Rent/Lease Bldg Grds	44,400	44,400	44,000	<b>44,000</b>	-
862232 - Law Enf Supply & Svcs	56,583	77,541	-	<b>74,000</b>	74,000
862239 - Spec Dept Expense	240	1,676	95,500	<b>40,000</b>	(55,500)
862250 - Trans/Travel	-	141	-	-	-
862253 - Travel Out of County	-	723	-	-	-
862260 - Utilities	4,192	5,063	3,500	<b>5,000</b>	1,500
<b>Total Services &amp; Supplies</b>	<b>119,690</b>	<b>165,284</b>	<b>182,000</b>	<b>219,000</b>	<b>37,000</b>
<b>Total Net Appropriations</b>	<b>119,690</b>	<b>165,284</b>	<b>182,000</b>	<b>219,000</b>	<b>37,000</b>
<b>Total Fund Balance Contribution</b>	<b>700</b>	<b>43,873</b>	<b>-</b>	<b>-</b>	<b>-</b>



## BU 2310 - Sexual Assault Felony Enforcement (SAFE) - Grant

### GRANT OVERVIEW (Included in BU 2310)

Grant funds are used to better ensure the registration and tracking of individuals required to register as sex offenders. This program is embedded within Budget Unit 2310 - Sheriff-Coroner.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2009
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: California Controller's Office and Cal-EMA
- Continuity of Grant: Annual
- Grant Restrictions and Provisions: The grant does not allow for indirect or overhead costs. The budget does not include the maximum amount as indirect costs are negligible, and are absorbed by BU 2310 - Sheriff-Coroner.

### GRANT BUDGET

#### Revenue

Grant	\$ 10,000
Total	\$ 10,000

#### Expenditures

Sexual Assault Felony Enforcement	\$ 10,000
Total	\$ 10,000

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 2310's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 2313 - Sheriff-Coroner - COPS

### BUDGET UNIT OVERVIEW

COPS (Citizen's Options for Public Safety) is funded by the Supplemental Law Enforcement Services Fund (SLESF). The fund is established in each County pursuant to California Government Code §30061-30065.

The formula for allocating COPS funds is as follows:

- 5.15% to the County Sheriff for County Jail construction and operations;
- 5.15% to the District Attorney's Office for criminal prosecutions;
- 39.7% to the County and the cities within the County, for supplemental front-line law enforcement services; and
- 50% to the County for implementation of a comprehensive, multi-agency juvenile justice plan.

This budget unit provides funding for one of the two allocated positions within the Sheriff's Office, the Sheriff's Technology Specialist, who assists in the operation and maintenance of the Sheriff's computer hardware, software and networks.

### PROGRAM OVERVIEW

- Supplemental Law Enforcement Services Funding

### GOALS FOR FY 2020-21

- Continue to fund a Sheriff's Technology Specialist position, which assists in the operation and maintenance of the Sheriff's computer hardware, software and network.

### ACCOMPLISHMENTS IN FY 2019-20

- Continued funding of Sheriff Technology Specialist position.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 5490 State Other - Citizen's Options for Public Safety / Supplemental Law Enforcement Services Fund.

#### Expenditure Transfer and Reimbursements

Acct. 5802 Oper Transfer Out: Reimburse for General Fund services.

### CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
BU 2313 - Sheriff-Coroner - COPS

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Police Protection	
Fund: 1210 Supp Law Enforcement Svcs	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	2,865	4,946	540	540	-	
825490 - State Other	139,416	148,727	103,942	100,000	(3,942)	
<b>Total Revenues</b>	<b>142,282</b>	<b>153,672</b>	<b>104,482</b>	<b>100,540</b>	<b>(3,942)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	37,195	52,274	52,989	67,597	14,608	
861013 - Overtime Reg Emp	2,362	4,055	-	6,000	6,000	
861021 - Co Cont Retirement	10,667	15,097	16,225	21,928	5,703	
861022 - Co Cont OASDI	2,453	3,492	3,285	4,191	906	
861023 - Co Cont Medicare	574	817	768	980	212	
861024 - Co Cont Retire Incr	2,936	3,720	3,312	3,603	291	
861031 - Co Cont Unemp Ins	-	-	-	55	55	
861035 - Co Cont Workers Comp	1,347	-	-	131	131	
<b>Total Salaries &amp; Employee Benefits</b>	<b>57,533</b>	<b>79,456</b>	<b>76,580</b>	<b>104,485</b>	<b>27,905</b>	
<b>Services &amp; Supplies</b>						
862101 - Insurance - General	143	-	-	104	104	
862232 - Law Enf Supply & Svcs	-	3,222	3,300	3,300	-	
<b>Total Services &amp; Supplies</b>	<b>143</b>	<b>3,222</b>	<b>3,300</b>	<b>3,404</b>	<b>104</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	500	-	-	-	-	
<b>Total Expend Transfer &amp; Reimb</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Net Appropriations</b>	<b>58,176</b>	<b>82,678</b>	<b>79,880</b>	<b>107,889</b>	<b>28,009</b>	
<b>Total Fund Balance Contribution</b>	<b>(84,105)</b>	<b>(70,994)</b>	<b>(24,602)</b>	<b>7,349</b>	<b>31,951</b>	

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 2315 - Sheriff Special Projects

### BUDGET UNIT OVERVIEW

The Sheriff Office occasionally receives donations from individuals, service clubs and other agencies. The donations may be for unrestricted use or restricted for a specific purpose (memorials, K-9 Program). The Sheriff Special Projects fund is used to account for the receipt and disbursement of these funds.

#### PROGRAM OVERVIEW

- Donations

#### GOALS FOR FY 2020-21

- Continue to apply for donations, which can be used for Sheriff's office special project needs.

#### ACCOMPLISHMENTS IN FY 2019-20

- Applied for and received donation funding for special projects

#### SUMMARY OF MAJOR ACCOUNTS

##### Revenues

Acct. 7707 Donations.

##### Services & Supplies

Acct. 2232 Replacement of, and care for, retired Sheriff's Office K-9s.

#### CHANGES IN BUDGET FROM PRIOR YEAR

No donations anticipated this year.

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Police Protection	
Fund: 1216 Sheriff Spec Projects	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	240	1,250	-	400	400	
826258 - Restitution 11470.2 H&S	18,700	-	-	-	-	
827707 - Donation	18,732	63,444	-	-	-	
<b>Total Revenues</b>	<b>37,671</b>	<b>64,694</b>	<b>-</b>	<b>400</b>	<b>400</b>	
<b>Services &amp; Supplies</b>						
862194 - A-87 Costs	(11,075)	1,203	-	1,203	1,203	
862239 - Spec Dept Expense	-	11,443	-	10,000	10,000	
862253 - Travel Out of County	-	8,416	-	-	-	
<b>Total Services &amp; Supplies</b>	<b>(11,075)</b>	<b>21,062</b>	<b>-</b>	<b>11,203</b>	<b>11,203</b>	
<b>Total Net Appropriations</b>	<b>(11,075)</b>	<b>21,062</b>	<b>-</b>	<b>11,203</b>	<b>11,203</b>	
<b>Total Fund Balance Contribution</b>	<b>(48,746)</b>	<b>(43,632)</b>	<b>-</b>	<b>10,803</b>	<b>10,803</b>	



## BU 2510 - Jail & Rehabilitation Center

### BUDGET UNIT OVERVIEW

This budget unit handles the County Jail, inmate management and services. Assembly Bill 109 has greatly impacted operations at the local level. Creative alternatives such as the pre-trial services program and an increase in the home arrest program have eased overcrowding at the jail caused by AB 109. Violence within the jail both for inmates and staff has increased. The County Jail is a specific statutory duty of the Sheriff.

The purpose of the jail is fourfold:

1. To detain persons committed in order to secure their attendance as a witness in criminal cases.
2. To detain persons charged with crimes and committed for trial.
3. To confine persons committed for contempt or upon the civil process or by other authority of law.
4. For the confinement of persons sentenced to imprisonment upon conviction for a crime (California Penal Code §4000).

### PROGRAM OVERVIEW

- Jail Operations: Custodial & Non-Custodial Operations
- Support Services

### GOALS FOR FY 2020-21

- To continue the Jail-Based Competency Treatment (JBCT) services grant within the Corrections Facility
- To fill all allocated and funded staff positions and begin planning for new positions which will be needed for the new corrections facility.
- To successfully pass the Prison Rape Elimination Act inspection.
- To successfully implement a Felony Jail Based Competency Training program.

### ACCOMPLISHMENTS IN FY 2019-20

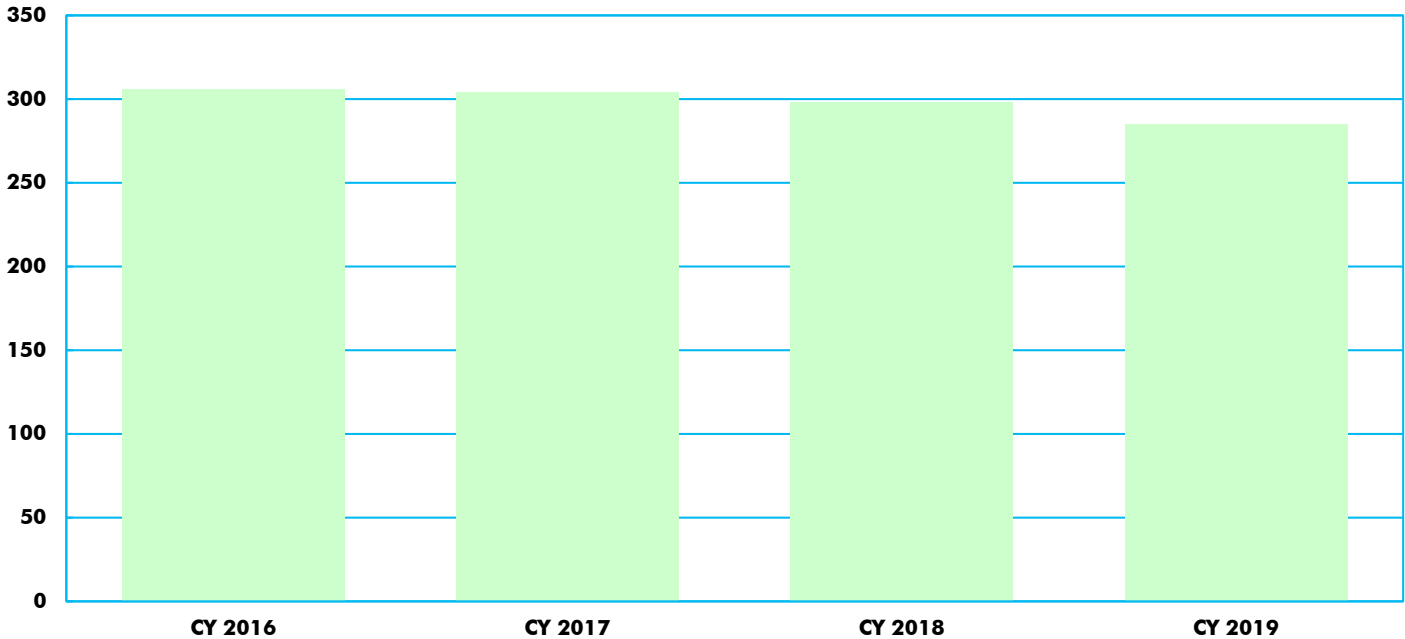
- Continued planning for funding from California Senate Bill 844 "Correctional Facilities: Construction "Financing" for updating the Mendocino County Jail facility
- Met State standards and training for MCSO Corrections to maintain and improve professional competency, for our local corrections staff.
- Took over meal preparation for Juvenile Hall.
- Continued Inmate Services Programming.

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
BU 2510 - Jail & Rehabilitation Center

## PERFORMANCE INDICATORS

Average Daily Population



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1510 Public Safety Sales Tax - Shifted Proposition 172 funding from BU 1000 directly to Public Safety Budget Units.
- Acct. 5490 State booking fee reimbursement.
- Acct. 6269 Revenue from the Work Release Program.
- Acct. 6344 Revenue from Shasta County Contract.
- Acct. 6390 Reimbursement for inmate services.

### Services & Supplies

- Acct. 2080 Meals for the jail.
- Acct. 2090 Jail supplies for cleaning & laundry.
- Acct. 2185 Pre-booking medical clearance, medical and mental health services.
- Acct. 2189 Security guards at the hospital.
- Acct. 2239 Physicals, recruitment and testing.

### Equipment

- Acct. 4370 Replacement of control panel.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.



# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
BU 2510 - Jail & Rehabilitation Center

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection			Activity: Detention	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821510 - Sales Tax-Public Safety	2,436,120	2,544,039	2,555,200	<b>2,616,000</b>	60,800	
823204 - Misc Court Fine	38,878	15,522	10,000	<b>21,045</b>	11,045	
823310 - Asset Forfeiture	-	4,515	-		-	
825150 - Motor Vehicle in Lieu	-	-	70,000		(70,000)	
825344 - 2011 Realignment Pub Sfty	1,142,853	1,550,983	1,557,582	<b>1,468,244</b>	(89,338)	
825490 - State Other	146,477	168,263	639,414	<b>598,144</b>	(41,270)	
825670 - Federal Other	45,736	78,553	47,675	<b>28,000</b>	(19,675)	
826269 - Work Release	17,426	22,450	20,000	<b>20,000</b>	-	
826390 - Other Charges	92,223	111,840	100,000	<b>110,000</b>	10,000	
827700 - Other	-	18,186	16,000	<b>23,848</b>	7,848	
827802 - Oper Transfer In	72,975	-	-		-	
<b>Total Revenues</b>	<b>3,992,688</b>	<b>4,514,352</b>	<b>5,015,871</b>	<b>4,885,281</b>	<b>(130,590)</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	3,850,860	4,355,443	4,502,795	<b>4,467,628</b>	(35,167)	
861012 - Extra Help	42,590	46,626	44,000	<b>3,000</b>	(41,000)	
861013 - Overtime Reg Emp	1,057,600	1,124,539	677,617	<b>314,031</b>	(363,586)	
861021 - Co Cont Retirement	1,751,045	1,989,082	2,170,575	<b>2,295,889</b>	125,314	
861022 - Co Cont OASDI	292,221	326,677	267,483	<b>276,290</b>	8,807	
861023 - Co Cont Medicare	69,209	77,337	62,653	<b>65,038</b>	2,385	
861024 - Co Cont Retire Incr	993,282	1,048,850	937,848	<b>842,244</b>	(95,604)	
861030 - Co Cont Health Ins	530,736	486,355	660,126	<b>666,731</b>	6,605	
861031 - Co Cont Unemp Ins	4,906	4,719	6,086	<b>6,170</b>	84	
861035 - Co Cont Workers Comp	695,207	782,511	760,021	<b>777,094</b>	17,073	
<b>Total Salaries &amp; Employee Benefits</b>	<b>9,287,657</b>	<b>10,242,139</b>	<b>10,089,204</b>	<b>9,714,115</b>	<b>(375,089)</b>	
<b>Services &amp; Supplies</b>						
862050 - Clothing/Pers Items	15,903	15,499	35,000	<b>35,000</b>	-	
862060 - Communications	8,627	10,052	8,000	<b>12,500</b>	4,500	
862080 - Food	408,763	414,213	420,000	<b>430,000</b>	10,000	
862090 - Household Expense	135,883	188,382	140,960	<b>190,000</b>	49,040	
862101 - Insurance - General	164,975	78,639	100,100	<b>129,223</b>	29,123	
862120 - Maint - Equip	11,849	89,114	57,500	<b>30,000</b>	(27,500)	
862130 - Maint - Strc/Impr/Grnds	393	-	-	<b>-</b>	-	
862150 - Memberships	-	-	-	<b>-</b>	-	
862160 - Miscellaneous	103	3,333	3,000	<b>1,500</b>	(1,500)	
862170 - Office Expense	33,366	24,674	50,000	<b>35,000</b>	(15,000)	
862185 - Medical/Dental Svcs	2,602,336	2,894,287	3,522,710	<b>4,044,530</b>	521,820	
862187 - Education & Training	8,941	5,402	29,025	<b>14,445</b>	(14,580)	
862189 - Prof/Spec Svcs - Other	101,123	154,605	115,000	<b>10,266</b>	(104,734)	
862190 - Publ/Legal Notice	204	-	-	<b>-</b>	-	
862200 - Rent/Lease - Equip	-	-	3,600	<b>1,800</b>	(1,800)	
862230 - Info Tech Equip	814	1,149	500	<b>1,700</b>	1,200	

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner  
 BU 2510 - Jail & Rehabilitation Center

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)			Function: Public Protection	Activity: Detention
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>	
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>	
862232 - Law Enf Supply & Svcs	73,926	43,328	105,000	<b>42,000</b>	(63,000)	
862239 - Spec Dept Expense	5,108	6,901	20,000	<b>10,000</b>	(10,000)	
862250 - Trans/Travel	27,588	26,282	21,500	<b>42,000</b>	20,500	
862253 - Travel Out of County	40,440	52,436	63,000	<b>63,000</b>	-	
<b>Total Services &amp; Supplies</b>	<b>3,640,342</b>	<b>4,008,294</b>	<b>4,694,895</b>	<b>5,092,964</b>	<b>398,069</b>	
<b>Fixed Assets</b>						
864370 - Equipment	73,090	24,515	171,000	<b>55,951</b>	(115,049)	
<b>Total Fixed Assets</b>	<b>73,090</b>	<b>24,515</b>	<b>171,000</b>	<b>55,951</b>	<b>(115,049)</b>	
<b>Total Net Appropriations</b>	<b>13,001,088</b>	<b>14,274,948</b>	<b>14,955,099</b>	<b>14,863,030</b>	<b>(92,069)</b>	
<b>Total Net County Cost</b>	<b>9,008,400</b>	<b>9,760,597</b>	<b>9,939,228</b>	<b>9,977,749</b>	<b>38,521</b>	



## BU 0467 - Correctional Officers Training Grant

### GRANT OVERVIEW

(Previously administered by BU 2510)

Board of State and Community Corrections administers the Standards in Training for Corrections pursuant to Title 15, Division 1, Chapter 1, Sub-chapter 1. Article 7, Section 304 California Code of Regulations. This program provides funding for Corrections Officer Training. The budget is used to meet required training mandates for Corrections Deputies, Probation Officers, and Juvenile Hall personnel.

### GRANT INFORMATION

- Grant Inception Date: 1995
- Current Grant Period: July 1, 2020 - June 30, 2021
- Source of Funds: Board of State and Community Corrections - Standards and Training for Corrections Division
- Continuity of Grant: Ongoing annual allocation, dependent on State funding
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs. The budget does include the maximum amount, however indirect costs are absorbed by BU 2510-Jail & Rehabilitation Center, BU 2550-Juvenile Hall and BU 2560-Probation.

### GRANT BUDGET

#### Financial Sources

Grant	\$ 37,800
<b>Total</b>	<b>\$ 37,800</b>

#### Expenditures

Services & Supplies	\$ 37,800
<b>Total</b>	<b>\$ 37,800</b>

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Corrections Deputy	51	60%	40%
Corrections Sergeant	8	60%	40%
Corrections Lieutenant	2	60%	40%
Sheriff Capitan	1	60%	40%

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4670 Correctional Officers Training	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	44,459	39,221	30,000	<b>37,800</b>	7,800
<b>Total Revenues</b>	<b>44,459</b>	<b>39,221</b>	<b>30,000</b>	<b>37,800</b>	<b>7,800</b>
<b>Services &amp; Supplies</b>					
862187 - Education & Training	49,856	41,264	30,000	<b>37,800</b>	7,800
<b>Total Services &amp; Supplies</b>	<b>49,856</b>	<b>41,264</b>	<b>30,000</b>	<b>37,800</b>	<b>7,800</b>
<b>Total Net Appropriations</b>	<b>49,856</b>	<b>41,264</b>	<b>30,000</b>	<b>37,800</b>	<b>7,800</b>
<b>Total Fund Balance Contribution</b>	<b>5,397</b>	<b>2,043</b>	-	-	-

# SHERIFF-CORONER'S OFFICE

MATT KENDALL, Sheriff-Coroner



## BU 2511 - Jail & Rehabilitation Center - COPS

### BUDGET UNIT OVERVIEW

Most widely known as COPS (Citizen's Options for Public Safety), the funding source for this program is the Supplemental Law Enforcement Services Fund (SLESF). The fund is established in each County pursuant to California Government Code §30061-30065. COPS funds for the jail have historically been used for facilities remodeling and equipment upgrades.

#### PROGRAM OVERVIEW

- Jail Construction and Operations

#### GOALS FOR FY 2020-21

- Use the funding for unanticipated equipment maintenance and replacement or to enhance overall Jail Operations

#### ACCOMPLISHMENTS IN FY 2019-20

- This year's 2511 – COPS funding was used to augment the replacement cost of a failed jail video surveillance system.

#### SUMMARY OF MAJOR ACCOUNTS

##### Revenues

Acct. 5490 State Other: Funding based on formula.

##### Expenditure Transfer & Reimbursement

Acct. 5802 Oper Transfer Out: Transfer to General Fund department for services.

#### CHANGES IN BUDGET FROM PRIOR YEAR

No significant change in budget from the previous fiscal year.

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Police Protection	
Fund: 1210 Supp Law Enforcement Svcs	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824100 - Interest	698	1,204	-	500	500	
825490 - State Other	34,667	14,365	-	40,000	40,000	
827700 - Other	40,186	-	-	-	-	
<b>Total Revenues</b>	<b>75,550</b>	<b>15,569</b>	-	<b>40,500</b>	<b>40,500</b>	
<b>Services &amp; Supplies</b>						
862232 - Law Enf Supply & Svcs	-	-	-	40,500	40,500	
<b>Total Services &amp; Supplies</b>	-	-	-	<b>40,500</b>	<b>40,500</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	73,125	-	-	-	-	
<b>Total Expend Transfer &amp; Reimb</b>	<b>73,125</b>	-	-	-	-	
<b>Total Net Appropriations</b>	<b>73,125</b>	-	-	<b>40,500</b>	<b>40,500</b>	
<b>Total Fund Balance Contribution</b>	<b>(2,426)</b>	<b>(15,569)</b>	-	-	-	

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

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*The Mendocino County Transportation Department's mission is –to enhance the quality of life in Mendocino County in partnership with other county agencies, by meeting the commercial, public, and personal mobility needs of county transportation system users in an efficient, safe, and environmentally sound manner.*

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

## DEPARTMENT SUMMARY

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	13,406,391	18,800,070	28,946,491	<b>37,921,861</b>	8,975,370
Total Operating Transfers In	5,436,219	3,620,588	3,712,734	<b>3,811,824</b>	99,090
<b>Total Revenues</b>	<b>18,842,610</b>	<b>22,420,658</b>	<b>32,659,225</b>	<b>41,733,685</b>	<b>9,074,460</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	6,658,394	7,337,986	8,709,345	<b>8,780,918</b>	71,573
Total Services & Supplies	11,152,335	14,582,706	29,526,269	<b>39,399,333</b>	9,873,064
Total Other Charges	42,100	-	30,000	<b>100,000</b>	70,000
Total Fixed Assets	247,778	251,326	737,986	<b>39,000</b>	(698,986)
<b>Total Operating Expenditures</b>	<b>18,100,607</b>	<b>22,172,018</b>	<b>39,003,600</b>	<b>48,319,251</b>	<b>9,315,651</b>
Total Intrafund Transfers	(760,659)	-	(662,670)	<b>(832,674)</b>	(170,004)
Total Operating Transfers Out	179,383	-	249,734	<b>44,964</b>	(204,770)
<b>Total Transfers &amp; Reimb.</b>	<b>(581,275)</b>	<b>-</b>	<b>(412,936)</b>	<b>(787,710)</b>	<b>(374,774)</b>
<b>Total Net Appropriations</b>	<b>17,519,332</b>	<b>22,172,018</b>	<b>38,590,664</b>	<b>47,531,541</b>	<b>8,940,877</b>
<b>NCC/Use of Fund Balance</b>	<b>(1,323,278)</b>	<b>(248,640)</b>	<b>5,931,439</b>	<b>5,797,856</b>	<b>(133,583)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Land Improvement	1,101,268	118,550	982,718
Little River Airport	12,115,115	12,075,000	40,115
Round Valley Airport	637,561	603,532	34,029
<b>Total: General Fund</b>	<b>13,853,944</b>	<b>12,797,082</b>	<b>1,056,862</b>
<b>% of General Fund</b>	<b>6.5%</b>	<b>6.1%</b>	<b>1.6%</b>
<b>OTHER FUNDS</b>			
OTHER FUNDS	Approps.	Revenues	Use of FBA
Admin & Road Maint.	9,951,136	13,560,152	(3,609,016)
Federal & State Programs	11,115,851	5,178,093	5,937,758
Land Closure	1,824,774	460,200	1,364,574
Little River Airport	20,000	20,000	-
Round Valley Airport	24,964	20,000	4,964
Storm Damage	10,740,872	9,698,158	1,042,714
<b>Total: Other Funds</b>	<b>33,677,597</b>	<b>28,936,603</b>	<b>4,740,994</b>
<b>TOTAL: ALL FUNDS</b>	<b>47,531,541</b>	<b>41,733,685</b>	<b>5,797,856</b>
<b>% of Total Budget</b>	<b>14.1%</b>	<b>12.7%</b>	

## ALLOCATED FTE BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Land Improvement	6.0	6.0	6.0
<b>Total: General Fund</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
<b>OTHER FUNDS</b>			
OTHER FUNDS	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Admin & Road Maint.	93.8	92.8	92.8
<b>Total: Other Funds</b>	<b>93.8</b>	<b>92.8</b>	<b>92.8</b>
<b>TOTAL: ALL FUNDS</b>	<b>99.8</b>	<b>98.8</b>	<b>98.8</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 3010 - Administration and Road Maintenance

### DEPARTMENT OVERVIEW

The vision of the Transportation Department is: To be recognized as one of the best maintained, planned and managed county transportation systems in California. (When people "in the know" mention county road systems and issues they think of Mendocino County!)

The County Road Fund is the basis for Budget Units 3010, 3030 and 3041. Programs within Budget Unit 3010 provide the "rubber hits the road" aspects of County Maintained Road System operations. Maintenance, engineering and technical assistance, administration, and business services all function to support the County Maintained Road System, which includes 1,014 centerline miles of roadway and related features such as bridges (157 bridges over 20 foot span), road drainage systems (6,175 conduits under 20 foot span), and road network signage (14,557 signs and markers). Transportation funds from various local, State, and Federal programs constitute the County Road Fund (a restricted-use fund), generally as reimbursement for funds previously spent by the County for projects approved on a formula or competitive award basis.

### PROGRAM OVERVIEW

- Administration and Road Maintenance
- Land Improvement
- Little River Airport
- Road and Bridge Projects
- Round Valley Airport
- Solid Waste/Landfill Closure
- Storm Damage

### GOALS FOR FY 2020-21

- Performed preventive maintenance practices such as: chip seals, crack sealing, Dura-patching, drainage improvements and vegetation management on County maintained roads and bridge structures.
- Performed prep work, ditching, base repairs and leveling courses prior to corrective maintenance overlays and chip seals.
- Responded to 87 after hour Debris Removal and Emergency Openings: downed trees, slides, snow etc.; 31 vehicle accident responses; and 24 "other" after-hour call-outs.
- Repaired disaster damaged road sites at Laytonville Dos Rios Road, CR 322, at M.P.'s 0.99, 1.01, and 6.15 and Crispin Road, CR 511 at M.P. 0.75

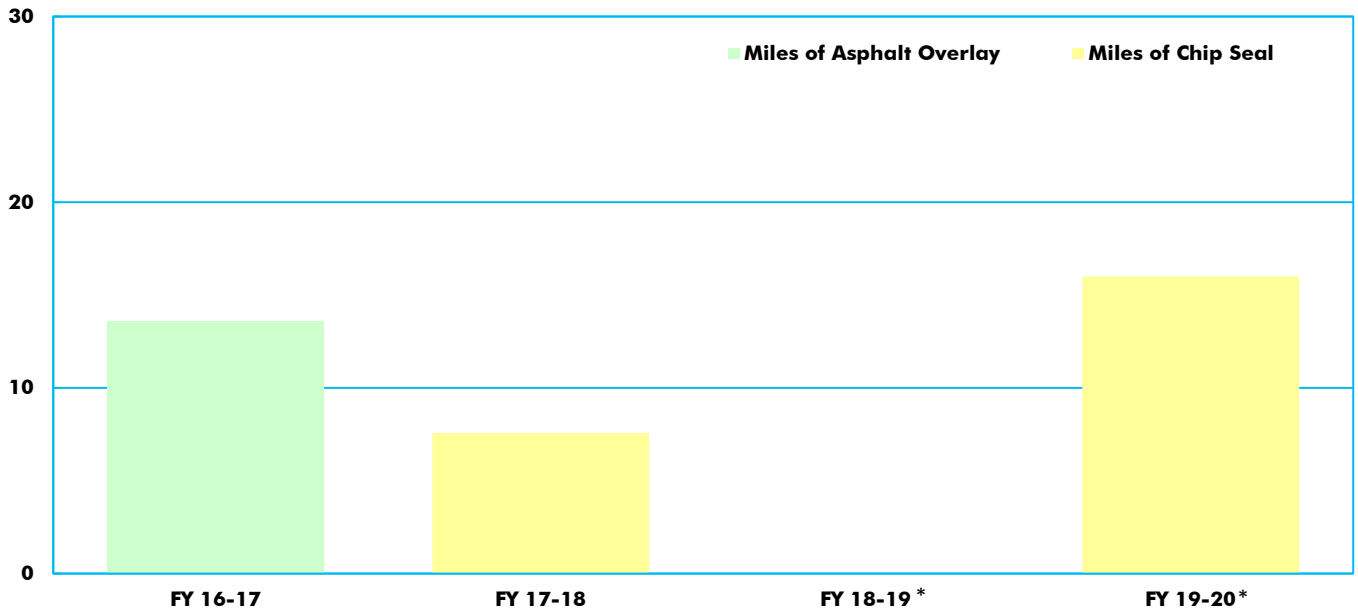
### ACCOMPLISHMENTS IN FY 2019-20

- Maintain a substantial preventive maintenance program that includes: aggressive "crack sealing" program, drainage and culvert improvements, chip seal program, base repairs with asphalt overlays, and vegetation management
- Increase safety training to further reduce injuries
- Continue to maintain bridge and drainage structures throughout the County
- Deliver prompt, efficient, professional customer service
- Repair disaster damaged sites on Windy Hollow Road, CR 508 at M.P. 2.11 and Nokomis Road, CR 117 at M.P. 0.01



## PERFORMANCE INDICATORS

**Miles of Asphalt Overlay and Rubberized Chip Seal Completed**



\*The 17-18 Chip Seal spanned two fiscal years, miles completed were reported in FY 17-18. FY 18-19 Chip Seal project began in FY 19-20 due to weather considerations. Therefore, although the Department has an FY 18-19 designated project, the project completion occurred FY 19-20.

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5180 Federal Surface Transportation Program (STP) funding, allocated through Mendocino Council of Governments (MCOG).
- Acct. 5190 Road Maintenance and Rehabilitation Act (RMRA)
- Acct. 7802 County General Fund Contribution, includes

### Services & Supplies

- Acct. 2189 Provides for Fish and Wildlife permit and review fees, and lighting and traffic signal maintenance costs. Also includes hazardous material permits and biological studies.
- Acct. 2239 Road materials.

## CHANGES IN BUDGET FROM PRIOR YEAR

Due to budget constraints, all new equipment purchases and existing equipment emission retrofits have been removed, which will compromise our ability to meet our 2025 California Resource Board mandates. Failure to meet these mandates will require MCDOT to decommission pieces of equipment which are essential to the core functions of the Department.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3010 - Administration and Road Maintenance

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways & Facilities			Activity: Public Ways & Facilities	
Fund: 1200 Roads		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821501 - Trans Funds	64,140	62,031	60,000	<b>54,000</b>	(6,000)	
822600 - Other Permit	420	210	500	-	(500)	
822608 - Trans Permit	7,932	8,374	7,000	<b>6,000</b>	(1,000)	
822610 - Co Hwy Encroach Permit	52,958	50,597	50,000	<b>50,000</b>	-	
823100 - Vehicle Code Fine	43,366	49,416	40,000	<b>40,000</b>	-	
824100 - Interest	89,667	78,597	60,000	<b>70,000</b>	10,000	
825125 - State HUTA Section 2103	1,069,663	955,275	2,064,250	<b>1,900,980</b>	(163,270)	
825130 - State Hwy Users Tax	1,217,719	1,204,271	1,215,639	<b>1,259,849</b>	44,210	
825140 - State Collier Unruh	374,287	375,680	385,503	<b>398,093</b>	12,590	
825180 - Trans STPd(1)	198,772	121,370	127,229	<b>127,000</b>	(229)	
825190 - State RMRA SB1	1,243,613	3,918,019	3,538,241	<b>4,049,881</b>	511,640	
825487 - Prop 111 State Gas Tax	1,062,455	1,082,853	1,097,860	<b>1,137,373</b>	39,513	
825491 - State Exchange Prog	602,390	-	602,390	<b>602,390</b>	-	
825640 - Fed Forest Reserve	117,032	104,093	100,000	<b>500</b>	(99,500)	
825670 - Federal Other Revenue	-	-	69,500	-	(69,500)	
825676 - Flood Control Lands	-	-	500	<b>500</b>	-	
826272 - Interfund - DOT	176,995	219,585	132,605	<b>76,726</b>	(55,879)	
826390 - Other Charges	43,821	19,611	10,000	<b>2,000</b>	(8,000)	
827500 - Sale of Fixed Assets	6,874	2,319	10,000	<b>10,000</b>	-	
827600 - Other Sales	7,679	6,813	8,500	<b>5,000</b>	(3,500)	
827700 - Other	5,511	91,790	500	<b>3,000</b>	2,500	
827802 - Oper Trans In	3,646,219	3,620,588	3,693,000	<b>3,766,860</b>	73,860	
<b>Total Revenues</b>	<b>10,031,511</b>	<b>11,971,492</b>	<b>13,273,217</b>	<b>13,560,152</b>	<b>286,935</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	3,364,410	3,806,828	4,516,206	<b>4,545,687</b>	29,481	
861012 - Extra Help	29,166	33,104	56,790	<b>81,185</b>	24,395	
861013 - Overtime Reg Emp	97,042	88,567	122,477	<b>122,477</b>	-	
861021 - Co Cont Retirement	979,840	1,120,342	1,376,688	<b>1,468,959</b>	92,271	
861022 - Co Cont OASDI	202,770	230,008	278,200	<b>278,150</b>	(50)	
861023 - Co Cont Medicare	48,404	54,750	65,515	<b>65,896</b>	381	
861024 - Co Cont Retire Incr	314,536	323,714	327,420	<b>288,522</b>	(38,898)	
861030 - Co Cont Health Ins	482,414	454,124	748,805	<b>671,939</b>	(76,866)	
861031 - Co Cont Unemp Ins	18,521	21,230	19,216	<b>18,807</b>	(409)	
861035 - Co Cont Workers Comp	451,273	507,616	489,034	<b>447,188</b>	(41,846)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>5,988,376</b>	<b>6,640,283</b>	<b>8,000,351</b>	<b>7,988,810</b>	<b>(11,541)</b>	

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3010 - Administration and Road Maintenance

BUDGET UNIT DETAIL	Schedule 9 (cont.)		Function: Public Ways & Facilities		Activity: Public Ways & Facilities	
Financing Sources and Uses	2017-18 Actuals	2018-19 Actuals	2019-20 Estimated	2020-21 Adopted	Change from Prior Year	
<b>Services &amp; Supplies</b>						
862050 - Clothing/Pers Items	12,948	14,714	20,050	<b>20,000</b>	(50)	
862060 - Communications	36,941	35,862	33,000	<b>40,000</b>	7,000	
862090 - Household Expense	19,251	19,532	22,000	<b>22,000</b>	-	
862101 - Insurance - General	171,056	287,993	325,812	<b>260,487</b>	(65,325)	
862120 - Maint - Equip	368,368	355,915	310,000	<b>325,000</b>	15,000	
862130 - Maint - Strc/Impr/Grnds	4,967	4,032	8,000	<b>6,000</b>	(2,000)	
862150 - Memberships	1,730	1,874	3,209	<b>3,209</b>	-	
862170 - Office Expense	26,147	24,918	34,621	<b>34,621</b>	-	
862183 - Legal Fees	15,271	15,654	13,000	<b>13,500</b>	500	
862185 - Medical/Dental Svcs	6,685	6,465	11,925	<b>9,825</b>	(2,100)	
862187 - Education & Training	6,238	8,754	14,325	<b>9,000</b>	(5,325)	
862189 - Prof/Spec Svcs - Other	43,152	53,678	91,450	<b>104,415</b>	12,965	
862190 - Publ/Legal Notice	3,839	5,981	8,000	<b>6,000</b>	(2,000)	
862194 - A-87 Costs	530,767	453,543	438,315	<b>758,068</b>	319,753	
862200 - Rent/Lease - Equip	23,564	42,449	21,000	<b>22,000</b>	1,000	
862210 - Rent/Lease Bldg Grnds	3,786	1,333	1,350	<b>1,375</b>	25	
862220 - Small Tool/Instrument	13,794	11,424	13,000	<b>7,000</b>	(6,000)	
862230 - Info Tech Equip	4,813	2,894	10,000	<b>10,000</b>	-	
862239 - Spec Dept Expense	1,027,727	822,599	883,000	<b>822,500</b>	(60,500)	
862250 - Trans/Travel	271,485	340,709	280,000	<b>280,000</b>	-	
862253 - Travel Out of County	6,998	4,742	10,811	<b>7,000</b>	(3,811)	
862260 - Utilities	21,795	29,927	33,000	<b>33,000</b>	-	
<b>Total Services &amp; Supplies</b>	<b>2,621,322</b>	<b>2,544,991</b>	<b>2,585,868</b>	<b>2,795,000</b>	<b>209,132</b>	
<b>Fixed Assets</b>						
864370 - Equipment	247,778	251,326	678,493		(678,493)	
<b>Total Fixed Assets</b>	<b>247,778</b>	<b>251,326</b>	<b>678,493</b>	<b>-</b>	<b>(678,493)</b>	
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfer	(760,659)	-	(662,670)	<b>(832,674)</b>	(170,004)	
865802 - Oper Transfer Out	139,383	-	230,000		(230,000)	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(621,275)</b>	<b>-</b>	<b>(432,670)</b>	<b>(832,674)</b>	<b>(400,004)</b>	
<b>Total Net Appropriations</b>	<b>8,236,201</b>	<b>9,436,600</b>	<b>10,832,042</b>	<b>9,951,136</b>	<b>(880,906)</b>	
<b>Total Fund Balance Contribution</b>	<b>(1,795,310)</b>	<b>(2,534,892)</b>	<b>(2,441,175)</b>	<b>(3,609,016)</b>	<b>(1,167,841)</b>	

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

## CALIFORNIA LEGISLATURE SENATE BILL NO. 1

### CALIFORNIA LEGISLATURE SENATE BILL NO. 1 TRANSPORTATION FUNDING, CHAPTER 5 APPROVED APRIL 28, 2017

...  
SEC. 36. Chapter 2 (commencing with Section 2030) is added to Division 3 of the Streets and Highways Code, to read:

#### CHAPTER 2. Road Maintenance and Rehabilitation Program

2030. (a) The Road Maintenance and Rehabilitation Program is hereby created to address deferred maintenance on the state highway system and the local street and road system. Funds made available by the program shall be prioritized for expenditure on basic road maintenance and road rehabilitation projects, and on critical safety projects.

(b) (1) Funds made available by the program shall be used for projects that include, but are not limited to, the following:

(A) Road maintenance and rehabilitation.

(B) Safety projects.

(C) Railroad grade separations.

(D) Complete street components, including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, and drainage and stormwater capture projects in conjunction with any other allowable project.

(E) Traffic control devices.

(2) Funds made available by the program may also be used to satisfy a match requirement in order to obtain state or federal funds for projects authorized by this subdivision.

...  
2034. (a) (1) Prior to receiving an apportionment of funds under the program pursuant to paragraph (2) of subdivision (h) of Section 2032 from the Controller in a fiscal year, an eligible city or county shall submit to the commission a list of projects proposed to be funded with these funds pursuant to an adopted city or county budget. All projects proposed to receive funding shall be included in a city or county budget that is adopted by the applicable city council or county board of supervisors at a regular public meeting. The list of projects proposed to be funded with these funds shall include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement. The project list shall not limit the flexibility of an eligible city or county to fund projects in accordance with local needs and priorities so long as the projects are consistent with subdivision (b) of Section 2030.

(2) The commission shall report to the Controller the cities and counties that have submitted a list of projects as described in this subdivision and that are therefore eligible to receive an apportionment of funds under the program for the applicable fiscal year. The Controller, upon receipt of the report, shall apportion funds to eligible cities and counties.

## POTENTIAL USES FOR STATE SB 1 FUNDS

**DRAFT**

**Potential Uses for State SB 1 Funds from Road Maintenance & Rehabilitation Account**

**FY 2020-21**

Type	Description	Location	Road	Milepost	Anticipated Completion	Useful Life
<b>2020 Corrective/Preventative Maintenance Projects:</b>						
	Full-Depth Reclamation/Double Chip Seal	Flynn Creek Road	135	0.00 - 8.97	9/30/2020	21 years
	Full-Depth Reclamation/Double Chip Seal	Albion Little River Road	403	0.00 - 3.19	9/30/2020	21 years
	Single Chip Seal	Comptche Ukiah Road	223	0.00 - 10.00	9/30/2020	15 years

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 1910 - Land Improvement

### BUDGET UNIT OVERVIEW

Land Improvement Division programs include: Development Review evaluates discretionary land development applications including subdivisions, use permits, boundary line adjustments, and coastal development permits. Permit and Inspection ensures public safety on the County Maintained Road System through review and issuance of transportation and encroachment permits. Drainage and Water Quality protects the environment and public and private property through implementation of the National Pollutant Discharge Elimination System (NPDES) Program, review of drainage liability issues, development of sediment reduction and habitat restoration projects for the County Maintained Road System. Airport Technical Assistance secures grant funds, delivering airport capital improvement projects, and ensuring safe operations and maintenance programs for both County airports. Technical Assistance for County Lighting Districts and Underground Utility Districts coordinates as needed. The County Surveyor's office provides State and County-mandated functions internally and to the public, special districts, and other public agencies through its checking record maps and legal descriptions, researching, and preserving survey records.

Through these programs, the County Surveyor's office and the Land Improvement Division endeavor to ensure orderly development that protects the environment as well as public and private properties, with public safety as the primary consideration.

### PROGRAM OVERVIEW

- County Surveyor
- Land Improvement

### GOALS FOR FY 2020-21

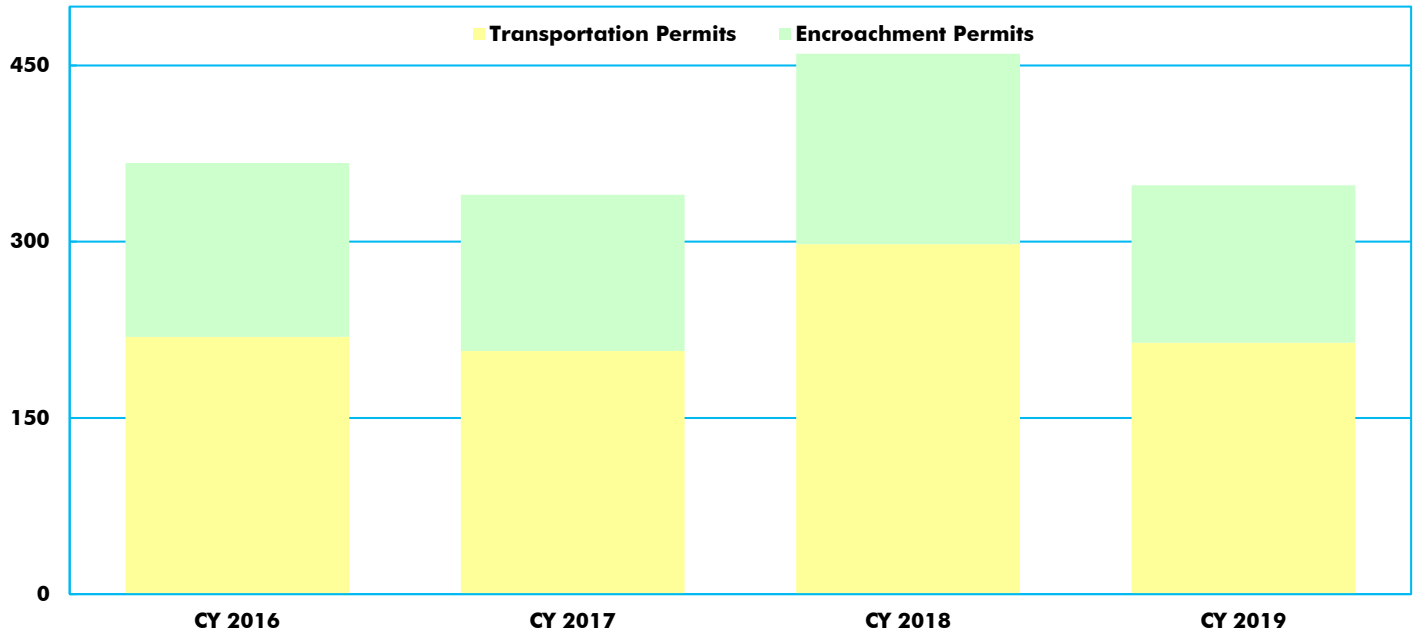
- Complete feasibility study and begin design phase of the NPDES Trash Amendment
- Continue implementation of the existing National Pollutant Discharge Elimination System (NPDES) Program
- Continue annual inspections of high priority MS4 areas for system maintenance and repair, and updated priority areas based upon previous year's maintenance results, lessons learned and new observations
- Further improve public safety and facilitate commerce and orderly development through the land development process and permitting functions

### ACCOMPLISHMENTS IN FY 2019-20

- Completed inundation mapping and emergency action plans for County-owned dams.
- Constructed Culvert Replacement Project on Hearst Willit Road, improving salmonid access to 2.5 miles potential additional upstream habitat.
- Procured consultant to conduct feasibility study for the implementation of NPDES Trash Amendment.
- Continued quarterly inspections of Roads Division activities and department facilities for NPDES Program compliance requirements.
- Continued working to expedite the permit process, improve process for addressing permit violations, and achieve permit compliance by local utility districts and contractors.

## PERFORMANCE INDICATORS

### Encroachment & Transportation Permits Issued



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

Acct. 2189 Reimbursement to the Road Fund and permit tracking maintenance. Includes Lighting District Engineering, Lower Mill Creek Dam Moss Removal Per State Dam Inspection Report, Mill Creek Dam Routine Maintenance, and Chinquapin/Mill Creek Upper/Middle Dam Fees.

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for Land Improvement includes no significant additional requests from the prior year.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 1910 - Land Improvement

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government			Activity: Legislative & Administrative	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
826171 - Final Map Filing Fee	-	-	2,650	<b>2,650</b>	-	
826172 - Parcel Map MS Filing	2,300	6,200	7,000	<b>7,000</b>	-	
826173 - Parcel Map PS Filing	-	-	2,250	<b>2,250</b>	-	
826175 - Plan Check & Insp	10,101	6,109	2,500	<b>5,000</b>	2,500	
826176 - Parcel Subdivision Insp	-	-	550	<b>550</b>	-	
826177 - Basic Imp Insp Fee	400	556	1,000	<b>1,000</b>	-	
826178 - Subd Agrmt Process	-	-	1,100	<b>1,100</b>	-	
826181 - Record-Survey Exam	22,325	24,400	22,000	<b>20,000</b>	(2,000)	
826182 - Tentative Map Subd	62,834	59,600	40,000	<b>40,000</b>	-	
826273 - Interfund - Engineering	96,090	121,639	32,588	<b>38,500</b>	5,912	
826390 - Other Changes	200	500	-	-	-	
827601 - Sale of Map - Surveyor	624	209	500	<b>500</b>	-	
<b>Total Revenues</b>	<b>194,874</b>	<b>219,212</b>	<b>112,138</b>	<b>118,550</b>	<b>6,412</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	408,014	438,876	439,446	<b>520,494</b>	81,048	
861013 - Overtime Reg Emp	874	-	5,000	<b>5,000</b>	-	
861021 - Co Cont Retirement	120,155	131,547	134,608	<b>134,608</b>	-	
861022 - Co Cont OASDI	23,779	26,105	26,641	<b>26,641</b>	-	
861023 - Co Cont Medicare	5,634	6,148	6,237	<b>6,237</b>	-	
861024 - Co Cont Retire Incr	40,624	39,929	33,981	<b>33,981</b>	-	
861030 - Co Cont Health Ins	61,563	47,872	58,336	<b>58,336</b>	-	
861031 - Co Cont Unemp Ins	333	266	326	<b>273</b>	(53)	
861035 - Co Cont Workers Comp	9,043	6,960	4,419	<b>6,538</b>	2,119	
<b>Total Salaries &amp; Employee Benefits</b>	<b>670,018</b>	<b>697,703</b>	<b>708,994</b>	<b>792,108</b>	<b>83,114</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	5,002	4,613	4,699	<b>4,699</b>	-	
862101 - Insurance - General	674	852	896	<b>1,188</b>	292	
862120 - Maint - Equip	6,673	8,496	9,750	<b>9,750</b>	-	
862150 - Memberships	607	768	1,450	<b>1,260</b>	(190)	
862170 - Office Expense	7,805	7,162	9,527	<b>9,663</b>	136	
862183 - Legal Fees	4,628	7,669	3,500	<b>3,500</b>	-	
862185 - Medical & Dental Svcs	-	-	200	<b>200</b>	-	
862187 - Education & Training	1,810	911	3,700	<b>3,900</b>	200	
862189 - Prof/Spec Svcs - Other	101,020	171,154	233,599	<b>233,000</b>	(599)	
862190 - Publ/Legal Notice	467	344	500	<b>500</b>	-	
862220 - Small Tool/Instrument	584	448	1,000	<b>1,000</b>	-	



# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 1910 - Land Improvement

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Ways & Facilities		Activity: Public Ways & Facilities	
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Services &amp; Supplies</b>					
862230 - Info Tech Equip	165	-	-	-	-
862239 - Spec Dept Expense	603	202	500	<b>500</b>	-
862250 - Trans/Travel	4,464	7,852	7,000	<b>7,000</b>	-
862253 - Travel Out of County	1,269	106	3,000	<b>3,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>135,771</b>	<b>210,577</b>	<b>279,321</b>	<b>279,160</b>	<b>(161)</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	50,493	<b>30,000</b>	(20,493)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>50,493</b>	<b>30,000</b>	<b>(20,493)</b>
<b>Total Net Appropriations</b>	<b>805,789</b>	<b>908,280</b>	<b>1,038,808</b>	<b>1,101,268</b>	<b>62,460</b>
<b>Total Net County Cost</b>	<b>610,915</b>	<b>689,068</b>	<b>926,670</b>	<b>982,718</b>	<b>56,048</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 3030 - Storm Damage

### BUDGET UNIT OVERVIEW

The County Road Fund is the basis for Budget Units 3010, 3030 and 3041. The County Maintained Road System includes 1,014 centerline miles of roadway and related features such as bridges, roadside drainage systems, and road network signage. Budget Unit 3030 serves as a special use budget to accommodate the repair and restoration of features damaged under various declared disasters. Said improvements are accomplished through completion of engineering, design, environmental compliance, right-of-way acquisition, and project management functions. Engineering services by private consultants and by in-house staff are coordinated and managed by the Engineering Division. Engineering Division personnel manage construction of those improvements to the County's road network that are accomplished by contract.

There are two separate sources of Federal disaster assistance funding that may be applicable for a given declared disaster — the Federal Highway Administration (FHWA) and the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA). The funding source depends on the functional classification of the road or road segment in question. FHWA has disaster assistance responsibilities for "on-system" roadways (major collectors and minor arterials) under the Emergency Relief program administered by Caltrans. FEMA has disaster assistance responsibilities for "off-system" roadways (minor collectors and local roads) and is administered by the California Office of Emergency Services (CalOES). Under various circumstances and conditions, the State also participates in disaster assistance, through the California Disaster Assistance Act (CDAA). CalOES coordinates such assistance. Some storm damage, however, is not declared eligible by any of the State or Federal programs mentioned above, in which case the County Road Fund must bear the entire cost as a maintenance function.

### PROGRAM OVERVIEW

- Engineering Division
- Emergency Response Program
- Administration Division

### ACCOMPLISHMENTS IN FY 2019-20

- Continued engineering design, environmental clearances & permitting, right-of-way engineering & acquisition, other pre-construction related activities for some fifty 2016-2019 storm damage sites and thirteen 2017 & 2018 fire damage sites.
- Completed construction of repairs at the following storm/fire damage sites: Mountain View Rd MP 16.62; Peachland Rd MP 1.14; Tomki Rd MP 0.63 & 1.09; West Rd MP 3.60; Fish Rock Rd 19.10; Blue Lake Terrace MP 0.50; Old Toll Rd MP 3.13 & 3.31; Eel River Rd 7.85 & 8.10; the Potter Valley Roads repairs; and the Eel River Rd repairs.
- Received authorization for construction and awarded contracts for the spring/summer 2020 construction season at the following storm/fire damage sites: Laytonville Dos Rios Rd MP 3.34, 3.66, & 4.19; Blackhawk Dr MP 2.00; Pine Ridge Rd MP 4.52 & 5.30; Low Gap Rd MP 19.40; Peachland Rd MP 0.35; Mallard St MP 0.10; University Rd MP 3.78; Albion Little River Rd MP 0.50; Primrose Dr MP 3.40 & 3.80; Peacock Dr MP 0.45; Mountain View Rd MP 22.02;

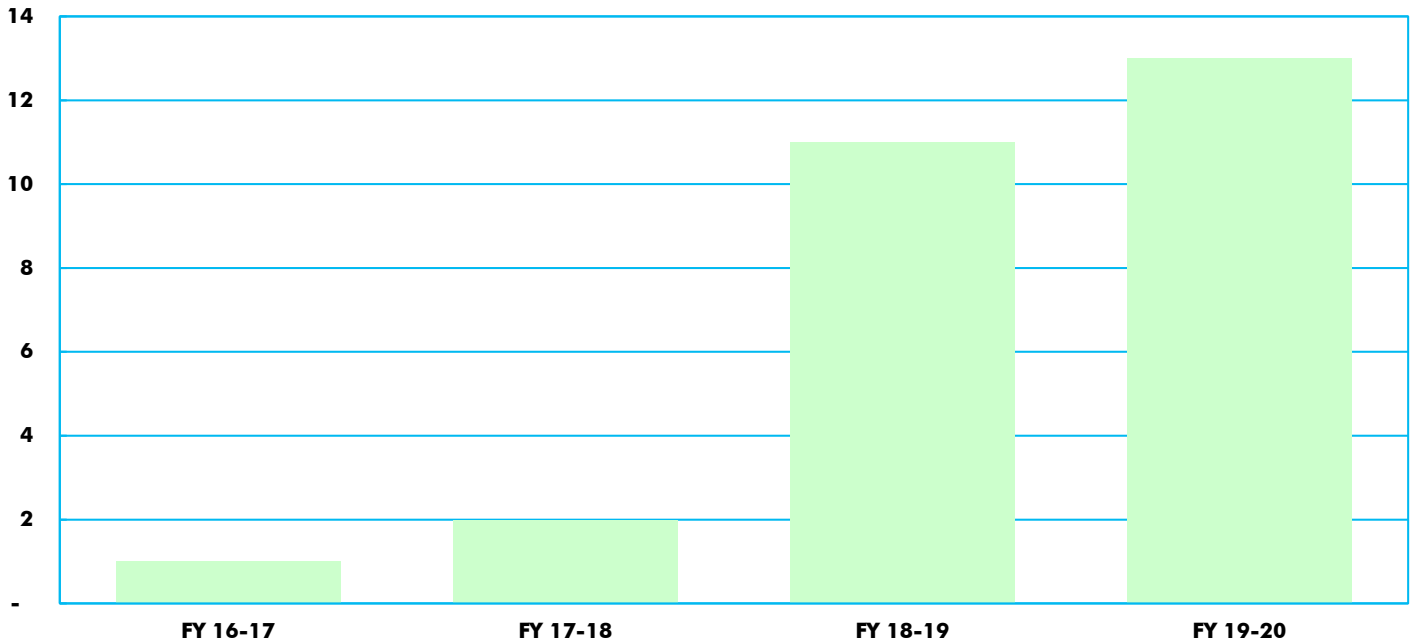
### GOALS FOR FY 2020-21

- Continue engineering design, environmental clearances and permitting, right-of-way engineering and acquisition, and other pre-construction related activities for eight 2019 storm damage sites.
- Complete construction of the repairs for most of the remaining 2016-2017 storm damage sites (originally some fifty), and some of the remaining 2017 & 2018 fire damage sites (originally thirteen).

*Note: A critical assumption that applies to this Budget Unit is that there will be no new declared disasters (major fire/storm damage occurrence) during FY 2020-21. If Mendocino County experiences another declared disaster, major reprogramming will be required.*

## PERFORMANCE INDICATORS

### Storm and Fire Damage Repair Projects Completed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 5670 Federal other revenues.

### Services & Supplies

Acct. 2184 In-house staff and consultants for design, environmental, right-of-way, and planning services.

Acct. 2193 Construction contracts.

## CHANGES IN BUDGET FROM PRIOR YEAR

Many of the 2016, 2017, and 2019 storm damage repair projects, as well as many of the 2017 and 2018 fire damage repair projects, are in process. Project related revenues and expenditures fluctuate with activity.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 3030 - Storm Damage

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund: 1200 Roads		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
825460 - State Aid for Disaster		266,704	271,524	1,471,951	<b>1,659,237</b>	187,286
825670 - Federal Other		1,995,439	2,011,652	6,341,109	<b>8,038,921</b>	1,697,812
826272 - Intra		-	606,918	-	-	-
<b>Total Revenues</b>		<b>2,262,143</b>	<b>2,890,093</b>	<b>7,813,060</b>	<b>9,698,158</b>	<b>1,885,098</b>
<b>Services &amp; Supplies</b>						
862130 - Maint Strc/Imp/Grnds		19,015	49,455	60,500	<b>176,891</b>	116,391
862170 - Office Expense		4,460	2,735	8,400	<b>7,625</b>	(775)
862184 - Arch Eng & Plan Svcs		839,293	62,982	413,023	<b>579,095</b>	166,072
862189 - Prof/Spec Svcs - Other		26,616	21,368	35,600	<b>44,600</b>	9,000
862190 - Publ/Legal Notice		1,120	678	6,000	<b>2,625</b>	(3,375)
862193 - Constr Contract		881,721	2,532,485	8,152,043	<b>9,867,340</b>	1,715,297
862194 - A-87 Costs		(955)	(566)	2,838	<b>53,696</b>	50,858
862239 - Spec Dept Expense		-	4,745	-	<b>9,000</b>	9,000
<b>Total Services &amp; Supplies</b>		<b>754,470</b>	<b>1,771,271</b>	<b>12,472,550</b>	<b>8,678,404</b>	<b>(3,794,146)</b>
<b>Other Charges</b>						
863330 - Right of Way		3,500	-	10,000	-	(10,000)
<b>Total Other Charges</b>		<b>3,500</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>(10,000)</b>
<b>Total Net Appropriations</b>		<b>1,774,771</b>	<b>2,673,882</b>	<b>8,688,404</b>	<b>10,740,872</b>	<b>2,052,468</b>
<b>Total Fund Balance Contribution</b>		<b>(487,373)</b>	<b>(216,211)</b>	<b>875,344</b>	<b>1,042,714</b>	<b>167,370</b>



## BU 3041 - Road and Bridge Projects

### BUDGET UNIT OVERVIEW

The County Road Fund is the basis for Budget Units 3010, 3030 and 3041. Programs within Budget Unit 3041 provide improvements to the County Maintained Road System which includes 1,014 centerline miles of roadway and related features such as bridges, roadside drainage systems, and road network signage. Said improvements are accomplished through completion of engineering, design, environmental compliance, right-of-way acquisition, and project management functions. Engineering services by private consultants and by in-house staff are coordinated and managed by the Engineering Division. Engineering Division personnel manage construction of those improvements to the County's road network that are accomplished by contract.

#### PROGRAM OVERVIEW

- Bridge Rehabilitation/Replacement
- Road Reconstruction
- Transportation Planning System Expansion

#### GOALS FOR FY 2020-21

- Corrective Maintenance – Complete up to 22 miles of road pavement preservation treatment of either Chip Seal or Cold-in-Place Recycle/Full Depth Reclamation followed by Chip Seal. Perform additional Corrective Maintenance, as funding allows.
- Complete construction of the Rowes Creek Bridge Replacement on Sherwood Road and the Williams Creek Bridge Replacement on Powerhouse Road.
- Continue engineering design, environmental clearances and permitting, right-of-way engineering and acquisition, and other pre-construction related activities for eleven bridge retrofit or replacement projects.
- Begin Project Approval and Environmental Documents (PA&ED) for the North State Street/101 Interchanges project.
- Begin construction of the East Side Potter Valley Road Reconstruction project and 1-2 bridge retrofit or replacement projects, as project funding allows.

#### ACCOMPLISHMENTS IN FY 2019-20

- Corrective Maintenance – Completed 16 miles of either Chip Seal or Cold-in-Place Recycle/Full Depth Reclamation followed by Chip Seal.
- Continued engineering design, environmental clearances and permitting, right-of-way engineering and acquisition, and other pre-construction related activities for eleven bridge retrofit or replacement projects.
- Continued contract management and field inspections for seven Vegetation Maintenance & Monitoring contracts.
- Awarded construction contracts for summer 2020 construction of the Williams Creek Bridge Replacement on Powerhouse Road and the 2020 Corrective Maintenance.

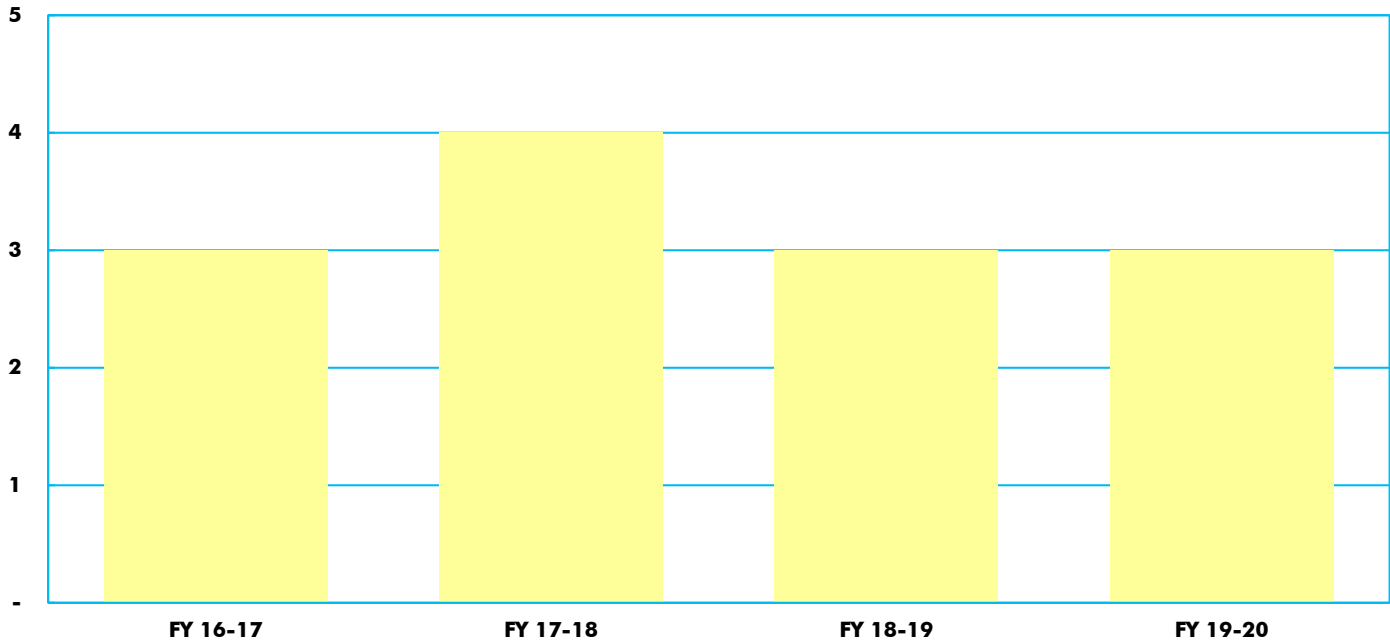
*Note: A critical assumption that applies to this Budget Unit is that there will be no new declared disasters (major fire/storm damage occurrence) during FY 2019-20. If Mendocino County experiences another declared disaster, major reprogramming will be required.*

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3041 - Road and Bridge Projects

## PERFORMANCE INDICATORS

Number of Projects Completed



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5490 State funding for road and bridge projects.
- Acct. 5670 Federal funding for road and bridge projects.
- Acct. 5810 Funding from Mendocino College for the Ackerman Creek Bridge project.

### Services & Supplies

- Acct. 2135 Corrective Maintenance efforts.
- Acct. 2184 In-house staff and consultants for design, environmental, right-of-way, and planning services.
- Acct. 2189 Temporary construction easements and permit fees.

### Other Charges

- Acct. 3330 Acquisition of rights-of-way

## CHANGES IN BUDGET FROM PRIOR YEAR

Project related revenues and expenditures fluctuate with activity.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3041 - Road and Bridge Projects

BUDGET UNIT DETAIL Schedule 9	Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund: 1200 Roads	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
825490 - State Other	17,973	78,101	58,725	<b>359,002</b>	300,277
825670 - Federal Other	3,579,185	5,889,043	4,560,311	<b>4,765,315</b>	205,004
825810 - Other Govt Aid	59,554	500,742	45,450	<b>53,776</b>	8,326
827802 - Oper Transfer In	1,750,000	-	-		-
<b>Total Revenues</b>	<b>5,406,711</b>	<b>6,467,887</b>	<b>4,664,486</b>	<b>5,178,093</b>	<b>513,607</b>
<b>Services &amp; Supplies</b>					
862130 - Maint - Strc/Impr/Grnds	-	-	278,000	-	(278,000)
862135 - Corrective Maintenance	1,950,847	1,969,678	4,000,000	<b>5,850,000</b>	1,850,000
862170 - Office Expense	2,697	1,926	1,650	<b>3,580</b>	1,930
862184 - Arch Eng & Plan Svcs	1,260,568	660,229	3,231,226	<b>1,880,536</b>	(1,350,690)
862189 - Prof/Spec Svcs - Other	9,201	29,296	212,900	<b>252,200</b>	39,300
862190 - Publ/Legal Notice	1,414	1,254	3,250	<b>3,150</b>	(100)
862193 - Constr Contract	2,473,472	5,801,233	2,101,200	<b>3,026,185</b>	924,985
862194 - A-87 Costs	1,282	1,414	(914)	<b>200</b>	1,114
<b>Total Services &amp; Supplies</b>	<b>5,699,482</b>	<b>8,465,030</b>	<b>9,827,312</b>	<b>11,015,851</b>	<b>1,188,539</b>
<b>Other Charges</b>					
863330 - Right of Way	38,600	-	20,000	<b>100,000</b>	80,000
<b>Total Other Charges</b>	<b>38,600</b>	<b>-</b>	<b>20,000</b>	<b>100,000</b>	<b>80,000</b>
<b>Total Net Appropriations</b>	<b>5,738,082</b>	<b>8,465,030</b>	<b>9,847,312</b>	<b>11,115,851</b>	<b>1,268,539</b>
<b>Total Fund Balance Contribution</b>	<b>331,371</b>	<b>1,997,143</b>	<b>5,182,826</b>	<b>5,937,758</b>	<b>754,932</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 3050/3080 - Round Valley Airport

### BUDGET UNIT OVERVIEW

The Round Valley Airport provides a facility for general aviation and serves the air transport needs for northern Mendocino County, the California Aviation System and the National Integrated Airport System. This site is identified and functions as an incident command center and a disaster relief staging center for emergencies, including medical evacuation and major fire, severe storm or earthquake events.

Mendocino County Department of Transportation (MCDOT) staff administer day-to-day operations and provide supervision for programs such as Hangar Leases, Avgas Fuel Sales, Grant Administration, Airport Safety, Facility Maintenance, Capital Improvement Planning, Grant Applications, Contract Administration, Construction Inspection/Compliance and Environmental Compliance.

Due to limited based aircraft, Round Valley Airport is now an unclassified general aviation airport, which limits Federal Airport Improvement Program grants to one pavement rehabilitation project each ten years. The airport remains eligible for annual California Aid to Airport assistance, which can be used for smaller maintenance and safety projects.

### PROGRAM OVERVIEW

- Operations
- Facilities

### ACCOMPLISHMENTS IN FY 2019-20

- Completed design & engineering for pavement rehabilitation project and secured funding for construction.
- Continued to perform vegetation maintenance and obstruction removal to ensure aircraft safety.
- Continued to provide support facilities for local fire, emergency and rescue services.
- Supported the part-time efforts of Administration Division and Land Improvement Division staff who administer the airport programs.

### GOALS FOR FY 2020-21

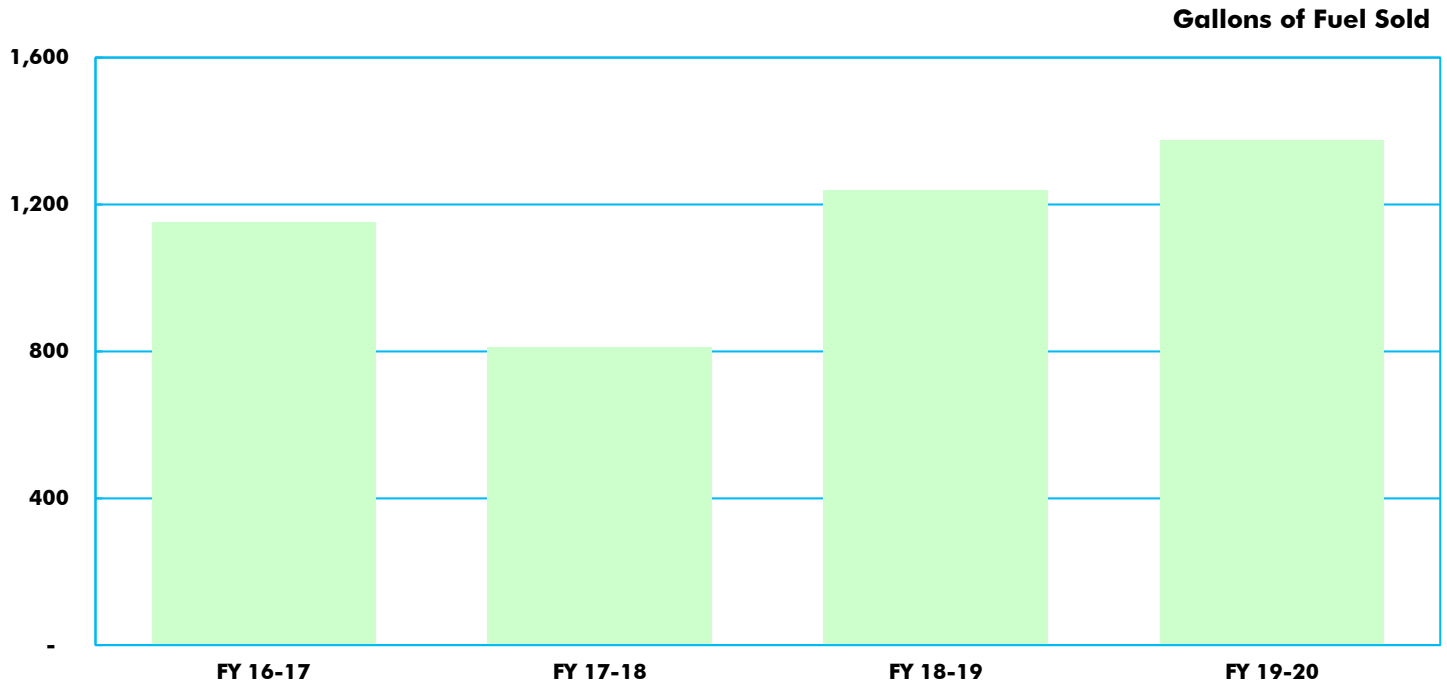
- Complete construction of the pavement rehabilitation project.
- Continue to perform vegetation maintenance and obstruction removal to ensure aircraft safety.
- Continue to work cooperatively with the aviation community to identify and resolve airport issues, maintain facilities and enhance safety.
- Continue to provide support facilities for local fire, emergency and rescue services.



# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3050/3080 - Round Valley Airport

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 5670 Federal Airport Improvement Program grants (3050)

### Services & Supplies

Acct. 2184 Architectural, Engineering and Planning Services (3050)

Acct. 2193 Construction Contracts (BU 3050)

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for Round Valley Airport includes no significant additional requests from the prior year.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3050 - Round Valley Airport

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
824200 - Rent/Concession		4,955	5,420	4,920	<b>4,920</b>	-
825490 - State Other		-	-	-	<b>27,293</b>	27,293
825670 - Federal Other		-	-	245,970	<b>545,855</b>	299,885
827600 - Other Sales		653	949	500	<b>500</b>	-
827802 - Operating Transfer In		40,000	-	19,734	<b>24,964</b>	5,230
<b>Total Revenues</b>		<b>45,608</b>	<b>6,369</b>	<b>271,124</b>	<b>603,532</b>	<b>332,408</b>
<b>Services &amp; Supplies</b>						
862060 - Communications		695	703	786	<b>840</b>	54
862101 - Insurance - General		195	244	263	<b>341</b>	78
862130 - Maint - Strc/Impr/Grnds		10,163	15,532	10,400	<b>9,000</b>	(1,400)
862170 - Office Expense		12	27	150	<b>150</b>	-
862183 - Legal Fees		58	41	1,000	<b>1,000</b>	-
862184 - Arch Eng & Plan Svcs		448	3,058	72,300	<b>76,000</b>	3,700
862187 - Education & Training		88	-	-	<b>-</b>	-
862189 - Prof/Spec Svcs - Other		16,815	12,304	13,079	<b>21,000</b>	7,921
862190 - Publ/Legal Notice		-	-	500	<b>500</b>	-
862193 - Constr Contract		51,956	-	200,000	<b>521,905</b>	321,905
862239 - Spec Dept Expense		780	1,675	5,175	<b>5,175</b>	-
862253 - Travel Out of County		297	-	-	<b>-</b>	-
862260 - Utilities		1,322	1,451	1,500	<b>1,650</b>	150
<b>Total Services &amp; Supplies</b>		<b>82,827</b>	<b>35,035</b>	<b>305,153</b>	<b>637,561</b>	<b>332,408</b>
<b>Total Net Appropriations</b>		<b>82,827</b>	<b>35,035</b>	<b>305,153</b>	<b>637,561</b>	<b>332,408</b>
<b>Total Net County Cost</b>		<b>37,218</b>	<b>28,666</b>	<b>34,029</b>	<b>34,029</b>	-

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3080 - Round Valley Airport

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund 1207: Aviation - Round Valley	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
825120 - State Aid Aviation	50,000	-	10,000	<b>20,000</b>	10,000	
<b>Total Revenues</b>	<b>50,000</b>	<b>-</b>	<b>10,000</b>	<b>20,000</b>	<b>10,000</b>	
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out	40,000	-	19,734	<b>24,964</b>	5,230	
<b>Total Expend Transfer &amp; Reimb</b>	<b>40,000</b>	<b>-</b>	<b>19,734</b>	<b>24,964</b>	<b>5,230</b>	
<b>Total Net Appropriations</b>	<b>40,000</b>	<b>-</b>	<b>19,734</b>	<b>24,964</b>	<b>5,230</b>	
<b>Total Fund Balance Contribution</b>	<b>(10,000)</b>	<b>-</b>	<b>9,734</b>	<b>4,964</b>	<b>(4,770)</b>	

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 3060/3090 - Little River Airport

### BUDGET UNIT OVERVIEW

Operations administration includes day-to-day operations and supervision of programs such as Hangar Leases, Fixed-Base Operator Concessions, Avgas Fuel Sales, Grant Administration and Airport Safety. These programs are administered by Mendocino County Department of Transportation (MCDOT) Administration staff. Facilities administration includes Facility Maintenance, Capital Improvement Planning, Grant Applications, Contract Administration, Construction Inspection/Compliance, and Environmental Compliance. These programs are administered by the MCDOT Land Improvement staff.

Land Improvement staff operate, maintain and improve the facility to serve the general aviation needs for the Mendocino County coast, the California Aviation System, and the National Integrated Airport System. This facility is identified and functions as an Incident Command Center and disaster relief staging center for emergencies including medical evacuation, fire, and severe storm or earthquake events.

The staff that supports the Little River Airport provides professional and responsive public service to the community and explores service enhancements to better meet these needs.

#### PROGRAM OVERVIEW

- Operations
- Facilities

#### GOALS FOR FY 2020-21

- Secure grant funding from FAA and complete rehabilitation of the taxiway, the taxiway connector and the south apron pavement
- Continue to perform vegetation maintenance and obstruction removal to ensure aircraft safety
- Continue to provide support facilities for local fire, emergency and rescue services
- Continue to provide support to the efforts of Land Improvement staff who administer airport matters to the extent limited airport resources permit

#### ACCOMPLISHMENTS IN FY 2019-20

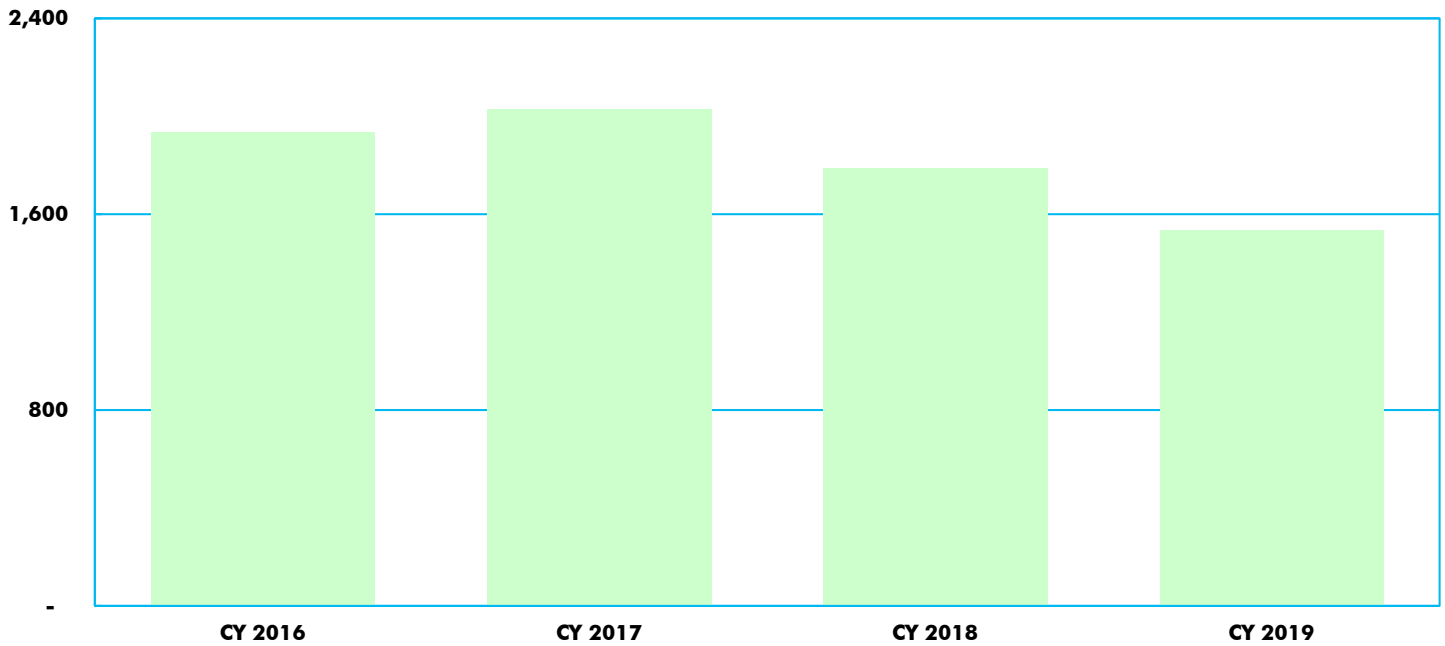
- Worked with CalFire inmate crews and administered contract to perform vegetation maintenance and obstruction removal to ensure aircraft safety
- Worked with US Coast Guard, CalFire, CalStar and REACH to maintain facilities and provide support for air ambulance, local fire, emergency and rescue services
- Continued to work with Federal Aviation Administration (FAA) and California State Division of Aeronautics (DOA) to ensure airport safety and eligibility for future grant funds

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3060/3090 - Little River Airport

## PERFORMANCE INDICATORS

### Number of Flights



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 4200 Hangar rental and parking (3060)
- Acct. 5670 Federal Airport Improvement Program grants (AIP). (BU 3060)

### Services & Supplies

- Acct. 2184 Architectural, engineering and planning services. (BU 3060)
- Acct. 2189 Administrative support for projects and operations (BU 3060)
- Acct. 2193 Construction contracts. (BU 3060)

### Expenditure Transfer & Reimbursement

- Acct. 5802 Transfer Out to BU 3060. (BU 3090)

## CHANGES IN BUDGET FROM PRIOR YEAR

The proposed budget for Little River Airport includes no significant additional requests from the prior year.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3060 - Little River Airport

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund: County General	2017-18	2018-19	2019-20	2020-21	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>						
824200 - Rent/Concession	45,984	42,785	45,000	<b>45,000</b>	-	
825490 - State Other	637	-	-	-	-	
825670 - Federal Other	4,200	770	6,000,000	<b>12,000,000</b>	6,000,000	
827600 - Other Sales	13,674	8,176	10,000	<b>10,000</b>	-	
827802 - Oper Transfer In	-	-	-	<b>20,000</b>	20,000	
<b>Total Revenues</b>	<b>64,495</b>	<b>51,731</b>	<b>6,055,000</b>	<b>12,075,000</b>	<b>6,020,000</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	1,594	1,610	1,880	<b>1,880</b>	-	
862090 - Household Expense	1,350	1,399	1,895	<b>1,895</b>	-	
862101 - Insurance - General	3,738	4,260	5,057	<b>6,522</b>	1,465	
862130 - Maint - Strc/Impr/Grnds	8,128	13,919	12,750	<b>17,000</b>	4,250	
862170 - Office Expense	213	410	662	<b>662</b>	-	
862183 - Legal Fees	505	651	2,000	<b>2,000</b>	-	
862184 - Arch Eng & Plan Svcs	11,194	5,265	595,000	<b>1,809,500</b>	1,214,500	
862187 - Education & Training	88	100	125	<b>125</b>	-	
862189 - Prof/Spec Svcs - Other	72,393	64,910	73,730	<b>155,052</b>	81,322	
862190 - Publ/Legal Notice	-	-	1,000	<b>1,000</b>	-	
862193 - Constr Contract	-	-	5,381,691	<b>10,100,000</b>	4,718,309	
862239 - Spec Dept Expense	1,633	1,865	1,675	<b>1,675</b>	-	
862250 - Trans/Travel	-	-	1,200	<b>1,200</b>	-	
862253 - Travel Out of County	297	764	800	<b>800</b>	-	
862260 - Utilities	14,159	14,091	15,650	<b>15,804</b>	154	
<b>Total Services &amp; Supplies</b>	<b>115,292</b>	<b>109,243</b>	<b>6,095,115</b>	<b>12,115,115</b>	<b>6,020,000</b>	
<b>Total Net Appropriations</b>	<b>115,292</b>	<b>109,243</b>	<b>6,095,115</b>	<b>12,115,115</b>	<b>6,020,000</b>	
<b>Total Net County Cost</b>	<b>50,796</b>	<b>57,512</b>	<b>40,115</b>	<b>40,115</b>	-	

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3090 - Little River Airport

BUDGET UNIT DETAIL Schedule 9	Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund: 1208 Aviation - Little River	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
825120 - State Aid Aviation	20,000	-	-	<b>20,000</b>	20,000
<b>Total Revenues</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	-	<b>20,000</b>	20,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>
<b>Total Fund Balance Contribution</b>	<b>(20,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director



## BU 4511- Landfill Closure

### BUDGET UNIT OVERVIEW

Staff from other divisions of the Mendocino County Department of Transportation (MCDOT) devote part of their time to the maintenance of eight “closed” landfill sites: Albion, Boonville, Caspar, Covelo, Laytonville, Leggett, Navarro and Potter Valley. South Coast is still considered “open” but has not received waste since 2000. Staff from other MCDOT divisions manage the regulatory processing of closure plans for the two landfills yet to be in “final closed” status: Laytonville, which is considered closed but in need of a corrective construction project, and South Coast. These “part-time” staff efforts are paid from Budget Unit 4511-Landfill Closure. The design for the final closure at South Coast is complete and is expected to be constructed in summer 2021 pending final approval from State regulatory agencies. Quarterly water quality monitoring and gas detection monitoring continues as required.

#### PROGRAM OVERVIEW

- Administration
- Analytical Unit
- Site Maintenance

#### GOALS FOR FY 2020-21

- Begin construction of the final closure for South Coast Landfill
- Issue Requests for Proposals and award contracts for leachate collection system evaluation and recommendations and on-call landfill maintenance at Caspar, Laytonville and South Coast Landfills
- Continue to fulfill Landfill Closure operations and site maintenance with staff from other MCDOT divisions

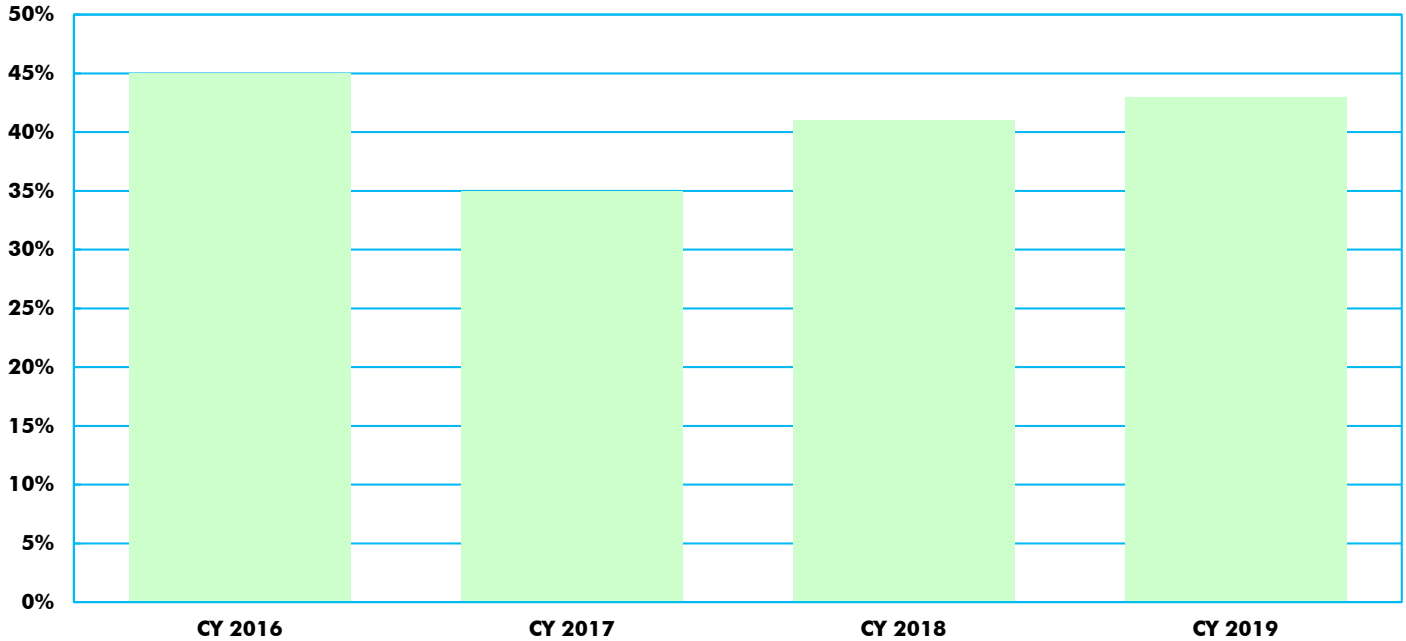
#### ACCOMPLISHMENTS IN FY 2019-20

- Worked towards securing final approval from state regulatory agencies for South Coast Landfill closure project
- Implemented new Monitoring and Reporting Program at Laytonville Landfill
- Continued to fulfill Landfill Closure operations and site maintenance with staff from other MCDOT divisions



## PERFORMANCE INDICATORS

### Tons of Waste Diverted from Landfills (Recycling & Compost)



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6390 Franchise Fees.

### Services & Supplies

Acct. 2130 Routine maintenance, erosion control, fencing, small pumps, and CalFire Crews.

Acct. 2160 State Water Resources Control Board Annual Fees and Permits.

Acct. 2189 Agreements for water sample testing and reporting, Environmental Health Permits, Closure Project Environmental Permits, Alternate Waste Water Disposal, and reimbursements to other County departments performing work on behalf of Landfill Closure.

Acct. 2193 Closure construction and other landfill heavy maintenance contracts.

Acct. 2239 Leachate disposal.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in expenditures due to planned construction of the South Coast Landfill Closure and various other planned maintenance projects.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 4511 - Landfill Closure

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation		Activity: Health & Sanitation - Sanitation	
Fund: 1202 Landfill Closure	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	45,731	59,527	10,000	<b>10,000</b>	-
826310 - Casper/Ft Bragg Refuse	120,000	104,442	50,000	<b>50,000</b>	-
826390 - Other Charges	601,536	649,905	400,200	<b>400,200</b>	-
<b>Total Revenues</b>	<b>767,267</b>	<b>813,874</b>	<b>460,200</b>	<b>460,200</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	220	239	-	-	-
862130 - Maintenance - Equip	4,526	6,225	7,700	<b>7,700</b>	-
862130 - Maint - Strc/Imp/Grnds	3,799	3,406	44,200	<b>45,500</b>	1,300
862160 - Misc Expense	41,675	47,078	60,500	<b>60,500</b>	-
862170 - Office Expense	38	75	1,000	<b>1,000</b>	-
862183 - Legal Fees	-	181	1,000	<b>1,000</b>	-
862189 - Prof/Spec Svcs - Other	307,860	375,863	550,990	<b>586,395</b>	35,405
862190 - Publ/Legal Notice	-	-	2,500	<b>2,500</b>	-
862193 - Constr Contract	302,221	-	980,000	<b>1,000,000</b>	20,000
862194 - A-87 Costs	5,485	6,009	(994)	<b>2,979</b>	3,973
862220 - Small Tool/Instrument	282	1,012	2,200	<b>2,200</b>	-
862230 - Info Tech Equip	-	-	1,000	<b>1,000</b>	-
862239 - Spec Dept Expense	56,660	97,905	95,000	<b>95,000</b>	-
862250 - Trans/Travel	3,604	5,956	10,000	<b>10,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>726,371</b>	<b>543,949</b>	<b>1,755,096</b>	<b>1,815,774</b>	<b>60,678</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	9,000	<b>9,000</b>	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>726,371</b>	<b>543,949</b>	<b>1,764,096</b>	<b>1,824,774</b>	<b>60,678</b>
<b>Total Fund Balance Contribution</b>	<b>(40,896)</b>	<b>(269,925)</b>	<b>1,303,896</b>	<b>1,364,574</b>	<b>60,678</b>

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

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*The mission of the Mendocino County Treasurer-Tax Collector's Office is to enforce the collections of taxes, assessments, licenses, fines, fees, and court-ordered debt. This responsibility will be performed by providing fair, equitable, courteous, and efficient service to our customers, while safeguarding the funds for the County, School Districts, and Special Districts.*

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

DEPARTMENT SUMMARY					
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	2,633,812	2,593,902	2,614,302	<b>2,683,899</b>	69,597
<b>Total Revenues</b>	<b>2,633,812</b>	<b>2,593,902</b>	<b>2,614,302</b>	<b>2,683,899</b>	<b>69,597</b>
Appropriations - All Funds					
Total Salaries & Employee Benefits	1,127,687	1,115,079	1,177,908	<b>1,181,749</b>	3,841
Total Services & Supplies	271,457	267,740	218,502	<b>213,433</b>	(5,069)
Total Other Charges	1,474,739	735,434	720,842	<b>760,775</b>	39,933
<b>Total Operating Expenditures</b>	<b>2,873,883</b>	<b>2,118,252</b>	<b>2,117,252</b>	<b>2,155,957</b>	<b>38,705</b>
<b>Total Net Appropriations</b>	<b>2,873,883</b>	<b>2,118,252</b>	<b>2,117,252</b>	<b>2,155,957</b>	<b>38,705</b>
<b>NCC/Use of Fund Balance</b>	<b>240,072</b>	<b>(475,650)</b>	<b>(497,050)</b>	<b>(527,942)</b>	<b>(30,892)</b>

SUMMARY BY PROGRAM			
GENERAL FUND	Approps.	Revenues	NCC
Treasurer-Tax Collector	852,289	672,131	180,158
Court Collections - AB233	1,303,668	2,011,768	(708,100)
<b>Total: General Fund</b>	<b>2,155,957</b>	<b>2,683,899</b>	<b>(527,942)</b>
<b>% of General Fund</b>	<b>1.0%</b>	<b>1.3%</b>	<b>-0.8%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>2,155,957</b>	<b>2,683,899</b>	<b>(527,942)</b>
<b>% of Total Budget</b>	<b>0.6%</b>	<b>0.8%</b>	

ALLOCATED FTE BY PROGRAM			
GENERAL FUND	FY	FY	FY
Dept. Programs	18-19	19-20	20-21
Treasurer-Tax Collector	6	6	6
Court Collections - AB233	6	6	6
<b>Total: General Fund</b>	<b>12</b>	<b>12</b>	<b>12</b>
OTHER FUNDS			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>12</b>	<b>12</b>	<b>12</b>

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

## BU 1130 - Treasurer-Tax Collector



### DEPARTMENT OVERVIEW

The Treasurer is responsible for the collection, custody, investment, and disbursements of the funds of the County, School Districts, Special Districts, and Trust Funds. All monies collected by the aforementioned entities are deposited in the County Treasury. The Treasurer's Office pools the monies that are deposited by these entities for investment purposes, while segregating the individual account transactions for interest apportionment purposes.

The Tax Collector administers the billing, collection, and reporting of property tax revenues levied annually; this includes secured, unsecured, and supplemental tax assessments. The Tax Collector annually mails approximately 55,000 secured tax bills and approximately 7,000 unsecured tax bills. In addition, numerous supplemental tax bills are issued due to change of property ownership or new construction completed. The Tax Collector also administers the billing and collection of business licenses, transient occupancy taxes, and tourism business improvement district assessments. As of January 1, 2017, the Tax Collector was also tasked with the responsibilities of collecting and enforcing all cannabis-related taxes and licenses, as locally and State mandated.

### PROGRAM OVERVIEW

- Tax Collection
- Transient Occupant Tax
- Business Improvement District Assessment
- Business Licenses
- Cannabis Collections

### GOALS FOR FY 2020-21

- Continue to efficiently collect taxes and fees as we navigate through the complexities surrounding COVID-19 and subsequent Shelter-In-Place orders
- Continue to work with Aumentum Technologies, as well as the Assessor, Auditor, and Information Services, to implement the new Property System
- Continue to work with Aumentum Technologies to incorporate the Business Revenue Module into the new Property System. The Business Revenue Module currently houses Cannabis taxes and licenses, and will soon include Transient Occupancy Taxes, Business Improvement District Assessments, and Business Licenses

### ACCOMPLISHMENTS IN FY 2019-20

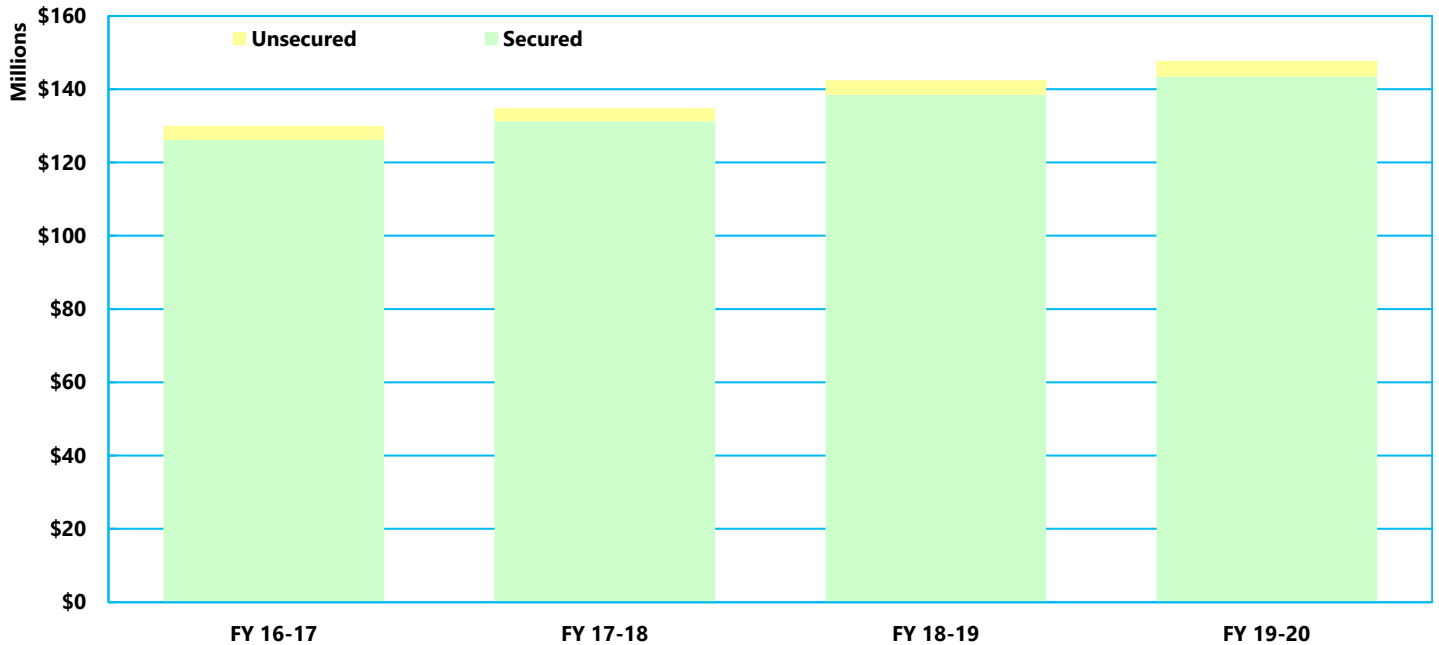
- Successfully collected in excess of \$160 million in taxes, licenses, and assessments for the County, School Districts, and Special Districts
- Worked with Aumentum Technologies, as well as the Assessor, Auditor, and Information Services, to complete multiple phases of transitioning to the new Property System
- Under the coordination of General Services, completed the office remodel to enhance security and efficiency

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector  
BU 1130 - Treasurer-Tax Collector

## PERFORMANCE INDICATORS

### Paid Tax Charges - Secured and Unsecured



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1400 Recovery of costs to prepare the delinquent tax records and give notice of delinquency.
- Acct. 2200 Recovery of costs to regulate business activity transacted in the unincorporated county.
- Acct. 2204 Recovery of costs to regulate cannabis facilities business activities transacted in the unincorporated County.
- Acct. 6113 Delinquent taxes redeemed.
- Acct. 6380 Retention of base fine revenue to cover collection expenses.

### Services & Supplies

- Acct. 2120 Maintenance charge for the remittance processor and money counter.
- Acct. 2170 Primarily for costs associated with issuance of various tax bills, envelopes, and postage.
- Acct. 2190 Publications required by law for notice of taxes due, unpaid assessments, and tax defaulted properties.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Treasurer-Tax Collector's Office includes no additional positions or significant additional request from prior years, with the exception of costs associated with facility modifications needed to enhance security.

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector  
BU 1130 - Treasurer-Tax Collector

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative		
Fund: 1100 County General		2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
821400 - Pen/Cost Delinq Tax	-	50,506	100,771	<b>98,118</b>	(2,653)	
822200 - Business License	144,525	147,313	130,000	<b>147,000</b>	17,000	
822204 - Cannabis Facility Bus. Lic.	15,116	21,910	18,000	<b>18,000</b>	-	
822603 - Lumber Mill Permit	665	180	385	180	(205)	
823300 - Forfeiture & Penalty	-	-	500	-	(500)	
826112 - Tax Deeded Admin Fee	14,250	300	12,000	<b>300</b>	(11,700)	
826113 - 50% Redemption Fee	7,710	19,869	16,000	<b>19,868</b>	3,868	
826114 - Release of Lien	2,500	30,274	4,000	<b>8,000</b>	4,000	
826151 - Treasurer Cost Reimb	253,929	272,112	276,640	<b>294,142</b>	17,502	
826380 - Collection Fee	38,179	37,535	45,786	<b>38,121</b>	(7,665)	
826390 - Other Charges	41,233	26,332	27,000	<b>26,332</b>	(668)	
826404 - Returned Check Chg	1,245	1,950	1,000	<b>1,950</b>	950	
826405 - Pmt Plan Process Fee	6,900	8,520	6,000	<b>8,520</b>	2,520	
827600 - Other Sales	7,825	11,020	7,000	<b>10,800</b>	3,800	
827700 - Other	220	790	-	<b>800</b>	800	
<b>Total Revenues</b>	<b>534,296</b>	<b>628,612</b>	<b>645,082</b>	<b>672,131</b>	<b>27,049</b>	
<b>Salaries &amp; Employee Benefits</b>						
861011 - Regular Employees	380,664	432,151	440,225	<b>461,794</b>	21,569	
861012 - Extra Help	4,730	12,109	4,000	<b>12,000</b>	8,000	
861013 - Overtime	13,505	10,172	4,000	<b>11,000</b>	7,000	
861021 - Co Cont Retirement	114,765	129,865	137,215	<b>151,802</b>	14,587	
861022 - Co Cont OASDI	23,368	26,237	25,977	<b>27,762</b>	1,785	
861023 - Co Cont Medicare	5,534	6,389	6,112	<b>6,515</b>	403	
861024 - Co Cont Retire Incr	39,555	41,331	37,463	<b>34,782</b>	(2,681)	
861030 - Co Cont Health Ins	52,995	42,094	56,783	<b>44,107</b>	(12,676)	
861031 - Co Cont Unemp Ins	1,637	1,634	1,631	<b>218</b>	(1,413)	
861035 - Co Cont Workers Comp	1,089	1,856	2,286	<b>2,258</b>	(28)	
<b>Total Salaries &amp; Employee Benefits</b>	<b>637,841</b>	<b>703,837</b>	<b>715,692</b>	<b>752,238</b>	<b>36,546</b>	
<b>Services &amp; Supplies</b>						
862060 - Communications	1,218	1,163	1,200	<b>1,200</b>	-	
862101 - Insurance - General	1,512	1,870	2,590	<b>11,809</b>	9,219	
862120 - Maint - Equip	7,313	8,314	8,150	<b>8,500</b>	350	
862150 - Memberships	475	250	600	<b>250</b>	(350)	
862160 - Miscellaneous Expense	-	40	-	-	-	
862170 - Office Expense	70,354	72,707	68,008	<b>72,707</b>	4,699	
862182 - Data Processing Services	-	19,598	20,000	-	(20,000)	
862189 - Prof/Spec Svcs - Other	19,598	-	-	<b>3,785</b>	3,785	
862190 - Publ/Legal Notice	6,405	3,785	6,000	-	(6,000)	
862253 - Travel Out of County	1,508	1,798	3,000	<b>1,800</b>	(1,200)	
<b>Total Services &amp; Supplies</b>	<b>108,383</b>	<b>109,525</b>	<b>109,548</b>	<b>100,051</b>	<b>(9,497)</b>	
<b>Total Net Appropriations</b>	<b>746,224</b>	<b>813,362</b>	<b>825,240</b>	<b>852,289</b>	<b>27,049</b>	
<b>Total Net County Cost</b>	<b>211,928</b>	<b>184,750</b>	<b>180,158</b>	<b>180,158</b>	<b>-</b>	





## BU 2012 - Court Collections- AB233 Program

### BUDGET UNIT OVERVIEW

The Court Collections Department is responsible for the collection of installment payments and delinquent debt stemming from court-ordered debt for infraction, misdemeanor, and felony cases. The department recovers costs for the Probation department associated with Adult and Juvenile probations cases and Juvenile Hall fees. The department is also charged, by the Board of Supervisors and Superior Court of Mendocino County, with the responsibility of Financial Evaluation Officer functions for ability to pay evaluations for probation fees, indigent defense appointment financial evaluations, and indigent defense fees.

#### PROGRAM OVERVIEW

- Court Collections
- Court Appointed Special Advocate

#### GOALS FOR FY 2020-21

- Review accounts for discharge of accountability and request discharges on old uncollectible debt.
- In conjunction with the Leadership Philosophy, continue to encourage and empower staff to work across division lines to enhance revenue, as well as increase efficiency by continuing to implement cross training of staff.

#### ACCOMPLISHMENTS IN FY 19-20

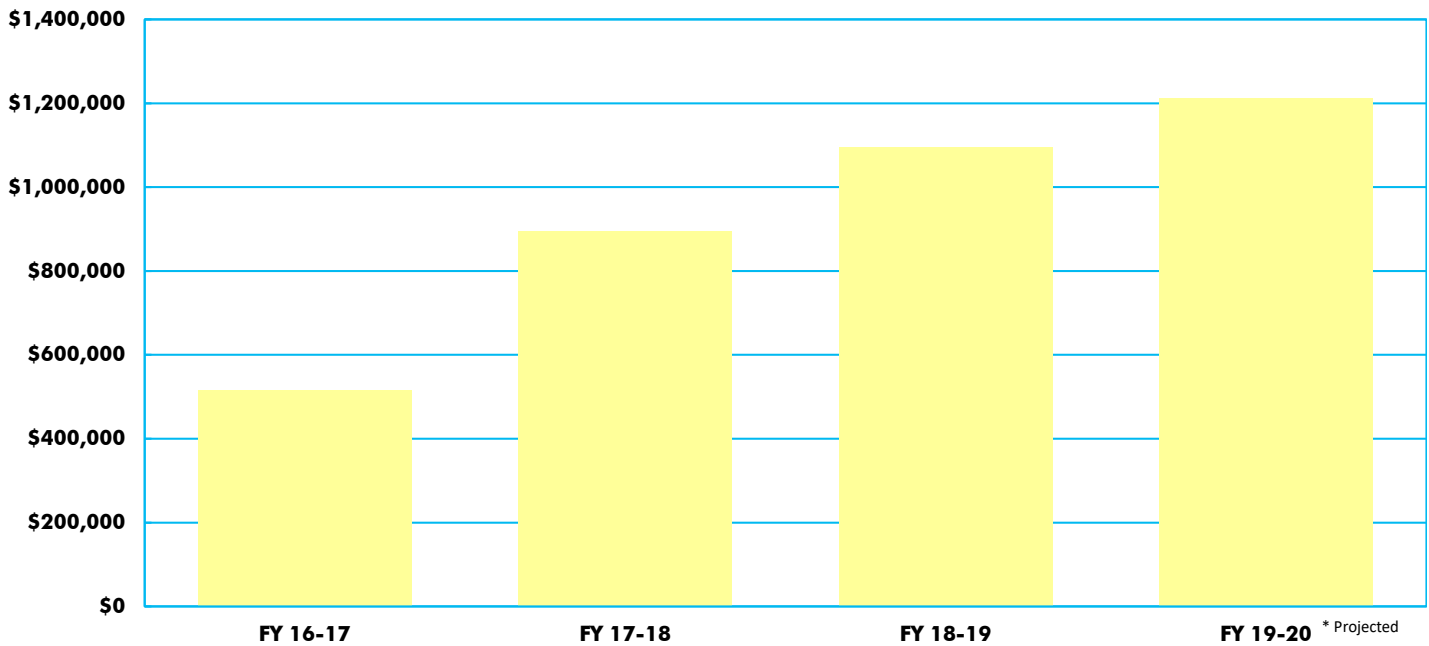
- Analyzed vendor option for automated electronic payment post back through public portal access to eliminate import payment file process and staff from some manual entry. Cost for cardholder fees were prohibitive and options was limited with existing vendor.
- Utilized staff to support Treasurer-Tax Collector for staffing shortages and new projects through cross training.

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector  
BU 2012 - Court Collections-AB233 Program

## PERFORMANCE INDICATORS

**Franchise Tax Board Court-Ordered Debt Payment Summary**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 3300 Revenue from Surety Bond Forfeiture.
- Acct. 5490 Revenue from 10% rebate returned to the County, by the State, for restitution payments received and remitted to the State.
- Acct. 6380 Revenue recovered from court-ordered debt to cover the costs of the comprehensive collection program under PC 1463.007.
- Acct. 6390 Revenue from fees charged for authorizing time payments on court ordered debt.

### Services & Supplies

- Acct. 2189 Court Appointed Special Advocate (CASA)

### Other Charges

- Acct. 3113 Payment to the Franchise Tax Board Court Ordered Debt Program and Tax Intercept program for the collection of fines, fees, civil assessments, and restitution. Provides for payment to State, Court, and local agencies for Maintenance of Effort payment and Memorandum of Understandings for services.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Court Collections Department includes no additional positions or significant additional requests from the prior year.

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector  
BU 2012 - Court Collections-AB233 Program

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection

Activity: Judicial

Fund: 1100 County General	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823100 - Vehicle Code Fine	307,647	351,940	330,412	<b>324,950</b>	(5,462)
823101 - 25% Extra Fine	148,108	138,662	134,721	<b>132,709</b>	(2,012)
823200 - Other Court Fine	30,305	35,677	32,249	<b>37,184</b>	4,935
823203 - Co Comm on City Fine	6,683	4,588	4,059	<b>5,139</b>	1,080
823204 - Misc Court Fine	13	55	41	-	(41)
823210 - Fines Judicial District	13,247	7,286	7,335	<b>11,316</b>	3,981
823300 - Forfeiture & Penalty	18,703	30,625	-	<b>15,390</b>	15,390
825490 - State Other	14,221	22,406	15,591	<b>15,591</b>	-
826117 - PTR Screening Fee	25,610	17,220	16,404	<b>16,558</b>	154
826118 - Cite Processing Fee	1,624	1,360	1,305	<b>1,438</b>	133
826163 - Legal Svcs Reimb	4,356	3,542	3,462	<b>5,057</b>	1,595
826261 - Recording Fee	50,191	44,343	49,674	<b>50,411</b>	737
826380 - Collection Fee	469,583	480,736	562,370	<b>548,853</b>	(13,517)
826390 - Other Charges	326,295	110,297	110,815	<b>121,197</b>	10,382
826404 - Returned Check Charge	523	555	650	<b>543</b>	(107)
826504 - Co 30% State PA	217,944	195,210	185,295	<b>165,707</b>	(19,588)
826505 - Traffic School Fee	402,555	450,895	446,517	<b>482,839</b>	36,322
826506 - Traffic School \$24	61,907	69,893	68,320	<b>76,886</b>	8,566
<b>Total Revenues</b>	<b>2,099,515</b>	<b>1,965,290</b>	<b>1,969,220</b>	<b>2,011,768</b>	<b>42,548</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	294,863	256,253	287,999	<b>260,244</b>	(27,755)
861013 - Overtime	2,715	6,308	3,000	<b>10,319</b>	7,319
861021 - Co Cont Retirement	88,357	77,579	88,581	<b>84,564</b>	(4,017)
861022 - Co Cont OASDI	17,237	15,606	17,242	<b>15,484</b>	(1,758)
861023 - Co Cont Medicare	4,031	3,650	4,032	<b>3,621</b>	(411)
861024 - Co Cont Retire Incr	30,304	23,874	22,080	<b>16,767</b>	(5,313)
861030 - Co Cont Health Ins	46,009	25,242	37,312	<b>38,140</b>	828
861031 - Co Cont Unemp Ins	3,299	763	272	<b>273</b>	1
861035 - Co Cont Workers Comp	3,030	1,966	1,698	<b>99</b>	(1,599)
<b>Total Salaries &amp; Employee Benefits</b>	<b>489,845</b>	<b>411,242</b>	<b>462,216</b>	<b>429,511</b>	<b>(32,705)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	(89)	-	-	-	-
862101 - Insurance - General	913	1,015	1,196	<b>1,455</b>	259
862110 - Jury & Witness Expense	2,122	5,334	5,474	<b>5,500</b>	26

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector  
 BU 2012 - Court Collections-AB233 Program

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Protection			Activity: Judicial
<b>Financing Sources and Uses</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
862120 - Maintenance - Equipment	1,705	983	1,200	<b>1,200</b>	-
862150 - Memberships	100	-	100	<b>100</b>	-
862170 - Office Expense	36,700	38,448	30,593	<b>31,925</b>	1,332
862182 - Data Processing Services	19,800	13,596	19,145	<b>17,502</b>	(1,643)
862187 - Education & Training	-	(350)	700	<b>700</b>	-
862189 - Prof/Spec Svcs - Other	97,500	97,500	43,046	<b>50,000</b>	6,954
862190 - Publications & Legal Notices	1,074	-	-	<b>-</b>	-
862196 - Collection Expense Fines	1,295	-	5,000	<b>2,500</b>	(2,500)
862253 - Travel & Trans - Out	1,956	1,689	2,500	<b>2,500</b>	-
<b>Total Services &amp; Supplies</b>	<b>163,075</b>	<b>158,215</b>	<b>108,954</b>	<b>113,382</b>	<b>4,428</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	1,474,739	735,434	720,842	<b>760,775</b>	39,933
<b>Total Other Charges</b>	<b>1,474,739</b>	<b>735,434</b>	<b>720,842</b>	<b>760,775</b>	<b>39,933</b>
<b>Total Net Appropriations</b>	<b>2,127,660</b>	<b>1,304,890</b>	<b>1,292,012</b>	<b>1,303,668</b>	<b>11,656</b>
<b>Total Net County Cost</b>	<b>28,144</b>	<b>(660,400)</b>	<b>(677,208)</b>	<b>(708,100)</b>	<b>(30,892)</b>

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# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0302 - Alexander Estates

Function: - Activity: -

<b>BUDGET DETAIL</b>					
<b>Fund: 3020 Lighting - Alexander Estates</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	9,372	9,768	9,500	<b>9,500</b>	-
821120 - Curr Unsec Prop Tax	271	294	290	<b>290</b>	-
821130 - Supplemental Roll Tax	124	210	160	<b>160</b>	-
821210 - Prior Secured Prop Tax	(2)	-	-	-	-
821220 - Prior Unsec Prop Tax	(8)	17	-	-	-
825481 - Homeowner Exemption	79	79	80	<b>80</b>	-
827700 - Other	-	47	-	-	-
<b>Total Revenues</b>	<b>9,837</b>	<b>10,415</b>	<b>10,030</b>	<b>10,030</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	174	165	-	-	-
862260 - Utilities	11,890	12,294	12,300	<b>12,300</b>	-
<b>Total Services &amp; Supplies</b>	<b>12,064</b>	<b>12,459</b>	<b>12,300</b>	<b>12,300</b>	-
<b>Total Net Appropriations</b>	<b>12,064</b>	<b>12,459</b>	<b>12,300</b>	<b>12,300</b>	-
<b>Total Fund Balance Contribution</b>	<b>2,227</b>	<b>2,044</b>	<b>2,270</b>	<b>2,270</b>	-

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0303 - Covelo

<b>BUDGET DETAIL</b> Schedule 15				Function: -	Activity: -
Fund: 3030 Lighting - Covelo	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	10,920	11,555	11,400	<b>11,400</b>	-
821120 - Curr Unsec Prop Tax	306	337	330	<b>330</b>	-
821130 - Supplemental Roll Tax	138	238	150	<b>150</b>	-
821210 - Prior Secured Prop Tax	(1)	-	-	-	-
821220 - Prior Unsec Prop Tax	(10)	19	-	-	-
825481 - Homeowner Exemption	90	90	90	<b>90</b>	-
827700 - Other	-	54	-	-	-
<b>Total Revenues</b>	<b>11,443</b>	<b>12,293</b>	<b>11,970</b>	<b>11,970</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	203	195	-	-	-
862260 - Utilities	6,111	6,060	6,300	<b>5,000</b>	(1,300)
<b>Total Services &amp; Supplies</b>	<b>6,315</b>	<b>6,255</b>	<b>6,300</b>	<b>5,000</b>	<b>(1,300)</b>
<b>Total Net Appropriations</b>	<b>6,315</b>	<b>6,255</b>	<b>6,300</b>	<b>5,000</b>	<b>(1,300)</b>
<b>Total Fund Balance Contribution</b>	<b>(5,128)</b>	<b>(6,038)</b>	<b>(5,670)</b>	<b>(6,970)</b>	<b>(1,300)</b>



# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0304 - Fairview Acres

## BUDGET DETAIL Schedule 15

Function: - Activity: -

Fund: 3040 Lighting - Fairview Acres	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	2,323	2,473	2,500	<b>2,500</b>	-
821120 - Curr Unsec Prop Tax	68	75	70	<b>70</b>	-
821130 - Supplemental Roll Tax	29	53	30	<b>30</b>	-
821210 - Prior Secured Prop Tax	(0)	-	-	-	-
821220 - Prior Unsec Prop Tax	(2)	4	-	-	-
825481 - Homeowner Exemption	20	20	20	<b>20</b>	-
827700 - Other	-	12	-	-	-
<b>Total Revenues</b>	<b>2,438</b>	<b>2,638</b>	<b>2,620</b>	<b>2,620</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	44	42	-	-	-
862260 - Utilities	1,047	968	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>1,091</b>	<b>1,010</b>	<b>1,000</b>	<b>1,000</b>	-
<b>Total Net Appropriations</b>	<b>1,091</b>	<b>1,010</b>	<b>1,000</b>	<b>1,000</b>	-
<b>Total Fund Balance Contribution</b>	<b>(1,347)</b>	<b>(1,628)</b>	<b>(1,620)</b>	<b>(1,620)</b>	-

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0305 - Hopland Streets

<b>BUDGET DETAIL</b> Schedule 15				Function: -	Activity: -
<b>Fund: 3050 Lighting - Hopland</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	16,393	16,783	16,800	<b>16,800</b>	-
821120 - Curr Unsec Prop Tax	475	505	500	<b>500</b>	-
821130 - Supplemental Roll Tax	220	367	250	<b>250</b>	-
821210 - Prior Secured Prop Tax	(3)	-	-	-	-
821220 - Prior Unsec Prop Tax	(14)	29	-	-	-
825481 - Homeowner Exemption	139	135	135	<b>135</b>	-
827700 - Other	-	82	-	-	-
<b>Total Revenues</b>	<b>17,209</b>	<b>17,901</b>	<b>17,685</b>	<b>17,685</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	304	285	-	-	-
862260 - Utilities	6,448	6,751	6,800	<b>6,800</b>	-
<b>Total Services &amp; Supplies</b>	<b>6,752</b>	<b>7,036</b>	<b>6,800</b>	<b>6,800</b>	-
<b>Total Net Appropriations</b>	<b>6,752</b>	<b>7,036</b>	<b>6,800</b>	<b>6,800</b>	-
<b>Total Fund Balance Contribution</b>	<b>(10,457)</b>	<b>(10,865)</b>	<b>(10,885)</b>	<b>(10,885)</b>	-

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0306 - Lakewood

<b>BUDGET DETAIL</b> Schedule 15				Function: -	Activity: -
Fund: 3060 Lighting - Lakewood	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	(1)	-	-	-	-
821300 - Spec Tax Assmt	3,185	2,900	2,800	<b>3,100</b>	300
<b>Total Revenues</b>	<b>3,184</b>	<b>2,900</b>	<b>2,800</b>	<b>3,100</b>	<b>300</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	63	58	60	<b>100</b>	40
862260 - Utilities	3,189	2,970	3,000	<b>3,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>3,252</b>	<b>3,028</b>	<b>3,060</b>	<b>3,100</b>	<b>40</b>
<b>Total Net Appropriations</b>	<b>3,252</b>	<b>3,028</b>	<b>3,060</b>	<b>3,100</b>	<b>40</b>
<b>Total Fund Balance Contribution</b>	<b>68</b>	<b>127</b>	<b>260</b>	<b>-</b>	<b>(260)</b>

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0307 - Laytonville

<b>BUDGET DETAIL</b> Schedule 15				Function: -	Activity: -
<b>Fund: 3070 Lighting - Laytonville</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	5,644	5,912	5,900	<b>5,900</b>	-
821120 - Curr Unsec Prop Tax	159	173	170	<b>170</b>	-
821130 - Supplemental Roll Tax	73	123	75	<b>75</b>	-
821210 - Prior Secured Prop Tax	(5)	-	-	-	-
821220 - Prior Unsec Prop Tax	-	10	-	-	-
825481 - Homeowner Exemption	47	46	50	<b>50</b>	-
827700 - Other	-	28	-	-	-
<b>Total Revenues</b>	<b>5,918</b>	<b>6,292</b>	<b>6,195</b>	<b>6,195</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	105	2,571	-	-	-
862260 - Utilities	3,144	3,810	3,900	<b>3,900</b>	-
<b>Total Services &amp; Supplies</b>	<b>3,249</b>	<b>6,381</b>	<b>3,900</b>	<b>3,900</b>	-
<b>Total Net Appropriations</b>	<b>3,249</b>	<b>6,381</b>	<b>3,900</b>	<b>3,900</b>	-
<b>Total Fund Balance Contribution</b>	<b>(2,669)</b>	<b>89</b>	<b>(2,295)</b>	<b>(2,295)</b>	-

## BUDGET DETAIL Schedule 15

Function: - Activity: -

Fund: 3110 Lighting - Noyo	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	4,155	2,554	5,500	5,500	-
821120 - Curr Unsec Prop Tax	94	100	200	200	-
821130 - Supplemental Roll Tax	43	72	50	50	-
821210 - Prior Secured Prop Tax	(0)	-	-	-	-
821220 - Prior Unsec Prop Tax	(3)	6	-	-	-
825481 - Homeowner Exemption	20	27	90	90	-
827700 - Other	-	51	-	-	-
<b>Total Revenues</b>	<b>4,310</b>	<b>2,809</b>	<b>5,840</b>	<b>5,840</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	48	48	-	-	-
862260 - Utilities	4,052	4,044	4,100	4,100	-
<b>Total Services &amp; Supplies</b>	<b>4,100</b>	<b>4,092</b>	<b>4,100</b>	<b>4,100</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>4,100</b>	<b>4,092</b>	<b>4,100</b>	<b>4,100</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>(209)</b>	<b>1,283</b>	<b>(1,740)</b>	<b>(1,740)</b>	<b>-</b>

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0312 - Oak Knoll

<b>BUDGET UNIT DETAIL</b> Schedule 15				Function: -	Activity: -
<b>Fund: 3120 Lighting - Oak Knoll</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	10,284	10,785	11,000	<b>11,000</b>	-
821120 - Curr Unsec Prop Tax	299	326	320	<b>320</b>	-
821130 - Supplemental Roll Tax	135	232	100	<b>100</b>	-
821210 - Prior Secured Prop Tax	(2)	-	-	-	-
821220 - Prior Unsec Prop Tax	(9)	19	-	-	-
825481 - Homeowner Exemption	87	87	90	<b>90</b>	-
827700 - Other	-	52	-	-	-
<b>Total Revenues</b>	<b>10,794</b>	<b>11,501</b>	<b>11,510</b>	<b>11,510</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	191	183	-	-	-
862260 - Utilities	4,363	4,025	4,200	<b>4,200</b>	-
<b>Total Services &amp; Supplies</b>	<b>4,554</b>	<b>4,209</b>	<b>4,200</b>	<b>4,200</b>	-
<b>Total Net Appropriations</b>	<b>4,554</b>	<b>4,209</b>	<b>4,200</b>	<b>4,200</b>	-
<b>Total Fund Balance Contribution</b>	<b>(6,240)</b>	<b>(7,292)</b>	<b>(7,310)</b>	<b>(7,310)</b>	-

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0313 - Riverwood

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3130 - Riverwood Terrace	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	2,196	2,249	2,300	<b>2,300</b>	-
821120 - Curr Unsec Prop Tax	64	68	70	<b>70</b>	-
821130 - Supplemental Roll Tax	29	49	30	<b>30</b>	-
821210 - Prior Secured Prop Tax	(0)	-	-	-	-
821220 - Prior Unsec Prop Tax	(2)	4	-	-	-
825481 - Homeowner Exemption	19	18	20	<b>20</b>	-
827700 - Other	-	11	-	-	-
<b>Total Revenues</b>	<b>2,305</b>	<b>2,399</b>	<b>2,420</b>	<b>2,420</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	40	38	-	-	-
862260 - Utilities	785	764	800	<b>800</b>	-
<b>Total Services &amp; Supplies</b>	<b>825</b>	<b>802</b>	<b>800</b>	<b>800</b>	-
<b>Total Net Appropriations</b>	<b>825</b>	<b>802</b>	<b>800</b>	<b>800</b>	-
<b>Total Fund Balance Contribution</b>	<b>(1,480)</b>	<b>(1,598)</b>	<b>(1,620)</b>	<b>(1,620)</b>	-

# SPECIAL DISTRICTS

LIGHTING DISTRICT  
BU 0315 - Ukiah Village

<b>BUDGET UNIT DETAIL</b> Schedule 15				Function: - Activity: -	
<b>Fund: 3150 Lighting - Ukiah Village</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>Change from</b>
<b>Financing Sources and Uses</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	9,811	10,191	10,100	<b>10,100</b>	-
821120 - Curr Unsec Prop Tax	285	307	300	<b>300</b>	-
821130 - Supplemental Roll Tax	125	223	150	<b>150</b>	-
821210 - Prior Secured Prop Tax	(2)	-	-	-	-
821220 - Prior Unsec Prop Tax	(8)	18	-	-	-
825481 - Homeowner Exemption	83	82	90	<b>90</b>	-
827700 - Other	-	50	-	-	-
<b>Total Revenues</b>	<b>10,295</b>	<b>10,871</b>	<b>10,640</b>	<b>10,640</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	2,654	(2,298)	-	-	-
862260 - Utilities	4,679	4,472	4,700	<b>3,700</b>	(1,000)
<b>Total Services &amp; Supplies</b>	<b>7,333</b>	<b>2,174</b>	<b>4,700</b>	<b>3,700</b>	<b>(1,000)</b>
<b>Total Net Appropriations</b>	<b>7,333</b>	<b>2,174</b>	<b>4,700</b>	<b>3,700</b>	<b>(1,000)</b>
<b>Total Fund Balance Contribution</b>	<b>(2,962)</b>	<b>(8,697)</b>	<b>(5,940)</b>	<b>(6,940)</b>	<b>(1,000)</b>



BUDGET UNIT DETAIL Schedule 15				Function: - Activity: -	
Fund: 3170 Lighting - West Talmage	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	4,871	5,077	5,100	<b>5,100</b>	-
821120 - Curr Unsec Prop Tax	142	153	150	<b>150</b>	-
821130 - Supplemental Roll Tax	64	110	90	<b>90</b>	-
821210 - Prior Secured Prop Tax	(1)	-	-	-	-
821220 - Prior Unsec Prop Tax	(4)	9	-	-	-
825481 - Homeowner Exemption	41	41	40	<b>40</b>	-
827700 - Other	-	25	-	-	-
<b>Total Revenues</b>	<b>5,113</b>	<b>5,415</b>	<b>5,380</b>	<b>5,380</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	90	86	-	-	-
862260 - Utilities	2,081	1,989	2,100	<b>2,100</b>	-
<b>Total Services &amp; Supplies</b>	<b>2,171</b>	<b>2,075</b>	<b>2,100</b>	<b>2,100</b>	-
<b>Total Net Appropriations</b>	<b>2,171</b>	<b>2,075</b>	<b>2,100</b>	<b>2,100</b>	-
<b>Total Fund Balance Contribution</b>	<b>(2,942)</b>	<b>(3,340)</b>	<b>(3,280)</b>	<b>(3,280)</b>	-

# SPECIAL DISTRICTS

SANITATION DISTRICT  
BU 0325 - Meadowbrook Manor

<b>BUDGET UNIT DETAIL</b> Schedule 15				Function: -	Activity: -
Fund: 3250 Sanitation-Meadowbrook Manor	2017-18	2018-19	2019-20	2020-21	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	2,417	2,582	2,700	<b>2,700</b>	-
821120 - Curr Unsec Prop Tax	70	78	80	<b>80</b>	-
821130 - Supplemental Roll Tax	31	54	40	<b>40</b>	-
821210 - Prior Secured Prop Tax	(0)	-	-	-	-
821220 - Prior Unsec Prop Tax	(2)	4	-	-	-
825481 - Homeowner Exemption	20	21	20	<b>20</b>	-
827700 - Other	-	12	-	-	-
<b>Total Revenues</b>	<b>2,536</b>	<b>2,751</b>	<b>2,840</b>	<b>2,840</b>	-
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	544	544	500	<b>650</b>	150
<b>Total Services &amp; Supplies</b>	<b>544</b>	<b>544</b>	<b>500</b>	<b>650</b>	<b>150</b>
<b>Total Net Appropriations</b>	<b>544</b>	<b>544</b>	<b>500</b>	<b>650</b>	<b>150</b>
<b>Total Fund Balance Contribution</b>	<b>(1,992)</b>	<b>(2,207)</b>	<b>(2,340)</b>	<b>(2,190)</b>	<b>150</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

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# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

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# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

### CAPITAL IMPROVEMENT PLAN OVERVIEW

The Capital Improvement Plan/Facility Needs Assessment (CIP) is a strategic planning tool, which focuses on County-owned infrastructure under the control of the Board of Supervisors and, as such, summarizes in one document the County's overall capital projects and associated funding requirements during a five-year period. The projects may include: new construction, major maintenance, major equipment and large software system acquisitions or enhancements. This document is intended to provide the Board of Supervisors with an understanding of the overall condition of the County's capital facilities and an insight into the County's unmet facility needs.

The CIP is not a budget document but rather a planning tool to be used in the budget process. The selection of projects are based on meeting criteria, which helps determine when a project may be implemented and if necessary, funded. Inclusion of projects in the CIP does not mean that a project has been approved for implementing and funding, but it does provide reference information to facilitate informed decision-making.

Capital projects are representative of the County's mandate to maintain existing capital asset infrastructure, replace obsolete equipment, provide for new and renovated facilities that will promote efficient service delivery, overcome technological obsolescence and ensure health and safety.

The CIP is developed with information from a variety of sources, including professional planning documents, department heads' comments about their respective facility needs and input from the County's Facility & Fleet Manager. During the annual budget process, County departments submit Facility Modification Requests to the County's Executive Office. These forms, if approved, are included in the CEO's recommended budget for Board of Supervisor consideration. Projects that are approved by the Board of Supervisors for funding during the budget hearings are incorporated into the County's Capital Improvements budget (BU 1710) or Capital Projects budget (BU 1712). These projects are generally consistent with needs identified in the CIP, but differences may appear because of their smaller scale and/or the fact they may be based on more immediate operational needs.

### BACKGROUND

Capital facility decisions are far-reaching and long-term. They represent a significant short and long term investment, and have an impact on service delivery and budget planning far into the future. They can also have an impact on the community in which new facilities are built.

In 1999 the Board of Supervisors accepted two facility master plans, one pertaining to Criminal Justice facilities and the other to Health & Human Services facilities. On the basis of those master plans, and its perception of the urgency and priority of the unmet needs the plans described, in June 2000 the Board

approved an ambitious program of new facility development, and authorized the issuance of Certificates of Participation (COP) in the amount of \$14,200,000 to finance the projects. The COPs were used to fund new facilities for Social Services, Public Health and Animal Control in Ukiah, an Integrated Health & Human Services Agency facility in Willits (WISC), a Museum Artifacts Storage building, and a storage facility at the County Administration Center.

### COMPLETED PROJECTS

In the last five years, the County has completed many Capital Improvement Projects including:

- Completion of Phase I and 2 of the Administration Center roof replacement.
- Roof and HVAC Replacement at the Main Jail.
- Roof and HVAC Replacement at Jail Programs Building.
- New Walk-in Freezer for the Jail Kitchen.
- Yokayo Center Exterior and ADA Improvements.
- Mental Health Wing Roof and HVAC Replacement Project
- Ukiah Library Circulation Desk and Interior Improvements.
- Treasurer-Tax Collector Remodel
- Security improvements for the Department of Transportation, Sheriff's Office.
- Replacement of the museum's artifact storage building roof.
- Re-coating of the roof on the County's warehouse.
- Construction of a new training center for HHS staff.
- Little River Airport terminal remodel.
- WISC Center roof replacement.
- Willits Veterans Hall ADA ramps.
- Jail kitchen and laundry roof replacement.
- WISC parking lot paving and lighting.

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

### KEY COMPLETED PROJECTS FOR FY 2019-20

CI	Project	Description	Final Cost
CI 943	Fort Bragg Justice Center Generator Replacement	Replacement of the failed backup generator for the Fort Bragg Justice Center	\$ 45,634
CI 900	Willits Justice Center - Willits PD Counter ADA	Replacement of the Willits PD counter to ADA height	\$ 24,717
CI 866	Yokayo Front Canopy Renovations	Replacement of the deteriorating entry canopies at the Yokayo Social Services Center with a new façade improvement and ADA upgrades	\$ 1,196,577
CI 965	Emergency Power for BOS Policy Room	Added the Supervisors conference room to the emergency power panel for use during power outages	\$ 18,217
CI 761	Fort Bragg Avila Center Installation of Existing Generator	Installation of a new backup generator and automatic transfer switch for the Avila Center in Fort Bragg	\$ 152,771
CI 926	Willits Justice Center Elevator Pit Seal & pump	Replaced the failed elevator pit pumping system and sealed the pit wall to limit water intrusion	\$ 7,560
CI 928	Treasurer-Tax Collector Security Enhancements	Completion of a security and operational remodel to the Tax Collectors offices	\$ 296,929
CI 929	Ukiah Library - New Circulation Desk	Completion of the new Ukiah Library circulation desk	\$ 66,298
CI 954	Main Jail Roof Replacement	Replaced the roofing system at the Main Jail including tapered insulation and three new HVAC units	\$ 978,112
CI 955	EOC Sheriff Programs Roof Replacement	Replaced the roofing system at the Jail Programs building including five new HVAC units	\$ 500,796
CI 962	Avila Center Modular Building Fire Alarm System	Added fire alarm sensors and notification devices to the Avila Center modular building tied into the existing fire alarm system for the rest of the campus	\$ 9,092
CI 963	EOC & Sheriff's Office Electronic Locks	Installed electronic locks and door controllers to commonly used doors in the sheriff's offices and Jail Programs building	\$ 42,224
CI 831	HHSA - Ft. Bragg Avila Gates and Play Area Fence (from CI 885)	Installed fencing and gates to enclose the employee areas behind the Avila Center including the children's play area	\$ 66,020
CI 940	Remodel CFS File Room E-14 into a Childcare Room	Converted the existing file room/storage room at Children and Family Services to a child care/study for children spending time at the office	\$ 23,678
CI 964	North Yokayo HVAC Unit 9 Replacement	Replacement of a failed HVAC unit at North Yokayo Building 66	\$ 19,281
CI 966	Museum Classroom HVAC Unit Replacement	Replacement of failed HVAC unit at the Museum building Wonacott Classroom	\$ 36,750
CI 967	DOT Soils Lab and Break Room Water Damage Repairs	Remediation and replacement of water damaged flooring, walls, ceilings and furnishings due to a burst plumbing line.	\$ 50,122

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

CAPITAL IMPROVEMENT PLAN			
CI	Project	Description	Final Cost
CI 983	Jail Building II HVAC Unit 4 Replacement	Replacement of the failed HVAC unit 4 on the roof of Jail Building II	\$ 22,368
CI 988	911 Emergency Cooling	Replacement of two failed or failing heat pump cooling systems for the Sheriff's Data Center and 911 communications equipment with four heat pump cooling systems to add capacity and redundancy for this critical equipment	\$ 66,851
CI 989	Boonville DOT Shop Roof Repairs	Mandated brush clearing and pole repairs to the the San Hedrin Power line due to fire hazards and emergency storm damage repairs to Facility 350A	\$ 69,997
CI 990	Courthouse Annex HVAC Unit 1	Replacement of failed HVAC unit 1 at the Courthouse Annex for the Public Defender's Offices	\$ 441,726
CI 991	Administration Center Unit 22 PBS Lobby	Replacement of a failed HVAC unit 22 at the Administration Center with an existing unit	\$ 44,578
CI 010	Jail Kitchen Water Heater Emergency Replacement	Replacement of a failed 100 Gallon water heater for the Jail Kitchen	\$ 21,782
CI 985	911 Uninterrupted Power Supply System Replacement	Replacement of the uninterrupted power supply system and batteries providing continuous power to the 911 communications equipment and the Sheriff's Office servers	\$ 20,000
CI 987	Willits Library HVAC, Balance and Controls	Replacement of the failed HVAC unit 1 on the Willits Library including the addition of a new Delta remote energy management control system	\$ 2,550
CI 982	Ukiah Courthouse ADA Restroom Settlement	Through an MOU with the Judicial Council of California modified an existing Courthouse restroom to comply with current ADA standards	\$ 1,815

## CAPITAL PROJECTS

Capital projects are projects that add new facilities, add capacity or life to an existing facility or preserve the value of existing assets. Projects are evaluated annually and the highest priority projects receive funding for implementation. Capital projects have been organized into categories that include:

- Roof Replacements & Repairs
- Energy Efficiency Retrofitting & Upgrades
- Capital Facilities Maintenance
- Fire-Life-Safety/Modernization of Aging Facilities
- Major Projects- Capital Improvements

Subtotals throughout differentiate projected General Fund and Non-General Fund expenses:

### ROOF REPLACEMENTS & REPAIRS

The County continues to have multiple facilities with urgent needs related to roof replacement and repair. The condition of

these roofs are the result of many factors, including end of life as well as deferred maintenance resulting in increased damage from normal wear and tear. The following County facilities have been identified as the top priority for roof replacement (or re-coating where indicated) within the next five years:

County Administration Center, (Phase III)	\$3,500,000
Sheriff's Office - Administration Building	\$350,000
Veterans Hall - Willits	\$250,000
Courthouse Annex - Ukiah (re-coating)	\$75,000
AG/Farm Advisor Building	\$60,000
Communication Buildings (San Hedrin, Spanish Mtn)	\$50,000
<b>5-YEAR ESTIMATE OF GENERAL FUND EXPENSE</b>	<b>\$4,285,000</b>
Public Health and Mental Health Facility - Ukiah	\$2,400,000
Library - Ukiah	\$460,000
Library - Willits	\$250,000



# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

Transportation - Road Yard Buildings	\$1,000,000
Transportation - Administration Building, Garage	\$1,000,000
Child Support Services - Ukiah	\$500,000
Avila Center - Fort Bragg	\$750,000
<b>5-YEAR ESTIMATE OF NON-GENERAL FUND EXPENSE</b>	<b>\$6,360,000</b>

Throughout the State, if not the nation, there is currently a shortage of licensed roofing contractors for public projects. This shortage of contractors is increasing the cost of projects. These roofing projects are estimated to cost more than \$10,000,000 over the next five years. The Executive Office- Facilities Division is continuing to schedule prioritized roofing projects in FY 2020-2021.

ESTIMATED ANNUAL GENERAL FUND EXPENSE	<b>\$1,260,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE	<b>\$825,000</b>

### ENERGY EFFICIENCY RETROFITTING & UPGRADES

The County currently has 250+ HVAC units. In the last five years, 40 of these units have been replaced and 7 more are being replaced with Phase 2 of the Administration Center Roof and HVAC Replacement Project. There remain approximately 35 units that are over 25 years old that are still currently in use. The industry standard for the useful economic life expectancy of a rooftop HVAC unit is 12 to 15 years. The County needs to continue the replacement of units that are over 25 years old. Restoring performance saves energy, ensures equipment up-time, improves budgeting by reducing the number of units at risk, and keeps occupants comfortable and productive. These units are the cause for higher utility bills as HVAC systems average 30 percent of a building's energy consumption. Poor performance can increase energy consumption above the optimum by anywhere from 20 to 50 percent.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$197,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$117,000

The County is expanding its fleet of electric and plug-in hybrid vehicles. To maximize the use of these newer technologies, it is necessary to install electric vehicle charging stations and other related infrastructure.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$35,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$42,000

Windows, Weatherization, Insulation, LED Lighting Upgrades.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$3,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$8,000

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR ENERGY EFFICIENCY & UPGRADES	<b>\$235,000</b>
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ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR ENERGY EFFICIENCY & UPGRADES	<b>\$167,000</b>
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### CAPITAL FACILITIES MAINTENANCE

Capital facilities maintenance includes many types of projects that are to be expected on a regular, recurring basis and that are necessary in order to maximize the useful effective life of a structure or facility. Examples include maintenance and rehabilitation of parking lots, regular exterior and interior painting, replacement of floor coverings, hazardous tree mitigation, etc. Capital facilities maintenance also includes deferred maintenance. Due to the global economic environment and local fiscal issues the County invested little in deferred maintenance for many years. Over the past three years significant investment has been required to try and catch up. Much progress has been made, but it will take several years for the County to complete all the projects while utilizing a "pay as you go" model of financing.

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR CAPITAL FACILITIES MAINTENANCE	<b>\$1,008,000</b>
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ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR CAPITAL FACILITIES MAINTENANCE	<b>\$560,000</b>
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### FIRE-LIFE-SAFETY/MODERNIZATION OF AGING FACILITIES

#### AMERICANS WITH DISABILITIES ACT (ADA)

In 2005 the Board of Supervisors approved the County's Self-evaluation and Transition Plans for compliance with ADA requirements for public access to County facilities and services. In 2006, the Board of Supervisors began its 10 year commitment of \$100,000 per fiscal year to complete the necessary ADA facility modifications. The county has met that commitment with expenditures of approximately \$775,000 on ADA retrofit projects between 2014 and 2019. While significant progress has been made toward the removal of barriers to access in County facilities, additional barriers remain as priorities for the upcoming years. Continuing the County's commitment of \$100,000 per year will maintain the momentum of the past 10 years. Changes to the code as well as changes in the occupancy and use of many of our buildings dictate the need for a re-evaluation of the County's ADA Transition Plan. Community Development Block Grant (CDBG) funding has been a reliable source of funding for ADA projects and will continue to be the priority funding for projects undertaken by the County. General Fund dollars will be used to complete critical ADA projects when CDBG funding is unavailable or may be delayed.

#### ADA Projects (Recently Completed)

Public Health Employee Entrance	\$39,236
Yokayo Center Exterior (ADA Portion)	\$140,000
Willits Vets Hall Ramps	\$228,000
Mill Creek Fishing Pier	\$44,000
Little River Airport (ADA Portion)	\$25,000
Ukiah Court House ADA Restroom	\$170,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

Willits Justice Center ADA Counter \$25,000

ESTIMATED ANNUAL GENERAL FUND EXPENSE **\$50,000**

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE **\$50,000**

### PROBATION UPGRADES

The main Probation building has undergone a continuous intensification of use over many years, resulting in occupancy that triggers upgrades to the building's Fire and Life Safety systems. The project will involve evaluating the occupancy and bringing the building systems up to code. Improvement may include upgrades to ingress and egress corridors, the addition of fire alarms, and possibly a fire sprinkler system. Any required ADA improvements will be included in this project. The project will also provide an opportunity to replace worn flooring and interior finishes and address functional and operations needs of the department.

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR  
FIRE/LIFE/SAFETY/MODERNIZATION **\$863,000**

GENERAL FUND EXPENSE FOR  
FIRE/LIFE/SAFETY/MODERNIZATION **\$585,000**

### MAJOR PROJECTS - CAPITAL IMPROVEMENTS

#### JAIL EXPANSION PROJECT

In 2017 the County was successful in its application for state lease revenue bond financing for its proposed jail expansion project. The \$25 million in funding was made possible from SB 844, which is administered through the Board of State and Community Corrections. The County is responsible for certain local costs and has \$2.5 million budgeted in a separate fund for the project (BU 1712). The project design is progressing, and is currently anticipated to be completed in 2023.

The project will include a single story building east of the existing jail building. The building will house a Special Needs Housing Unit, including 60-beds, new program rooms, recreational yards, and medical and mental health treatment spaces and contact visitation space for families as well as attorneys.

ESTIMATED ANNUAL GENERAL FUND EXPENSE  
FOR MAJOR PROJECTS **\$500,000**

ESTIMATED ANNUAL SB 844 REIMBURSEMENT **\$8,000,000**

#### REDWOOD VALLEY SHERIFF'S SUB-STATION

An existing residential structure in Redwood Valley will be converted to serve as a Sheriff's Substation.

#### DONOVAN ROOM IN CUSTODY COURTROOM CONVERSION

The Sheriff's Office is in discussions with the Administrative Office of the Courts to develop a new Courtroom at the Jail Facility for inmate hearings that has the potential to greatly reduce inmate transportation costs related to hearings at the Courthouse.

### GENERATOR POWER

Improved access to emergency power has been prioritized to ensure the County is able to provide services during any power outage event due to an emergency event or a Public Safety Power Shutoff (PSPS).

### AVILA CENTER EXPANSION PLANNING

HSA has identified the need for more space for staff in Fort Bragg, including consolidating the WIC and Public Health programs currently housed at 120 Fir Street with Planning and Building to the Avila Center. The program involves evaluating the vacant portion of the site between the existing buildings and Justice Center for Parking and Office space, and if warranted, developing project plans and completing the expansion to build out this site. No General Fund dollars are currently budgeted for this project.

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR  
MAJOR PROJECTS: **\$625,000**

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR  
MAJOR PROJECTS: **\$475,000**

## ROADS & BRIDGES

### CORRECTIVE MAINTENANCE

The leading purpose of corrective maintenance is for pavement preservation to provide a seal treatment to existing paved surfaces within the County Road System, and extend the useful life of those surfaces. Chip seal, double chip seal, and cape seal method(s) are methods of corrective maintenance. Chip seal is small rock embedded into asphalt emulsion and can last anywhere from five to seven years. Cape seal consists of a three-layer application. The first layer is a slurry seal of emulsion and sand that fills large cracks. The middle layer is made up of rubberized chip (crushed rock coated in oil and melted rubber) or "seal layer." The last layer is a fog seal of a thick, asphalt emulsion. Funding through the recent State Transportation Bill SB 1 provides for non-general fund revenue, which the Board has directed the bulk of the new funding should be dedicated to Corrective Maintenance projects. As the funding is phased in, a five year average of \$4.9 million of new funding is expected.

ESTIMATED ANNUAL GENERAL FUND EXPENSE \$0

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE \$5,371,918

### ROAD RECONSTRUCTION

The primary purpose of corrective maintenance road reconstruction is to repair failed road segments that have deteriorated past a preservation treatment fix, but which are significant local connector roads. Reconstruction of these road segments involves resurfacing, restoring, and rehabilitating them, using thick overlay methods or grinding and recycling

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

in place with a new seal. The County's Department of Transportation treats areas of road where the underlying base has failed with full thickness asphalt "dig outs", with structural strength for the overall support of wheel loads together with the base underneath. Rehabilitation thickness of 3 inches of hot mix asphalt is proven to last 21 years under moderate traffic loads, and it has been the desired standard in the past, when affordable.

ESTIMATED ANNUAL GENERAL FUND EXPENSE: \$0  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE: \$515,000

### STORM DAMAGE

The main purpose of this work is broken into two types: 1) Emergency opening of roads by debris removal and protective measures to restore the most critical passage of traffic - temporary fixes usually done by road crews and 2) Permanent repair usually done by contract and financed using normal material operating funds. Methods of permanent repair include: excavation of road surface failure sub-base and roadway restoration, rock buttress of embankment failure, drilled pile with timber lagging retaining wall, gravity retaining system gabions, crib walls and mechanically stabilized earth methods using fabrics and geo-grids.

ESTIMATED ANNUAL GENERAL FUND EXPENSE \$0  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE \$10,686,676

### BRIDGE REPLACEMENT & RETROFITS

The principle purpose of this program is to implement the Federal Highway Bridge program that replaces or rehabilitates bridges nationwide at a reimbursement rate of 88.53% or greater through toll credits. Presently twelve bridges qualify for the program based on their structural health scores or designation as functionally obsolete. These twelve bridges are currently in various stages of design and environmental development and are going to be built over the next 20 years.

ESTIMATED ANNUAL GENERAL FUND EXPENSE \$0  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE \$4,789,830

### STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) PROJECTS

The Mendocino County Department of Transportation (MCDOT) proposes to remove, reconstruct, and widen a one mile portion of East Side Potter Valley Road, a portion of the four mile STIP project. The current road structure (base and pavement) is severely deteriorated and in need of reconstruction. The road currently consists of two 10-foot-wide travel lanes with 1/2 foot paved shoulders. The proposed project consists of grinding and recycling the current base and pavement using a process called foamed asphalt.

The project will include widening the existing roadway to two 11-foot-wide travel lanes with 3-foot paved shoulders. The roadway will be further widened to include gravel shoulders of 1-foot to 5-foot widths.

The Project now requires approximately \$7 million of additional funding to pay for the increased construction costs. MCDOT attempted to add \$7 million in California Federal Lands Access Program (CFLAP) funding to leverage the \$3.5 million STIP funds currently allocated for construction, but was unsuccessful. Thus, we are proceeding with the northernmost mile using the available STIP funds only. The Army Corps of Engineers (ACOE) 404 Permit, which had delayed the project due to State Historic Preservation Office (SHPO) review and sensitive cultural resources, is now final. We will build as much road as possible (approximately 1 mile) with the current funds available and continue to seek additional funding. Construction is anticipated to begin in 2021

The North State Intersection and Interchange Improvements STIP project will provide traffic capacity to accommodate projected 2030 traffic volumes along the North State Street corridor, as well as to increase public safety for all users, improve the aesthetics of the corridor by revamping the urban landscape, improve pedestrian and bicycle access along the corridor, accommodate sufficient parking opportunities, and enhance business opportunities along the corridor.

We will be ready to begin the preliminary design and environmental phase (PA&ED) in Fiscal Year 2020/2021 with the funds already programmed.

ESTIMATED ANNUAL GENERAL FUND EXPENSE \$0  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE \$359,002

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR ROADS & BRIDGES \$0  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR ROADS & BRIDGES \$21,722,426

### COUNTY VEHICLE FLEET

The County fleet consists of almost 400 "passenger type" vehicles, including cars, SUVs, and pickup trucks but excluding heavy equipment. The Departments with the largest vehicle allocations include the Sheriff's Office (109), Health & Human Services Agency (82) and the Department of Transportation (73). Excluding the Department of Transportation, the average vehicle in the fleet is 10 years old, and the fleet is driven 3,083,632 miles annually.

Target vehicle replacement guidelines are:

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR VEHICLE REPLACEMENT \$851,000  
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR VEHICLE REPLACEMENT \$283,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

### INFORMATION TECHNOLOGY - MAINTENANCE & UPGRADES

#### COUNTY PROPERTY SYSTEM REPLACEMENT

Since 1995, the County of Mendocino has used property system software acquired for 'at no cost' from Sutter County. The property system is used to send and track property tax bills, maintain information regarding parcels, record current and historical property assessments, log unsecured assets for billing, and many other functions. The property system is necessary for the collection of well over \$100 million dollars of tax revenue per year.

The County's current software system, titled the "Mendocino County Property System", is obsolete; it features a system code base/language that dates back to the 1970's, and represents a significant risk of catastrophic failure. The property system was developed by a Sutter County development team, which no longer exists, and due to this there is no vendor to assist in maintain and upgrading the system. There is little documentation for users or software support professionals to rely on. It is not feasible to proceed using this antiquated system for the collection of property taxes.

Currently, County staff expend a great deal of resources attempting to address the performance shortcomings of the current software and continually experience issues with providing adequate support.

Due to the risks involved with maintaining the current software system, coupled with the costs associated with maintaining its platform, the Board of Supervisors authorized staff to procure a replacement system. A contract for a replacement system is in place with Thomson Reuters and funding has been allocated through the Information Technology Replacement Reserve.

Mendocino County IT, along with assistance from the Client First IT Consulting group, have completed a re-launch of this project with Thompson Reuters. This re-launch was initiated at the request of Thompson Reuters due to a change in their data conversion approach. This project has endured numerous delays due to what has amounted to a complete re-write of the code into a 'Single Code Line,' while Thompson Reuters dedicated the bulk of their resources on Riverside County. At this time, the principles involved have turned over all of the necessary data to the vendor, and we are optimistic we can begin the next phase of the project early in 2020.

The project is estimated to cost \$1.7 million with an annual maintenance cost of approximately \$100,000. However, this funding is specifically for the software system and contractual services with the vendor. With the adoption of the IT Master Plan, \$68,433 in funds were allocated in FY 18-19 to the Property Tax Software System Project. The IT Master Plan included a need for an Aumentum Implementation Assessment. This assessment identified the additional items requiring funding, such as: third party services, vendor travel, hardware and licensed software and ongoing maintenance costs.

An additional \$350,000 in FY 2019-20 was allocated to the Property Tax Software System Project.

In November 2019, the Information Services Division received notification that Harris Computer Systems purchased Thomson Reuters and that there would be no changes to the implementation plan.

In order to move forward with project implementation, Information Services Division staff purchased servers and storage enhancements utilizing previously allocated funds. The Property Tax Software System project is scheduled to Go-Live in November 2020.

Based on implementation estimates, the Board allocated a needed \$665,456 in additional funding towards the project in FY 2020-2021.

#### MICROWAVE SYSTEM AND INFRASTRUCTURE IMPROVEMENTS

The County's microwave system transports public safety radio/data and other County network traffic that is critical for the county to operate effectively. Upgrades to the system are needed to maintain the ever growing capacity requirements the County requires. Improvements will provide a redundant path for voice and data to ensure functionality in the event of equipment failure. Additional microwave radios and network switching hardware will be needed to bring the capacity and speeds up to the standards that meet current applications requirements.

The current system is operating at capacity now. If the upgrades are not done, there will be no way to add any additional services. There is a constant, ever growing need, for more data and bandwidth to provide video, data, voice, telemetry, security and other network traffic. The estimated costs for the replacement of the entire microwave system is estimated to be approximately \$10 million (this includes infrastructure, radio and facilities improvements and/or replacement). During FY 19-20 First Quarter the Board allocated \$1,975,500 in funding to Phase I Repeater replacement of the Public Safety Microwave Radio Communications projects. The Board also placed an additional \$1,500,285 in reserves dedicated to Microwave. The Board approved Information Services Division staff to utilize those funds for Phase II communications network infrastructure replacements. Information Services is finalizing the purchase of the repeaters for phase I and planned for phased installation. Simultaneously, Information Services staff have been planning for phase II. The purpose of phase II is to replace critical network infrastructure that transports public safety radio traffic throughout the County. This equipment has been experiencing increasing failures due to age and obsolescence.

#### MICROWAVE SYSTEM EXPANSION

The county's critical microwave system serves public service radio such as Sheriff's office, Fire Departments, Local police, EMS and numerous other public safety groups. It also provides a data link to Fort Bragg and Willits for county department. Approximately 200+ employees depend daily on the network connectivity provided by this system.

## CAPITAL IMPROVEMENT PLAN

Currently the south coast and Fort Bragg are not part of a “ring” that provides diversity, they are a “spur” or on the end of the link. If we have a failure of equipment, they are cut off until the problem can be corrected. By closing the link from Point Arena to cold springs we would have resiliency needed for the south coast. Fort Bragg is currently a “spur” and the link from Fort Bragg needs to be in a ring configuration. This will provide resiliency in case of equipment failures. Public Safety radio also benefits from this as they are on the same system.

THE POINT ARENA EXPANSION/RING PROJECT IS ESTIMATED TO COST  
\$300,000

THE FORT BRAGG EXPANSION/RING PROJECT IS ESTIMATED TO COST  
\$500,000

### SONOMA COUNTY CONNECTION

In order for the county to have resiliency it needs a link from the existing south county microwave system to Sonoma County. This will provide a backup/alternate internet path in case of outages. AT&T has proven they do not have resiliency needed. As the county needs to embrace new cloud based technologies, this resiliency is essential as it would be dependent on an always available internet connection. During emergencies this is critical, as communications need to be reliable and resilient.

THIS PROJECT IS ESTIMATED TO COST \$500,000

### RADIO SYSTEMS UPGRADES AND REPLACEMENT

The County maintains a County-wide radio system that supports the Sheriff’s Office, Department of Transportation, Public Works, and other departments with field workers. Many other state and federal agencies also use part of the radio network to fill in gaps in coverage. In South County, radio frequencies can be shared between Mendocino and Sonoma County.

Radio service is critical for County public safety. Because many areas of the County are remote, and the terrain is quite rugged, radio coverage can be difficult and expensive to provide. The system has over twenty repeaters that boost the signal throughout the County. Voter comparators help ensure that the strongest signal possible is delivered to an officer in their vehicle. Existing VHF/UHF repeaters are 20+ years old and are past end of life. Replacement units will provide additional functionality and resiliency that we do not have with existing equipment.

THIS PROJECT IS ESTIMATED TO COST \$1,500,000

### OFFSITE IT DATA CENTER REPLICATION

Offsite IT replication will allow the County to institute a necessary robust and safe data recovery system to assist in protecting the County’s data center in the event of failures due to natural disasters such as flood, earthquake, and fire. If the County experienced a catastrophic failure and did not have an offsite replication system in place, the County would be unable to recover data pertaining to the County’s core operating systems, including the finance system (Munis),

property system, payroll, taxes, criminal justice system, purchasing, Clerk Recorder, Assessor, telephones, and numerous other services that rely on the data center to operate. With the implementation of an off-site replication system, the County would be able to efficiently and effectively re-establish these essential services in the event of a disruption. The replication system would also provide the County with an essential method of backup and recovery due to accidental data loss.

THIS PROJECT IS ESTIMATED TO COST \$300,000  
ESTIMATED \$8,000 ANNUAL MAINTENANCE COSTS.

### COUNTYWIDE DOCUMENT IMAGING SYSTEM

The County’s existing document imaging system solution is approximately 20 years old. Although the system serves the Assessor/Clerk-Recorder and Auditor’s Offices current document imaging needs, the system lacks the functionality that other departments require (e.g. enhanced indexing and search capability). Additionally, several county departments have acquired other independent document imaging systems, and while these have served the County well, it does present support and return on investment issues (i.e. departmental staff time reduction, space cost reduction, efficiency and effectiveness).

Currently, several County departments lease storage facilities in order to store documentation that would likely be managed by a countywide document imaging system. Departments are also utilizing valuable office space to store their documents and records. Specific departments such as Human Resources, County Counsel and Public Defender which have large volumes of stored paper documents would greatly benefit from electronic storage for old documents. Staff would not be spending hours looking for paper documents and free up large areas of storage space.

THE PROJECT IS ESTIMATED TO COST \$565,000  
In FY 20-21 \$65,000 is budgeted, with additional funding in subsequent years until the project is complete.

### NETWORK SWITCHES

The county has over 175 cisco network switches that support the data connections for every computer in the county. These devices are located in the various network closets throughout the county and are critical for daily computer operations. The devices were last updated in 2008 and the switches are at end of life and are no longer supported by the manufacture.

Spare parts on hand are minimal and only available from secondary markets. All aspects of the county’s computer systems rely on these devices they are the data highway directors that allow the information to flow to every computer, server, firewall and internet. Public safety would be seriously at risk as failure means no communications are possible to servers, CAD, Dispatch or internet. It is imperative that these devices get replaced now that they are end of life.

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

The project is estimated to cost \$2.5 million for replacement of all existing cisco switches. In FY 20-21 \$250,000 is budgeted, with additional funding in subsequent years until the project is complete.

### SHERIFF DISPATCH CONSOLES

Dispatch consoles were originally installed in 1990, updated in 2002, are now at end of life for over three years. Support from Motorola is no longer available, and spare parts are difficult to find. The existing console system cannot be expanded to add additional local and/or offsite operator positions or channels. It is critical the county replaces this system as console failure would cause widespread and complete failure of Sheriff's radio systems. All Sheriff's main radio repeater/voting systems are console controlled and transmitter site steered. Recovery in event of a complete console failure would take three to four months to integrate into existing Sheriff's radio systems.

THE PROJECT IS ESTIMATED TO COST \$800,000 FOR REPLACEMENT.

The County has embarked upon a Five-year Information Technology (IT) Master Plan, which was adopted by the Board of Supervisors in November 2018. The IT Master Plan identified 99 initiatives with a potential investment of \$20.7 million over five years. The Executive Office provided the Board of Supervisors with regular updates on high priority projects, as well as requesting that funds be allocated in IT Reserve in FYs 2017-18, 2018-19 and 2019-20 in order to address the critical infrastructure needs.

In November 2018 the Board allocated \$1 million to IT Master Plan Projects. Funding has been allocated to 17 initiatives and 22 projects. Of the 22 projects identified: seven have been completed, two were funded through MCSO operating budget and one project was cancelled. FY 18-19 project expenses totaled \$411,530 and the remaining allocated balance of \$588,470 carried forward to FY 19-20 as project work continued for the remaining 12 projects.

In FY 19-20 budget adoption, the Board allocated \$508,825 to IT Master Plan projects. At First Quarter, the Board allocated an additional \$2,250,000 and approved a reallocation of \$318,482 IT Reserve carry-forward to IT Master Plan projects, and placed an additional \$1,500,285 in reserves dedicated to Microwave. Funding has been allocated to 18 initiatives and 20 projects including:

- Radio and Network Bid Development
- Computer Replacement
- Office Software Upgrades
- Wireless Network Phase II
- Radio Spare Parts
- Video Conferencing
- Cost Recovery – Public Safety Microwave Radio Communications Network
- Records and Data Retention – Email Retention
- Tyler Content Manager User Training
- Munis Gap Analysis
- Aumentum – Property Tax System Replacement Project (additional funding)
- Cannabis Reporting
- Microwave Phase 1 Repeater Replacement
- Pt Arena Radar Ring Expansion
- Multi-Jurisdictional Radio Operations
- Artificial Intelligence Based Security Monitoring
- Staff Security Awareness Training

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

### IT SUSTAINABILITY PLAN:

During the preparation of the Proposed Budget, funding sources have not been identified as of yet to determine the County's options with respect to the necessary IT infrastructure improvements and/or identified business process improvements. The Executive Office has concurred with the Board of Supervisors reluctance to seek outside financing for these infrastructure improvements; however, also understood the need to continue to invest in the County's infrastructure. The IT Master Plan has identified the need for many critical infrastructure improvements/replacements as well as areas of improvement to increase efficiencies. Overall success is dependent upon the continued investment of the IT Master Plan. Recommended investment for Fiscal Year 20-21 is \$6.8 million. At this point the Board is looking for funding for critical items. Staff are developing cost models related to the potential adoption of an Internal Services Fund to more appropriately allocate IT Master Plan costs.

Below is a summary of the IT Master Plan Fiscal Overview, illustrating the estimated costs per Fiscal Year (amounts are updated based upon the current state of the IT Master Plan projects and funding to date).

	FY 2021-20	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	TOTAL
<b>INFRASTRUCTURE</b>	\$4,822,600	\$4,181,300	\$2,976,672	\$1,012,581	\$1,447,329	<b>\$16,555,500</b>
<b>APPLICATION</b>	\$1,972,856	\$1,270,000	\$1,130,000	\$457,000	\$125,000	<b>\$4,972,856</b>
<b>TOTAL</b>	<b>\$6,795,456</b>	<b>\$5,451,300</b>	<b>\$4,106,672</b>	<b>\$1,487,581</b>	<b>\$1,572,329</b>	<b>\$19,413,338</b>

APPLICATION INITIATIVES								
C	<b>Critical</b> - Initiative is mission critical. Initiative mitigates significant risk to County operations or Public Safety and/or Return on Investment is very high.							
H	<b>High</b> - Initiative mitigates an acceptable level risk, and/or it has significant cost benefit or return on investment. Also provides significant level of service or protection to constituents and the community. Funding for these initiative typically begins in years 1.							
M	<b>Medium</b> - Is important to the organization, has measurable cost benefit or return on investment. Medium-priority initiatives also provide a service and protection to constituents and the community, but at a lower degree then a high priority initiative. Funding for these initiatives typically begin years 2-5 for the plan.							
L	<b>Low</b> - Provides value but with minimal cost benefit or return on investment. Funding for these initiatives typically begin in years 4 or 5 of the plan							
Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Best Practices								
1	Technology Governance	C	N					
2	Sustainability Planning	H	Y					
3	Project Planning and Implementation Best Practices	H	N					
4	Applications Management Best Practices	M	N					

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
5	Business Process Reviews	H	Y					
6	Software Selection Best Practices	H	Y					
7	Enterprise Reporting Best Practices	M	N					
8	User Training and Support (TCM)	C	Y	\$50,000	\$50,000	\$50,000	\$50,000	
9	Training Rooms	M	N	\$25,000				
10	IT Project and Services Portfolio	M	N					
11	Return-On-Investment Considerations	H	N					
<b>Department Applications and Systems</b>								
12	Munis Gap Analysis and Utilization Improvement - Purchasing and Invoicing	C	Y	\$85,000	\$100,000	\$100,000	\$250,000	
12.3	Munis Gap Analysis and Utilization Improvement - People Management	H	Y	\$70,000	\$50,000	\$50,000		
13	Budgeting Process Review and Improvements	H	Y					
	Salary Budgeting	C	Y	\$25,000				
	Other Budgeting Improv.	M	Y	\$50,000	\$50,000			
14	Bids Management Tool	M	N		\$50,000			
15	NeoGov Gap Analysis and Utilization Improvements	M	Y			\$25,000		
16	GovInvest License and Implementation	L	N					
17	Aumentum Assessment & Tax Billing System	C	Y	\$617,856	\$75,000			
17.6	Subject matter expert assistance (contract staff) - Aumentum	C	Y					
18	Cannabis Permits and Licenses Process Review	C	Y	\$50,000				
19	TRACKiT Gap Analysis and Utilization Improvement - ePermits anticipated completion by End of FY 19-20	C	Y	\$100,000	\$75,000	\$250,000		
20	Centralized Land/Parcel Data Management	M	Y					



# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	
21	Election Voting System Replacement (DIMS, GEMS, & Voter Equipment)	H	N						
22	Electronic Document Management System (EDMS)	H	N	\$65,000	\$300,000	\$200,000		\$100,000	
23	Enterprise Asset Management (EAM) Including Fleet	M	Y		\$50,000	\$100,000			
24	Fuel Management System Integration	H	N	\$20,000	\$30,000				
25	Project Tracking and Collaboration	M	N		\$20,000	\$30,000			
26	Intranet	M	N		\$50,000	\$50,000			
27	Agency Wikis	L	N			Included above	Included above		
28	Electronic/Digital Signatures	M	N		\$25,000	\$25,000			
29	Homeless Management Information Mgmt. System (HMIS)	M	N			\$100,000	\$100,000		
30	Migration of Access & Homegrown Applications to COTS	M	N		\$35,000	\$25,000	\$25,000		
31	Website Content Management Training	M	Y	\$25,000		\$25,000		\$25,000	
32	Animal Services Chameleon System Improvements	M	N	\$25,000					
33	Library Scheduling System	M	N	\$15,000					
34	Justware Gap Analysis and Utilization Improvement	M	Y	\$750,000					
35	Replacement of Probation's Assessment.com System	H	N						
36	GIS Assessment and Computer-Aided Dispatch Base Layer	H	N						
37	Aegis Gap Analysis and Utilization Improvement	M	Y		\$25,000				
	Aegis Upgrade	H	Y	Funded via the Sheriff's Office Budget					
38	Jail Visitation Management System	M	N		\$45,000				
39	Migrate Jalan Warrant Process & Historical Data to Aegis	L	N						

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
40	Conceal and Carry Weapon (CCW) Permitting Software	L	N					
41	3D Incident Mapping	L	N					
42	Automated License Plate Readers	M	N					
43	Sheriff's Vehicle - Voice Recognition	M	N					
44	Sheriff's Office Automated Vehicle Locater (AVL)	M	N					
<b>Gov 2.0 and Smart Counties</b>								
45	OpenGov	M	N					
46	Mass Public Outbound Communications	M	N					
47	Board Meeting Automated Text Recording and Minutes (Talk-To-Text)	L	N			\$50,000	\$50,000	
48	Kiosks	H	N		\$50,000	\$50,000		
49	District Attorney-Specific Email & Web Page URL	H	N	N/A	N/A	N/A	N/A	N/A
50	Volunteer Tracking and Contract System	M	N		\$15,000			
51	Central Employee ID Badge and Facility Security Access	M	Y		\$175,000			
<b>Total Application Initiatives:</b>				<b>\$1,972,856</b>	<b>\$1,270,000</b>	<b>\$1,130,000</b>	<b>\$475,000</b>	<b>\$125,000</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

### INFRASTRUCTURE INITIATIVES

<b>C</b>	<b>Critical</b> - Initiative is mission critical. Initiative mitigates significant risk to County operations or Public Safety and/or Return on Investment is very high.
<b>H</b>	<b>High</b> - Initiative is mission critical, it mitigates risk, and/or it has significant cost benefit or return on investment. Also provides significant level of service or protection to constituents and the community. Funding for these initiatives typically begin in the front end of the 5-year planning period.
<b>M</b>	<b>Medium</b> - Is important to the organization, has measurable cost benefit or return on investment. Medium-priority initiatives also provide a service and protection to constituents and the community, but at a lower degree than a high priority initiative. Funding for these initiatives typically begin in the middle of the 5-year planning period (Year 2 or 3). Can also be a high-priority initiative that is dependent on another high-priority initiative that is a prerequisite.
<b>L</b>	<b>Low</b> - Provides value but with minimal cost benefit or return on investment. Can also be a medium-priority initiative that is dependent on another medium-priority initiative that is a prerequisite. Funding for these initiatives typically begin on the back end of the 5-year planning period (Years 3-5).

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
<b>Best Practices</b>								
52	Network Upgrade	H	Y	\$250,000	\$1,000,000	\$1,250,000		
53	Structure Connectivity System	H	Y	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	MSCO/Radio Computer Room Move	C	Y	\$750,000				
54	Storage Area Network (SAN) Upgrade	H	N		\$137,500			\$50,000
	Date Center Upgrades		N	\$25,000				
55	Cloud Computing	L	N		\$150,000			
56	IT Computer Equipment Replacement Plan	M	N	\$200,000	\$150,000	\$150,000	\$150,000	\$150,000
	Public Safety Mobiles	M	N	\$36,000	\$84,000	\$54,000	\$54,000	\$54,000
57	Internet Bandwidth - Resiliency	C	N	\$23,400	\$23,400	\$23,400	\$23,400	\$23,400
58	Windows 10 & Office Software Upgrades	M	N					\$400,000
59	WebEOC	M	N		\$50,000			
60	Technology Support for the EOC	H	N		\$50,000			\$50,000
61	Network Resiliency Study - Emergency Broadband Availability	C	Y					
62	Electronic Mail (Groupwise)	H	Y	\$213,600	\$93,600	\$95,472	\$97,381	\$99,329

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
63	E-Fax	M	N				\$25,000	
64	VMware Upgrade & Server Refresh - Complete	H	N	\$45,000		\$160,000		\$45,000
65	Remote Access Upgrade	M	N		\$25,000			
66	Wireless Network	H	N	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
67	Video Surveillance Assessment and Replacement	H	Y	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
68	Property Backup System	H	N			\$50,000		
69	Microwave and Multiplexer Replacement	C	Y	\$1,500,000				
	Mux/MPLS Upgrade	C	Y					
70	Radio Systems Upgrades and Replacement	H	N			\$35,000		
	Radio Repeaters - Capital Replacement	M	N					
	Radio Repeaters - Spare Parts Inventory	C	N	\$30,000			\$30,000	
	Radio Spare Parts 19-20	H	N					
	Radio - Voting Comparators Upgrade	H	N					
70.5	Tower Environmental/Power Alerts Alarms	H	Y					\$20,000
71	Microwave Ring Expansion	M	Y		\$1,300,000			
	Microwave resiliency Sonoma County Connection	M	Y			\$500,000		
72	Video Conferencing	H	N	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000
73	Infrastructure Roles and Responsibilities	M	Y					
74	MCSO Structured Connectivity System	C	Y		\$250,000			
75	MCSO Local Area Network (LAN) Upgrade	H	N					
a	Router Upgrade	H	N					
b	Firewall Upgrade	H	N					

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN								
Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
c	District Attorney Firewall - CJIS Compliance		N					
d	Switch Upgrades	C	Y	\$100,000				
e	Switch Upgrades Remote Offices	C	N					
f	Aegis Message Switch	H	N					
76	MCSO Infrastructure Upgrade (Servers, SAN, and Backups)	H	N					
	So Server Upgrades	H	N					
	Aegis Server Replacement	H	N					
	Backup Server & Software Upgrades	M	N					
	SO Resilient Server - Dispatch	M	N					
	So Resilient Server - Admin	M	N	\$40,000				
77	Multi-Jurisdictional Radio Operations	H	N	\$40,000	\$40,000	\$40,000	\$40,000	
78	Dispatch Radio Console Replacement	H	N	\$800,000				
<b>IT Operations</b>								
79	IT Operations - Enterprise Management Platform	H	N					
	Help Desk Ticketing System	M	N	\$20,000				
	IT Asset Management Automation	H	Y	\$25,000	\$25,000	\$18,000		
	IT Automation Tools (Patch Management)	M	Y		\$18,000			
	IT Support Metrics	M	Y		\$18,000			
	Network Management Tools (Configuration Management)	M	N	\$25,000	\$18,000			
80	Mobile Device Management	H	N	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
81	IT Cost Recovery (IT Budget Allocations)	M	Y					

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN								
Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
82	IT Procurement Practices	H	N					
83	IT Policies and Procedures	H	Y	\$7,800				\$7,800
84	MCSO IT Operations - Enterprise Management Platform		N					
	AD Audit	H	N					
	Operations Software	H	N	\$20,000	\$50,000		\$20,000	
	Cloud Based Backup	C	N	\$24,000	\$36,000	\$48,000	\$60,000	60000
	Security Audit	M	Y			\$35,000		
IT Security								
85	Disaster Recovery Planning	H	Y	\$40,000				
86	Disaster Recovery Site Implementation	H	Y	\$250,000	\$100,000	\$100,000		
87	Backups	M	N	\$70,000				
88	Firewall Upgrade	H	N				\$50,000	
89	IT Security Assessment	M	Y		\$50,000			\$50,000
90	Logging and Audit Trails	C	N	\$50,000			\$25,000	
91	Records and Data Retention	C	N			\$55,000		
92	PCI Compliance - Study	M	N					
93	Domain Name Services Security	H	N	\$28,800	\$28,800	\$28,800	\$28,800	\$28,800
	Artificial Intelligence Based Security Monitoring	C	Y		\$100,000			\$100,000
	Staff Security Awareness Training	C	N	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
GIS								
94	GIS Assessment and Master Plan	M	Y			\$100,000		
95	GIS Data Acquisition	M	Y				\$150,000	
96	GIS Emergency Operations Readiness	H	Y	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN - IT SUSTAINABILITY PLAN

Initiative	IT Initiative	Priority	Third Party Assistance Required	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
<b>Telecommunications</b>								
97	VoIP Phone System Upgrade and Resiliency	M	N		150000			\$75,000
98	Phone System Training	M	Y	\$25,000			\$25,000	
<b>IT Staffing</b>								
99	Business Analysis and Project Management Skill-Set Needs	M	Y					
<b>Total Infrastructure:</b>				<b>\$4,822,600</b>	<b>\$4,181,300</b>	<b>\$2,976,672</b>	<b>\$1,012,581</b>	<b>\$1,447,329</b>
<b>Net Application Spend:</b>				<b>\$1,972,856</b>	<b>\$1,270,000</b>	<b>\$1,130,000</b>	<b>\$475,000</b>	<b>\$125,000</b>
<b>Grand Total Spend:</b>				<b>\$6,795,456</b>	<b>\$5,451,300</b>	<b>\$4,106,672</b>	<b>\$1,487,581</b>	<b>\$1,572,329</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

### FUNDING MECHANISMS

#### CURRENT FINANCING OPTIONS

##### PAY-AS-YOU-GO FINANCING

This is the primary method of funding for capital improvement and deferred maintenance projects in the County. For the past several years the County has utilized available funding in order to fund priority projects. This funding has come from a mix of general fund discretionary dollars and one-time savings from prior years. Special department revenues have been used for non-general fund projects. Each year the process of public bidding and staff capacity has been more of a hurdle for project completion than available funding. Three additional Facilities Division staff were added in the FY 17-18 Budget to handle additional projects to address this issue. The Board of Supervisors' have established several policies related to Fiscal Stability and Financial Sustainability. A key part of this policy directive is the County incurring no additional debt. Based on this and the recovering economic condition, the County has been able to adequately fund priority projects on a pay-as-you-go basis. This approach is expected to continue into the near future and has been effective in eliminating the backlog of projects.

##### CIP'S IMPACT ON OPERATING REVENUES

The County's target is utilizing \$1 million of discretionary revenue to fund the Capital Improvement Plan each year. This amount may be adjusted up or down during preparation of the budget depending on the projected amount of available fund balance available in the General Fund from the prior year. As an example in FY 2016-17 \$706,374 of "operating revenue" was dedicated to capital projects and additionally \$1,130,199 of one-time funding or fund balance was also dedicated to capital projects. This funding is exclusive of the operating funds provided to the Facilities Division (through Budget Unit 1610) for management of the CIP projects.

In this Budget, no additional discretionary general fund revenue or one-time funding was budgeted to support capital projects. There has been an unusually high amount of carryover funding in recent years, but additional funding will be necessary in the next year in order to meet the upkeep and operational needs of the County. The numbers referenced above only refer to General Fund projects. The funding for General Fund projects is transferred into the Capital Improvement Fund at the beginning of the fiscal year, while projects funded from other funds are billed out throughout the year, so are not part of the Capital Improvement Funds fund balance at the end of the year. Reserve for Major Repair and Maintenance of Facilities

##### RESERVE FOR MAJOR REPAIR AND MAINTENANCE OF FACILITIES

(County Policy 33), is one way for the County to fund major repair and maintenance of facilities. The Board of Supervisors has deferred and suspended the funding of this reserve since FY 07/08.

When funded, the reserve, known as the "Capital Improvement Fund" provides monies through Budget Unit 1710 for facility enhancements and large-scale maintenance projects including items such as roof repair, parking lot repairs, and heating and cooling (HVAC) upgrades, Americans with Disabilities Act (ADA) retrofits for the removal of barriers to disabled access in County facilities, as well as any other significant facility preventative maintenance costs or repairs. With a County owned building inventory of approximately 726,465 square feet (514,342 General Fund facilities and 212, 123 non General Fund facilities) the Fund would be allocated at \$462,907 for general fund facilities; Non General Fund facilities would budget for their maintenance through the annual budget process.

While funding has been available for the past several years, the reserve has not been funded based on the CEO's recommendation that the funding be directly invested in projects to reduce the backlog of deferred maintenance. Each budget cycle the CEO reconsiders the funding of the reserve pursuant to County policy. For at the next couple of years, the CEO anticipates continuing to recommend all investment be added to addressing the backlog of maintenance projects.

##### INFORMATION TECHNOLOGY REPLACEMENT RESERVE (IT RESERVE)

(IT Reserve) was established (County Policy 35) to provide funding for the replacement of multi-departmental computer systems; the funding is located in Budget Unit 0717. Currently, this reserve is being used to fund an update to the County's Property System as well as computer and software replacements and upgrades. As the County undertakes an IT master planning process, recommendations for utilizing any additional funding in BU 0717 will be identified.

##### VEHICLE REPLACEMENT FUND

The County Vehicle Replacement Fund, Budget Unit 0711, was historically replenished throughout the fiscal year from per-mile charges which included estimated costs of vehicle replacement in addition to mileage and maintenance costs. Currently, mileage fees include only maintenance and fuel costs and approved vehicles are being purchased with additional revenues that are transferred into the fund. The Executive Office is investigating the re-institution of mileage fees which would include estimated costs of vehicle replacement.

##### GRANTS

Capital project prioritization may be influenced by the availability of outside funding. The County contracts with a grant consultant to identify and apply for additional grant funding for projects.

##### DONATIONS

The Covelo Library is an example of a community donation to the County. Another example of community donation can be seen through the work of volunteers in County parks.



## CAPITAL IMPROVEMENT PLAN

### TRANSPORTATION FUNDING

#### LOCAL ROAD FUNDS

The Road Fund is provided a transfer of a portion of County property tax revenues each year. For FY 17-18 this is estimated to total \$3.48 million. In addition to this funding the Board of Supervisors has dedicated \$1.75 million of General Fund dollars to corrective maintenance projects. The total is comprised of \$1 million in anticipated cannabis tax revenue and \$750,000 of prior year savings (one-time money). This funding will also be enhanced by the new SB 1 state transportation package, which is estimated to provide an additional \$250,000 in FY 17-18 for corrective maintenance projects, for a program total of \$2 million. More information on SB 1 and the proposed future projects are described as part of the Department of Transportation's section in this book (Budget Unit 3010).

#### STATEWIDE HIGHWAY USERS TAX ACCOUNT (HUTA)

The Highway Users Tax Account is primary source of funds for the overall county road maintenance and safety improvement program. The State of California collects 27.8 cents for every gallon of gasoline sold. The State distributes money back to California Counties based on the number of registered vehicles and miles of roads maintained. This money becomes a special revenue called the Road Fund which must be used for road and transportation purposes.

#### FEDERAL HIGHWAY ADMINISTRATION (FHWA)

FHWA provides funding for specific roads and bridges. FHWA funding is administered through Caltrans and includes several grant programs. The Highway Bridge Program (HBBR and HBP) is used to replace or rehabilitate county bridges.

#### FEDERAL AVIATION ADMINISTRATION (FAA)

FAA provides funding for a variety of airport improvements.

#### COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Federal funds for community development and economic development activities & projects. This source is also used for a majority of ADA upgrade projects.

#### FEDERAL EMERGENCY MANAGEMENT AUTHORITY (FEMA)

Funds that can be used for needed repairs after damage by storms or disasters.

### OTHER FINANCING OPTIONS

#### CERTIFICATES OF PARTICIPATION

Certificates of Participation (COPs) have been used over the past thirty-five years to finance millions of dollars of County facilities. Currently it is against the Board's policy to incur additional debt, so the County does not foresee utilizing this source of funding on the horizon.

#### GENERAL OBLIGATION BONDS

General Obligation (GO) Bonds are secured by a pledge of the full faith and credit of the issuer or by a promise to levy taxes in an unlimited amount necessary to pay debt service or both. Since the passage of Proposition 13 setting a limit on the ad valorem tax on real property at 1%, this type of financing has declined in use. Use of GO bonds requires a two-thirds voter approval and the proceeds may only be used for the acquisition or improvement of real property.

#### LEASE PURCHASE

Generally used to finance major equipment/software purchases. The loan period approximates the useful life of the asset purchased. Ownership of the asset is often transferred to the purchaser for zero to a nominal cost at the end of the lease term.

#### IMPACT FEES

One consequence of new development - housing development, in particular - is an increase in population and a corresponding increase in the demand for public services. While new development generates taxes and other revenues for local government, the increase in revenue is unlikely to fund the full impact on County programs and facilities. Recognizing the effect of Proposition 13 in limiting discretionary revenue, development impact fees are one avenue by which the state has empowered counties to mitigate the effects of new development and population growth.

Impact fee revenue can be used for new capital facilities and assets such as vehicles, equipment, computers, library books, office space, jail beds, parks, playgrounds, and roads. If the County expands a facility to accommodate population growth, the portion of the facility cost related to growth can also be recouped from development impact fees.

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS - FY 2019-20 PROJECTS LIST

### SUMMARY/COSTS

#### GENERAL FUND PROJECTS FUNDED IN FY 2020-21

PROJECTS	Total Five-Year Funding	
	GENERAL FUND	NON-GF
<b>Roof Replacements</b>		
Administration Center Roof & HVAC	4,730,352	-
Roof Replacements - All Buildings	2,730,000	1,190,000
Roof Re-coating to Extend Life - All Buildings	480,000	215,000
Public Health-Mental Health Roof & HVAC	-	2,400,000
<b>Total Roof Replacements</b>	<b>7,940,352</b>	<b>3,805,000</b>
<b>Energy Efficiency Retrofitting &amp; Upgrades</b>		
Other Buildings - HVAC Replacement	680,000	520,000
Solar lighting & EV Charging Stations	175,000	250,000
Windows, Weatherization, Insulation	15,000	40,000
LED Lighting Upgrades	-	-
<b>Total Energy Efficiency Retrofitting &amp; Upgrades</b>	<b>870,000</b>	<b>810,000</b>
<b>Capital Facilities Maintenance</b>		
Exterior Painting - Jail Building #2	200,000	-
Exterior Sealing Repeater Sites	242,000	-
Exterior Painting Remaining Buildings	292,000	250,000
Interior Painting - Jail Building #1	225,000	-
Interior Painting - Remaining Buildings	260,000	372,000
Flooring Replacements - All Buildings	548,905	707,000
Parking Lot Rehabilitation - Remaining Facilities	450,000	605,000
Museum ADA Entrance & Restrooms	175,000	-
ADA Retrofitting & Upgrades - All Facilities	320,000	255,000
Electrical Panel Upgrades Sheriff Admin.	203,346	-
Electrical & Mechanical (Non-HVAC) Upgrades	578,050	280,000
Other Deferred Maintenance Projects	400,000	-
Un-reimbursed Flood & Mold Claims	161,000	115,000
Hazardous Tree Mitigation	216,730	90,000
Park Maintenance & Enhancements	400,000	-
<b>Total Capital Facilities Maintenance</b>	<b>4,772,031</b>	<b>2,674,000</b>
<b>Fire-Life-Safety / Modernization Aging Facilities</b>		
Probation - Exiting and Fire Safety	360,000	-
Sheriff's Administration Building Upgrades	400,000	-
Fire-Life-Safety Compliance Improvements All Buildings	600,000	450,000
DOT Road Materials Covers & Video Security	-	380,000
Low Gap Bridge Repairs	650,000	-
Asbestos and Lead Abatement (Paint & Flooring)	111,765	90,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS - FY 2019-20 PROJECTS LIST

PROJECTS	Total Five-Year Funding	
	GENERAL FUND	NON-GF
Underground Storage Tank Mitigation & Monitoring	358,695	-
HIRSCH and Other Security Improvements	105,000	236,000
Fire Alarm and Fire Suppression Systems	305,000	125,000
Work flow/Staffing Remodel Requests	615,000	485,000
Other Departmental Small Projects	115,000	120,000
<b>Total Fire-Life-Safety / Modernization Aging Facilities</b>	<b>3,665,490</b>	<b>1,886,000</b>
<b>Major Projects - Capital Improvements</b>		
Relocate 911 Servers & MCSO Equipment	160,000	-
New Generators and Generators Back-Ups	197,643	577,000
Library Meeting Room & Fire Alarm System	-	73,000
Public Health - Mental Health Siding Replacement	-	250,000
Pt. Arena Veterans Hall ADA & Maintenance	40,000	-
Jail Expansion Project	1,500,000	25,000,000
Mental Health Treatment Act Projects - Measure B	-	3,181,000
Parking Lot Rehabilitation - Jail & Administration Center	625,000	-
Microwave System Infrastructure Improvements Incl. Grants	448,000	-
HHS Facility Planning & Avila Center Expansion	-	1,180,000
<b>Total Major Projects - Capital Improvements</b>	<b>2,970,643</b>	<b>30,261,000</b>
<b>Roads &amp; Bridges</b>		
Corrective Maintenance	5,000,000	16,415,328
Road Reconstruction	-	3,316,381
Storm Damage	-	18,808,046
Bridge Replacement & Retrofits	-	42,442,796
Pedestrian Improvements	-	1,173,783
Sediment Reduction/Fish Barrier Removal/Other	-	2,354,915
<b>Total Roads &amp; Bridges</b>	<b>5,000,000</b>	<b>84,511,249</b>
<b>County Vehicle Fleet</b>		
Replacement of County Vehicles	4,258,000	1,415,000
<b>Total County Vehicle Fleet</b>	<b>4,258,000</b>	<b>1,415,000</b>
<b>Information Technology Maintenance &amp; Upgrades</b>		
Microwave System Equipment Improvements	225,000	-
IT Reserve (Equipment & Enterprise Software)	1,525,000	-
Countywide Document Imaging System	500,000	-
<b>Total Information Technology Maintenance &amp; Upgrades</b>	<b>2,250,000</b>	<b>-</b>
<b>Sub-Total</b>	<b>31,726,516</b>	<b>125,362,249</b>
<b>Total All Funds</b>		<b>157,088,765</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS

### FY 2020-21 CAPITAL IMPROVEMENT OVERVIEW

General Fund	Carry Forward Project Fund Balance	\$ 3,733,516	11
General Fund	Total	\$ 4,036,516	
Non-General Fund	Carry-Forward Projects	\$ 237,000	11
Non-General Fund	New Project Requests	\$ 1,228,000	9
Non General Fund	Total	\$ 1,456,000	
<b>Total</b>	<b>Total All Projects</b>	<b>\$ 5,198,516</b>	

\* Carry Forward

### FY 2020-21 PROPOSED PROJECTS

PROJECT DESCRIPTION	NEEDED PER CIP	CARRY FORWARD	PROPOSED BUDGET
<b>GENERAL FUND PROJECT</b>			
Small Deferred Maintenance Projects < \$5,000	50,000	-	-
Unanticipated Capital Projects	100,000	-	100,000
Parking lot maintenance & rebuild - Various locations	100,000	-	-
County Wide Tree Removal Program	50,000	-	20,000
Painting and exterior maintenance - Various locations	300,000	-	-
Roof Repairs - Various locations	300,000	-	50,000
HVAC System Upgrades & Replacement	125,000	-	60,000
ADA Improvements - ADA Only Projects	125,000	-	20,000
UST Monitoring and Wells Ft. Bragg & Willits Yards	72,600	19,600	72,600
Probation Security Access Control System Building 38	38,000	-	-
Update ADA Transition Plan, Fire-life-safety compliance, space planning - Various Locations	250,000	-	-
Fire Alarm Systems for High Risk Buildings (Courthouse Annex) Building 31	50,000	-	-
Replace Fire Suppression Systems that cannot be maintained (Server RM and 911) Buildings 28 & 38	100,000	-	-
Priority Roof Replacement/Repair Agriculture Roof Replacement Building 36	90,000	-	-
ADA Improvements - Point Arena Veterans Hall - Restroom upgrades Building20	20,000	-	-

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS - FY 2020-21 PROPOSED PROJECTS LIST

PROJECT DESCRIPTION	NEEDED PER CIP	CARRY FORWARD	PROPOSED BUDGET
Park Maintenance & Enhancements (Bower Park Safety Hazard Spillway Repairs) Facility 201	95,000	-	-
Park Maintenance & Enhancements - Low Gap Bridge Safety Enhancements facility 204	30,000	-	-
Deferred Maintenance Project - Fort Bragg Vets Sidewalk Replacement 11	30,000	-	-
<b>PROJECTS IN PROGRESS &amp; CARRY FORWARD PROJECTS</b>			
Admin Center Roof Replacement Project Southeast Phase 2 & 3	2,187,751	2,030,352	2,030,352
Jail Expansion Parking Extension East to 911 Driveway	300,000	275,000	275,000
911 Uninterrupted Power Supply Improvement & Replacement	100,000	19,825	-
Generator Interconnect for Critical Facilities	170,000	72,643	72,643
San Hedrin Power Line Repairs & Evaluation	130,000	87,320	87,320
Covelo Road Yard UST Monitoring	50,000	41,095	41,095
Redwood Valley Lions Park Bathroom Repairs	21,000	21,000	21,000
Museum Mold Remediation	40,000	40,000	40,000
Courthouse Magnolia Tree Maintenance	7,000	7,000	7,000
Juvenile Hall Security and Painting & Security Screening	47,000	21,795	21,795
Carpet & Flooring at OES and Investigations	57,980	8,905	8,905
Pt. Arena Microwave Site Communications Upgrade	790,000	28,000	28,000
Priority Roof Replacement - Red Cross Modular - Roof Replacement	15,000	15,000	15,000
Roof Repairs - Ukiah Veterans Hall Roof Repairs	30,000	30,000	30,000
Point Arena Tree Removal - Veterans Hall	40,000	39,730	39,730
Museum ADA Entry and Restroom Remodel	175,000	175,000	175,000
Sheriff's Office Underground Fiber Installation Project	223,250	46,250	46,250
Sealing, Waterproofing, Painting San Hedrin & Spanish Mt. Repeater Sites	200,000	192,000	192,000
Sealing, Waterproofing, Painting Jail Building II	200,000	200,000	200,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

<b>CAPITAL IMPROVEMENTS - FY 2020-21 PROPOSED PROJECTS LIST</b>			
<b>PROJECT DESCRIPTION</b>	<b>NEEDED PER CIP</b>	<b>CARRY FORWARD</b>	<b>PROPOSED BUDGET</b>
Admin Center Server Room Temperature Monitoring System	15,000	15,000	15,000
Remote Generator Monitoring System	20,000	4,480	4,480
Sheriff's Office Main Electrical Panel Upgrade and Generator Provision	233,346	203,346	203,346
<b>Transfer in for Library Project (Non-General Fund)</b>			
Library – Willits Library, Remodel Staff Kitchen & Meeting Rooms	18,000	-	18,000
Library – Ukiah Library Entry Patio & Book Drop	55,000	-	55,000
Library – Roof Replacement Willits Library	300,000	-	-
<b>Transportation Carry Forward Projects (Non General Fund)</b>			
DOT - Video Security Ft. Bragg Yard - Building 9 *CF	30,000	30,000	-
DOT - Video Security Pt. Arena Yard - Building 18 *CF	25,000	25,000	-
DOT - Roof Replacement Ukiah Admin Offices	315,000	-	-
DOT - Roof Replacement Ukiah Equipment Shop	500,000	-	-
<b>Transfer in for Child Support Project (Non General Fund)</b>			
Main Floor Carpeting and Abatement	50,000	50,000	50,000
Automatic Operators at Main Entry Doors Including HIRSCH	50,000	50,000	50,000
Entry Remodel to Add One Interview Booth	117,000	117,000	117,000
<b>Transfer in for Child Support Project (Non General Fund)</b>			
Mental Health Rooms 381-383 Water Damage Repairs	35,000	-	35,000
Planning and Design for Parking Lot Entrance for Fort Bragg PH Nursing/WIC	30,000	-	30,000
Extend Generator Capacity for Avila Modular & Yokayo Fiscal Modular	72,000	-	72,000
Install 10 x 12 Tuff Shed - No Electrical	20,000	20,000	20,000
Hirsch Card Readers for Avila Gates	25,000	-	25,000
Fiber Cable Pull from Fort Bragg Justice Center to Avila Data Room	20,000	-	20,000
Avila Video Security System	35,000	-	35,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

<b>CAPITAL IMPROVEMENTS - FY 2020-21 PROPOSED PROJECTS LIST</b>			
<b>PROJECT DESCRIPTION</b>	<b>NEEDED PER CIP</b>	<b>CARRY FORWARD</b>	<b>PROPOSED BUDGET</b>
Avila Center Electric Strikes at Interview Booths	26,000	-	26,000
Generator Fencing at South Yokayo and CFS	20,000	-	20,000
Yokayo Center Video Security System	45,000	-	45,000
Yokayo Center Secure Parking for County Vehicles	150,000	-	150,000
Children & Family Services Painting Rooms C2 and C5	12,000	-	12,000
Electric Vehicle Charging Stations for Yokayo Center (4)	85,000	-	85,000
Veterans Services ADA Parking and Path of Travel	55,000	-	55,000
WISC Back-up Generator	360,000	-	360,000
WISC Shower and Laundry Room	85,000	-	85,000
HHSU Unanticipated Capital Projects - Various Locations	100,000	-	100,000

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

<b>FIXED ASSETS</b>			
<b>1910 Land Improvement</b>			
	Vehicles - x1 SUV	30,000	General Fund
	<b>Total Land Improvement</b>	<b>30,000</b>	
<b>2310 Sheriff-Coroner Office</b>			
	Vehicle - Patrol Vehciles (x6 Std + x2 K9)	460,000	General Fund
	Vehicle - x1 SUV	55,000	General Fund
	Vehicle - x1 Pick Up Truck	55,000	General Fund
	<b>Total Sheriff-Coroner Office</b>	<b>570,000</b>	
<b>2550 Junvenile Hall</b>			
	Security System	14,687	General Fund
	<b>Total Juvenile Hall</b>	<b>14,687</b>	
<b>2560 Probation</b>			
	Vehicle - x1 SUV	33,000	General Fund
	<b>Total Probatoin</b>	<b>33,000</b>	
<b>5010 Social Services</b>			
	Storage Shed x1	20,000	Realignment
	Hirsch Gates x3	25,000	Realignment
	Generator x1	360,000	Realignment
	Fiber Optic Cable	20,000	Realignment
	Booth Strickers x6	26,000	Realignment
	Washer and Dryer	85,000	Realignment
	Lights & Cameras x10	80,000	Realignment
	<b>Total Social Services</b>	<b>33,000</b>	
<b>6110 Library</b>			
	Book Drop	10,000	Non-General Fund
	<b>Total Library</b>	<b>10,000</b>	
	<b>TOTAL FIXED ASSETS</b>	<b>1,273,687</b>	





# POSITION ALLOCATIONS

# POSITION ALLOCATIONS

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# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>0327</b>	<b>AIR QUALITY MANAGEMENT DISTRICT</b>						
0327	1370	2055	AIR POLLUTION CONTROL OFFICER	45.64	55.48	1.00	AIR POLLUTION CONTROL OFFICER
0327	3341	2057	SR AIR QUALITY SPECIALIST	31.02	37.71	1.00	VACANT
0327	3346	2059	AIR QUALITY TECHNICIAN	21.00	25.52	1.00	AIR QUALITY TECHNICIAN
0327	3562	2064	AIR QUALITY SPECIALIST	28.16	34.22	1.00	AIR QUALITY SPECIALIST-OOC
0327	3563	2064	AIR QUALITY SPECIALIST	28.16	34.22	1.00	AIR QUALITY SPECIALIST
0327	4019	2059	AIR QUALITY TECHNICIAN	21.00	25.52	1.00	VACANT
0327	4022	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III - OOC
0327	4023	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
0327	4144	0200	AQMD PROGRAM MANAGER	33.33	40.53	1.00	VACANT
<b>BU FTE Total</b>						<b>9.00</b>	
<b>0418</b>	<b>PH WIC</b>						
0418	1656	4029	COMMUNITY HEALTH WORKER II	15.89	19.31	1.00	COMMUNITY HEALTH WORKER II
0418	1710	4003	NUTRITIONIST	26.17	31.81	1.00	NUTRITIONIST
0418	2009	4003	NUTRITIONIST	26.17	31.81	0.80	NUTRITIONIST
0418	3447	4003	NUTRITIONIST	26.17	31.81	0.40	VACANT
0418	3651	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM SPECIALIST II
0418	3653	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3770	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3772	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3793	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	VACANT
0418	3794	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	VACANT
0418	3795	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	VACANT
0418	3928	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER
0418	4301	4095	SR HEALTH PROGRAM ELIGIBILITY WORKER	18.18	22.10	1.00	SR HEALTH PROGRAM ELIGIBILITY WORKER
0418	4302	4095	SR HEALTH PROGRAM ELIGIBILITY WORKER	18.18	22.10	1.00	SR HEALTH PROGRAM ELIGIBILITY WORKER
0418	4312	4095	SR HEALTH PROGRAM ELIGIBILITY WORKER	18.18	22.10	1.00	VACANT
<b>BU FTE Total</b>						<b>14.20</b>	
<b>0426</b>	<b>COALITION FOR GANG AWARENESS &amp; PREVENTION-DFC GRANT</b>						
0426	3690	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST I
<b>BU FTE Total</b>						<b>1.00</b>	
<b>0448</b>	<b>DA STATUTORY RAPE VERTICAL PROSECUTION</b>						
0448	2364	7086	VICTIM/WITNESS ADVOCATE	19.22	23.37	1.00	STAFF ASSISTANT II
<b>BU FTE Total</b>						<b>1.00</b>	
<b>0453</b>	<b>PH TOBACCO ED</b>						
0453	3664	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
<b>BU FTE Total</b>						<b>1.00</b>	
<b>0464</b>	<b>DA VICTIM WITNESS</b>						
0464	0021	7085	VICTIM/WITNESS COORDINATOR	27.07	32.91	1.00	VACANT
0464	0022	7086	VICTIM/WITNESS ADVOCATE	19.22	23.37	1.00	VICTIM/WITNESS ADVOCATE
0464	2485	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT
0464	2486	7086	VICTIM/WITNESS ADVOCATE	19.22	23.37	1.00	VICTIM/WITNESS ADVOCATE
0464	2487	7086	VICTIM/WITNESS ADVOCATE	19.22	23.37	1.00	VICTIM/WITNESS ADVOCATE
<b>BU FTE Total</b>						<b>5.00</b>	

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>0465</b>	<b>DA ANTI DRUG ABUSE</b>						
0465	2681	7040	DISTRICT ATTORNEY INVESTIGATOR	32.47	39.46	1.00	DISTRICT ATTORNEY INVESTIGATOR 10%
0465	3198	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY I
0465	3389	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
<b>BU FTE Total</b>						<b>3.00</b>	
<b>0478</b>	<b>PH BIOTERRORISM ACT</b>						
0478	3668	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	VACANT
0478	3809	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
<b>BU FTE Total</b>						<b>2.00</b>	
<b>0713</b>	<b>GENERAL LIABILITY INSURANCE</b>						
0713	3009	0039	SAFETY OFFICER	25.85	31.43	1.00	VACANT
0713	3929	0039	SAFETY OFFICER	25.85	31.43	0.50	SAFETY OFFICER
0713	4030	0192	SR RISK ANALYST	29.80	36.22	1.00	SR RISK ANALYST
<b>BU FTE Total</b>						<b>2.50</b>	
<b>0715</b>	<b>HEALTH BENEFITS</b>						
0715	1702	0085	BENEFITS SPECIALIST - CONF	20.27	24.61	1.00	BENEFITS SPECIALIST - CONF
0715	3541	0061	STAFF ASSISTANT III - CONF	16.27	19.79	1.00	STAFF ASSISTANT III - CONF
0715	3963	0006	SR HUMAN RESOURCES ANALYST	34.31	41.69	1.00	ACTING HUMAN RESOURCES MANAGER
0715	4006	0048	HUMAN RESOURCES TECHNICIAN	21.19	25.75	1.00	HUMAN RESOURCES TECHNICIAN
<b>BU FTE Total</b>						<b>4.00</b>	
<b>1010</b>	<b>CLERK OF THE BOARD</b>						
1010	4076	0149	DEPUTY CLERK BOS II - CONF	23.95	29.11	1.00	DEPUTY CLERK BOS II - CONF-OOC
1010	4078	0149	DEPUTY CLERK BOS II - CONF	23.95	29.11	1.00	STAFF ASSIST II CONF - OOC
1010	4143	0199	SR DEPUTY CLERK BOS - CONF	26.40	32.10	1.00	DEPUTY CLERK BOS I-CONF
<b>BU FTE Total</b>						<b>3.00</b>	
<b>1015</b>	<b>BOARD OF SUPERVISORS</b>						
1015	0041	0186	SUPERVISOR	42.34	42.34	1.00	SUPERVISOR
1015	0042	0186	SUPERVISOR	42.34	42.34	1.00	SUPERVISOR
1015	0043	0186	SUPERVISOR	42.34	42.34	1.00	SUPERVISOR
1015	0044	0017	SUPERVISOR	42.34	42.34	1.00	SUPERVISOR
1015	0046	0017	SUPERVISOR	42.34	42.34	1.00	SUPERVISOR
<b>BU FTE Total</b>						<b>5.00</b>	
<b>1020</b>	<b>EXECUTIVE OFFICE</b>						
1020	3384	0043	CHIEF EXECUTIVE OFFICER	100.96	100.96	1.00	CHIEF EXECUTIVE OFFICER
1020	3385	0042	ASSISTANT CHIEF EXECUTIVE OFFICER	59.85	72.74	1.00	VACANT
1020	3386	0040	DEPUTY CHIEF EXECUTIVE OFFICER	48.93	59.48	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3387	0040	DEPUTY CHIEF EXECUTIVE OFFICER	48.93	59.48	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3388	0040	DEPUTY CHIEF EXECUTIVE OFFICER	48.93	59.48	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3612	0012	SR ADMINISTRATIVE ANALYST	35.22	42.79	1.00	SR ADMINISTRATIVE ANALYST - OOC
1020	3627	0064	ADMINISTRATIVE ASSISTANT - CONF	19.69	23.93	1.00	ADMINISTRATIVE ASSISTANT-CONF
1020	3900	0040	DEPUTY CHIEF EXECUTIVE OFFICER	48.93	59.48	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3901	0010	ADMINISTRATIVE ANALYST II	30.41	36.96	1.00	STAFF ASSISTANT II - CONF
1020	3964	0013	EXECUTIVE COORDINATOR	23.95	29.11	1.00	EXECUTIVE COORDINATOR OOC
1020	4020	0066	OFFICE SERVICES SUPERVISOR - CONF	21.72	26.39	1.00	OFFICE SVCS. SUPERVISOR-CONF OOC
1020	4261	0181	PROGRAM SPECIALIST II - CONF	24.08	29.27	1.00	PROGRAM SPECIALIST II CONF - OOC
<b>BU FTE Total</b>						<b>12.00</b>	

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>1110</b>	<b>AUDITOR-CONTROLLER</b>						
1110	0055	0022	ASSISTANT AUDITOR/CONTROLLER	44.87	54.55	1.00	ASSISTANT AUDITOR-CONTROLLER
1110	0058	0046	ACCOUNTANT - CONF	25.60	31.12	1.00	ACCOUNTANT-CONF
1110	0061	0023	AUDITOR CONTROLLER	71.32	71.32	1.00	AUDITOR-CONTROLLER
1110	1922	0021	AUDITOR	27.08	32.91	1.00	AUDITOR
1110	3012	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
1110	3410	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	ACTING ACCOUNT SPEC. SUPERVISOR
1110	3529	0148	PAYROLL OFFICER	30.56	37.15	1.00	PAYROLL OFFICER
1110	3939	0019	ACCOUNTANT	25.60	31.12	1.00	ACCOUNTANT
1110	3957	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST II
1110	3958	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST II
1110	4001	0021	AUDITOR	27.08	32.91	1.00	AUDITOR
1110	4060	0167	CHIEF DEPUTY AUDITOR-CONTROLLER	38.09	46.29	1.00	CHIEF DEPUTY AUDITOR-CONTROLLER

**BU FTE Total**

**12.00**

<b>1120</b>	<b>ASSESSOR</b>						
1120	0071	0033	CHIEF PROPERTY APPRAISER	27.54	33.47	1.00	VACANT
1120	0072	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
1120	0073	0035	ASSESSMENT INFORMATION SUPERVISOR	21.77	26.45	1.00	ASSESSMENT INFO. SUPERVISOR OOC
1120	0078	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	VACANT
1120	0080	0028	SR AUDITOR-APPRAISER	27.08	32.91	1.00	VACANT
1120	0083	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER I
1120	0085	0032	ASSISTANT ASSESSOR	43.93	53.40	1.00	VACANT
1120	0088	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER II
1120	0090	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER I
1120	0091	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER III OOC
1120	0092	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	ADMINISTRATIVE ASSISTANT
1120	1723	0034	ASSESSOR/CLERK RECORDER	65.98	65.98	1.00	ASSESSOR/CLERK RECORDER
1120	2434	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER I
1120	2790	0031	REAL PROPERTY APPRAISER III	24.97	30.36	1.00	REAL PROPERTY APPRAISER I
1120	3290	0027	AUDITOR-APPRAISER	25.77	31.32	1.00	AUDITOR-APPRAISER
1120	3363	0037	PROPERTY TAX TECHNICIAN	18.34	22.29	1.00	PROPERTY TAX TECHNICIAN
1120	3570	0027	AUDITOR-APPRAISER	25.77	31.32	1.00	AUDITOR-APPRAISER
1120	3946	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
1120	4253	0205	ASSESSOR-CLERK-RECORDER TECH. II	18.89	22.95	1.00	VACANT
1120	4286	0213	CADAstral MAP & TITLE TECHNICIAN	23.79	28.92	1.00	CADAstral MAP & TITLE TECHNICIAN
1120	4293	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II

**BU FTE Total**

**20.00**

<b>1130</b>	<b>TREASURER-TAX COLLECTOR</b>						
1130	0100	0025	TREASURER-TAX COLLECTOR	64.86	64.86	1.00	TREASURER-TAX COLLECTOR
1130	2075	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	VACANT
1130	2609	0068	ASSISTANT TREASURER-TAX COLLECTOR	43.19	52.50	1.00	ASSISTANT TREASURER-TAX COLLECTOR
1130	3932	0188	TREASURY SPECIALIST	20.68	25.14	1.00	TREASURY SPECIALIST
1130	3933	0004	REVENUE RECOVERY SPECIALIST	19.69	23.93	1.00	REVENUE RECOVERY SPECIALIST
1130	3934	0187	DEPUTY TREASURER-TAX COLLECTOR	22.82	27.72	1.00	DEPUTY TREASURER-TAX COLLECTOR

**BU FTE Total**

**6.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>1160</b>	<b>CENTRAL SERVICES</b>						
1160	0111	0111	MAIL TECHNICIAN II	14.62	17.77	1.00	MAIL TECHNICIAN II OOC
1160	3643	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
1160	4031	0134	ADMINISTRATIVE SERVICES MANAGER I	31.11	37.80	1.00	ADMINISTRATIVE SERVICES MANAGER I
1160	4341	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER II
1160	4081	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	STAFF ASSISTANT III-OOC
1160	4136	0010	ADMINISTRATIVE ANALYST II	30.41	36.96	1.00	VACANT

**BU FTE Total 5.00**

<b>1210</b>	<b>COUNTY COUNSEL</b>						
1210	0210	7019	COUNTY COUNSEL	70.19	70.19	1.00	ACTING COUNTY COUNSEL
1210	3212	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	3213	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	3214	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	3215	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	3310	0073	LEGAL SECRETARY II - CONF	18.89	22.95	1.00	LEGAL SECRETARY II - CONF
1210	3311	0073	LEGAL SECRETARY II - CONF	18.89	22.95	1.00	LEGAL SECRETARY II - CONF
1210	3448	0078	LEGAL SERVICES SUPERVISOR - CONF	25.29	30.74	1.00	LEGAL SERVICES SUPERVISOR-CONF
1210	4028	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	4061	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	DEPUTY COUNTY COUNSEL IV
1210	4062	0073	LEGAL SECRETARY II - CONF	18.89	22.95	1.00	LEGAL SECRETARY II - CONF
1210	4150	0202	ASSISTANT COUNTY COUNSEL	56.15	68.55	1.00	DEPUTY COUNTY COUNSEL II

**BU FTE Total 12.00**

<b>1320</b>	<b>HUMAN RESOURCES</b>						
1320	0947	0007	DIRECTOR HUMAN RESOURCES	56.76	69.01	1.00	DIRECTOR HUMAN RESOURCES
1320	1244	0061	STAFF ASSISTANT III - CONF	16.27	19.79	1.00	STAFF ASSISTANT III - CONF
1320	2152	0048	HUMAN RESOURCES TECHNICIAN	21.19	25.75	1.00	HUMAN RESOURCES TECHNICIAN
1320	2343	0066	OFFICE SERVICES SUPERVISOR - CONF	21.72	26.39	1.00	OFFICE SERVICES SUPERVISOR-CONF
1320	3147	0006	SR HUMAN RESOURCES ANALYST	34.31	41.69	1.00	SR HUMAN RESOURCES ANALYST
1320	3344	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	HUMAN RESOURCES ANALYST I
1320	3560	0048	HUMAN RESOURCES TECHNICIAN	21.19	25.75	1.00	HUMAN RESOURCES TECHNICIAN
1320	3837	0173	HUMAN RESOURCES MANAGER	39.54	48.07	1.00	HUMAN RESOURCES MANAGER
1320	4009	0173	HUMAN RESOURCES MANAGER	39.54	48.07	1.00	VACANT
1320	4033	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	VACANT
1320	4071	0173	HUMAN RESOURCES MANAGER	39.54	48.07	1.00	HUMAN RESOURCES MANAGER
1320	4101	0048	HUMAN RESOURCES TECHNICIAN	21.19	25.75	1.00	HUMAN RESOURCES TECHNICIAN
1320	4102	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	VACANT
1320	4103	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	HUMAN RESOURCES ANALYST II
1320	4104	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	HUMAN RESOURCES ANALYST II
1320	4105	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	HUMAN RESOURCES ANALYST II
1320	4106	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	VACANT
1320	4264	0207	ASSISTANT HUMAN RESOURCES DIRECTOR	45.95	55.86	1.00	ASSISTANT HUMAN RESOURCES DIRECTOR
1320	4283	0058	STAFF ASSISTANT II -CONF	14.78	17.95	1.00	VACANT

**BU FTE Total 19.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>1410</b>	<b>COUNTY CLERK-ELECTION</b>						
1410	0123	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
1410	4084	0194	ASSISTANT CLERK-RECORDER REGISTRAR	38.74	47.08	1.00	ASSISTANT CLERK-RECORDER REGISTRAR
1410	4294	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT

**BU FTE Total 3.00**

<b>1610</b>	<b>FACILITIES</b>						
1610	0126	3038	FACILITY & FLEET DIVISION MANAGER	36.46	44.31	1.00	FACILITY & FLEET DIVISION MANAGER
1610	0127	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	0131	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	0133	3013	GROUND MAINTENANCE TECHNICIAN III	18.35	22.29	1.00	GROUND MAINTENANCE TECHNICIAN III
1610	0134	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	0136	3034	BUILDING MAINTENANCE MECHANIC II	20.10	24.44	1.00	BUILDING MAINTENANCE MECHANIC I
1610	0137	3034	BUILDING MAINTENANCE MECHANIC II	20.10	24.44	1.00	BUILDING MAINTENANCE MECHANIC II
1610	0138	3034	BUILDING MAINTENANCE MECHANIC II	20.10	24.44	1.00	VACANT
1610	0140	3032	CUSTODIAL SUPERVISOR	16.95	20.59	1.00	CUSTODIAL SUPERVISOR
1610	1200	3029	CUSTODIAN	14.62	17.77	1.00	VACANT
1610	1303	3029	CUSTODIAN	14.62	17.77	1.00	VACANT
1610	1507	3034	BUILDING MAINTENANCE MECHANIC II	20.10	24.44	1.00	VACANT
1610	1508	3034	BUILDING MAINTENANCE MECHANIC II	20.10	24.44	1.00	BUILDING MAINTENANCE MECHANIC II
1610	1509	3035	BUILDING MAINTENANCE MECHANIC III	22.17	26.94	1.00	BUILDING MAINTENANCE MECHANIC II
1610	1733	3036	BUILDING MAINTENANCE SUPERVISOR	23.27	28.27	1.00	BUILDING MAINTENANCE SUPERVISOR
1610	1943	3013	GROUND MAINTENANCE TECHNICIAN III	18.35	22.29	1.00	GROUND MAINTENANCE TECHNICIAN III
1610	2148	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	2224	3013	GROUND MAINTENANCE TECHNICIAN III	18.35	22.29	1.00	GROUND MAINTENANCE TECHNICIAN III
1610	2334	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	2648	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	3005	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	3007	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	3008	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	3077	3029	CUSTODIAN	14.62	17.77	1.00	VACANT
1610	3151	3029	CUSTODIAN	14.62	17.77	1.00	CUSTODIAN
1610	3393	3035	BUILDING MAINTENANCE MECHANIC III	22.17	26.94	1.00	BUILDING MAINTENANCE MECHANIC III
1610	3500	3029	CUSTODIAN	14.62	17.77	0.80	VACANT
1610	3960	3037	ASSISTANT FACILITY MANAGER	30.87	37.52	1.00	ASSISTANT FACILITY MANAGER
1610	3992	3051	FACILITY PROJECT SPECIALIST II	28.84	35.05	1.00	VACANT
1610	3993	3051	FACILITY PROJECT SPECIALIST II	28.84	35.05	1.00	ADMINISTRATIVE ASSISTANT
1610	4107	3051	FACILITY PROJECT SPECIALIST II	28.84	35.05	1.00	VACANT
1610	4108	3035	BUILDING MAINTENANCE MECHANIC III	22.17	26.94	1.00	BUILDING MAINTENANCE MECHANIC III
1610	4109	3035	BUILDING MAINTENANCE MECHANIC III	22.17	26.94	1.00	BUILDING MAINTENANCE MECHANIC III
1610	4110	3032	CUSTODIAL SUPERVISOR	16.95	20.59	1.00	CUSTODIAL SUPERVISOR

**BU FTE Total 33.80**

<b>1620</b>	<b>FLEET MANAGEMENT</b>						
1620	0145	3021	AUTO MECHANIC III	22.50	27.34	1.00	AUTO MECHANIC II
1620	0146	3023	AUTO SERVICES TECHNICIAN	15.99	19.44	1.00	STAFF ASSISTANT II
1620	0148	3021	AUTO MECHANIC III	22.50	27.34	1.00	AUTO MECHANIC III

**BU FTE Total 3.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>1910</b>	<b>TRANSPORTATION-LAND IMPROVEMENT</b>						
1910	0151	2025	CIVIL ENGINEER	33.60	40.87	1.00	ENGINEERING TECHNICIAN II
1910	0154	2009	DEP DIRECTOR DOT LAND IMPROVEMENT	39.26	47.71	1.00	DEPUTY DIRECTOR DOT - ADMIN
1910	2742	2025	CIVIL ENGINEER	33.60	40.87	1.00	ENGINEER II
1910	3397	2005	DEPUTY COUNTY SURVEYOR	30.16	36.67	1.00	VACANT
1910	3491	2002	SURVEYOR I	23.66	28.74	1.00	SURVEYOR I
1910	4039	2008	ENGINEER II	29.02	35.27	1.00	ENGINEER I
<b>BU FTE Total</b>						<b>6.00</b>	
<b>1920</b>	<b>RETIREMENT</b>						
1920	3031	0051	RETIREMENT SPECIALIST II - CONF	20.87	25.34	1.00	RETIREMENT SPECIALIST II -CONF
1920	3642	0166	EXECUTIVE DIRECTOR	80.07	80.07	1.00	VACANT
1920	3906	0183	SR RETIREMENT SPECIALIST - CONF	23.01	27.96	1.00	SR RETIREMENT SPECIALIST-CONF
1920	3995	0064	ADMINISTRATIVE ASSISTANT - CONF	19.69	23.93	1.00	ACTING RETIREMENT SPECIALIST II-CONF
1920	3998	0190	RETIREMENT FIN./INVESTMENT OFFICER	34.17	41.56	1.00	RETIREMENT FIN./INVESTMENT OFFICER
<b>BU FTE Total</b>						<b>5.00</b>	
<b>1941</b>	<b>CLERK RECORDER</b>						
1941	4254	0205	ASSESSOR-CLERK-RECORDER TECH. II	18.89	22.95	1.00	ASSESSOR-CLERK-RECORDER TECH. II
1941	4255	0205	ASSESSOR-CLERK-RECORDER TECH. II	18.89	22.95	1.00	ASSESSOR-CLERK-RECORDER TECH. II
1941	4256	0205	ASSESSOR-CLERK-RECORDER TECH. II	18.89	22.95	1.00	ASSESSOR-CLERK-RECORDER TECH. II
<b>BU FTE Total</b>						<b>3.00</b>	
<b>1944</b>	<b>MICROGRAPHICS</b>						
1944	4256	0205	ASSESSOR-CLERK-RECORDER TECHNICIAN II	17.79	21.62	1.00	ASSESSOR-CLERK-RECORDER TECHNICIAN II
<b>BU FTE Total</b>						<b>1.00</b>	
<b>1960</b>	<b>INFORMATION SERVICES</b>						
1960	2765	0102	NETWORK SYSTEMS ANALYST I	29.68	36.08	1.00	NETWORK SYSTEMS ANALYST I-OOC
1960	2766	0103	NETWORK SYSTEMS ANALYST II	31.16	37.88	1.00	VACANT
1960	2795	0098	GEOGRAPHIC INFO. SYST. COORDINATOR	32.15	39.09	1.00	GEOGRAPHIC INFO. SYST. COORDINATOR
1960	3442	0103	NETWORK SYSTEMS ANALYST II	31.16	37.88	1.00	NETWORK SYSTEMS ANALYST II
1960	3505	0103	NETWORK SYSTEMS ANALYST II	31.16	37.88	1.00	NETWORK SYSTEMS ANALYST II
1960	3556	0154	INFO. SERVICES DIVISION MANAGER	40.99	49.81	1.00	INFO. SERVICES DIVISION MANAGER
1960	3582	0093	APPLICATIONS DEVELOPER/ANALYST II	30.61	37.21	1.00	APPLICATIONS DEVELOPER/ANALYST II
1960	3583	0093	APPLICATIONS DEVELOPER/ANALYST II	30.61	37.21	1.00	APPLICATIONS DEVELOPER/ANALYST II
1960	3584	0094	SR APPLICATIONS DEVELOPER/ANALYST	33.73	41.01	1.00	APPLICATIONS DEVELOPER/ANALYST I
1960	3589	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	INFORMATION SYSTEMS TECHNICIAN II
1960	3590	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	INFORMATION SYSTEMS TECHNICIAN II
1960	3591	0156	GEOGRAPHIC INFO. SYST. TECHNICIAN	26.44	32.14	1.00	GEOGRAPHIC INFO. SYST. TECHNICIAN
1960	3593	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	INFORMATION SYSTEMS TECHNICIAN I
1960	3595	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	VACANT
1960	3597	0157	INFO. SYSTEMS OPERATIONS MANAGER	39.04	47.44	1.00	INFO. SYSTEMS OPERATIONS MANAGER
1960	3927	0185	COMMUNICATIONS COORDINATOR	33.73	41.01	1.00	COMMUNICATIONS COORDINATOR
1960	3997	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	INFORMATION SYSTEMS TECHNICIAN II
1960	4010	0103	NETWORK SYSTEMS ANALYST II	31.16	37.88	1.00	NETWORK SYSTEMS ANALYST I
1960	4063	0094	SR APPLICATIONS DEVELOPER/ANALYST	33.73	41.01	1.00	NETWORK SYSTEMS ANALYST I
1960	4064	0108	INFORMATION SYSTEMS TECHNICIAN II	24.00	29.15	1.00	INFO. SYSTEMS TECHNICIAN I-OOC
1960	4082	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	VACANT
1960	4287	0210	COMMUNICATIONS TECHNICIAN	26.44	32.14	1.00	COMMUNICATIONS TECHNICIAN



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
1960	4288	0211	SR NETWORK SYSTEMS ANALYST	34.34	41.73	1.00	SR NETWORK SYSTEMS ANALYST
1960	4289	0212	IS BUSINESS APPLICATIONS MANAGER	39.04	47.44	1.00	IS BUSINESS APPLICATIONS MANAGER
1960	4290	0134	ADMINISTRATIVE SERVICES MANAGER I	31.11	37.80	1.00	ADMINISTRATIVE SERVICES MANAGER I

**BU FTE Total 25.00**

<b>2012 COURT AB233 PROGRAM</b>							
2012	3239	0004	REVENUE RECOVERY SPECIALIST	19.69	23.93	1.00	VACANT
2012	3240	0004	REVENUE RECOVERY SPECIALIST	19.69	23.93	1.00	REVENUE RECOVERY SPECIALIST
2012	3331	0004	REVENUE RECOVERY SPECIALIST	19.69	23.93	1.00	REVENUE RECOVERY SPECIALIST
2012	3935	0187	DEPUTY TREASURER-TAX COLLECTOR	22.82	27.72	1.00	DEPUTY TREASURER-TAX COLLECTOR
2012	4295	0214	SR REVENUE RECOVERY SPECIALIST	21.72	26.39	1.00	VACANT
2012	4296	0214	SR REVENUE RECOVERY SPECIALIST	21.72	26.39	1.00	SR REVENUE RECOVERY SPECIALIST

**BU FTE Total 6.00**

<b>2070 DISTRICT ATTORNEY</b>							
2070	0215	7002	DISTRICT ATTORNEY	81.62	81.62	1.00	DISTRICT ATTORNEY
2070	0217	7003	ASSISTANT DISTRICT ATTORNEY	74.02	74.02	1.00	ASSISTANT DISTRICT ATTORNEY
2070	1753	7004	CHIEF DEPUTY DISTRICT ATTORNEY	48.59	59.32	1.00	VACANT
2070	1951	7040	DISTRICT ATTORNEY INVESTIGATOR	32.47	39.46	1.00	DISTRICT ATTORNEY INVESTIGATOR 13%
2070	1953	7044	SUPRVSING DA INVESTIGATOR	35.75	43.46	1.00	SUPERVISING DA INVESTIGATOR 10%
2070	2010	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
2070	2171	7040	DISTRICT ATTORNEY INVESTIGATOR	32.47	39.46	1.00	DISTRICT ATTORNEY INVESTIGATOR 15%
2070	2346	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT I
2070	2447	0055	STAFF ASSISTANT I	13.42	16.30	1.00	VACANT
2070	2448	7041	CHIEF DISTRICT ATTORNEY INVESTIGATOR	43.55	52.94	1.00	CHIEF DISTRICT ATTORNEY INVESTIGATOR
2070	3004	7040	DISTRICT ATTORNEY INVESTIGATOR	32.47	39.46	1.00	DISTRICT ATTORNEY INVESTIGATOR 10%
2070	3186	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	VACANT
2070	3187	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3188	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY III
2070	3189	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	VACANT
2070	3190	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY II
2070	3191	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3192	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3193	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3194	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY III
2070	3195	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY III
2070	3196	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY III
2070	3197	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3230	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER I
2070	3312	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3313	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3314	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3315	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3316	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY I
2070	3317	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3318	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3319	0072	LEGAL SECRETARY II	18.89	22.95	1.00	VACANT

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2070	3320	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3322	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3323	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	3324	0079	SUPERVISING LEGAL SECRETARY	20.81	25.29	1.00	LEGAL SECRETARY II
2070	3340	0076	LEGAL ASSISTANT	20.81	25.29	1.00	VACANT
2070	3349	7000	INVESTIGATIVE TECHNICIAN	24.96	30.32	1.00	INVESTIGATIVE TECHNICIAN
2070	3839	7007	DEPUTY DISTRICT ATTORNEY III	39.25	47.91	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3875	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3876	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2070	4034	7008	DEPUTY DISTRICT ATTORNEY IV	46.27	56.49	1.00	DEPUTY DISTRICT ATTORNEY II
2070	4135	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER II
2070	4329	7040	DISTRICT ATTORNEY INVESTIGATOR	32.47	39.46	1.00	DISTRICT ATTORNEY INVESTIGATOR 5%
2070	4330	0217	SR LEGAL ASSISTANT	22.94	27.89	1.00	SR LEGAL ASSISTANT
2070	4331	0081	LEGAL SERVICES SUPERVISOR	25.29	30.74	1.00	LEGAL SERVICES SUPERVISOR

**BU FTE Total**

**46.00**

2080	PUBLIC DEFENDER						
2080	1169	7068	PUBLIC DEFENDER	62.38	75.83	1.00	PUBLIC DEFENDER
2080	1170	7069	ASSISTANT PUBLIC DEFENDER	52.62	63.95	1.00	ASSISTANT PUBLIC DEFENDER
2080	1552	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	ADMINISTRATIVE ASSISTANT
2080	1553	7027	CHIEF PUBLIC DEFENDER INVESTIGATOR	38.64	46.95	1.00	CHIEF PUBLIC DEFENDER INVESTIGATOR
2080	2378	7028	PUBLIC DEFENDER INVESTIGATOR	29.49	35.85	1.00	VACANT
2080	2450	7028	PUBLIC DEFENDER INVESTIGATOR	29.49	35.85	1.00	PUBLIC DEFENDER INVESTIGATOR
2080	3199	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	VACANT
2080	3200	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3201	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER I
2080	3202	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER I
2080	3203	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER III
2080	3204	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3205	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3206	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	VACANT
2080	3207	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3208	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER II
2080	3326	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY I
2080	3327	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY I
2080	3329	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2080	3398	7029	CHIEF DEPUTY PUBLIC DEFENDER	48.59	59.32	1.00	CHIEF DEPUTY PUBLIC DEFENDER
2080	3445	7072	DEPUTY PUBLIC DEFENDER III	39.25	47.91	1.00	DEPUTY PUBLIC DEFENDER I
2080	3446	0081	LEGAL SERVICES SUPERVISOR	25.29	30.74	1.00	LEGAL SERVICES SUPERVISOR
2080	3948	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
2080	4100	0076	LEGAL ASSISTANT	20.81	25.29	1.00	LEGAL ASSISTANT

**BU FTE Total**

**24.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>2085</b>	<b>ALTERNATE DEFENDER</b>						
2085	2495	7028	PUBLIC DEFENDER INVESTIGATOR	29.49	35.85	1.00	PUBLIC DEFENDER INVESTIGATOR
2085	2496	7084	ALTERNATE DEFENDER	52.14	63.36	1.00	ALTERNATE DEFENDER
2085	3209	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2085	3210	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	DEPUTY PUBLIC DEFENDER IV
2085	3211	7073	DEPUTY PUBLIC DEFENDER IV	46.27	56.49	1.00	VACANT
2085	3569	0152	LEGAL ADMINISTRATIVE ASSISTANT	22.94	27.89	1.00	LEGAL ADMINISTRATIVE ASSISTANT
2085	3949	0057	STAFF ASSISTANT II	14.78	17.95	0.50	STAFF ASSISTANT II
<b>BU FTE Total</b>						<b>6.50</b>	
<b>2090</b>	<b>CHILD SUPPORT SERVICES</b>						
2090	2916	0133	CHILD SUPPORT SERVICES DIRECTOR	50.97	61.94	1.00	INTERIM CHILD SUPP SERVICES DIRECTOR
2090	3099	S526	LEGAL CLERK III	18.33	22.27	1.00	VACANT
2090	3101	S526	LEGAL CLERK III	18.33	22.27	1.00	VACANT
2090	3105	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	ACCOUNT SPECIALIST II
2090	3108	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3109	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3110	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3111	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3112	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST I
2090	3113	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3114	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3115	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3118	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3120	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3121	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3122	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3123	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3125	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	3128	S508	CHILD SUPPORT SUPERVISOR	23.31	28.33	1.00	CHILD SUPPORT SUPERVISOR
2090	3129	S508	CHILD SUPPORT SUPERVISOR	23.31	28.33	1.00	CHILD SUPPORT SUPERVISOR
2090	3130	S508	CHILD SUPPORT SUPERVISOR	23.31	28.33	1.00	VACANT
2090	3178	S507	CHILD SUPPORT SPECIALIST III	21.13	25.68	1.00	CHILD SUPPORT SPECIALIST III
2090	3179	S507	CHILD SUPPORT SPECIALIST III	21.13	25.68	1.00	CHILD SUPPORT SPECIALIST III
2090	3180	S509	CHILD SUPPORT ACCOUNT SPECIALIST	25.51	31.00	1.00	CHILD SUPP. ACCOUNTING SPECIALIST
2090	3218	7153	CHILD SUPPORT ATTORNEY IV	46.27	56.49	1.00	VACANT
2090	3473	7154	CHIEF CHILD SUPPORT ATTORNEY	48.59	59.32	1.00	VACANT
2090	3923	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3924	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	VACANT
2090	3925	S506	CHILD SUPPORT SPECIALIST II	19.18	23.32	1.00	CHILD SUPPORT SPECIALIST II
2090	4273	0208	ASSISTANT CHILD SUPP. SRVCS. DIRECTOR	46.05	55.97	1.00	VACANT
2090	4274	0161	ADMINISTRATIVE SECRETARY	21.72	26.39	1.00	STAFF SERVICES ADMINISTRATOR
2090	4276	S507	CHILD SUPPORT SPECIALIST III	21.13	25.68	1.00	CHILD SUPPORT SPECIALIST III
2090	4277	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2090	4278	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
2090	4291	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
2090	4292	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT

**BU FTE Total**

**36.00**

<b>2310</b>	<b>SHERIFF - CORONER</b>						
2310	0278	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0281	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	ACTING SHERIFF'S LIEUTENANT
2310	0283	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0284	7052	SHERIFF-CORONER	81.46	81.46	1.00	SHERIFF CORONER
2310	0286	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0287	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 11%
2310	0288	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	ACTING SHERIFF'S SERGEANT 5%
2310	0289	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	0290	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 13%
2310	0291	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0293	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 13%
2310	0294	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT
2310	0295	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I
2310	0296	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0297	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0298	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0299	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	0300	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0301	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0302	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	ACTING SHERIFF'S SERGEANT 15%
2310	0303	7047	SHERIFF'S SERVICES TECHNICIAN	15.54	18.90	1.00	VACANT
2310	0304	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I
2310	0305	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0307	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	VACANT
2310	0308	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 3%
2310	0309	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I 5%
2310	0310	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0311	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 2%
2310	0312	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0313	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 20%
2310	0314	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	VACANT
2310	0316	7047	SHERIFF'S SERVICES TECHNICIAN	15.54	18.90	1.00	SHERIFF'S SERVICES TECHNICIAN
2310	0317	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0318	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	0319	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	0324	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	0325	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 10%
2310	0326	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0329	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2310	0330	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I
2310	0331	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0332	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0338	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 10%
2310	0339	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	0341	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
2310	0342	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 8%
2310	0344	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0346	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0348	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0349	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0351	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 2%
2310	0352	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	0353	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 10%
2310	0354	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 5%
2310	0377	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0382	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER I
2310	0401	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	0922	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 18%
2310	0926	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0960	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0961	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	1118	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	1119	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 15%
2310	1326	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 2%
2310	1612	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	1652	7087	PUBLIC SAFETY DISPATCH SUPERVISOR	26.14	31.76	1.00	PUBLIC SAFETY DISPATCH SUPERVISOR 7%
2310	1714	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 7%
2310	1830	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	1831	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 8%
2310	2124	7050	SHERIFF'S CAPTAIN	49.47	60.14	1.00	SHERIFF'S CAPTAIN
2310	2305	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	VACANT
2310	2438	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	SHERIFF'S LIEUTENANT
2310	2439	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	SHERIFF'S LIEUTENANT
2310	2504	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 2%
2310	2505	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 8%
2310	2750	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	ACTING SHERIFF'S LIEUTENANT
2310	2751	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	2752	7066	SHERIFF'S EVIDENCE TECHNICIAN	20.96	25.49	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	3021	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	SHERIFF'S LIEUTENANT
2310	3022	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 5%
2310	3024	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	3056	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	VACANT
2310	3057	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 13%

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2310	3058	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II
2310	3069	0096	COMPUTER OPERATIONS MANAGER	39.04	47.44	1.00	COMPUTER OPERATIONS MANAGER
2310	3391	7067	SHERIFF'S EVIDENCE SUPERVISOR	24.31	29.55	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	3458	7087	PUBLIC SAFETY DISPATCH SUPERVISOR	26.14	31.76	1.00	PUBLIC SAFETY DISPATCHER
2310	3878	2053	ANIMAL CONTROL OFFICER	17.50	21.27	1.00	ANIMAL CONTROL OFFICER
2310	3879	2053	ANIMAL CONTROL OFFICER	17.50	21.27	1.00	VACANT
2310	3956	0189	SHERIFF'S EXECUTIVE COORDINATOR	23.95	29.11	1.00	SHERIFF'S EXECUTIVE COORDINATOR
2310	3959	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	3961	7113	DEPUTY SHERIFF-CORONER II	28.75	34.94	1.00	DEPUTY SHERIFF CORONER II 10%
2310	4004	0060	STAFF ASSISTANT III	16.27	19.79	1.00	ACTING ACCOUNT SPECIALIST III
2310	4011	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER
2310	4012	7074	PUBLIC SAFETY DISPATCHER	22.59	27.45	1.00	PUBLIC SAFETY DISPATCHER 12%
2310	4017	0092	APPLICATIONS DEVELOPER/ANALYST I	29.16	35.44	1.00	APPLICATIONS DEVELOPER/ANALYST I
2310	4018	7054	UNDERSHERIFF	53.51	65.03	1.00	UNDERSHERIFF
2310	4065	7066	SHERIFF'S EVIDENCE TECHNICIAN	20.96	25.49	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	4074	2066	SUPERVISING ANIMAL CONTROL OFFICER	20.26	24.63	1.00	VACANT
2310	4075	2053	ANIMAL CONTROL OFFICER	17.50	21.27	1.00	VACANT
2310	4141	0103	NETWORK SYSTEMS ANALYST II	31.16	37.88	1.00	NETWORK SYSTEMS ANALYST II
2310	4142	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR DEPARTMENT ANALYST
2310	4147	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
2310	4260	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
2310	4266	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	VACANT
2310	4272	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2310	4281	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
2310	4282	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	ACCOUNT SPECIALIST SUPERVISOR
2310	4297	7131	SHERIFF'S SERGEANT	34.64	42.11	1.00	SHERIFF'S SERGEANT 15%
2310	4299	0215	SHERIFF'S BUSINESS SERVICES OFFICER	43.01	52.28	1.00	SHERIFF'S BUSINESS SERVICES OFFICER
2310	4300	0079	SUPERVISING LEGAL SECRETARY	20.81	25.29	1.00	SUPERVISING LEGAL SECRETARY
2310	4332	0216	SHERIFF'S LEGAL SPECIALIST	20.81	25.29	1.00	SHERIFF'S LEGAL SPECIALIST
2310	4342	0079	SUPERVISING LEGAL SECRETARY	20.81	25.29	1.00	SUPERVISING LEGAL SECRETARY

**BU FTE Total**

**113.00**

2313	SHERIFF - COPS PROGRAM AB3229						
2313	3594	0159	SHERIFF'S TECHNOLOGY SPECIALIST	25.19	30.61	1.00	SHERIFFS TECHNOLOGY SPECIALIST

**BU FTE Total**

**1.00**

2510	JAIL						
2510	0378	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 8%
2510	0380	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0381	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0383	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0385	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 2%
2510	0386	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 10%
2510	0388	4021	COOK	15.60	18.96	1.00	COOK
2510	0389	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0390	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 2%

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2510	0391	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 3%
2510	0392	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 2%
2510	0393	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0394	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 3%
2510	0395	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	0396	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0397	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	VACANT
2510	0399	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0402	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0403	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0404	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	0405	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 8%
2510	0406	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	0410	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	VACANT
2510	0411	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	0412	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	VACANT
2510	0414	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 2%
2510	0415	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0417	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 12%
2510	0418	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 10%
2510	0419	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	VACANT
2510	0421	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0423	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	0424	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	0426	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	0965	4021	COOK	15.60	18.96	1.00	COOK
2510	1006	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	1086	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 12%
2510	1087	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 7%
2510	1088	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 17%
2510	1089	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 3%
2510	1090	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	1091	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	1093	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	1134	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 10%
2510	1217	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
2510	1227	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 3%
2510	1234	7048	INMATE SERVICES COORDINATOR	27.07	32.91	1.00	INMATE SERVICES COORDINATOR
2510	1521	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	2160	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	VACANT
2510	2166	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 7%
2510	2871	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 12%
2510	3366	7050	SHERIFF'S CAPTAIN	49.47	60.14	1.00	SHERIFF'S CAPTAIN
2510	3437	7047	SHERIFF'S SERVICES TECHNICIAN	15.54	18.90	1.00	SHERIFF'S SERVICES TECHNICIAN
2510	3440	7047	SHERIFF'S SERVICES TECHNICIAN	15.54	18.90	1.00	VACANT

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2510	3441	7047	SHERIFF'S SERVICES TECHNICIAN	15.54	18.90	1.00	SHERIFF'S SERVICES TECHNICIAN
2510	3620	7001	CORRECTIONS LIEUTENANT	40.09	48.73	1.00	CORRECTIONS LIEUTENANT
2510	3621	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 7%
2510	3622	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 10%
2510	3623	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 8%
2510	3624	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 7%
2510	3625	7055	CORRECTIONS SERGEANT	32.18	39.12	1.00	CORRECTIONS SERGEANT 13%
2510	3874	3048	LAUNDRY COORDINATOR	16.62	20.19	1.00	LAUNDRY COORDINATOR
2510	3951	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 10%
2510	3952	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 2%
2510	3953	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY
2510	4002	4108	FOOD & LAUNDRY SERVICES SUPERVISOR	20.28	24.66	1.00	FOOD & LAUNDRY SERVICES SUPERVISOR
2510	4035	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	4058	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
2510	4112	7051	SHERIFF'S LIEUTENANT	43.01	52.28	1.00	CORRECTIONS LIEUTENANT
2510	4187	4021	COOK	15.60	18.96	1.00	COOK
2510	4267	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%
2510	4268	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 3%
2510	4269	7009	CORRECTIONS DEPUTY	23.56	28.62	1.00	CORRECTIONS DEPUTY 5%

**BU FTE Total**

**73.00**

<b>2550</b>	<b>JUVENILE HALL</b>						
2550	0429	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	0430	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	0431	6002	SUPERVISING JUV. CORRECTIONS OFFICER	24.52	29.78	1.00	SUPERVISING JUV. CORRECTIONS OFF.
2550	0432	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 3%
2550	0433	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	0435	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 5%
2550	0436	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT
2550	0437	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 3%
2550	0438	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 3%
2550	0439	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	0442	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	0999	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	2137	6002	SUPERVISING JUV. CORRECTIONS OFFICER	24.52	29.78	1.00	SUPERVISING JUV CORRECTIONS OFF.
2550	2200	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT
2550	2201	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER
2550	2332	6002	SUPERVISING JUV CORRECTIONS OFFICER	24.52	29.78	1.00	SUPERVISING JUV. CORRECTIONS OFF.
2550	2443	4001	LICENSED VOCATIONAL NURSE	20.97	25.50	1.00	LICENSED VOCATIONAL NURSE
2550	2735	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT
2550	2737	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 3%
2550	2738	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT
2550	2740	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	JUVENILE CORRECTIONS OFFICER 5%
2550	2741	6002	SUPERVISING JUV. CORRECTIONS OFFICER	24.52	29.78	1.00	VACANT
2550	2806	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2550	2866	6001	JUVENILE CORRECTIONS OFFICER	20.12	24.46	1.00	VACANT
2550	3824	6008	PROBATION DIVISION MANAGER	37.50	45.57	1.00	PROBATION DIVISION MANAGER

**BU FTE Total 25.00**

2560	PROBATION DEPARTMENT						
2560	0443	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	0446	6011	CHIEF PROBATION OFFICER	55.09	66.99	1.00	CHIEF PROBATION OFFICER
2560	0447	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	0448	6007	DEPUTY PROBATION OFFICER III	26.13	31.76	1.00	DEPUTY PROBATION OFFICER III 5%
2560	0451	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	0452	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	0455	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II
2560	0456	6007	DEPUTY PROBATION OFFICER III	26.13	31.76	1.00	DEPUTY PROBATION OFFICER III 5%
2560	0457	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II
2560	0462	6008	PROBATION DIVISION MANAGER	37.50	45.57	1.00	PROBATION DIVISION MANAGER
2560	0463	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER I 5%
2560	0464	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	0466	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	0467	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II
2560	1206	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
2560	1281	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	2026	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 5%
2560	2179	6008	PROBATION DIVISION MANAGER	37.50	45.57	1.00	VACANT
2560	2180	6007	DEPUTY PROBATION OFFICER III	26.13	31.76	1.00	DEPUTY PROBATION OFFICER III 5%
2560	2181	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	2186	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	2456	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 5%
2560	2457	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	2816	6007	DEPUTY PROBATION OFFICER III	26.13	31.76	1.00	DEPUTY PROBATION OFFICER III 5%
2560	2867	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 5%
2560	2936	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	2937	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	2992	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	VACANT
2560	3026	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER I
2560	3038	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	3305	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2560	3306	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2560	3307	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II
2560	3308	0072	LEGAL SECRETARY II	18.89	22.95	1.00	VACANT
2560	3309	0079	SUPERVISING LEGAL SECRETARY	20.81	25.29	1.00	SUPERVISING LEGAL SECRETARY
2560	3350	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	3429	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 3%
2560	3430	6006	DEPUTY PROBATION OFFICER II	23.70	28.79	1.00	DEPUTY PROBATION OFFICER II 5%
2560	3543	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER II
2560	3630	0072	LEGAL SECRETARY II	18.89	22.95	1.00	LEGAL SECRETARY II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2560	3907	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
2560	3938	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
2560	4091	6013	SUPERVISING DEPUTY PROB. OFFICER	28.80	35.01	1.00	SUPERVISING DEPUTY PROB. OFFICER 5%
2560	4092	6013	SUPERVISING DEPUTY PROB. OFFICER	28.80	35.01	1.00	SUPERVISING DEPUTY PROB. OFFICER 5%
2560	4093	6014	ASSISTANT CHIEF PROBATION OFFICER	42.51	51.67	1.00	ASSISTANT CHIEF PROBATION OFFICER
2560	4151	6013	SUPERVISING DEPUTY PROB. OFFICER	28.80	35.01	1.00	SUPERVISING DEPUTY PROB. OFFICER 5%
2560	4152	6013	SUPERVISING DEPUTY PROB. OFFICER	28.80	35.01	1.00	VACANT

**BU FTE Total 47.00**

<b>2710 AGRICULTURE</b>							
2710	0470	2015	ASSISTANT AG COMMISSIONER/SEALER	38.67	47.00	1.00	VACANT
2710	0472	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
2710	0473	2049	AG COMMISSIONER/SEALER	51.58	62.72	1.00	AG COMMISSIONER/SEALER
2710	2221	2048	AG MEASUREMENT STNDS SPECIALIST III	26.40	32.10	1.00	AG MEASUREMENT STNDS SPECIALIST III
2710	2222	2048	AG MEASUREMENT STNDS SPECIALIST III	26.40	32.10	1.00	AG MEASUREMENT STNDS SPECIALIST III
2710	2734	2048	AG MEASUREMENT STNDS SPECIALIST III	26.40	32.10	1.00	AG MEASUREMENT STNDS SPECIALIST III
2710	3898	2048	AG MEASUREMENT STNDS SPECIALIST III	26.40	32.10	1.00	AG MEAS. STNDS SPECIALIST III - OOC
2710	4068	2048	AG MEASUREMENT STNDS SPECIALIST III	26.40	32.10	1.00	VACANT
2710	4262	0134	ADMINISTRATIVE SERVICES MANAGER I	31.11	37.80	1.00	VACANT

**BU FTE Total 9.00**

<b>2830 CANNABIS PROGRAM</b>							
2810	4069	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	ADMINISTRATIVE ASSISTANT
2810	4257	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	VACANT
2810	4263	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
2810	4336	2034	CHIEF PLANNER	37.74	45.86	1.00	ACTING CANNABIS PROGRAM MANAGER
2810	4337	2032	PLANNER II	31.67	38.50	1.00	AG MEASUREMENT STND. SPECIALIST I
2810	4338	2032	PLANNER II	31.67	38.50	1.00	VACANT
2810	4339	2032	PLANNER II	31.67	38.50	1.00	VACANT
2810	4340	2032	PLANNER II	31.67	38.50	1.00	VACANT

**BU FTE Total 8.00**

<b>2830 OFFICE OF EMERGENCY SERVICES - CD SAFETY</b>							
2830	4079	0015	EMERGENCY SERVICES COORDINATOR	35.39	43.01	1.00	EMERGENCY SERVICES COORDINATOR
2830	4259	0206	EMERGENCY SERVICES SPECIALIST	27.18	33.03	1.00	VACANT

**BU FTE Total 2.00**

<b>2851 PLANNING AND BUILDING SERVICES</b>							
2851	0477	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR II
2851	0479	2033	PLANNER III	33.27	40.44	1.00	PLANNER II
2851	0482	2036	DIRECTOR PLANNING & BUILDING SVCS.	62.94	76.51	1.00	DIRECTOR PLANNING & BUILDING SCSS.
2851	0484	2042	CHIEF BUILDING OFFICIAL	37.74	45.86	1.00	CHIEF BUILDING OFFICIAL
2851	0486	2033	PLANNER III	33.27	40.44	1.00	PLANNER III
2851	0487	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR II
2851	0490	2033	PLANNER III	33.27	40.44	1.00	PLANNER II
2851	0493	2033	PLANNER III	33.27	40.44	1.00	PLANNER II
2851	0494	2033	PLANNER III	33.27	40.44	1.00	PLANNER I
2851	0498	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
2851	0500	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2851	0501	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR III
2851	0503	2033	PLANNER III	33.27	40.44	1.00	VACANT
2851	1158	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	STAFF ASSISTANT III
2851	1211	2044	CODE ENFORCEMENT OFFICER II	26.48	32.18	1.00	VACANT
2851	1279	2033	PLANNER III	33.27	40.44	1.00	PLANNER I
2851	1407	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR I
2851	1430	2038	SR BUILDING INSPECTOR	33.67	40.93	1.00	SR BUILDING INSPECTOR
2851	1431	2034	CHIEF PLANNER	37.74	45.86	1.00	CHIEF PLANNER
2851	1836	2035	SR PLANNER	34.90	42.43	1.00	PLANNER I
2851	1837	2035	SR PLANNER	34.90	42.43	1.00	VACANT
2851	2610	2043	CODE ENFORCEMENT OFFICER I	24.01	29.19	1.00	CODE ENFORCEMENT OFFICER I
2851	2874	2035	SR PLANNER	34.90	42.43	1.00	PLANNER III
2851	2911	2035	SR PLANNER	34.90	42.43	1.00	SR PLANNER
2851	3176	2044	CODE ENFORCEMENT OFFICER II	26.48	32.18	1.00	CODE ENFORCEMENT OFFICER I
2851	3401	2033	PLANNER III	33.27	40.44	1.00	PLANNER I
2851	3471	2034	CHIEF PLANNER	37.74	45.86	1.00	VACANT
2851	3576	0153	COMMISSION SERVICES SUPERVISOR	22.82	27.72	1.00	COMMISSION SERVICES SUPERVISOR
2851	3577	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST I
2851	3605	2043	CODE ENFORCEMENT OFFICER I	24.01	29.19	1.00	CODE ENFORCEMENT OFFICER I
2851	3606	2043	CODE ENFORCEMENT OFFICER I	24.01	29.19	1.00	CODE ENFORCEMENT OFFICER I
2851	3965	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER II
2851	4008	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR DEPARTMENT ANALYST-OOC
2851	4024	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
2851	4025	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
2851	4026	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT II
2851	4027	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT II
2851	4047	2044	CODE ENFORCEMENT OFFICER II	26.48	32.18	1.00	CODE ENFORCEMENT OFFICER I
2851	4116	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	SUPERVISING STAFF ASSISTANT
2851	4117	2033	PLANNER III	33.27	40.44	1.00	PLANNER III
2851	4133	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR I
2851	4334	2041	BUILDING INSPECTOR III	32.09	39.00	1.00	BUILDING INSPECTOR II
2851	4335	2033	PLANNER III	33.27	40.44	0.50	VACANT

**BU FTE Total 41.00**

2860	ANIMAL CARE						
2860	2083	2052	ANIMAL CONTROL ASSISTANT	14.09	17.13	1.00	ANIMAL CONTROL ASSISTANT
2860	2733	2050	ANIMAL FACILITY ATTENDANT	14.49	17.60	1.00	VACANT
2860	3156	2050	ANIMAL FACILITY ATTENDANT	14.49	17.60	1.00	ANIMAL FACILITY ATTENDANT
2860	3185	2020	REGISTERED VETERINARY TECHNICIAN	21.07	25.62	1.00	VACANT
2860	3355	0067	OFFICE SERVICES SUPERVISOR	21.72	26.39	1.00	OFFICE SERVICES SUPERVISOR
2860	3372	2016	ANIMAL CLINIC TECHNICIAN	17.19	20.89	1.00	ANIMAL CLINIC TECHNICIAN-OOC
2860	3462	2050	ANIMAL FACILITY ATTENDANT	14.49	17.60	1.00	ANIMAL FACILITY ATTENDANT
2860	3464	2019	SPAY/NEUTER/ADOPTION COORDINATOR	19.41	23.60	1.00	SPAY/NEUTER ADOPTION COORDINATOR
2860	3892	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	ANIMAL CONTROL SHELTER SUPERVISOR
2860	4138	2018	ANIMAL CONTROL SHELTER SUPERVISOR	20.36	24.76	1.00	ANIMAL CONTROL SHELTER SUPERVISOR
2860	4139	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2860	4140	2050	ANIMAL FACILITY ATTENDANT	14.49	17.60	1.00	ANIMAL FACILITY ATTENDANT
2860	4252	0203	DIRECTOR ANIMAL CARE	47.88	58.20	1.00	DIRECTOR ANIMAL CARE
<b>BU FTE Total</b>						<b>13.00</b>	
<b>2910</b>	<b>DISASTER RECOVERY</b>						
2910	4270	0010	ADMINISTRATIVE ANALYST II	30.41	36.96	1.00	ACTING SR ADMINISTRATIVE ANALYST
2910	4343	0012	SR ADMINISTRATIVE ANALYST	35.22	42.79	1.00	VACANT
<b>BU FTE Total</b>						<b>2.00</b>	
<b>3010</b>	<b>DOT ADMINISTRATION</b>						
3010	0153	2023	ENGINEERING TECHNICIAN II	23.88	29.02	1.00	VACANT
3010	0161	2028	TRANSPORTATION DIRECTOR	60.28	73.25	1.00	DIRECTOR TRANSPORTATION
3010	0518	3014	HEAVY EQUIPMENT MECHANIC	22.49	27.34	1.00	HEAVY EQUIPMENT MECHANIC
3010	0523	3022	EQUIPMENT SUPERINTENDENT	28.70	34.88	1.00	EQUIPMENT SUPERINTENDENT
3010	0544	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	ADMINISTRATIVE ASSISTANT
3010	0549	3014	HEAVY EQUIPMENT MECHANIC	22.49	27.34	1.00	PARTS SPECIALIST
3010	0575	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
3010	0585	3014	HEAVY EQUIPMENT MECHANIC	22.49	27.34	1.00	HEAVY EQUIPMENT MECHANIC
3010	0600	3014	HEAVY EQUIPMENT MECHANIC	22.49	27.34	1.00	HEAVY EQUIPMENT MECHANIC
3010	0601	3005	HEAVY EQUIPMENT SVCS. TECHNICIAN	16.77	20.38	1.00	HEAVY EQUIPMENT SVCS. TECHNICIAN
3010	0602	3015	SR HEAVY EQUIPMENT MECHANIC	24.79	30.14	1.00	VACANT
3010	0604	3014	HEAVY EQUIPMENT MECHANIC	22.49	27.34	1.00	VACANT
3010	0953	3015	SR HEAVY EQUIPMENT MECHANIC	24.79	30.14	1.00	SR HEAVY EQUIPMENT MECHANIC
3010	0992	2011	DEPUTY DIRECTOR DOT ADMINISTRATION	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER I
3010	2313	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST I
3010	2368	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
3010	2381	2024	SR ENGINEERING TECHNICIAN	26.34	32.01	1.00	SR ENGINEERING TECHNICIAN
3010	2383	2000	RIGHT OF WAY/ENVIRONMENTAL AGENT	25.89	31.46	1.00	RIGHT OF WAY/ENVIRONMENTAL AGENT
3010	2384	2025	CIVIL ENGINEER	33.60	40.87	1.00	VACANT
3010	3380	2001	ENVIRONMENTAL COMP. SPECIALIST	25.94	31.54	1.00	ENVIRONMENTAL COMP. SPECIALIST
3010	3390	2010	DEPUTY DIRECTOR DOT ENGINEERING	44.19	53.70	1.00	DEPUTY DIR. DOT - ADMINISTRATION
3010	3408	2024	SR ENGINEERING TECHNICIAN	26.34	32.01	1.00	VACANT
3010	3490	2024	SR ENGINEERING TECHNICIAN	26.34	32.01	1.00	SR ENGINEERING TECHNICIAN
3010	3547	3046	DEPUTY DIR. DOT MAINTENANCE SVCS	39.26	47.71	1.00	DEPUTY DIR. DOT MAINTENANCE SVCS
3010	3548	3047	MAINTENANCE OPS. COORDINATOR	33.27	40.45	1.00	MAINTENANCE OPS. COORDINATOR
3010	3615	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR DEPARTMENT ANALYST
3010	3628	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
3010	3638	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST I
3010	3826	2000	RIGHT OF WAY/ENVIRONMENTAL AGENT	25.89	31.46	0.80	VACANT
3010	3909	2026	SR. CIVIL ENGINEER	35.26	42.85	1.00	ENGINEERING TECHNICIAN II
3010	3954	2001	ENVIRONMENTAL COMP. SPECIALIST	25.94	31.54	1.00	ENVIRONMENTAL COMP. SPECIALIST
3010	3994	2025	CIVIL ENGINEER	33.60	40.87	1.00	CIVIL ENGINEER
3010	4038	2008	ENGINEER II	29.02	35.27	1.00	VACANT
3010	4192	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4193	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4194	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4195	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
3010	4196	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4197	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4198	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4199	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER II
3010	4200	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4201	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4202	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4203	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4204	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4205	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4206	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4207	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4208	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4209	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4210	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4211	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4212	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4213	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4214	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4215	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4216	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4217	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4218	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4219	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER II
3010	4220	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4221	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER II
3010	4222	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER II
3010	4223	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4224	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER IV
3010	4225	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4226	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER III
3010	4227	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	VACANT
3010	4228	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4229	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER I
3010	4230	3055	ROAD MAINTENANCE WORKER IV	22.29	27.09	1.00	ROAD MAINTENANCE WORKER II
3010	4231	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4232	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4233	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	ROAD MAINTENANCE WORKER V-LEAD
3010	4234	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4235	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4236	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4237	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4238	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4239	3056	ROAD MAINTENANCE WORKER V - LEAD	23.40	28.45	1.00	VACANT
3010	4240	3057	ROAD MAINTENANCE SUPERVISOR I	25.44	30.91	1.00	ROAD MAINTENANCE SUPERVISOR I

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
3010	4241	3057	ROAD MAINTENANCE SUPERVISOR I	25.44	30.91	1.00	ROAD MAINTENANCE SUPERVISOR I
3010	4242	3057	ROAD MAINTENANCE SUPERVISOR I	25.44	30.91	1.00	ROAD MAINTENANCE SUPERVISOR I
3010	4243	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4244	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4245	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4246	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4247	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4248	3058	ROAD MAINTENANCE SUPERVISOR II	28.07	34.10	1.00	ROAD MAINTENANCE SUPERVISOR II
3010	4249	3059	ROAD MAINTENANCE SUPERVISOR III	30.91	37.58	1.00	ROAD MAINTENANCE SUPERVISOR III
3010	4250	3059	ROAD MAINTENANCE SUPERVISOR III	30.91	37.58	1.00	ROAD MAINTENANCE SUPERVISOR III
3010	4251	3059	ROAD MAINTENANCE SUPERVISOR III	30.91	37.58	1.00	ROAD MAINTENANCE SUPERVISOR III

**BU FTE Total**

**92.80**

<b>4010 PUBLIC HEALTH</b>							
4010	1433	4016	COUNTY HEALTH OFFICER	81.48	99.04	1.00	VACANT
4010	3053	4034	SR PUBLIC HEALTH ANALYST	27.59	33.54	1.00	SR PUBLIC HEALTH ANALYST
4010	3364	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
4010	3383	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
4010	3568	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ACTING ASSISTANT HHSA DIRECTOR
4010	3608	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	VACANT
4010	3655	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
4010	3673	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II - OOC
4010	3674	0161	ADMINISTRATIVE SECRETARY	21.72	26.39	1.00	ADMINISTRATIVE SECRETARY
4010	3706	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	PROGRAM SPECIALIST I
4010	3707	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
4010	3807	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	PROGRAM SPECIALIST II
4010	3819	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
4010	3893	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
4010	3921	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
4010	3922	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	VACANT
4010	4021	0191	VITAL STATISTICS TECHNICIAN	18.91	22.99	1.00	VITAL STATISTICS TECHNICIAN
4010	4046	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER
4010	4085	0145	ASSISTANT HHSA DIRECTOR	54.22	65.91	1.00	VACANT
4010	4118	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II - OOC
4010	4155	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR - OOC
4010	4303	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	ACTING PROGRAM ADMINISTRATOR
4010	4304	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR DEPARTMENT ANALYST
4010	4306	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	PROGRAM SPECIALIST I
4010	4307	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	VACANT
4010	4344	4031	SR COMMUNITY HEALTH WORKER	17.52	21.29	1.00	SR COMMUNITY HEALTH WORKER

**BU FTE Total**

**26.00**

<b>4011 ENVIRONMENTAL HEALTH</b>							
4011	1337	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH TECHNICIAN
4011	1338	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	1340	4040	ENVIRONMENTAL HEALTH MANAGER	34.78	42.26	1.00	ENVIRONMENTAL HEALTH MANAGER

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4011	1341	4040	ENVIRONMENTAL HEALTH MANAGER	34.78	42.26	1.00	ENVIRONMENTAL HEALTH MANAGER
4011	1342	4040	ENVIRONMENTAL HEALTH MANAGER	34.78	42.26	1.00	ENVIRONMENTAL HEALTH MANAGER
4011	1343	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	VACANT
4011	1344	4042	DIRECTOR ENVIRONMENTAL HEALTH	39.34	47.80	1.00	DIRECTOR ENVIRONMENTAL HEALTH
4011	1345	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST II
4011	1346	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	1347	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	STAFF ASSISTANT III
4011	1348	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	1417	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	1617	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
4011	1624	4041	SR ENVIRONMENTAL HEALTH SPECIALIST	27.01	32.83	1.00	SR ENVIRONMENTAL HEALTH SPECIALIST
4011	2193	4036	HAZARDOUS MATERIAL OPS. SPECIALIST	26.20	31.85	1.00	HAZARDOUS MATERIAL OPS. SPECIALIST
4011	2642	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	2811	4037	ENVIRONMENTAL HEALTH TECHNICIAN	19.22	23.37	1.00	ENVIRONMENTAL HEALTH TECHNICIAN
4011	3255	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH TECHNICIAN
4011	3256	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	0.60	ENVIRONMENTAL HEALTH SPECIALIST II
4011	3677	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
4011	4119	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	VACANT
4011	4120	4039	ENVIRONMENTAL HEALTH SPECIALIST II	25.73	31.28	1.00	ENVIRONMENTAL HEALTH SPECIALIST I
4011	4154	5541	SECRETARY	19.69	23.93	1.00	SECRETARY

**BU FTE Total**

**22.60**

<b>4012</b>	<b>SUBSTANCE USE DISORDER TREATMENT</b>						
4012	2191	4031	SR COMMUNITY HEALTH WORKER	17.52	21.29	1.00	SR COMMUNITY HEALTH WORKER
4012	2475	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	VACANT
4012	3532	4029	COMMUNITY HEALTH WORKER II	15.89	19.31	1.00	COMMUNITY HEALTH WORKER II
4012	3600	0184	DEPARTMENT APPLICATION SPECIALIST	20.70	25.17	1.00	DEPARTMENT APPLICATION SPECIALIST
4012	3644	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
4012	3645	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
4012	3647	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
4012	3661	4091	SR SUBSTANCE ABUSE COUNSELOR	24.78	30.11	1.00	SR SUBSTANCE ABUSE COUNSELOR
4012	3662	4092	SUBSTANCE ABUSE TREATMENT SUP.	27.31	33.20	1.00	VACANT
4012	3666	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3678	4093	SUBSTANCE ABUSE PROG & SVCS MGER	35.01	42.57	1.00	SR DEPARTMENT ANALYST
4012	3679	4093	SUBSTANCE ABUSE PROG & SVCS MGER	35.01	42.57	1.00	SUBSTANCE ABUSE PROG & SVCS MGER
4012	3681	4097	DPTY DIR. SUB. USE DISORDER TREATMENT	40.03	48.65	1.00	VACANT
4012	3682	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT
4012	3684	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT
4012	3685	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR I
4012	3687	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT
4012	3688	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
4012	3689	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
4012	3692	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3693	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR I
4012	3694	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4012	3695	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT
4012	3696	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	VACANT
4012	3698	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3699	4090	SUBSTANCE ABUSE COUNSELOR II	22.46	27.30	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3709	4091	SR SUBSTANCE ABUSE COUNSELOR	24.78	30.11	1.00	SR SUBSTANCE ABUSE COUNSELOR
4012	3712	4091	SR SUBSTANCE ABUSE COUNSELOR	24.78	30.11	1.00	VACANT
4012	3713	4091	SR SUBSTANCE ABUSE COUNSELOR	24.78	30.11	1.00	VACANT
4012	3714	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	VACANT
4012	3716	4092	SUBS. ABUSE TREATMENT SUPERVISOR	27.31	33.20	1.00	SUBS. ABUSE TREATMENT SUPERVISOR
4012	3717	4092	SUBS. ABUSE TREATMENT SUPERVISOR	27.31	33.20	1.00	SUBS. ABUSE TREATMENT SUPERVISOR
4012	3810	4091	SR SUBSTANCE ABUSE COUNSELOR	24.78	30.11	1.00	VACANT
4012	4157	S541	SECRETARY	19.69	23.93	1.00	VACANT
4012	4311	4031	SR COMMUNITY HEALTH WORKER	17.52	21.29	1.00	VACANT

**BU FTE Total**

**35.00**

<b>4013 PUBLIC HEALTH NURSING</b>							
4013	1316	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
4013	1833	4001	LICENSED VOCATIONAL NURSE	20.97	25.50	1.00	LICENSED VOCATIONAL NURSE
4013	3514	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT
4013	3654	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3670	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	PROGRAM SPECIALIST I
4013	3719	4098	DEPUTY DIR. PUBLIC HEALTH NURSING	49.29	59.92	1.00	DEPUTY DIR. PUBLIC HEALTH NURSING
4013	3829	4102	COMMUNITY HEALTH SVCS SPECIALIST II	18.91	22.99	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3830	4102	COMMUNITY HEALTH SVCS SPECIALIST II	18.91	22.99	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3831	4102	COMMUNITY HEALTH SVCS SPECIALIST II	18.91	22.99	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3844	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-NURSING
4013	3845	4106	SR PUBLIC HEALTH NURSE	36.75	44.68	1.00	PROGRAM SPECIALIST II
4013	3849	4105	SUPERVISING PUBLIC HEALTH NURSE	38.61	46.92	1.00	VACANT
4013	3850	4106	SR PUBLIC HEALTH NURSE	36.75	44.68	1.00	VACANT
4013	3853	4106	SR PUBLIC HEALTH NURSE	36.75	44.68	1.00	REGISTERED NURSE
4013	3854	4106	SR PUBLIC HEALTH NURSE	36.75	44.68	1.00	LICENSED VOCATIONAL NURSE
4013	3856	4105	SUPERVISING PUBLIC HEALTH NURSE	38.61	46.92	1.00	VACANT
4013	3857	4105	SUPERVISING PUBLIC HEALTH NURSE	38.61	46.92	1.00	COMMUNITY HEALTH SVCS SPECIALIST I
4013	3858	4105	SUPERVISING PUBLIC HEALTH NURSE	38.61	46.92	1.00	VACANT
4013	3859	4106	SR PUBLIC HEALTH NURSE	36.75	44.68	1.00	LICENSED VOCATIONAL NURSE
4013	4153	S541	SECRETARY	19.69	23.93	1.00	VACANT
4013	4305	4102	COMMUNITY HEALTH SVCS SPECIALIST II	18.91	22.99	1.00	COMMUNITY HEALTH SVCS SPECIALIST I
4013	4333	4095	SR HEALTH PRO. ELIGIBILITY WORKER	18.18	22.10	1.00	SR HEALTH PRO. ELIGIBILITY WORKER

**BU FTE Total**

**22.00**

<b>4016 EMERGENCY MEDICAL SERVICE</b>							
4016	3877	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	VACANT

**BU FTE Total**

**1.00**

<b>4025 EMPLOYEE WELLNESS</b>							
4025	4265	0038	HUMAN RESOURCES ANALYST II	29.63	36.01	1.00	HUMAN RESOURCES ANALYST II

**BU FTE Total**

**1.00**



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>4050</b>	<b>MENTAL HEALTH</b>						
4050	0650	4024	CHIEF PSYCHIATRIST	91.56	111.30	1.00	FUNDED
4050	0677	0125	ACCOUNT SPECIALIST III	17.79	21.62	1.00	ACCOUNT SPECIALIST II
4050	2329	0125	ACCOUNT SPECIALIST III	17.79	21.62	1.00	ACCOUNT SPECIALIST III
4050	2474	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2529	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	MENTAL HEALTH CLINICIAN II
4050	2684	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2772	0057	STAFF ASSISTANT II	14.26	17.33	1.00	FUNDED
4050	2773	0057	STAFF ASSISTANT II	14.26	17.33	1.00	STAFF ASSISTANT II-OOC
4050	2833	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2901	0057	STAFF ASSISTANT II	14.26	17.33	1.00	FUNDED
4050	2925	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2971	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2976	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	FUNDED
4050	2977	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	MENTAL HEALTH CLINICIAN II
4050	2990	0057	STAFF ASSISTANT II	14.26	17.33	1.00	FUNDED
4050	3075	0062	SUPERVISING STAFF ASSISTANT	18.20	22.13	1.00	FUNDED
4050	3337	0057	STAFF ASSISTANT II	14.26	17.33	1.00	STAFF ASSISTANT II
4050	3392	0016	COMPLIANCE MANAGER	29.80	36.21	1.00	COMPLIANCE MANAGER
4050	3432	4050	MENTAL HEALTH CLINICIAN II	26.90	32.70	1.00	MENTAL HEALTH CLINICIAN I
4050	3537	0135	ADMINISTRATIVE SERVICES MANAGER II	34.53	41.96	1.00	UNFUNDED
4050	3553	0143	DEPARTMENT ANALYST II	22.79	27.70	1.00	DEPARTMENT ANALYST I
4050	3571	0143	DEPARTMENT ANALYST II	22.79	27.70	1.00	DEPARTMENT ANALYST II
4050	3599	0184	DEPARTMENT APPLICATION SPECIALIST	19.11	23.23	1.00	FUNDED
4050	3648	0060	STAFF ASSISTANT III	15.70	19.10	1.00	STAFF ASSISTANT III
4050	3657	0165	SENIOR PROGRAM SPECIALIST	25.13	30.54	1.00	SENIOR PROGRAM SPECIALIST
4050	3659	0168	PROGRAM ADMINISTRATOR	26.41	32.09	1.00	STAFF SERVICES ADMINISTRATOR
4050	3667	0168	PROGRAM ADMINISTRATOR	26.41	32.09	1.00	STAFF SERVICES ADMINISTRATOR
4050	3676	0169	STAFF SERVICES ADMINISTRATOR	26.41	32.09	1.00	FUNDED
4050	3721	4100	MENTAL HEALTH CLINICAL MANAGER	31.31	38.07	1.00	PROGRAM MANAGER-OOC
4050	3722	4099	DEPUTY DIR MENTAL HTH CLINICAL SVCS	34.53	41.96	1.00	FUNDED
4050	3724	4100	MENTAL HEALTH CLINICAL MANAGER	31.31	38.07	1.00	FUNDED
4050	3726	0161	ADMINISTRATIVE SECRETARY	21.08	25.62	1.00	ADMINISTRATIVE SECRETARY
4050	3729	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	MENTAL HEALTH REHAB SPECIALIST
4050	3731	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3735	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	MENTAL HEALTH REHAB SPECIALIST
4050	3736	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3737	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	MENTAL HEALTH REHAB SPECIALIST
4050	3741	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3742	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3743	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3762	4096	SUPERVISING MENTAL HEALTH CLINICIAN	28.24	34.33	1.00	FUNDED
4050	3764	4096	SUPERVISING MENTAL HEALTH CLINICIAN	28.24	34.33	1.00	UNFUNDED
4050	3767	0086	SENIOR DEPARTMENT ANALYST	25.13	30.54	1.00	SENIOR DEPARTMENT ANALYST

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4050	3804	S586	STAFF SERVICES MANAGER II	34.53	41.96	1.00	ADMINISTRATIVE SERVICES MANAGER I
4050	3808	0165	SENIOR PROGRAM SPECIALIST	25.13	30.54	1.00	SENIOR PROGRAM SPECIALIST
4050	3813	0170	SENIOR PROGRAM MANAGER	32.89	39.97	1.00	FUNDED
4050	3840	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	FUNDED
4050	3841	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	UNFUNDED
4050	4086	0145	ASSISTANT HHSA DIRECTOR	45.39	55.19	1.00	ASSISTANT HHSA DIRECTOR
4050	4096	0060	STAFF ASSISTANT III	15.70	19.10	1.00	FUNDED
4050	4158	S541	SECRETARY	19.11	23.23	1.00	SECRETARY
4050	4159	0164	PROGRAM SPECIALIST II	22.79	27.70	1.00	FUNDED
4050	4161	0086	SENIOR DEPARTMENT ANALYST	25.13	30.54	1.00	ACTING STAFF SERVICES ADMINISTRATOR
4050	4162	0164	PROGRAM SPECIALIST II	22.79	27.70	1.00	PROGRAM SPECIALIST I
4050	4163	0164	PROGRAM SPECIALIST II	22.79	27.70	1.00	PROGRAM SPECIALIST I
4050	4310	0168	PROGRAM ADMINISTRATOR	26.41	32.09	1.00	PROGRAM ADMINISTRATOR

**BU FTE Total**

**56.00**

<b>4051</b>	<b>MENTAL HEALTH SERVICES ACT</b>						
4051	3727	4087	MENTAL HEALTH REHAB SPECIALIST	21.08	25.62	1.00	MENTAL HEALTH REHAB SPECIALIST
4051	3801	0165	SENIOR PROGRAM SPECIALIST	25.13	30.54	1.00	SENIOR PROGRAM SPECIALIST
4051	4097	0060	STAFF ASSISTANT III	15.70	19.10	1.00	STAFF ASSISTANT III
4051	4309	0168	PROGRAM ADMINISTRATOR	26.41	32.09	1.00	PROGRAM ADMINISTRATOR

**BU FTE Total**

**4.00**

<b>4072</b>	<b>WHOLE PERSON CARE</b>						
4072	2852	0169	STAFF SERVICES ADMINISTRATOR	26.41	32.09	1.00	PROGRAM ADMINISTRATOR
4072	4156	0143	DEPARTMENT ANALYST II	22.79	27.70	1.00	DEPARTMENT ANALYST II

**BU FTE Total**

**2.00**

<b>4080</b>	<b>PUBLIC HEALTH CCS</b>						
4080	3364	0057	STAFF ASSISTANT II	14.26	17.33	1.00	STAFF ASSISTANT II
4080	3632	0062	SUPERVISING STAFF ASSISTANT	18.20	22.13	1.00	FUNDED
4080	3654	0168	PROGRAM ADMINISTRATOR	26.41	32.09	1.00	COMMUNITY HLTH SERVICES SPECIALIST II
4080	3771	4095	SR HEALTH PROGRAM ELIGIBILITY WORKER	17.35	21.09	1.00	SR HEALTH PROG ELIGIBILITY WORKER
4080	3803	4095	SR HEALTH PROGRAM ELIGIBILITY WORKER	17.35	21.09	1.00	SR HEALTH PROG ELIGIBILITY WORKER
4080	3864	4106	SENIOR PUBLIC HEALTH NURSE	35.17	42.76	1.00	REGISTERED NURSE
4080	3869	0170	SENIOR PROGRAM MANAGER	32.89	39.97	1.00	SENIOR PROGRAM MANAGER-NURSING
4080	4190	4106	SENIOR PUBLIC HEALTH NURSE	35.17	42.76	1.00	FUNDED

**BU FTE Total**

**8.00**

<b>5010</b>	<b>SOCIAL SERVICES</b>						
5010	0679	4050	MENTAL HEALTH CLINICIAN II	28.94	35.18	1.00	VACANT
5010	0703	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0707	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	0708	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST I
5010	0710	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER II
5010	0711	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	0713	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0714	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0717	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	VACANT
5010	0719	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	STAFF ASSISTANT III
5010	0721	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	0722	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER III
5010	0723	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0724	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	0728	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0729	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	SUPERVISING STAFF ASSISTANT
5010	0734	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	0739	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0741	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	VACANT
5010	0742	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0743	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	ACCOUNT SPECIALIST II
5010	0745	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0749	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	0750	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	0757	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	VACANT
5010	0759	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER III
5010	0764	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	SCREENER
5010	0767	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0768	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0772	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	PROGRAM SPECIALIST II
5010	0774	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	0776	S549	SOCIAL WORKER SUPERVISOR I	30.59	37.20	1.00	EMPLOYMENT & TRAINING SUPERVISOR
5010	0777	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0779	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER II
5010	0781	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0784	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	0787	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	0789	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0790	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST I
5010	0792	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0793	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0794	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	0795	S552	SOCIAL WORKER IV-B	27.84	33.85	1.00	SOCIAL WORKER IV-C
5010	0796	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0797	0057	STAFF ASSISTANT II	14.78	17.95	1.00	STAFF ASSISTANT II
5010	0799	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	0800	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	0802	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0816	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER II
5010	0819	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	0822	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0823	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER III
5010	0825	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0826	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	0828	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	0967	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0968	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	0969	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-C
5010	0970	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	0973	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	0998	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	1011	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	1012	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	1075	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-CHILDREN'S
5010	1111	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	ELIGIBILITY SPECIALIST SUPERVISOR
5010	1113	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1115	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1116	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1188	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1191	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	1192	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	1193	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-A
5010	1242	S549	SOCIAL WORKER SUPERVISOR I	30.59	37.20	1.00	SOCIAL WORKER SUPERVISOR I
5010	1243	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1245	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	ACCOUNT SPECIALIST II
5010	1247	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I
5010	1257	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1288	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST I
5010	1317	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1319	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	1320	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1321	S546	SOCIAL WORKER III	25.45	30.94	1.00	VACANT
5010	1325	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	SCREENER
5010	1423	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1424	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1426	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	1427	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1428	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	1429	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	1467	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1468	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	1472	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1477	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	1479	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1480	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	1641	S557	DEPUTY DIRECTOR SOCIAL SERVICES	40.74	49.51	1.00	DEPUTY DIRECTOR SOCIAL SERVICES
5010	1642	0171	PROGRAM MANAGER	35.11	42.69	1.00	PROGRAM MANAGER
5010	1645	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	1646	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1647	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	1675	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	1688	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	1689	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1690	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1694	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1695	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1696	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	1707	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER II
5010	1775	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	1776	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1778	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	1787	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	1788	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1790	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	1791	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	1792	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	1816	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	1818	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	ACTING ELIGIBILITY SPEC. SUPERVISOR
5010	1820	S514	EMPLOYMENT & TRAINING SUPERVISOR	24.25	29.46	1.00	EMPLOYMENT & TRAINING SUPERVISOR
5010	1865	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1866	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	1868	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1869	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	1870	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	1873	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	1874	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	VACANT
5010	1877	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	1878	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1879	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	1881	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT
5010	1973	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-CHILDREN'S
5010	1976	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	1979	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR PROGRAM SPECIALIST
5010	1980	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1983	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	1984	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1985	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	1986	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	1987	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	1988	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	SUPERVISING STAFF ASSISTANT
5010	1992	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	PROGRAM SPECIALIST II
5010	1993	0171	PROGRAM MANAGER	35.11	42.69	1.00	PROGRAM MANAGER
5010	2015	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2016	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	STAFF ASSISTANT III
5010	2018	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	2019	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	2020	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2021	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	2022	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2025	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	2094	S517	EMPLOYMENT & TRAINING WORKER III	23.08	28.05	1.00	EMPLOYMENT & TRAINING WORKER III
5010	2097	4050	MENTAL HEALTH CLINICIAN II	28.94	35.18	1.00	VACANT
5010	2105	0179	DEPUTY PUBLIC GUARDIAN/ADMIN.	29.09	35.36	1.00	DEPUTY PUBLIC GUARDIAN/ADMIN.
5010	2118	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2138	S514	EMPLOYMENT & TRAINING SUPERVISOR	24.25	29.46	1.00	EMPLOYMENT & TRAINING SUPERVISOR
5010	2139	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2140	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-A
5010	2157	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	DEPARTMENT ANALYST II
5010	2176	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2177	0177	VETERANS SERVICES OFFICER	27.89	33.89	1.00	VETERANS SERVICES OFFICER
5010	2204	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	2207	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2208	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	2213	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	2215	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	2234	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	2243	S557	DEPUTY DIRECTOR SOCIAL SERVICES	40.74	49.51	1.00	DEPUTY DIRECTOR SOCIAL SERVICES
5010	2244	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-CHILDREN'S
5010	2260	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	VACANT
5010	2297	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I
5010	2298	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I
5010	2304	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2315	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	2318	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2319	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	VACANT
5010	2320	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	2326	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	ACTING DEPUTY DIRECTOR SOCIAL SVCS
5010	2356	0171	PROGRAM MANAGER	35.11	42.69	1.00	PROGRAM MANAGER
5010	2357	S514	EMPLOYMENT & TRAINING SUPERVISOR	24.25	29.46	1.00	VACANT
5010	2359	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2476	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	2478	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	2479	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER I
5010	2498	0176	VETERANS SERVICES REPRESENTATIVE	19.78	24.05	1.00	VETERANS SERVICES REPRESENTATIVE

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	2522	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	PROGRAM MANAGER
5010	2523	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	2525	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	2545	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	VACANT
5010	2546	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2547	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER I
5010	2549	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER I
5010	2551	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER I
5010	2552	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2553	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2556	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2558	S516	EMPLOYMENT & TRAINING WORKER II	20.92	25.43	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2561	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	2562	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	2564	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	SCREENER
5010	2570	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	2572	S517	EMPLOYMENT & TRAINING WORKER III	23.08	28.05	1.00	VACANT
5010	2575	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	2576	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	PROGRAM SPECIALIST II
5010	2577	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	PROGRAM SPECIALIST II
5010	2578	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	VACANT
5010	2595	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER II
5010	2598	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	2599	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT II
5010	2603	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-C
5010	2604	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2605	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	2606	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR
5010	2635	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	2636	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	2637	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2638	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2639	S557	DEPUTY DIRECTOR SOCIAL SERVICES	40.74	49.51	1.00	DEPUTY DIRECTOR SOCIAL SERVICES
5010	2652	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2653	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2654	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	2655	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-A
5010	2656	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	2657	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	2658	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2659	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2661	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	2662	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	2665	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2666	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	2667	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2673	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
5010	2709	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	2715	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	2716	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	2718	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER I
5010	2719	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	2720	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III
5010	2721	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	2723	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	2724	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	2725	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-D
5010	2727	0127	ACCOUNT SPEC SUPERVISOR	21.64	26.32	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	2729	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I
5010	2812	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	2813	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2814	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	SR DEPARTMENT ANALYST
5010	2851	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR
5010	2853	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	2854	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	2855	0176	VETERANS SERVICES REPRESENTATIVE	19.78	24.05	1.00	VETERANS SERVICES REPRESENTATIVE
5010	3020	0060	STAFF ASSISTANT III	16.27	19.79	1.00	STAFF ASSISTANT III
5010	3090	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	ACTING SOCIAL WORKER I
5010	3091	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	3092	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	3093	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	3094	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	ACCOUNT SPECIALIST II
5010	3243	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	3262	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	3263	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3266	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3268	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	VACANT
5010	3269	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	VACANT
5010	3270	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	3271	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	3289	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	3370	4050	MENTAL HEALTH CLINICIAN II	28.94	35.18	1.00	VACANT
5010	3395	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER
5010	3413	S570	WELFARE INVESTIGATOR II	32.47	39.46	1.00	WELFARE INVESTIGATOR II 10%
5010	3414	S570	WELFARE INVESTIGATOR II	32.47	39.46	1.00	WELFARE INVESTIGATOR II 10%
5010	3415	S570	WELFARE INVESTIGATOR II	32.47	39.46	1.00	WELFARE INVESTIGATOR II 10%
5010	3416	S567	CHIEF WELFARE INVESTIGATOR	43.55	52.94	1.00	CHIEF WELFARE INVESTIGATOR
5010	3434	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	VACANT
5010	3450	S517	EMPLOYMENT & TRAINING WORKER III	23.08	28.05	1.00	EMPLOYMENT & TRAINING WORKER III



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	3474	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER IV-B
5010	3475	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
5010	3493	S546	SOCIAL WORKER III	25.45	30.94	1.00	LICENSED VOCATIONAL NURSE
5010	3523	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	3530	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	3531	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	VACANT
5010	3558	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	3581	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5010	3618	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	VACANT
5010	3633	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II
5010	3634	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	3635	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II
5010	3739	4087	MENTAL HEALTH REHAB SPECIALIST	23.17	28.16	1.00	MENTAL HEALTH REHAB SPECIALIST
5010	3746	4087	MENTAL HEALTH REHAB SPECIALIST	23.17	28.16	1.00	VACANT
5010	3747	4087	MENTAL HEALTH REHAB SPECIALIST	23.17	28.16	1.00	MENTAL HEALTH REHAB SPECIALIST
5010	3757	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	3761	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	3780	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
5010	3790	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	3797	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	3816	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST II
5010	3818	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	3825	4094	HEALTH PROGRAM ELIGIBILITY WORKER	16.45	20.02	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
5010	3882	0124	ACCOUNT SPECIALIST II	17.08	20.75	1.00	VACANT
5010	3887	S592	DEPARTMENT INFO SYSTEMS ANALYST	31.18	37.91	1.00	DEPARTMENT INFOSYSTEMS ANALYST
5010	3889	S592	DEPARTMENT INFO SYSTEMS ANALYST	31.18	37.91	1.00	DEPARTMENT INFO SYSTEMS TECHNICIAN
5010	3890	S593	DEPARTMENT INFO SYSTEMS TECHNICIAN	24.45	29.71	1.00	DEPARTMENT INFO SYSTEMS TECHNICIAN
5010	3891	S593	DEPARTMENT INFO SYSTEMS TECHNICIAN	24.45	29.71	1.00	DEPARTMENT INFO SYSTEMS TECHNICIAN
5010	3937	S570	WELFARE INVESTIGATOR II	32.47	39.46	1.00	WELFARE INVESTIGATOR II
5010	3944	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	VACANT
5010	3945	S528	ELIGIBILITY SPECIALIST III	21.97	26.71	1.00	ELIGIBILITY SPECIALIST III
5010	3968	S540	SCREENER	16.78	20.41	1.00	SCREENER
5010	3969	S540	SCREENER	16.78	20.41	1.00	SCREENER
5010	3970	S540	SCREENER	16.78	20.41	1.00	SCREENER
5010	3971	S540	SCREENER	16.78	20.41	1.00	SCREENER
5010	3972	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER III-DIF
5010	3973	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	VACANT
5010	3974	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER II
5010	3975	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	3976	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3977	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	3978	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST I
5010	3981	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3982	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	3984	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3985	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	3986	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	3987	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	VACANT
5010	3988	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	3989	S512	ELIGIBILITY SPECIALIST II	19.93	24.23	1.00	ELIGIBILITY SPECIALIST II
5010	4014	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	4015	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST I
5010	4016	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST I
5010	4037	O143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
5010	4040	O060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5010	4041	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	4042	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	4043	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	VACANT
5010	4044	S546	SOCIAL WORKER III	25.45	30.94	1.00	SOCIAL WORKER III
5010	4045	S546	SOCIAL WORKER III	25.45	30.94	1.00	VACANT
5010	4048	O170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER
5010	4049	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	4053	S568	VOCATIONAL ASSISTANT	13.68	16.63	1.00	VACANT
5010	4054	S568	VOCATIONAL ASSISTANT	13.68	16.63	1.00	VACANT
5010	4055	S568	VOCATIONAL ASSISTANT	13.68	16.63	1.00	VACANT
5010	4056	O168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	SR PROGRAM SPECIALIST
5010	4057	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	4087	O145	ASSISTANT HHS DIRECTOR	54.22	65.91	1.00	ASSISTANT HHS DIRECTOR
5010	4095	O165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	VACANT
5010	4098	O170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER
5010	4099	O168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	VACANT
5010	4121	S568	VOCATIONAL ASSISTANT	13.68	16.63	1.00	VOCATIONAL ASSISTANT
5010	4122	S568	VOCATIONAL ASSISTANT	13.68	16.63	1.00	VOCATIONAL ASSISTANT
5010	4124	O168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	4125	O168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	PROGRAM ADMINISTRATOR
5010	4126	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	4127	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER I
5010	4128	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	SOCIAL WORKER II
5010	4148	S551	SOCIAL WORKER SUPERVISOR II-A	32.10	39.01	1.00	SOCIAL WORKER SUPERVISOR II-A
5010	4164	O165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST
5010	4165	O170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-CHILDREN'S
5010	4166	O161	ADMINISTRATIVE SECRETARY	21.72	26.39	1.00	ADMINISTRATIVE SECRETARY
5010	4167	O164	PROGRAM SPECIALIST II	24.08	29.27	1.00	PROGRAM SPECIALIST II
5010	4168	S541	SECRETARY	19.69	23.93	1.00	SECRETARY
5010	4169	S541	SECRETARY	19.69	23.93	1.00	SECRETARY
5010	4170	O170	SR PROGRAM MANAGER	36.88	44.82	1.00	SR PROGRAM MANAGER-CHILDREN'S
5010	4171	S542	SOCIAL WORKER ASSISTANT II	18.75	22.80	1.00	SOCIAL WORKER ASSISTANT II
5010	4172	O165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SR PROGRAM SPECIALIST

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	4174	0164	PROGRAM SPECIALIST II	24.08	29.27	1.00	SOCIAL WORKER SUP I-DIFFERENTIAL
5010	4175	S541	SECRETARY	19.69	23.93	1.00	ASSISTANT HHSA DIRECTOR
5010	4176	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	FUNDED
5010	4177	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	SENIOR PROGRAM MANAGER
5010	4179	S546	SOCIAL WORKER III	25.45	30.94	1.00	FUNDED
5010	4180	S546	SOCIAL WORKER III	25.45	30.94	1.00	VOCATIONAL ASSISTANT
5010	4181	S546	SOCIAL WORKER III	25.45	30.94	1.00	VOCATIONAL ASSISTANT
5010	4182	S552	SOCIAL WORKER IV-B	29.46	35.82	1.00	PROGRAM ADMINISTRATOR
5010	4183	4011	REGISTERED NURSE	30.25	36.75	1.00	PROGRAM ADMINISTRATOR
5010	4186	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	PROGRAM SPECIALIST II
5010	4188	4011	REGISTERED NURSE	30.25	36.75	1.00	FUNDED
5010	4189	4011	REGISTERED NURSE	30.25	36.75	1.00	SOCIAL WORKER I
5010	4284	7023	DEPUTY COUNTY COUNSEL IV	48.59	59.32	1.00	SOCIAL WORKER SUPERVISOR II-A
5010	4313	0060	STAFF ASSISTANT III	16.27	19.79	1.00	SENIOR PROGRAM SPECIALIST
5010	4314	0060	STAFF ASSISTANT III	16.27	19.79	1.00	SENIOR PROGRAM MANAGER
5010	4315	0060	STAFF ASSISTANT III	16.27	19.79	1.00	ADMINISTRATIVE SECRETARY
5010	4318	0170	SR PROGRAM MANAGER	36.88	44.82	1.00	PROGRAM SPECIALIST II
5010	4319	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	SECRETARY
5010	4320	0062	SUPERVISING STAFF ASSISTANT	18.86	22.93	1.00	SECRETARY
5010	4321	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	SENIOR PROGRAM MANAGER
5010	4322	0060	STAFF ASSISTANT III	16.27	19.79	1.00	SOCIAL WORKER ASSISTANT II
5010	4323	S546	SOCIAL WORKER III	25.45	30.94	1.00	SENIOR PROGRAM SPECIALIST
5010	4324	S570	WELFARE INVESTIGATOR II	32.47	39.46	1.00	PROGRAM SPECIALIST II
5010	4325	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	SECRETARY
5010	4326	0165	SR PROGRAM SPECIALIST	26.55	32.27	1.00	FUNDED
5010	4327	S546	SOCIAL WORKER III	25.45	30.94	1.00	PROGRAM ADMINISTRATOR
5010	4345	S592	DEPARTMENT INFO SYSTEMS ANALYST	31.18	37.91	1.00	FUNDED
5010	4346	S511	ELIGIBILITY SPECIALIST SUPERVISOR	25.45	30.94	1.00	SOCIAL WORKER II
5010	4347	0072	LEGAL SECRETARY II	18.89	22.95	1.00	SOCIAL WORKER II
5010	4348	0072	LEGAL SECRETARY II	18.89	22.95	1.00	SOCIAL WORKER I
5010	4349	0072	LEGAL SECRETARY II	18.89	22.95	1.00	SOCIAL WORKER II
5010	4350	0072	LEGAL SECRETARY II	18.89	22.95	1.00	REGISTERED NURSE
5010	4351	0072	LEGAL SECRETARY II	18.89	22.95	1.00	ADMINISTRATIVE SERVICES MANAGER II
5010	4352	0072	LEGAL SECRETARY II	18.89	22.95	1.00	SOCIAL WORKER I
5010	4353	0079	SUPERVISING LEGAL SECRETARY	20.81	25.29	1.00	FUNDED
5010	4354	4102	COMMUNITY HEALTH SVCS SPECIALIST II	18.91	22.99	1.00	DEPUTY COUNTY COUNSEL IV
5010	4355	S540	SCREENER	16.78	20.41	1.00	STAFF ASSISTANT II
5010	4356	S540	SCREENER	16.78	20.41	1.00	STAFF ASSISTANT II
5010	4357	S540	SCREENER	16.78	20.41	1.00	FUNDED
5010	4358	S540	SCREENER	16.78	20.41	1.00	STAFF ASSISTANT II
5010	4359	S540	SCREENER	16.78	20.41	1.00	FUNDED
5010	4360	S540	SCREENER	16.78	20.41	1.00	FUNDED
5010	4361	S540	SCREENER	16.78	20.41	1.00	SUPERVISING STAFF ASSISTANT

**BU FTE Total**

**404.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>5020</b>	<b>HHSA ADMINISTRATION</b>						
5020	0738	0127	ACCOUNT SPECIALIST SUPERVISOR	21.64	26.32	1.00	ACCOUNT SPECIALIST SUPERVISOR
5020	1706	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR
5020	2057	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5020	2090	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	VACANT
5020	2202	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	VACANT
5020	2245	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
5020	2579	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR
5020	2713	0125	ACCOUNT SPECIALIST III	18.86	22.93	1.00	ACCOUNT SPECIALIST III
5020	3516	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II
5020	3519	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	DEPARTMENT ANALYST II
5020	3521	0144	HLTH & HUMAN SVCS AGENCY DIRECTOR	72.86	88.56	1.00	HLTH & HUMAN SVCS AGENCY DIRECTOR
5020	3783	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II
5020	4050	S541	SECRETARY	19.69	23.93	1.00	VACANT
5020	4051	0086	SR DEPARTMENT ANALYST	28.42	34.53	1.00	DEPARTMENT ANALYST II
5020	4059	0193	CHIEF OPERATIONS OFFICER - HHSA	59.64	72.50	1.00	VACANT
5020	4088	0145	ASSISTANT HHSA DIRECTOR	54.22	65.91	1.00	VACANT
5020	4137	0169	STAFF SERVICES ADMINISTRATOR	29.42	35.74	1.00	STAFF SERVICES ADMINISTRATOR
5020	4184	0161	ADMINISTRATIVE SECRETARY	21.72	26.39	1.00	ACTING STAFF SERVICES ADMINISTRATOR
5020	4185	0161	ADMINISTRATIVE SECRETARY	21.72	26.39	1.00	ADMINISTRATIVE SECRETARY
5020	4279	0060	STAFF ASSISTANT III	16.27	19.79	1.00	VACANT
5020	4280	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	VACANT
5020	4308	0016	COMPLIANCE MANAGER	33.42	40.61	1.00	ACTING PROGRAM MANAGER

**BU FTE Total**

**22.00**

<b>6110</b>	<b>LIBRARY</b>						
6110	0851	8005	BOOKMOBILE DRIVER	16.90	20.57	1.00	BOOKMOBILE DRIVER
6110	0852	8007	LIBRARIAN II	24.12	29.31	1.00	LIBRARIAN I
6110	1669	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	1945	8007	LIBRARIAN II	24.12	29.31	1.00	LIBRARIAN I
6110	2629	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	3476	8011	COUNTY LIBRARIAN/DIRECTOR	40.55	49.29	1.00	VACANT
6110	3478	8010	BRANCH LIBRARIAN	26.58	32.32	1.00	BRANCH LIBRARIAN
6110	3479	8010	BRANCH LIBRARIAN	26.58	32.32	1.00	BRANCH LIBRARIAN
6110	3480	8012	LIBRARY ASSOCIATE	19.86	24.14	1.00	LIBRARY ASSOCIATE
6110	3483	8013	SR LIBRARY TECHNICIAN	18.03	21.92	1.00	SR LIBRARY TECHNICIAN
6110	3488	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	3617	8003	LIBRARY TECHNICIAN	16.32	19.85	0.50	LIBRARY TECHNICIAN
6110	3902	8010	BRANCH LIBRARIAN	26.58	32.32	1.00	BRANCH LIBRARIAN
6110	3903	0143	DEPARTMENT ANALYST II	25.77	31.32	1.00	ADMINISTRATIVE ASSISTANT

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
6110	3910	8007	LIBRARIAN II	24.12	29.31	1.00	LIBRARIAN II
6110	3911	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3912	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	VACANT
6110	3913	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3914	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3915	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3916	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT - 24 HRS
6110	3917	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	VACANT
6110	3918	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3919	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3920	8001	LIBRARY ASSISTANT	N/A	15.52	1.00	LIBRARY ASSISTANT
6110	3926	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	3940	8007	LIBRARIAN II	24.12	29.31	1.00	VACANT
6110	3955	8007	LIBRARIAN II	24.12	29.31	1.00	VACANT
6110	3962	0135	ADMINISTRATIVE SERVICES MANAGER II	36.05	43.81	1.00	ADMINISTRATIVE SERVICES MANAGER I
6110	4089	8010	BRANCH LIBRARIAN	26.58	32.32	1.00	BRANCH LIBRARIAN
6110	4090	8010	BRANCH LIBRARIAN	26.58	32.32	1.00	BRANCH LIBRARIAN NON-MLS
6110	4094	0184	DEPARTMENT APPLICATION SPECIALIST	20.70	25.17	1.00	DEPARTMENT APPLICATION SPECIALIST
6110	4129	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	4130	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	4131	8003	LIBRARY TECHNICIAN	16.32	19.85	1.00	LIBRARY TECHNICIAN
6110	4145	8013	SR LIBRARY TECHNICIAN	18.03	21.92	1.00	SR LIBRARY TECHNICIAN
6110	4146	8013	SR LIBRARY TECHNICIAN	18.03	21.92	1.00	SR LIBRARY TECHNICIAN

**BU FTE Total**

**36.05**

<b>6210</b>	<b>FARM ADVISOR</b>						
6210	0853	0067	OFFICE SERVICES SUPERVISOR	21.72	26.39	1.00	ADMINISTRATIVE ASSISTANT
6210	3806	0057	STAFF ASSISTANT II	14.78	17.95	1.00	VACANT
6210	4134	2013	SR AGRICULTURE TECHNICIAN	19.69	23.93	1.00	SR AGRICULTURE TECHNICIAN

**BU FTE Total**

**3.00**

<b>7110</b>	<b>MUSEUM</b>						
7110	2490	8004	MUSEUM CURATOR	22.51	27.36	1.00	MUSEUM CURATOR
7110	4083	0063	ADMINISTRATIVE ASSISTANT	19.69	23.93	1.00	STAFF ASSISTANT II - OOC
7110	4258	0168	PROGRAM ADMINISTRATOR	29.42	35.74	1.00	VACANT
7110	4271	8017	DIRECTOR CULTURAL SERVICES	51.16	62.20	1.00	DIRECTOR CULTURAL SERVICES
7110	4328	8007	LIBRARIAN II	24.12	29.31	1.00	LIBRARIAN II

**BU FTE Total**

**5.00**

<b>Grand Total Allocated FTE</b>				<b>1,412.65</b>			
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\* Salaries shown are as of August 18, 2020

# POSITION ALLOCATIONS

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An aerial photograph of a river delta. The top portion shows several green, vegetated islands separated by narrow channels of water. The lower portion shows a wide expanse of water with a small boat moving across it, leaving a white wake. The water has a shimmering, textured appearance.

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Big River Outrigger  
Courtesy: Visit Mendocino





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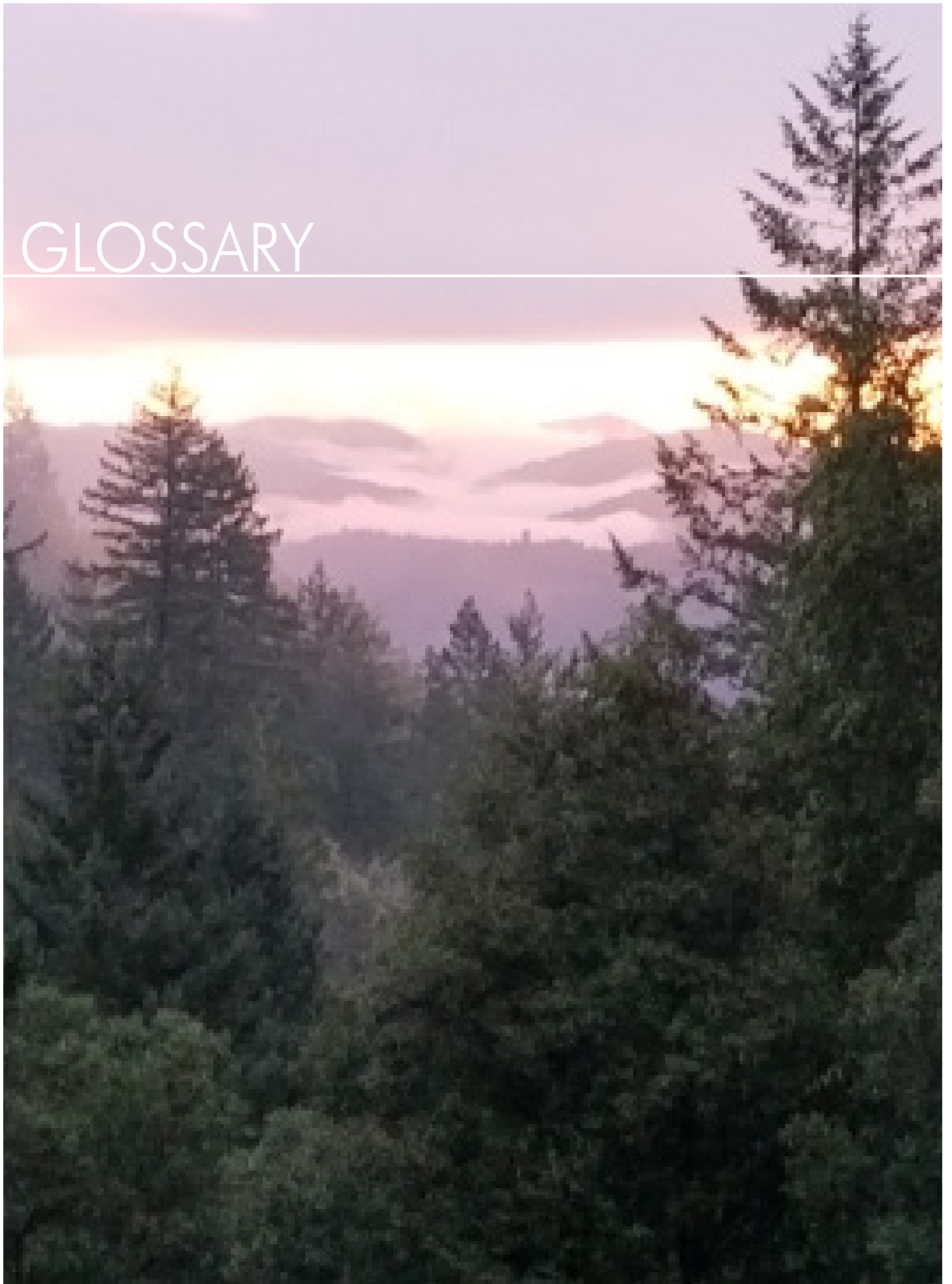
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# GLOSSARY

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## GLOSSARY OF TERMS AND ACRONYMS

**A-87:** This alpha/numeric designation refers to the Federal Office of Management and Budget Circular No. A-87, which establishes cost principles for the allocation of central administrative and overhead expenses to County departments related to federally funded grants or programs.

**AB:** Acronym for California State Assembly Bill.

**ACA:** Acronym for Affordable Care Act.

**ACS:** Acronym for Animal Care Services. This program is administered by Health and Human Services Agency.

**ACCOUNT STRING:** A record of monetary transaction maintained in the accounting ledger. It may be a classification of expenditure or revenue. Example: "Office Expense" is an account in the Services & Supplies (2000 Series) expenditure category.

**ACCRUAL BASIS OF ACCOUNTING:** A method of accounting that recognizes the financial effect of transactions, events, and inter-fund activities when they occur, regardless of the timing of related cash flows. Please also refer to MODIFIED ACCRUAL.

**ACTIVE TRANSPORTATION PROGRAM:** The Active Transportation Program (ATP) grant funds the Safe Routes to Schools (SRTS) non-infrastructure project. The goal is to develop and sustain a comprehensive Safe Routes to School program that will lead to increased walking and biking throughout the County. Services will include the development of Safe Routes to Schools language in district wellness policies, school and community task forces to provide guidance and oversight, assessment of school routes, school-based safety education, walk and bike to school activities/events, advocacy for the development of SRTS language in school district wellness policies and infrastructure improvement to sustain the program.

**ADAP:** Acronym for AIDS Drug Assistance Program. This program is administered by Health and Human Services Agency Budget Unit 0488-HIV Services.

**ADJUSTED BUDGET:** The final budget as amended through formal action of the Board of Supervisors after formal adoption.

**AED:** Acronym for Automated External Defibrillator, see BU 4016-Emergency Medical Services.

**ALLOCATED POSITIONS:** All positions included in the County's salary resolution. Appropriations may not be made to fund all allocated positions.

**APPROPRIATION:** An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at year-end.

**APS:** Acronym for Adult Protective Services.

**ARRA:** Acronym for American Recovery and Reinvestment Act of 2009.

**ASSESSED VALUATION:** A valuation set upon real estate or other property by the Assessor's Office as a basis for levying taxes.

**ASIST:** Acronym for Suicide Intervention Skills Trainings, which is administered by Health and Human Services Agency Budget Unit 4051-Mental Health Services Act.

**AT HOME:** The Treatment for Homeless grant - Access to Treatment & Housing Opportunities in the Mendocino Environment (AT HOME) provided intensive case management and integrated behavioral health treatments for homeless persons in Ukiah and Fort Bragg with both substance abuse and mental health disorders, enhanced with wraparound services and access to housing resources to support client participation and retention in treatment. This grant ended in FY 2013-14.

**AVAILABLE FUND BALANCE:** That portion of the fund balance which is unencumbered and available for financing expenditures and other funding requirements.

**AUMENTUM PROPERTY TAX SYSTEM:** See Auditor's Office Budget Unit 1110-Auditor-Controller.

**BALANCED BUDGET:** A proposed or adopted financial plan in which the carry-forward balance plus current-year revenues equal or exceed the planned expenditures.

**BAMC:** Acronym for Broadband Alliance of Mendocino County, see Planning and Building Services, BU 1810-Economic Development.

**BASELINE BUDGET:** Baseline is generally considered to be the financial and staff resources needed to provide the same level of ongoing services included in the prior year's budget.

**BHC:** Acronym for Behavioral Health Court

**BHRS:** Acronym for Behavioral Health and Recovery Services, is the internal name for Mental Health Services, see Budget Unit 4050-Mental Health Services.

**BIOTERRORISM ACT:** The Public Health Emergency Preparedness (PHEP) grant is used to aid the Health & Human Services Agency (HHSA), Public Health address infrastructure issues for preparedness. This includes planning, assessment, and implementation of activities to develop Public Health's capacity to respond to all-hazards incidents.

**BOARD:** This term, used throughout this document, refers to the five-member Board of Supervisors of Mendocino County.

**BOND:** A bond is a debt obligation, similar to an IOU. When a bond is purchased, money is being lent to a government, municipality, corporation, federal agency or other entity known as the issuer. In return for the loan, the issuer promises to pay a specified rate of interest during the life of the bond and to repay the face value of the bond (the principal) when it matures, or comes due.

# GLOSSARY

## GLOSSARY OF TERMS AND ACRONYMS

### GLOSSARY OF TERMS AND ACRONYMS

**BUDGET:** The planning and controlling document for financial operation with estimates of proposed expenditures and revenues for the fiscal year.

**BUDGET ADOPTION:** A formal process by which the budget is approved by the Board of Supervisors.

**BUDGET UNIT (BU):** Classification into appropriate, identified, or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

**BUDGETARY CONTROL:** The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**CAFR:** Acronym for Comprehensive Annual Financial Report.

**CalOES:** Acronym for California Office of Emergency Services, see Transportation Department Budget Unit 3030-Storm Damage.

**CAMS:** Acronym for Cascade Software Systems Inc. See Executive Office Budget Unit 1160-Central Services.

**CALRECYCLE:** The CalEPA Department of Resources Recycling and Recovery (CalRecycle) administers the Waste Tire Enforcement grant program to provide funding for the enforcement of waste tire permitting, hauling and storage laws and regulations. This grant is administered by Health and Human Services Agency, Budget Unit 4011-Waste Tire Program Grant.

**CAPITAL EXPENDITURE:** Expenditures creating future benefits. A capital expenditure is incurred when the County adds value to an existing fixed asset with a useful life that extends beyond the taxable year and can be used to acquire or upgrade physical assets such as equipment, property, or industrial buildings.

**CAPITAL OUTLAY:** Expenditures which result in the acquisition of or addition to fixed assets.

**CAPITAL PROJECT:** A program itemizing the County's acquisitions, additions and improvements to fixed assets, including buildings, building improvements and land purchases.

**CASA:** Acronym for Court Appointed Special Advocate, see Treasurer-Tax Collector's Office Budget Unit 2012-Court Collections-AB233 Program.

**CASGEM:** Acronym for California Statewide Groundwater Elevation Monitoring, see Executive Office Budget Unit 0326-Water Agency.

**CASH:** An asset account reflecting currency, coin, checks, postal and express money orders and bankers' drafts.

**CASH FLOW:** The net cash available for expenditures at any given point.

**CBO:** Acronym for Community Based Organizations.

**CCS:** Acronym for California Children's Services, see Budget Unit 4080-California Children's Services.

**CD:** Acronym for Communicable Disease (referenced in Budget Unit 4013-Public Health Nursing).

**CDA:** Acronym for California Disaster Assistance Act, see Transportation Department Budget Unit 3030-Storm Damage.

**CDBG:** Acronym for Community Development Block Grant.

**CDI:** Acronym for California Department of Insurance.

**CEQA:** Acronym for California Environmental Quality Act.

**CEO:** Acronym for Chief Executive Officer. The CEO has overall responsibility for sound and effective management of County government, pursuant to Board policy and the adopted budget. The CEO has the responsibility and authority to manage and administer the affairs of the County, to provide planning which integrates all County activities, and to serve the Board as its chief of staff in both internal and intergovernmental affairs. Mendocino County Code 2.28 covers the specifics of this position.

**CERTIFICATES OF PARTICIPATION ("COPs"):** Certificates issued for the purpose of financing the acquisition or construction of capital assets (infrastructure and public facilities).

**CFP:** Acronym for Courts Facilities Payment.

**CGAP:** Acronym for Coalition for Gang Awareness and Prevention. This grant is administered by Health and Human Services Agency Budget Unit 0426-Coalition for Gang Awareness and Prevention.

**CHAIR:** Refers to a member of the Board of Supervisors who, elected annually by the Board, acts as presiding officer over meetings of the Board of Supervisors and acts as the ceremonial head of the organization.

**CHDP:** Acronym for Child Health and Disability Prevention, referenced in Health and Human Services Agency Budget Unit 4080-California Children's Services.

**CHIP:** Acronym for Community Health Improvement Plan. See Health and Human Services Agency Budget Unit 4013-Public Health Nursing.

**CHNA:** Acronym for Community Health Needs Assessment. See Health and Human Services Agency Budget Unit 4013-Public Health Nursing.

**CMSP:** Acronym for County Medical Services Program, see Health and Human Services Agency Budget Unit 4070-Hospital & Medical Services Program.

**COMMET:** Acronym for County Of Mendocino Marijuana Eradication Team. See Sheriff's Office Budget Unit 2310-Sheriff-Coroner and Budget Unit 0466-DEA-COMMET grant.



## GLOSSARY OF TERMS AND ACRONYMS

**COMMUNITY SERVICES DISTRICT:** A governmental agency in the unincorporated area of the county that provides city-like services and sets policies, ordinances, and regulations for the benefit of its residents. A Community Services District may be an independent district, which means it has its own independently-elected Board of Directors; or it may be a dependent district, where the County Board of Supervisors serves as the Board of Directors.

**CONTINGENCY:** An amount appropriated for unforeseen expenditure requirements.

**CONTRACTED SERVICES:** Expense of services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

**COPs:** Acronym for Certificates Of Participation. Certificates issued for the purpose of financing the acquisition or construction of capital assets (infrastructure and public facilities).

**COPS:** Acronym for Citizen's Options for Public Safety, see Sheriff's Office Budget Unit 2313-Sheriff-Coroner—COPS.

**COST APPLIED:** Transactions that represent the recording of direct expenses from the department incurring the expense to the department receiving the benefit associated with the expense.

**COUNTYWIDE COST ALLOCATION PLAN:** The documentation, approved by the State Controller's Office, identifying the process whereby County central service costs are assigned to the benefiting departments or activities on a reasonable and consistent basis, as directed by the Federal Office of Budget and Management Circular No. A-87.

**CPS:** Acronym for Child Protective Services.

**COVID-19:** Corona virus disease of 2019.

**CSAC-EIA:** Acronym for California State Association of Counties-Excess Insurance Authority. A joint powers authority, member-directed risk sharing pool of counties and public entities providing risk coverage programs & risk management services.

**CSS:** Acronym for Community Services and Support, which is administered by Health and Human Services Agency Budget Unit 4051-Mental Health Services Act.

**CQI:** Acronym for Continuous Quality Improvement; see Health and Human Services Agency Budget Unit 4016-Emergency Medical Services.

**CURRENT REVENUE:** Revenues of a governmental unit, which are available to meet expenditures of the current fiscal year.

**CWS:** Acronym for Child Welfare Services.

**DA:** Acronym for District Attorney.

**DEBT SERVICE:** The payment of matured interest and principal on debt, or the accumulation of money for meeting such payments during any given accounting period.

**DEFICIT:** Insufficient revenues or other available funds to fully fund expenditures and other disbursements during a fiscal year.

**DEH:** Acronym for Division of Environmental Health.

**DELINQUENT TAXES:** Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

**DEPARTMENT:** A designation used by County management to organize and manage programs of a similar nature. For example, Road Maintenance, Storm Damage and the Round Valley and Little River Airports are managed by the Department of Transportation. The word department can be interchanged with "agency" and "office."

**DEPARTMENT HEAD:** A County official either appointed by the Board of Supervisors or the Chief Executive Officer, elected by Mendocino County voters, and in the case of Probation – appointed by Mendocino County Superior Court judges.

**DEPRECIATION:** A reduction in value over time of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**DFC:** Acronym for Drug Free Communities which is administered through Health and Human Services Agency Budget Unit 0426-Coalition for Gang Awareness and Prevention.

**DISASTER SERVICE WORKER (DSW):** See Sheriff's Office Budget Unit 2830-Emergency Services.

**DISASTER RECOVERY:** See Executive Office Budget Unit 2910-Disaster Recovery.

**DISCRETIONARY REVENUE:** Unencumbered and undesignated revenues which have not been reserved for any special purpose nor set aside for any specific program; not restricted by legal or contractual requirements.

**DIVISION:** A sub-unit of a County department, agency or office, typically organized for the purpose of providing a specific set of services or functions.

**DOC:** Acronym for Department Operation Center, see Health and Human Services Agency Budget Unit 4016-Emergency Medical Services.

**DOT:** Acronym for Directly Observed Therapy (referenced in Health and Human Services Agency Budget Unit 4013-Public Health Nursing).

**DSA:** Acronym for Deputy Sheriffs' Association.

**DSW:** Acronym for Disaster Service Worker. See Sheriff's Office Budget Unit 2830-Emergency Services.

**EAP:** Acronym for Employee Assistance Program. Human Resources provides administrative support to this program.

**EARMARKED FUNDS:** Revenues designated by statute or Constitution for a specific purpose.

**EIR:** Acronym for Environmental Impact Report.

### GLOSSARY OF TERMS AND ACRONYMS

**EMCC:** Acronym for Emergency Medical Care Committee, mentioned in Health and Human Services Agency Budget Unit 4016-Emergency Medical Services.

**EMERGENCY OPERATIONS PLAN (EOP):** See Budget Unit 2830-Emergency Services.

**EMPLOYEE BENEFITS:** Amounts paid on behalf of employees. They are fringe benefit payments, and, while not paid directly to employees, they are nevertheless a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, workers' compensation payments, and unemployment insurance payments.

**EMS:** Acronym for Emergency Medical Services, see Budget Unit 4016-Emergency Medical Services.

**EMSAAC:** Acronym for Emergency Medical Services Administrators Association of California, see Budget Unit 4016-Emergency Medical Services.

**EMS-C:** Acronym for Emergency Medical Services for Children, see Budget Unit 4016-Emergency Medical Services.

**ENCUMBRANCE:** An obligation in the form of a purchase order, contract, or other commitment that is chargeable to an appropriation. Available appropriations and fund balance are reduced by the amount of outstanding encumbrances.

**EOA:** Acronym for Exclusive Operating Area. See Health and Human Services Agency Budget Unit 4016-Emergency Medical Services.

**EOP:** Acronym for Emergency Operations Plan. See Executive Office Budget Unit 2830-Emergency Services.

**ERAF:** Acronym for Education Revenue Augmentation Fund. Property tax allocated to fund school districts.

**ESTIMATED ACTUAL:** An estimate that is developed prior to the close of the fiscal year that includes the actual revenues and expenditures that are expected to be realized in a budget for the entire fiscal year. Estimated Actuals are generally first developed for the Mid-Year Budget Review and then further refined for 3<sup>rd</sup> Quarter.

**EXPENDITURE:** The payment or recording of the liability for the cost of goods delivered or services rendered during the fiscal year.

**EXPENDITURE TRANSFERS:** Reimbursement of funds to a provider budget unit for services/supplies received by another budget unit; transactions of this nature are limited to budgets within the same fund. Also known as "cost reimbursements."

**EXTRA HELP:** Personnel employed on a temporary, limited-term basis usually for the purpose of performing work during peak workload periods, or for covering the absences of regular employees. Extra Help employees receive no benefits.

**FDDC:** Acronym for Family Dependency Drug Court.

**FEES, CHARGES AND ASSESSMENTS:** As distinguished from a tax, a fee is a charge imposed on an individual for a services provided to that person. A fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged, plus overhead. Assessments are charges levied to pay for public improvements or services within a predetermined district or area, according to the benefit the parcel receives from the Improvement or services. The rules and procedures for assessments are provided by the California Constitution, Article XI, Section 7 (Prop. 218).

**FEMA:** Acronym for U.S. Department of Homeland Security's Federal Emergency Management Agency, see Transportation Department Budget Unit 3030-Storm Damage and Executive Office Budget Unit 2910-Disaster Recovery.

**FHWA:** Acronym for Federal Highway Administration, see Transportation Department Budget Unit 3030-Storm Damage.

**FICA CONTRIBUTION:** The amount contributed by the County as the employer's share of Social Security taxes (Federal Insurance Contributions Act).

**FINAL BUDGET:** The budget document formally approved by the Board of Supervisors after the required public hearings and deliberations on the recommended budget, together with the subsequent additions, cancellations, or transfers. The Board of Supervisors adopts the Final Budget by July 1st of each year. By statute, the Board of Supervisors must approve a final budget by October 2 of each year.

**FISCAL YEAR:** A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. In California, the fiscal year is July 1 through June 30.

**FIXED ASSET:** A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$2,000.

**FTE:** Acronym for Full-Time Equivalent.

**FULL-TIME EQUIVALENT (FTE):** A method of quantifying and allocating staffing levels, based on a full-time (FTE) work schedule. One worker may perform functions for several programs, and that person's salary and benefits would be divided among those programs for funding according to how much of the person's time is spent for each program. For example, a person who devoted 3 days of work per week to one program would be assessed against that program as 0.6 (24 hours divided by 40) FTE.

**FUND:** An accounting entity in which expenditures and available financing balance with each other, comparable to an individual bank account. Funds are established to account for specific activities and are subject to special limitations.

## GLOSSARY OF TERMS AND ACRONYMS

**FUND BALANCE:** Fund balance is the difference between assets and liabilities in a governmental fund. Fund balance is required to be reported in two components—designated and undesignated. When fund balance is designated, it either means that the resources are in a form that cannot be appropriated and spent (such as inventory) or that the resources are legally limited to being used for a particular purpose. The portion of fund balance that is not reserved is fittingly called undesignated fund balance. It represents resources that can be used for any purpose of the fund they are reported in. Undesignated fund balance in the general fund can be used for any purpose at all.

**GA:** Acronym for General Assistance, see Health and Human Services Agency Budget Unit 5190-General Assistance.

**GAAP:** Acronym for Generally Accepted Accounting Principles. Uniform standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**GR:** Acronym for General Relief, see Health and Human Services Agency Budget Unit 5190-General Assistance.

**GENERAL FUND:** The main operating fund used to account for Countywide financial resources and liabilities, except those that require separate fund accounting. Major sources of county general fund revenue include sales and use tax, property tax, the vehicle license fee subvention from the state, and local taxes, including business license tax, hotel tax, and franchise fees.

**GENERAL PURPOSE REVENUE:** Property taxes and non-program revenues which are not restricted for a specific purpose. (The term General Purpose Revenue has the same meaning as Discretionary Revenue.)

**GENERAL RESERVE:** An account for funds that are reserved for use only in the event of severe financial hardship, natural catastrophes, or other extreme emergency situations.

**GIS:** Acronym for Geographic Information System. A technology that enables the analysis of data from a geographical perspective.

**GOVERNMENTAL FUND:** The governmental fund category includes the general fund, special revenue funds, capital projects funds, debt service funds and permanent funds. Governmental Funds are typically used to account for tax-supported (i.e., governmental) activities.

**GRANT:** A monetary contribution by a government or an organization to financially support a particular function or purpose. Grants usually require a percentage match of local resources.

**GSA:** Acronym for Groundwater Sustainability Agency, see Executive Office Budget Unit 0326-Water Agency.

**GSP:** Acronym for Groundwater Sustainability Plan, see Executive Office Budget Unit 0326-Water Agency.

**HCP:** Acronym for HIV Care Program, which is a grant used to track reported cases and enroll people with HIV/AIDS to assist them in accessing medications. This program is administered by Health and Human Services Agency Budget Unit 0488-HIV Services.

**HEP:** Acronym for Public Health Emergency Preparedness. This grant is administered through Health and Human Services Agency Budget Unit 0478-Bioterrorism Act.

**HHSA:** Acronym for Health and Human Services Agency. HHSA's three branches are: Public Health, Behavioral Health & Recovery Services, and Social Services.

**HIPAA:** Acronym for Health Insurance Portability and Accountability Act. Offers protections for millions of American workers that improve portability and continuity of health insurance coverage.

**HMGP:** Acronym for Hazard Mitigation Grant Program: a grant administered by Disaster Recovery.

**HRSA:** Acronym for Health Resources Services Administration: a grant administered by Health and Human Services Agency.

**HSGP:** Acronym Homeland Security Grant Program

**ICS:** Acronym for Incident Command System, see Sheriff's Office Budget Unit 2830-Emergency Services.

**ICWA:** Acronym for Indian Child Welfare Act.

**IGP:** Acronym for Industrial General Permit, see Transportation Department Budget Unit 4510/4511-Solid Waste/Landfill Closure.

**IGT:** Acronym for Inter-Governmental Transfer. Health and Human Services Agency maximizes realignment funds by participating in the IGT opportunity with Partnership HealthPlan of California to access additional Medi-Cal funding to provide services to Medi-Cal eligible beneficiaries.

**IHSS:** Acronym for In Home Support Services.

**INTERGOVERNMENTAL REVENUE:** Counties also receive a substantial amount of revenue from other government agencies, principally the state and federal governments. These revenues include general or categorical support monies called "subventions," as well as grants for specific projects, and reimbursements for the cost of some state mandates.

**IS:** Acronym for Information Services, a County division within the Executive Office.

**ISERIES EQUIPMENT:** IBM Server dedicated to our County Property System. Note: this is an upgrade to our existing server that has reached end of life.

**IT MASTER PLAN:** The IT Master Plan is intended to serve many purposes including: assessment of existing state of County technology, identify needs, provide recommendations for best practices/improvements, develop budget timelines.

# GLOSSARY

## GLOSSARY OF TERMS AND ACRONYMS

### GLOSSARY OF TERMS AND ACRONYMS

**IZ:** Acronym for Immunization (referenced in Health and Human Services Agency Budget Unit 4013-Public Health Nursing).

**JAG:** Acronym for The Edward Byrne Memorial Justice Assistance Grant

**JJCPA:** Acronym for Juvenile Justice Crime Prevention Act, see Budget Unit 2561-Juvenile Justice Crime Prevention Act.

**JPA:** Acronym for Joint Powers Authority.

**KIN-GAP:** Kinship Guardianship Assistance Payment Program (Kin-GAP) The Kinship Guardianship Assistance Payment (Kin-GAP) Program was established by Senate Bill 1901 (Chapter 1055, Statutes of 1998). The Kin-GAP Program offers a subsidy to children who leave the juvenile court system to live with a relative legal guardian.

**LAFCO:** Acronym for Local Agency Formation Commission. LAFCO is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies.

**LEA:** Acronym for Law Enforcement Agencies, see District Attorney's Office Budget Unit 2070-District Attorney and Health and Human Services Agency Budget Unit 0452-Local Enforcement Agency (LEA) Solid Waste grant.

**LEMSA:** Acronym for Local Emergency Medical Service Agency, see Budget Unit 4016-Emergency Medical Services.

**LIABILITY:** An obligation to pay for or provide services to another entity as a result of a past transaction.

**LTBI:** Acronym for Latent Tuberculosis Infection (referenced in Health and Human Services Agency Budget Unit 4013-Public Health Nursing).

**LPS:** Acronym for Lanterman Petris-Short which is a title for matters relating to conservatorships of gravely disabled persons.

**MADDY EMERGENCY MEDICAL SERVICES FUND (SB12):** The Maddy Emergency Medical Services Fund (SB12) is used to reimburse physicians, surgeons and hospitals for patients who do not pay for emergency medical services and for other emergency medical service purposes defined by existing legislation.

**MAINTENANCE OF EFFORT (MOE):** A Federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

**MANDATED PROGRAMS:** Mandated programs are those programs and services that the County is required to provide by specific State and/or Federal law. The State or Federal government may or may not provide funding for the mandated program or service.

**MATCH:** The term "match" refers to the percentage of local discretionary County monies in the General Fund that by law must be used to match a certain amount of State and/or Federal funds. For example, for some of the welfare aid payments the County must match every 95 State dollars they receive with 5 dollars from the County's General Fund.

**MID-YEAR ADJUSTMENT:** Board approved changes to a department's budget after the adoption of the final budget.

**MLAS:** Acronym for Mendo-Lake Alternative Services, see Treasurer-Tax Collector's Office Budget Unit 2012-Court Collections-AB233 Program.

**MODIFIED ACCRUAL:** Basis of accounting according to which revenues are recognized in the accounting period in which they become available and measurable, and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

**MOE:** A Federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

**MOU:** Acronym for Memorandum of Understanding.

**MSWMA:** Acronym for Mendocino Solid Waste Management Authority, see Transportation Department Budget Unit 4510/4511-Solid Waste/Landfill Closure.

**MCACE:** Acronym for Mendocino County Association of Confidential Employees.

**MCAH:** Acronym for Maternal, Child and Adolescent Health, which collaborates with other partners to address prenatal substance abuse prevention.

**MCDOT:** Acronym for Mendocino County Department of Transportation.

**MCLEMA:** Acronym for Mendocino County Law Enforcement Management Association.

**MCOG:** Acronym for Mendocino Council of Governments.

**MCPAA:** Acronym for Mendocino County Public Attorneys Association.

**MCPEA:** Acronym for Mendocino County Probation Employees Association.

**MCRCD:** Acronym for Mendocino County Resource Conservation District.

**MCWA:** Acronym for Mendocino County Water Agency.

**MCWOW:** Acronym for Mendocino County Working on Wellness. This program is administered by Human Resources staff.

**MEDI-CAL:** Federal-State health insurance program for low income people.

## GLOSSARY OF TERMS AND ACRONYMS

**MEASURE B:** Mendocino County Mental Health Treatment act. Measure B imposes a half cent (0.5%) sales tax to support mental health services in Mendocino County.

**MPAR:** Acronym for Mendocino Partner Against Recidivism Program

**NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):** See Sheriff's Office Budget Unit 2830–Emergency Services.

**NBNCBC:** Acronym for North Bay North Coast Broadband Consortium, see Planning and Building Services, Budget Unit 1810-Economic Development.

**NEOGov:** Program used for application for employment. See Human Resource Department Budget Unit 1320-Human Resources.

**NEOPB:** Acronym for Nutrition Education and Obesity Prevention Branch program which improves community nutrition knowledge and increases access to healthy foods, while delivering nutrition education to vulnerable population groups. This program is administered by Health and Human Services Agency, Budget Unit 4010-Supplemental Nutrition Assistance Program Education (SNAP-Ed) Grant.

**NET COUNTY COST (NCC):** The cost to the General Fund reflecting total expenditures less expenditure reimbursements and revenues. The Net County Cost is the amount of discretionary funding allocated to a department.

**NPDES:** Acronym for National Pollutant Discharge Elimination System, see Executive Office Budget Unit 0326-Water Agency.

**OPERATING TRANSFERS IN:** Payment received for services and/or supplies expended for another institution, agency or person. Transfers of revenues and appropriations between funds.

**OPERATING TRANSFERS OUT:** Expenditures for services and/or supplies which correspond to Operating Transfers In.

**OVERHEAD:** Those costs necessary in providing goods/service that are not directly traceable to the goods/service, such as rent, utilities, management and supervision.

**PANDEMIC:** a disease outbreak that spreads across countries or continents.

**PAPU:** Acronym for Prevention and Planning Unit. This unit, administered by the Public Health Division in the Health and Human Services Agency, uses evidence-based best practices to address individual, social and environmental factors that underlie and contribute to chronic disease in Mendocino County preventing and reducing substance abuse.

**PBS:** Acronym for Planning and Building Services.

**PEG:** Acronym for Public Education Government.

**PEI:** Acronym for Prevention and Early Intervention, which is administered by Health and Human Services Agency Budget Unit 4051-Mental Health Services Act.

**PERFORMANCE INDICATOR:** A quantitative means of assessing the efficiency and effectiveness of services performed by departments and divisions.

**PFC:** Acronym for Public Facilities Corporation.

**PHB:** Acronym for Partnership for Healthy Babies, which addresses prenatal substance abuse prevention.

**PHN:** Acronym for Public Health Nurse.

**POB:** Acronym for Pension Obligation Bond (see Budget Unit 8011-Debt Service-Pension Obligation Bonds).

**PROGRAM REVENUE:** Revenue that is derived from and dedicated to specific program operations.

**PROPERTY TAX:** The property tax is a tax imposed on real property and tangible personal property. Property tax is levied as a percentage of the assessed valuation of a real estate parcel. California Constitution Article XIIA (Prop. 13) limits the property tax to a maximum 1 percent of assessed value, not including voter approved rates to fund debt. The assessed value of property is capped at the 1975-76 base year rate plus inflation – or 2 percent per year.

**PROPOSED BUDGET:** The working document for the fiscal year under discussion. The County Executive Office presents a proposed budget for the Board of Supervisors to consider in June of each year and the Board of Supervisors holds final public hearings and adopts the budget for the next fiscal year.

**PROPOSITION 13:** A tax limitation initiative approved by the voters in 1978. Proposition 13 provided for: (1) a 1 percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness; (2) assessment restrictions establishing 1975 level values for all property, with allowable increase of 2 percent annually and reappraisal to current value upon change in ownership and new construction; (3) a two-thirds vote requirement to increase State taxes; and (4) a two-thirds vote of the electorate for local agencies to impose “special taxes.

**PROPOSITION 63:** Passed by the voters in November of 2004, established a State personal income tax surcharge of 1% on taxpayers with annual taxable incomes of more than \$1 million. Funds resulting from the surcharge are to be used to expand County Mental Health Programs.

**PROPOSITION 172:** Passed in November of 1996, this measure established a one-half cent sales tax whose proceeds are used to fund eligible public safety activities.

**PROPRIETARY FUND:** A business-like fund of a state or local government which include enterprise funds and internal service funds. Enterprise funds provide goods or services to the general public for a fee. Internal service funds account for goods and services provided by one department or agency to another department or agency of the governmental unit (or to other governmental units) on a cost-reimbursement basis.

### GLOSSARY OF TERMS AND ACRONYMS

**PTAF:** Acronym for Property Tax Administration Fees.

**PUE:** Acronym for Pest Management, and Pesticide Use Enforcement. A core program used by the Department of Agriculture/Weights and Measures to complete its mission as a Sealer.

**R3MP:** Acronym for Russian River Regional Monitoring Program

**REDWOOD QUALITY MANAGEMENT COMPANY (RQMC):** Is contracted to administer the youth and adult population with mental health services in Mendocino County.

**REIMBURSEMENT:** Payment received for services/ supplies expended for another institution, agency, or person.

**RESERVE:** An amount set aside from the County's operating funds to meet emergency expenditure requirements, capital funding, or insurance and liability requirements.

**RESTRICTED REVENUE:** Funds restricted by legal or contractual requirements for specific uses.

**REVENUE:** Money received to finance ongoing County services. Examples: Property taxes, sales taxes, fees, and State and Federal grants.

**RFP:** Acronym for Request for Proposal.

**RQMC:** Acronym for Redwood Quality Management Company which is contracted to administer the youth and adult population with mental health services in Mendocino County.

**SALARIES AND EMPLOYEE BENEFITS:** An object of expenditure that establishes all expenditures for employee related costs.

**SALARY SAVINGS:** The dollar amount of salaries that can be expected to be saved due to vacancies and turnover of employees.

**SALES TAX:** The sales tax that an individual pays on a purchase is collected by the state Board of Equalization and includes, a state sales tax, the locally levied, "Bradley Burns" sales tax and several other components. The sales tax is imposed on the total retail price of any tangible personal property. Sales tax revenue is general purpose revenue and is deposited into a county's general fund.

**SAMHSA:** Acronym for Substance Abuse & Mental Health Services Act, see Health and Human Services Agency Budget Unit 4012-Grant 0444.

**SB:** Acronym for California State Senate Bill.

**SECURED ROLL:** Assessed value of real property, such as land, buildings, secured personal property, or anything permanently attached to land as determined by each County Assessor.

**SLESF:** Acronym for Supplemental Law Enforcement Services Fund, see Sheriff's Office's Budget Unit 2313-Sheriff-Coroner-COPS.

**SGMA:** Acronym for Sustainable Groundwater Management Act, see Executive Office Budget Unit 0326-Water Agency.

**SMEDD:** Acronym for Sonoma Mendocino Economic Development District, see Planning and Building Services, Budget Unit 1810-Economic Development.

**SNAP:** Acronym for Spay Neuter Assistance Program, see Health and Human Services Agency Budget Unit 2861-Mobile Spay and Neuter Program.

**SNAP-Ed:** Acronym for Supplemental Nutrition Assistance Education Program, administered by Health and Human Services Agency Budget Unit 4010-Supplemental Nutrition Assistance Program Education Grant.

**SPECIAL DISTRICT:** A unit of local government generally organized to perform a function(s) for a specific geographic area, such as street lighting, water supply, or fire protection. Special districts may be dependent upon the County for administration, or may operate independently.

**SPECIAL REVENUE FUND:** An account established by a government to collect money that must be used for a specific project. Special revenue funds provide an extra level of accountability and transparency to taxpayers that their tax dollars will go toward an intended purpose.

**SPENDING LIMITS:** Refers to the Gann Initiative (Proposition 4 on the November, 1979, ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies; limit is generally prior year appropriations factored by the consumer price index (CPI) and population changes. Also known as "Gann limits."

**STOP Act:** STOP is an acronym for Sober Truth on Preventing Underage Drinking, which is a grant to prevent and reduce alcohol use among teens; administered by Health and Human Services Agency Budget Unit 0491- Sober Truth on Preventing Underage Drinking (STOP) Act.

**SUDT:** Acronym for Substance Use Disorder Treatment is administered by Health and Human Services Agency Budget Unit 4012-Substance Use Disorder Treatment (formerly Alcohol and Other Drug Program).

**SUPPLEMENTAL TAX ROLL:** The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs.

**TANF:** TANF is an acronym for Temporary Assistance to Needy Families; see Budget Unit 5010-Social Services with Health and Human Services Agency.

**TAX LEVY:** Amount of tax dollars raised by the imposition of the tax rate on the assessed valuation of property.

## GLOSSARY OF TERMS AND ACRONYMS

**TAXES:** A tax is a charge for public services and facilities that provide general benefits. There need not be a direct relation between an individual taxpayer's relative benefit and the tax paid. Counties may impose any tax not otherwise prohibited by State law (Government Code §37100.5). However, the State has reserved a number of taxes for its own purposes, including taxes on cigarettes, alcohol and personal income. The California Constitution distinguishes between a general tax and a special tax. General tax revenues may be used for any purpose. A majority of voters must approve a new general tax or increase. Special tax revenues must be used for a specific purpose, and two-thirds of voters must approve a new special tax or its increase.

**TEETER PLAN:** A plan whereby 100% of the "secured" property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning only 100% of taxes that have been collected. This allows the County to finance all delinquent property taxes. When appropriately managed, Teeter Plans typically benefit County finances.

**TMDL:** Acronym for Total Maximum Daily Limit, see Health and Human Services Budget Unit 4011-Environmental Health.

**TRANSIENT OCCUPANCY TAX:** A County tax based on the privilege of occupancy at any lodging. Each transient is subject to and shall pay a tax in the amount of a percentage of the rent charged by the operator and shall make payment to the operator of the lodging at the time the rent is paid. Lodging includes but is not limited to any hotel/motel, inn, tourist housing, rooming house, apartment house, dormitory, public or private club, or mobile home.

**TRUST FUND:** A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds; e.g., taxes collected and held for a special district.

**TYLER CONTENT MANAGER:** Software used with the County Finance System (Munis) for the purpose of document scanning and retention.

**UAAL:** Acronym for Unfunded Accrued Actuarial Liability (see Budget Unit 8011-Debt Services-Pension Obligation Bonds).

**UCCE:** Acronym for University of California Cooperative Extension. Its mission is accomplished through Budget Unit 6210-Farm Advisor.

**UNFUNDED MANDATE:** A requirement from the State or Federal government that the County perform a task or provide a service, provide it in a certain way, or perform a task to meet a certain standard, without compensation from the higher level of government.

**UNINCORPORATED AREA:** The areas of the County outside city boundaries.

**UNSECURED ROLL:** A tax on properties such as office furniture, equipment, and boats, which are not secured by real property owned by those assessed.

**UVAP:** Acronym for Ukiah Valley Area Plan.

**UVBGS:** Acronym for Ukiah Valley Basin Groundwater Sustainability Agency. See Executive Office Budget Unit 0326-Water Agency.

**VEHICLE LICENSE FEE (VLF):** An annual fee on the ownership of a licensed vehicle in California, in place of taxing vehicles as personal property. The VLF is paid to the California Department of Motor Vehicles at the time of annual vehicle registration. The fee is charged in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees.

**WET:** Acronym for Workforce Education and Training, which is administered by Health and Human Services Agency Budget Unit 4051-Mental Health Services Act.

**WIA:** Acronym for Workforce Investment Act. Purpose is to consolidate, coordinate, and improve employment training, literacy, and vocational rehabilitation programs in the United States.

**WIB:** Acronym for Workforce Investment Board. The WIA required that all local regions create a Workforce Investment Board (WIB), comprised of local business and community members, to oversee and implement the WIA Programs. In addition to statutory roles, the Mendocino County WIB was designated by the Board of Supervisors to serve as the County's Comprehensive Economic Development Strategy (CEDS) Committee.

**WIOA:** Acronym for Workforce Innovation and Opportunity Act. This program replaced WIA or the Workforce Investment Act on July 22, 2014. WIOA added requirements of a single state plan covering all core programs authorized under the bill to provide workforce training and development in local communities.

**WISC:** Acronym for Willits Integrated Services Center.

**WPC:** Acronym for Whole Person Care Pilot Program see Health and Human Services Agency Budget Unit 4072.

**YEAR-END:** For the purpose of the County budget, this term refers to June 30 (the end of the fiscal year).





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