



# COUNTY OF MENDOCINO

STATE OF CALIFORNIA

## FY 2017-18 ADOPTED BUDGET

JUNE 20, 2017





Adopted By:

*John McCowen, Chair*

District 2

*Carre Brown*

District 1

*Dan Gjerde*

District 4

*Georgeanne Croskey*

District 3

*Dan Hamburg*

District 5

Prepared By:

Chief Executive Officer

*Carmel J. Angelo*

Auditor-Controller

*Lloyd Weer*







CARMEL J. ANGELO  
Chief Executive Officer  
Clerk of the Board



**COUNTY OF MENDOCINO  
BOARD OF SUPERVISORS**

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To the Citizens of Mendocino County:

On June 20, 2017, the Mendocino County Board of Supervisors adopted the final budget for Fiscal Year (FY) 2017-2018. 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 2017-18 Adopted Budget funds a wide variety of services for the citizens of Mendocino County including 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 funds being received and contracts being awarded.

The FY 2017-18 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 pay down debt and build and maintain strong reserves while also investing in the organization's future through the Leadership Initiative, succession planning, and recruitment and retention practices.

Highlights of the FY 2017-18 Adopted Budget include investment in our employees through improved salary and benefits; over \$5.2 million in General Fund investment in roads; and an investment of over \$8.5 million for deferred maintenance and infrastructure improvements. The Board has identified funding for additional priorities including fire and emergency medical services, business and economic development, homeless issues, 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, innovative, fair, and indicates a continuing commitment to organizational and fiscal stability. With the adoption of this budget, the County increases its reserve levels to \$11,787,010 in the General Reserve and \$4.65 million in the Pension Gap Reserve. The budget also includes significant salary and benefit increases which reflect positive steps forward in support of our dedicated and hard-working employees. The FY 2017-18 budget reflects Board priorities, but also represents months of hard work by Executive Office and departmental budget managers and staff, whose collective efforts have resulted in a responsible, sustainable and balanced budget which we can all be proud of.

Sincerely,

John McCowen, Chair  
Mendocino County Board of Supervisors

**THE BOARD OF SUPERVISORS**

CARRE BROWN  
First District

JOHN MCCOWEN  
Second District

GEORGEANNE CROSKEY  
Third District

DAN GJERDE  
Fourth District

DAN HAMBURG  
Fifth District







# COUNTY OF MENDOCINO

## Executive Office

CARMEL J. ANGELO  
CHIEF EXECUTIVE OFFICER  
CLERK OF THE BOARD

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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) 2017-18, which was formally adopted by the Board on June 20, 2017. This budget is again structurally balanced, fiscally responsible, and sets the appropriation limits for another year.

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. The Adopted Budget addresses the needs of the citizens of Mendocino County with a focus on maintaining and improving County services, investment in employees, investing in critically failing infrastructure, continued long-term debt reduction, and building and maintaining the General Reserve.

The County continued the efforts initiated in the 2016-17 fiscal year regarding the approach to budget preparation and interaction between my office, County departments, and the Board of Supervisors. The Board held three budget workshops prior to budget hearings on June 6<sup>th</sup> and 7<sup>th</sup>, which allowed my office to prepare a Proposed Budget for the Board's consideration that was closely aligned with the Board's Budget Goals and Priorities. The Adopted Budget book was completely redesigned in FY 2016-17 and the design continues this year with more information provided to the public, and in a way that is easier to understand. The Board requested departments assess their performance, both to provide accountability for individual employees as well as to the Mendocino County community. While establishing a detailed performance plan takes significant time, we have taken initial steps in having each department identify performance indicators for each of their program operations. The charts and information included in this book show the measurement of those self-identified indicators over the past four years. Without a method or process to measure, how can we improve? I would like to thank the departments for investing additional time into this identification and measurement exercise that will lead to service improvement across the organization.

The County continues to see signs of a stable economy. The projected slight increase in discretionary revenue is similar to the growth we experienced last year. We do not anticipate seeing significant overall revenue increases any time soon, in fact we are well past the average length of a post-recession recovery, and the County must be prepared for the next recession when it comes. Because the general cost of providing the County's core services continues to rise, including the cost of benefits and pensions, 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.

The progress in 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,

Carmel J. Angelo  
Chief Executive Officer







GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**County of Mendocino  
California**

For the Fiscal Year Beginning

**July 1, 2016**

A handwritten signature in black ink, reading 'Jeffrey R. Egan'.

Executive Director

Mendocino County received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 4th consecutive year for the FY 16-17 Final Budget.

The GFOA established the Distinguished Budget Presentation Awards Program in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal.





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Sunset on the Coast  
Courtesy: Visit Mendocino





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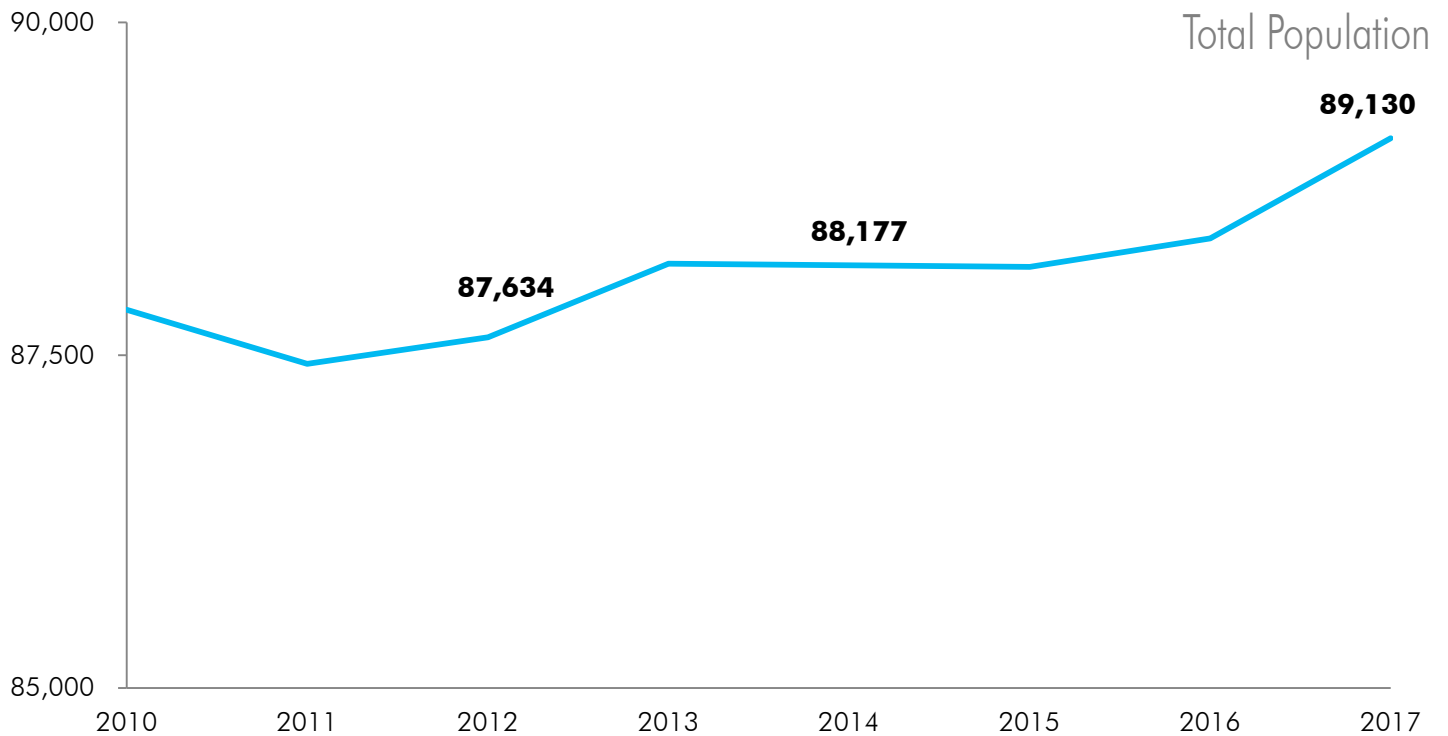
# MENDOCINO COUNTY PROFILE



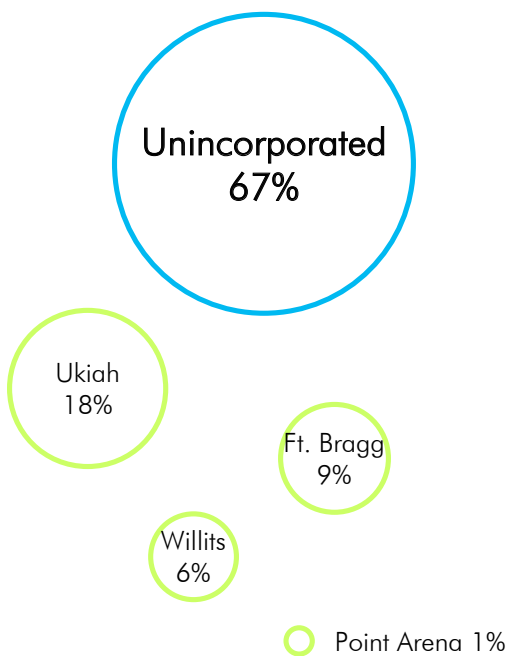
Mill Creek Dam Dock, Ukiah Area  
Courtesy: Sarah McKenzie Photography



## DEMOGRAPHICS



### Population by Jurisdiction



### Percent of Population 65 yrs. and older

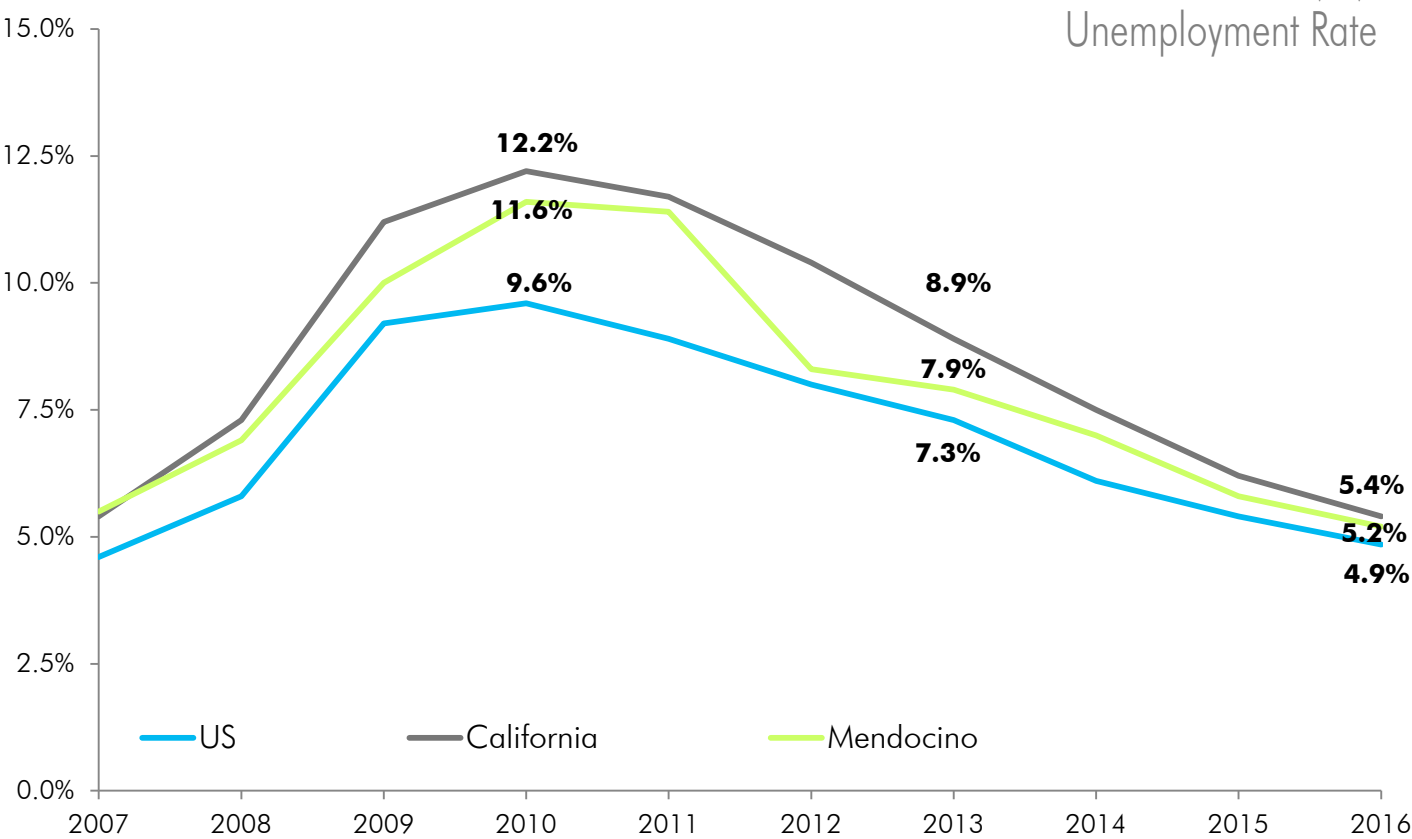
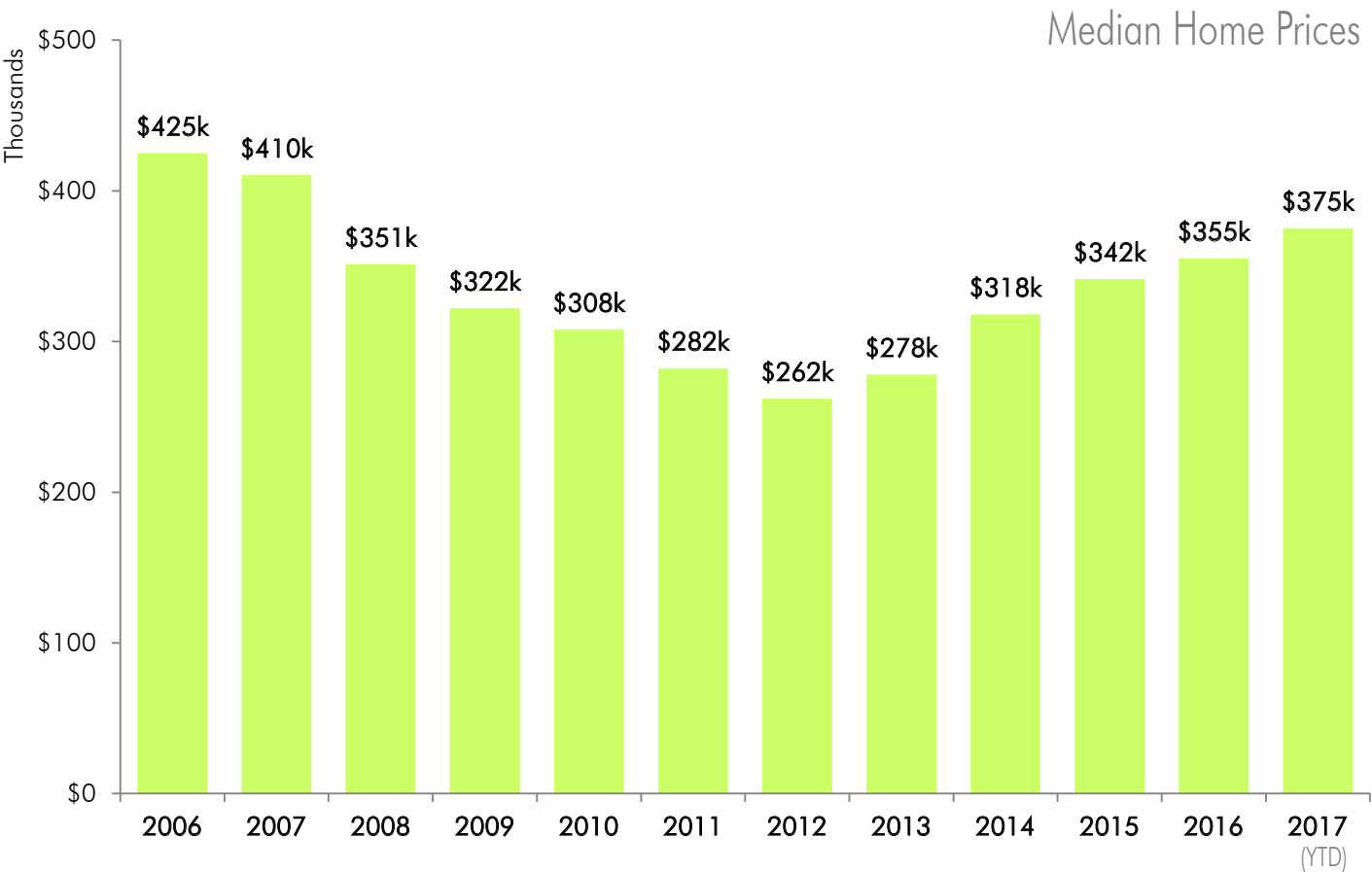


Note: Numbers may not add due to rounding.

Sources: Population - CA Department of Finance estimates January 1, 2017; Population 65 yrs. and older - US Census estimates July 1, 2016.

# MENDOCINO COUNTY PROFILE

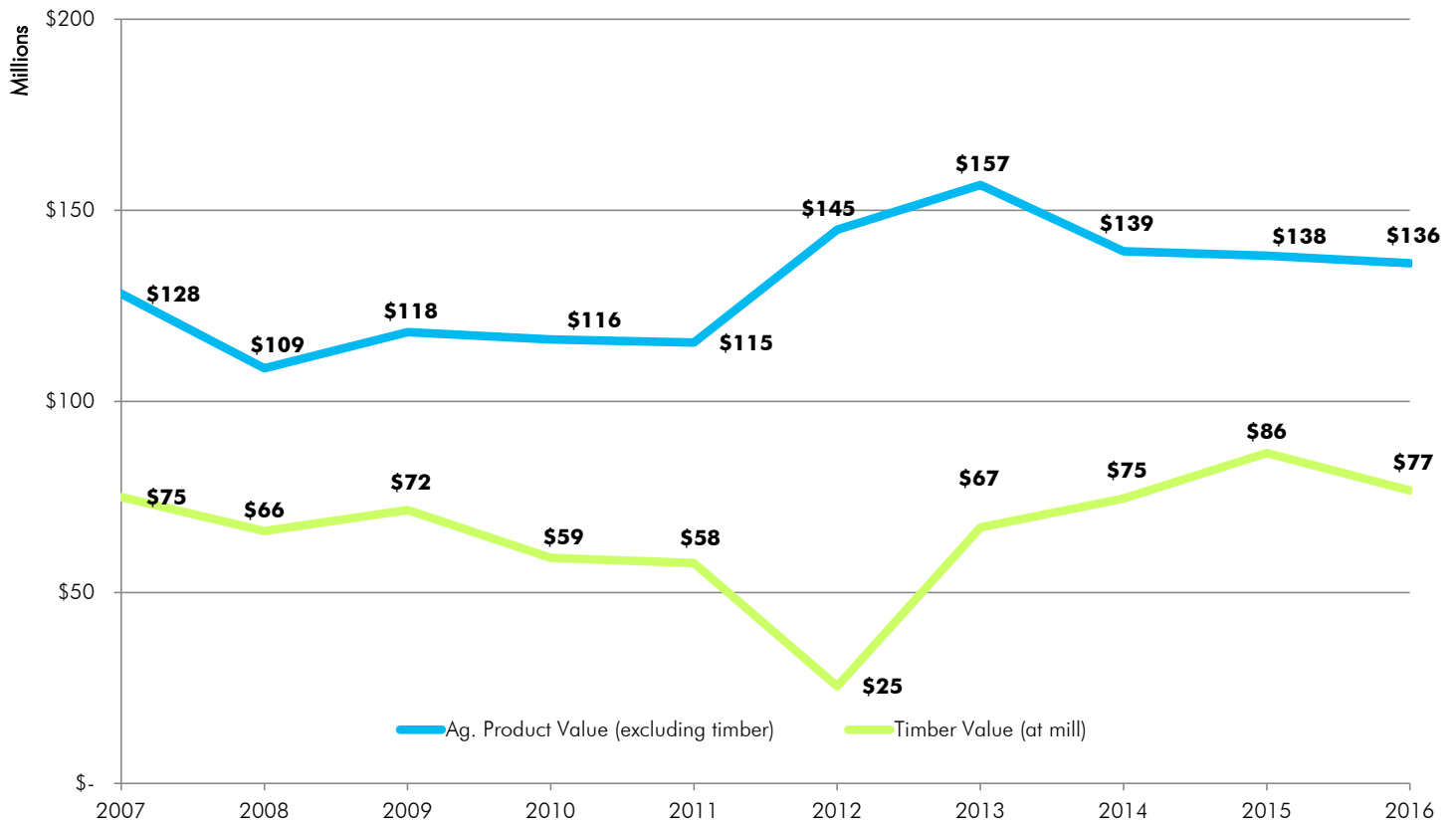
## ECONOMIC TRENDS





## ECONOMIC TRENDS

### Agricultural Value Trends

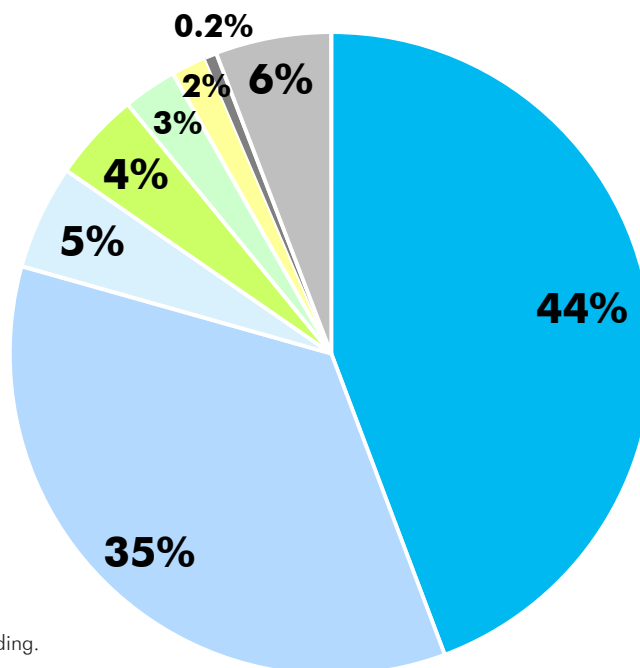


### Agricultural Value by Product

Preliminary 2016 Data

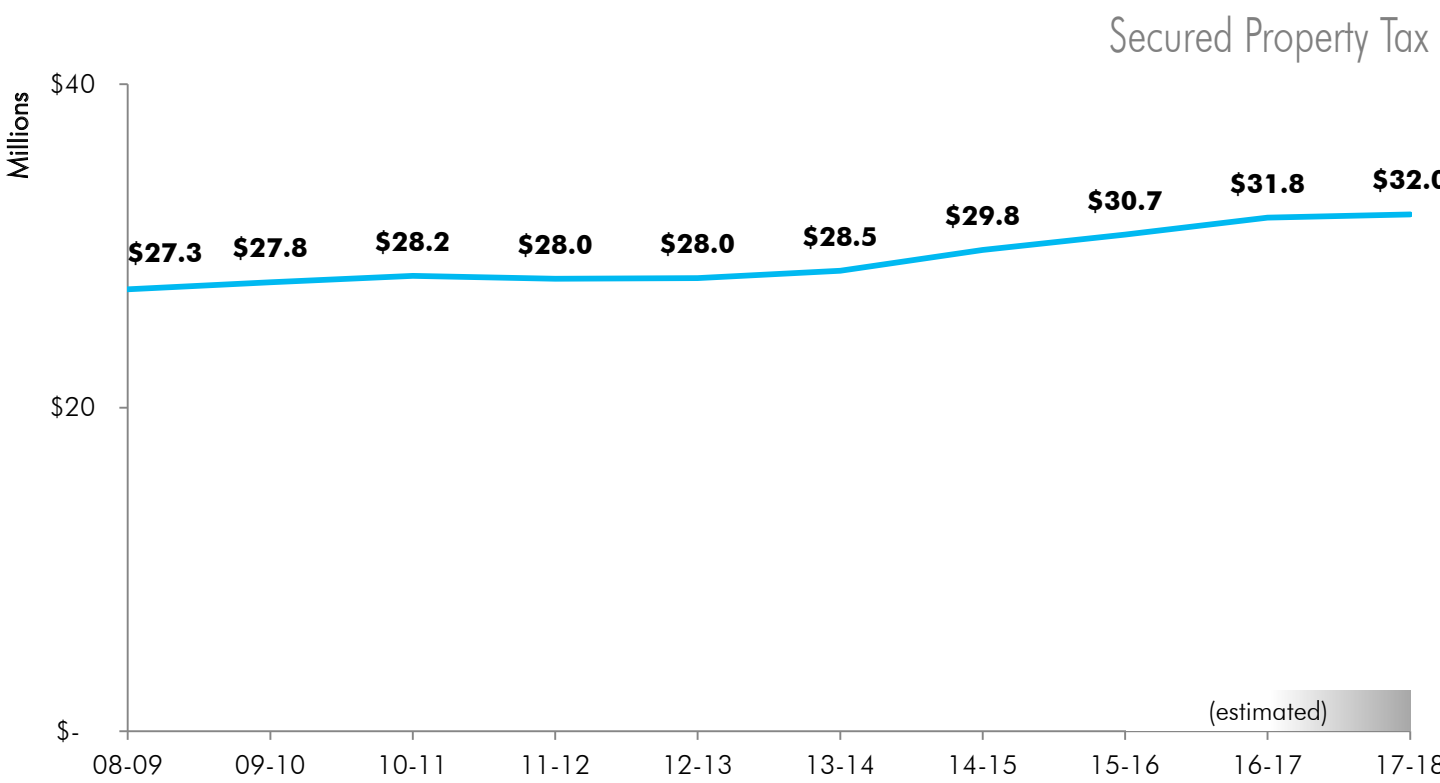
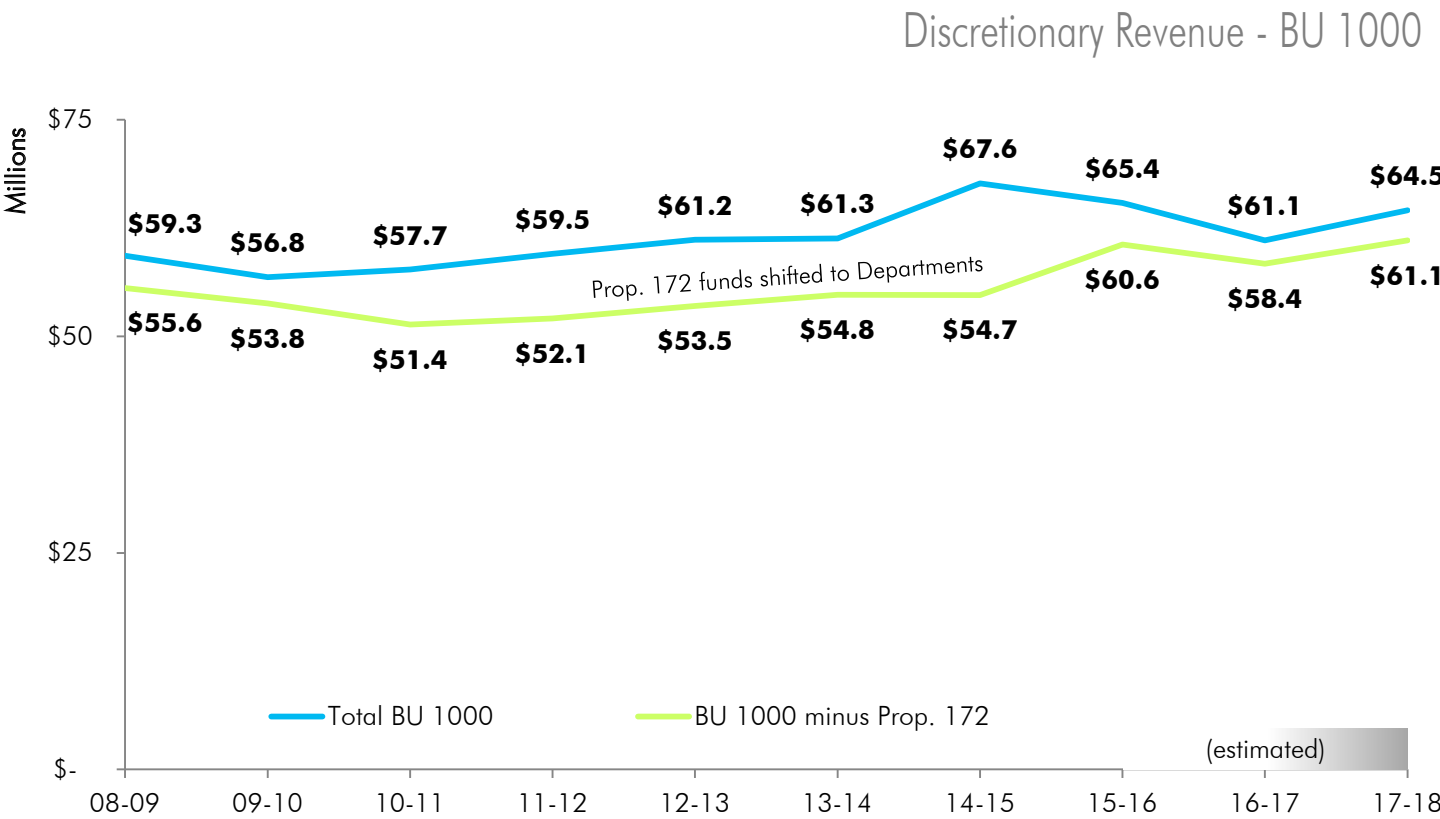
- Wine Grapes
- Timber
- Bartlett Pears
- Cattle and Calves
- Pasture
- Milk
- Nursery
- Other

Note: Numbers may not add due to rounding.



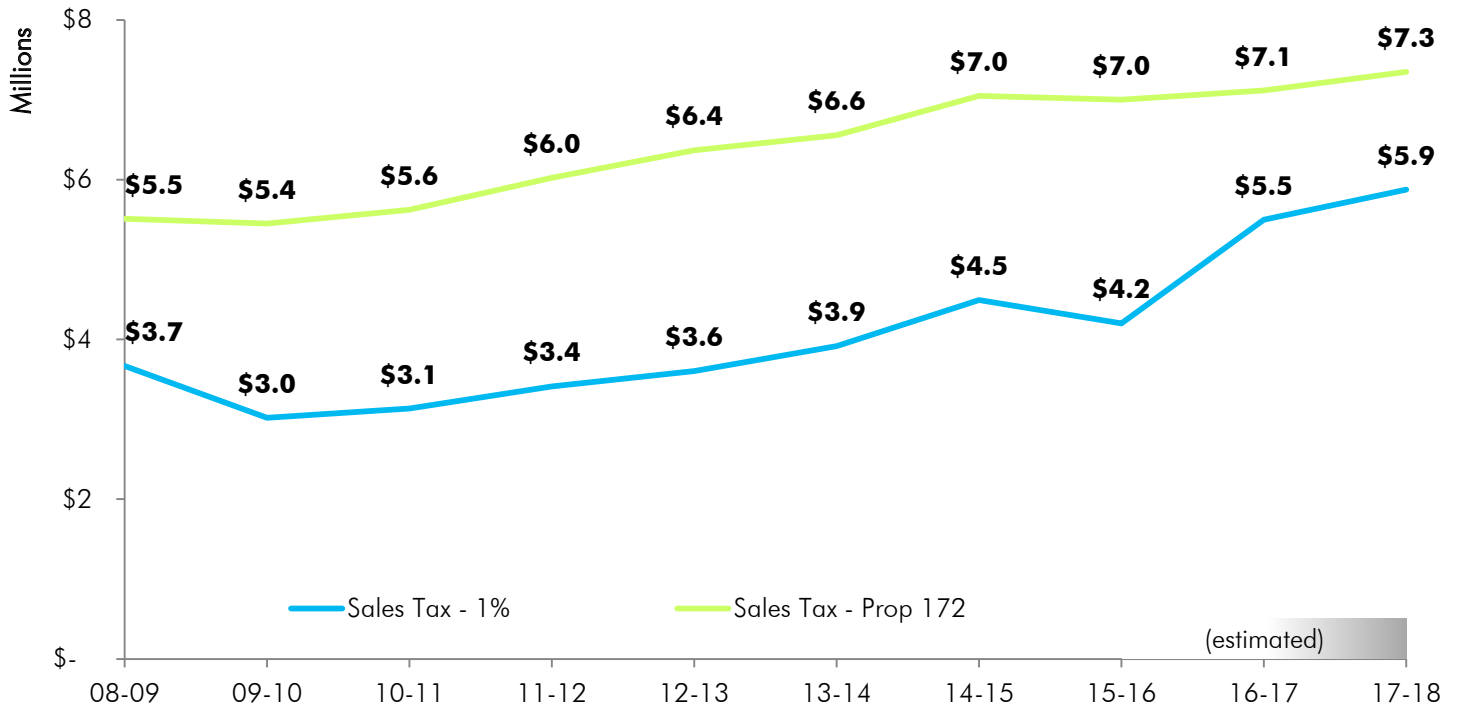
Sources: Median Home Prices - Zillow Home Index; Unemployment Rate - CA Economic Development Department; Agricultural Value - Mendocino County Agricultural Commissioner

ECONOMIC TRENDS

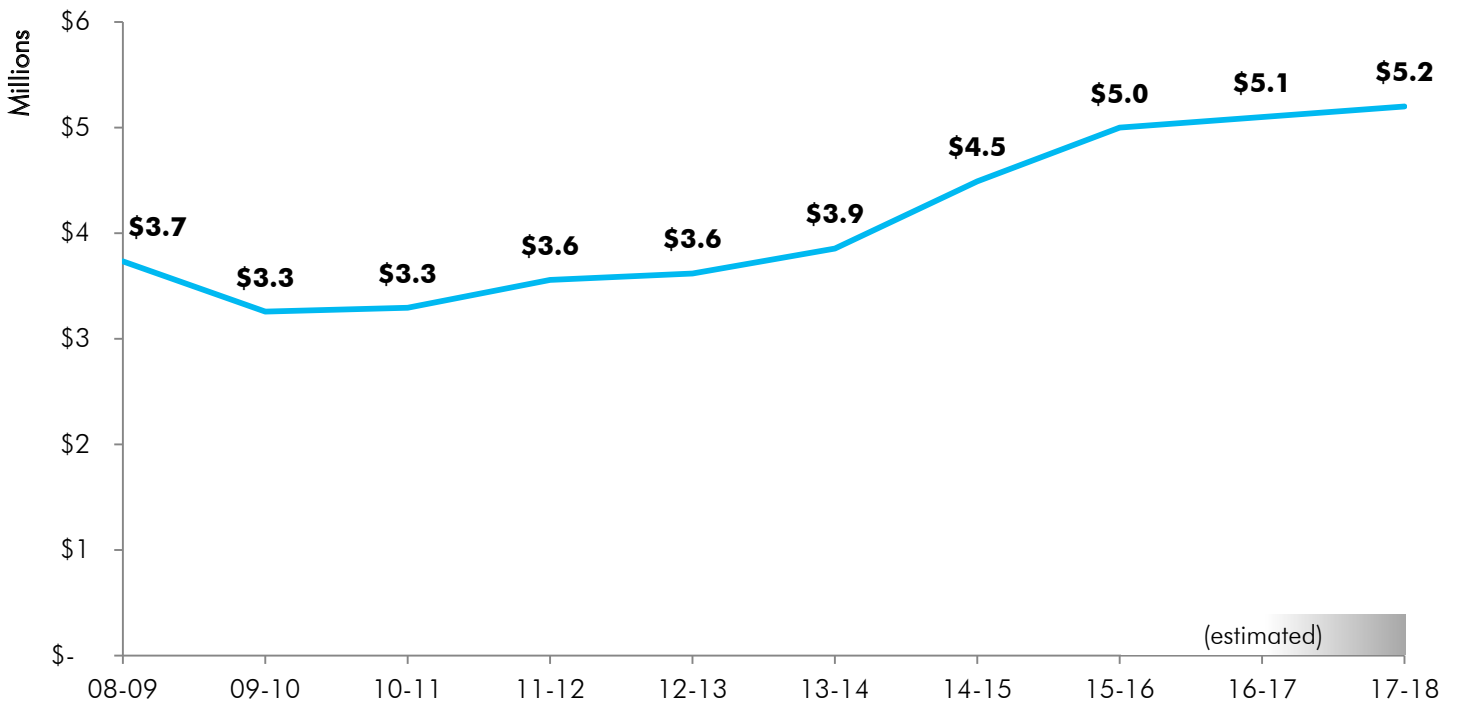


## ECONOMIC TRENDS

### Sales Tax



### Transient Occupancy Tax



Source: Mendocino County Auditor-Controller

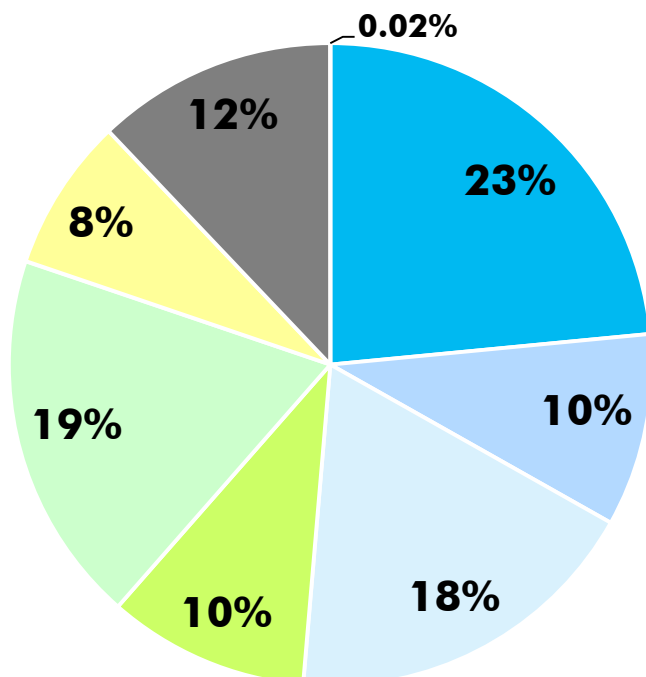
# MENDOCINO COUNTY PROFILE

## PRINCIPAL TAXPAYERS - FY 2016-17

	Owner	Business Description	FY 16-17	% of
			Total Tax Levy	Total Tax Levy
1	Pacific Gas & Electric Co.	Utility	\$2,889,621.00	2.22%
2	Mendocino Forest Products Co.	Manufacturing /Sawmill	723,525.88	0.56%
3	VCT USA, Inc.	Vineyard/Winery	595,245.70	0.46%
4	Mendocino Redwood Company, LLC	Manufacturing /Sawmill	465,702.48	0.36%
5	Georgia Pacific Corp.	Industrial Site	360,823.58	0.28%
6	Pacific Bell Telephone Co.	Communication	318,669.48	0.25%
7	Waterfowl Wine Co.	Vineyard/Winery	254,002.32	0.20%
8	AT&T Communications, Inc.	Communication	229,158.62	0.18%
9	Lyme Redwood Timberlands, LLC	Timberland	228,481.66	0.18%
10	Pear Orchard Associates	Shopping Center	216,188.28	0.17%
11	Heritage Wine, LLC	Vineyard/Winery	200,547.54	0.15%
12	Eel River Fuels, Inc.	Retail Bulk Fuel Distributor	196,902.32	0.15%
13	Vintage Wine Estates, Inc.	Vineyard/Winery	183,114.46	0.14%
14	Safeway, Inc.	Grocery	172,762.34	0.13%
15	T C Property Management	Senior Housing	153,371.12	0.12%
16	Savings Bank Building Corp.	Bank	140,992.72	0.11%
17	Anderson Vineyards	Vineyard/Winery	140,963.82	0.11%
18	Sonoma Land Company, Inc.	Shopping Center	134,422.00	0.10%
19	Thurston, Dennis J. & Carol A. Trustee	Auto Dealership	133,517.74	0.10%
20	AT&T Mobility, LLC	Communication	130,158.02	0.10%
<b>Top 20 Total Tax Levy</b>			<b>\$7,868,171.08</b>	<b>5.74%</b>
<b>Total Mendocino County Tax Levy</b>			<b>\$130,047,641.74</b>	<b>100%</b>

## Annual Sales Tax by Business Category (1st Qtr. 2017)

- Autos & Transportation
- Bldg. & Construction
- Business & Industry
- Food & Drugs
- Fuel & Service Stations
- General Consumer Goods
- Restaurants & Hotels
- Transfers & Unidentified



## MAJOR MENDOCINO COUNTY EMPLOYERS

				Employer
	Employer	Industry	Location	Size Class
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	Garcia River Casino*	Casinos	Point Arena	100-249
8	Hopland Sho Ka Wah Casino	Casinos	Hopland	100-249
9	Little River Inn Golf & Tennis	Hotels & Motels	Little River	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 Health Clinic	Clinics	Ukiah	250-499
15	Mendocino Redwood Co., LLC	Nonclassified Establishments	Calpella	500-999
16	Oak Point Ranch*	Vineyards	Potter Valley	100-249
17	Raley's	Grocers - Retail	Ukiah	100-249
18	Redwood Empire Packing, Inc.	Fruits & Vegetables - Growers & Shippers	Ukiah	100-249
19	Safeway	Grocers - Retail	Fort Bragg	100-249
20	Ukiah High School	Schools	Ukiah	100-249
21	Ukiah Valley Medical Center	Hospitals	Ukiah	500-999

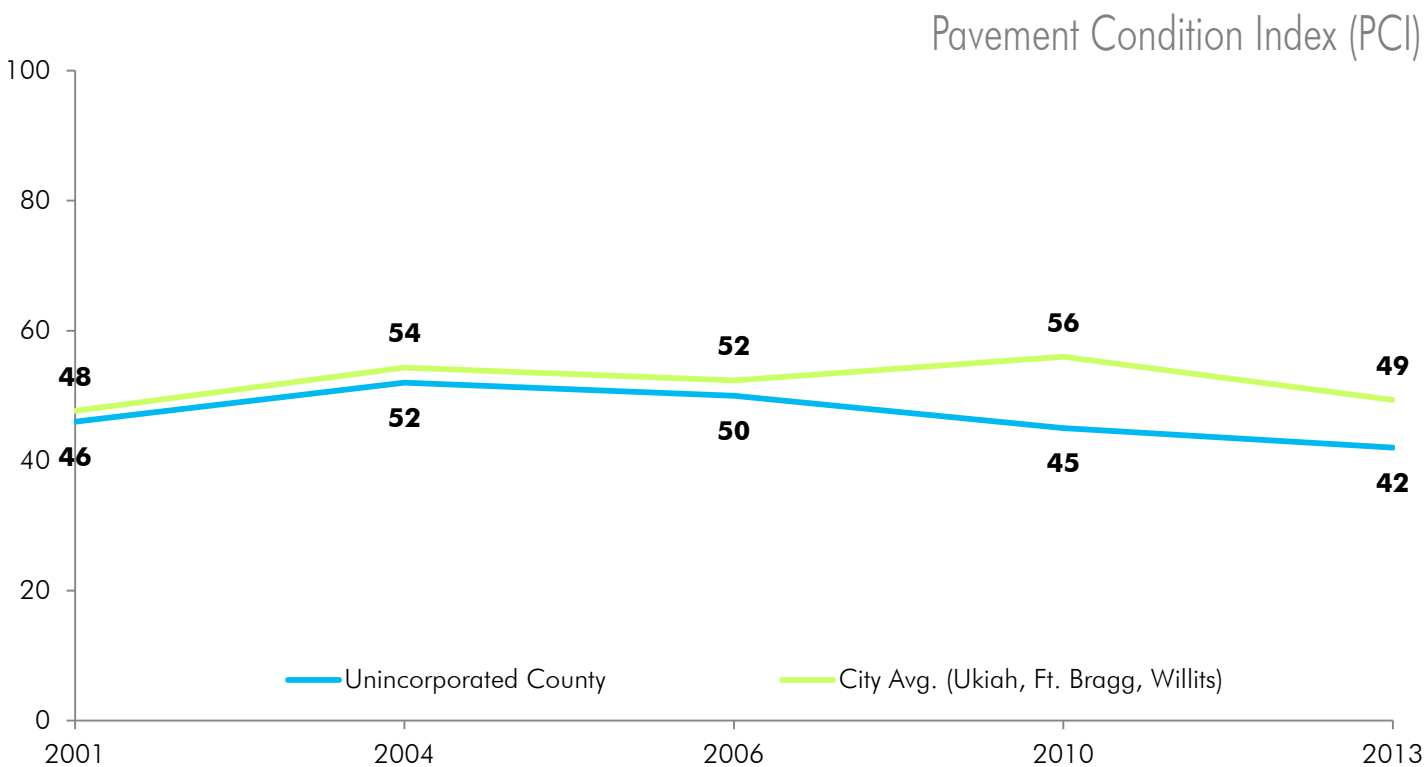
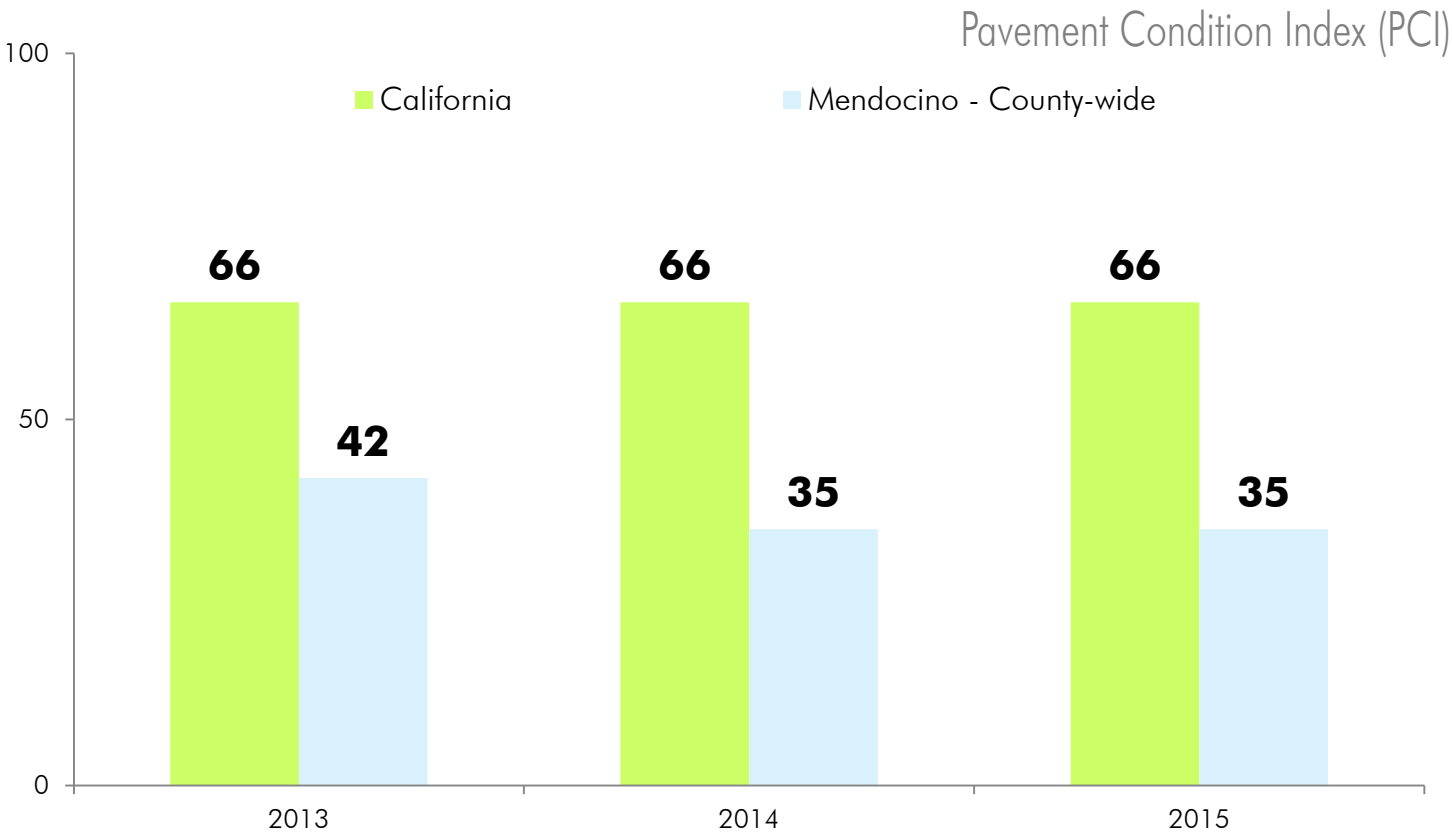
\*New to the list in 2017

## EMPLOYMENT BY INDUSTRY

Employer Category	Employment (July 2017)	% of County Industry Employment
Government (Local, State, & Federal)	6,830	20.68%
Education & Health Services	5,590	16.93%
Retail Trade	4,820	14.60%
Leisure & Hospitality	4,780	14.48%
Manufacturing	2,700	8.18%
Professional & Business Services	1,690	5.12%
Total Farm	1,440	4.36%
Construction	1,170	3.54%
Financial Activities	1,070	3.24%
Other Services	850	2.57%
Transportation, Warehousing & Utilities	720	2.18%
Wholesale Trade	700	2.12%
Mining & Logging	420	1.27%
Information	240	0.73%
<b>Total</b>	<b>33,020</b>	<b>100%</b>

Sources: Principal Taxpayers - Mendocino County Treasurer-Tax Collector; Annual Sales Tax by Business Category - HdL June 2017 Summary Report; Major Employers - CA Economic Development Department 2016; Employment by Industry - CA Economic Development Department.

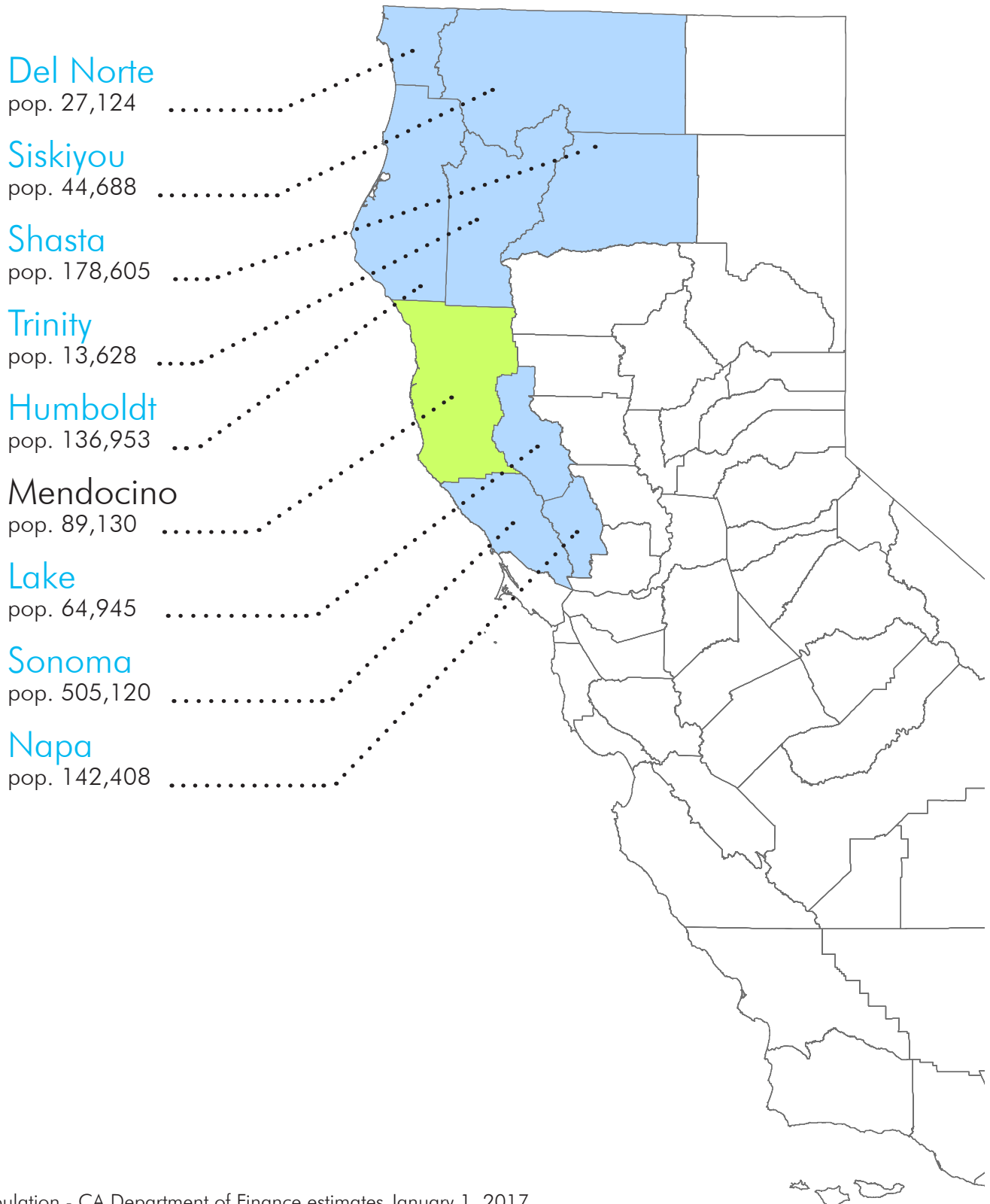
INFRASTRUCTURE



Sources: PCI - Department of Transportation, Mendocino Council of Governments, CalTrans (An updated PCI Report will be available in late 2017.)



## COMPARISON COUNTIES



Source: Population - CA Department of Finance estimates January 1, 2017

# MENDOCINO COUNTY PROFILE

## COMPARISON COUNTIES

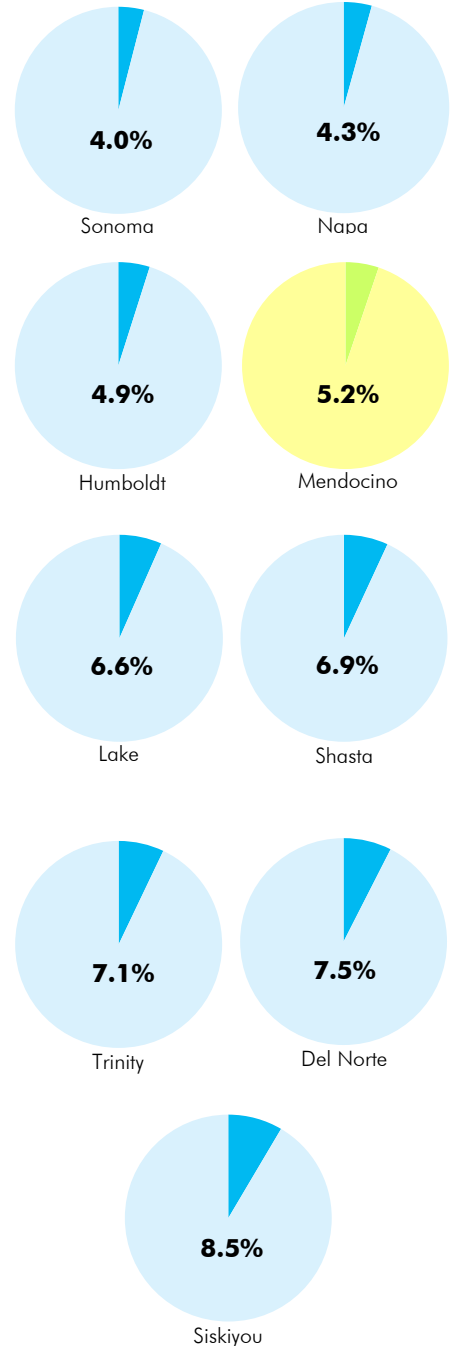
County Employees  
(per 1,000 residents)

8.2 Sonoma  
10.4 Napa  
11.2 Shasta  
14.5 Siskiyou  
15.2 Lake  
15.5 Mendocino  
15.9 Del Norte  
17.0 Humboldt  
23.3 Trinity

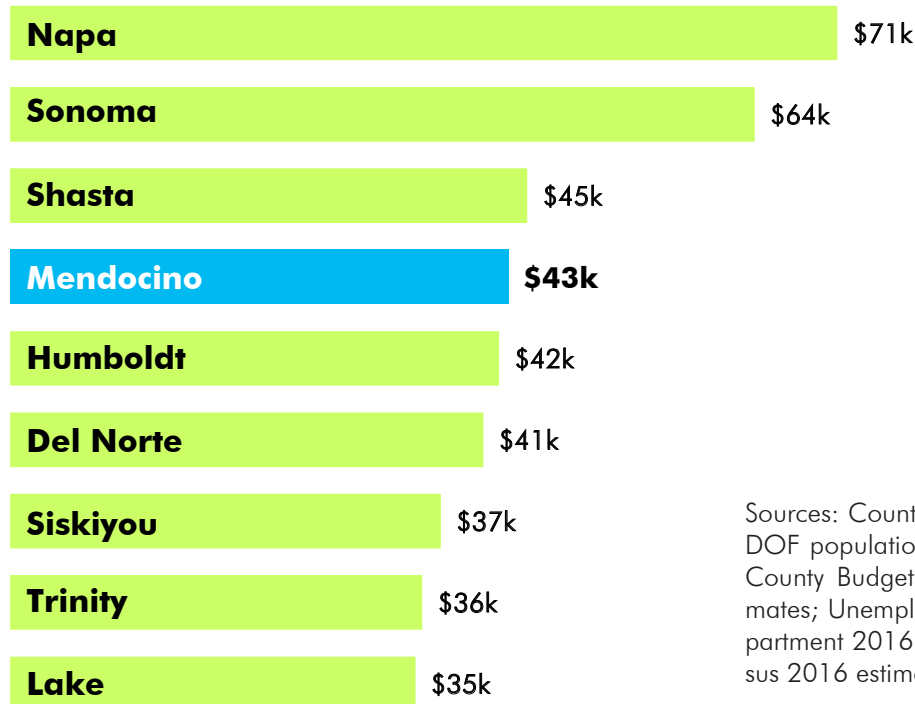
Budgeted County Expenditures  
(per resident)

\$2,077 Sonoma  
\$2,349 Shasta  
\$2,660 Lake  
\$2,734 Humboldt  
\$3,297 Mendocino  
\$3,524 Napa  
\$3,843 Siskiyou  
\$4,071 Del Norte  
\$6,134 Trinity

Unemployment Rate  
(2016)

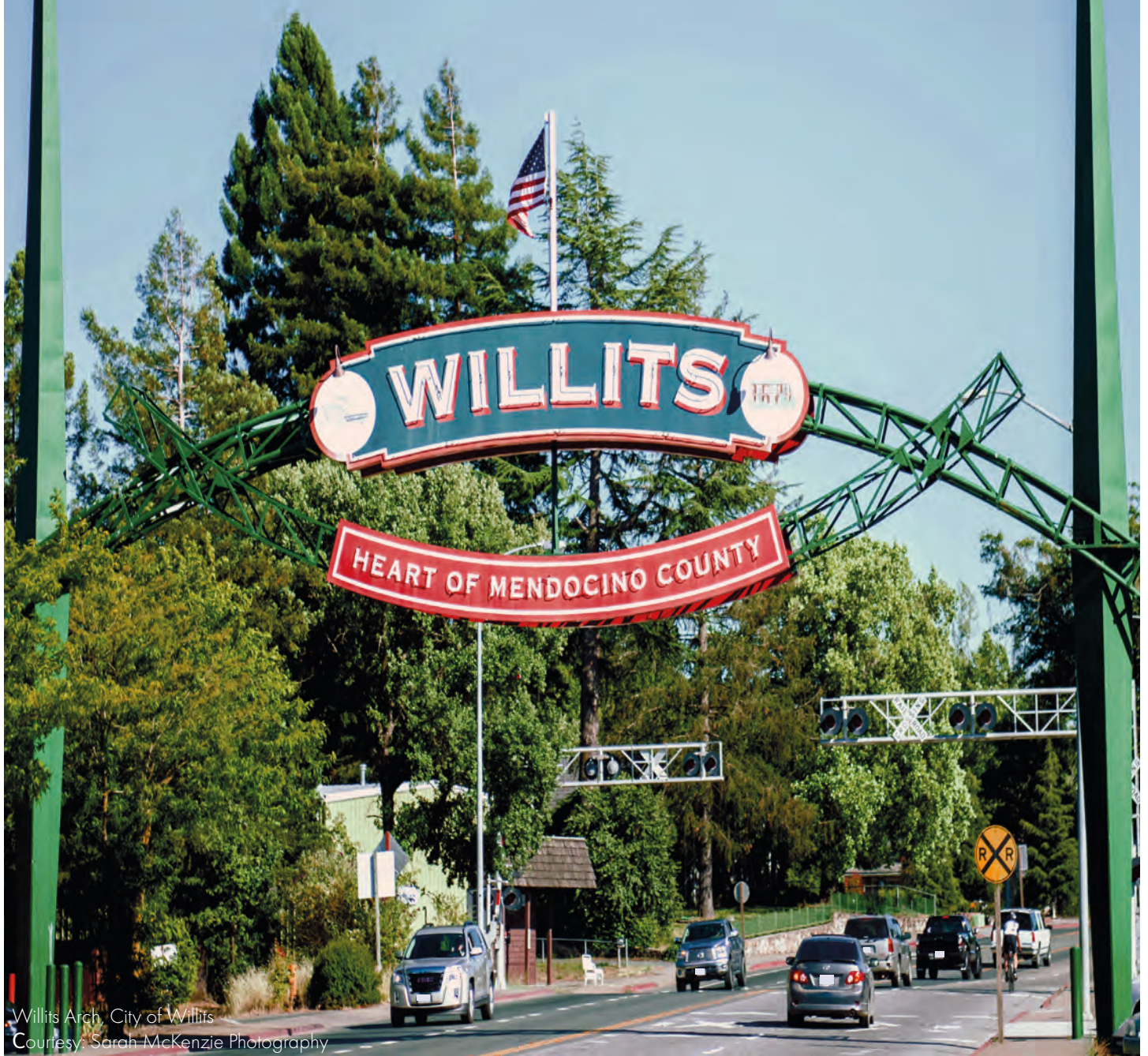


Household Income



Sources: County Employees - Survey by Human Resources and DOF population estimates; County Expenditures - Most recent County Budgets and Department of Finance population estimates; Unemployment Rate - CA Economic Development Department 2016 annual average; Household Income - US Census 2016 estimates.

# COUNTY OVERVIEW



Willits Arch, City of Willits  
Courtesy: Sarah McKenzie Photography





## 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	59,668	67%
Ukiah	16,314	18%
Ft. Bragg	7,772	9%
Willits	4,928	6%
Point Arena	452	1%
<b>Total</b>	<b>89,134</b>	

CA Department of Finance, Jan. 1, 2017

## 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 dependant 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

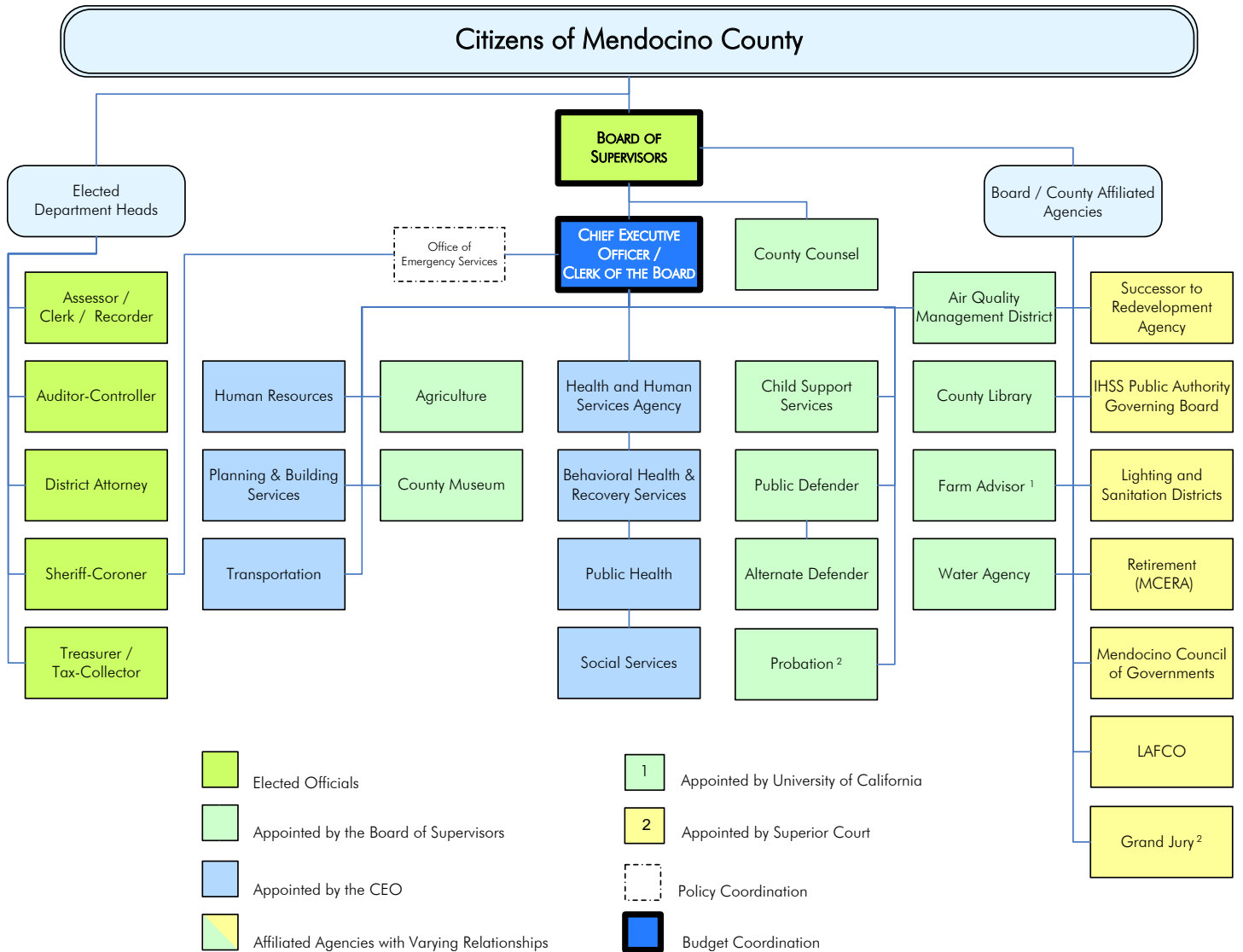
The Board generally meets every other Tuesday in the Board Chambers at the Administration Center on Low Gap Road to discuss and vote on policy items. The Board's meeting schedule and agenda are posted on the Board of Supervisors' website, located at [www.mendocinocounty.org/bos](http://www.mendocinocounty.org/bos).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



# 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 opportu-

nities 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



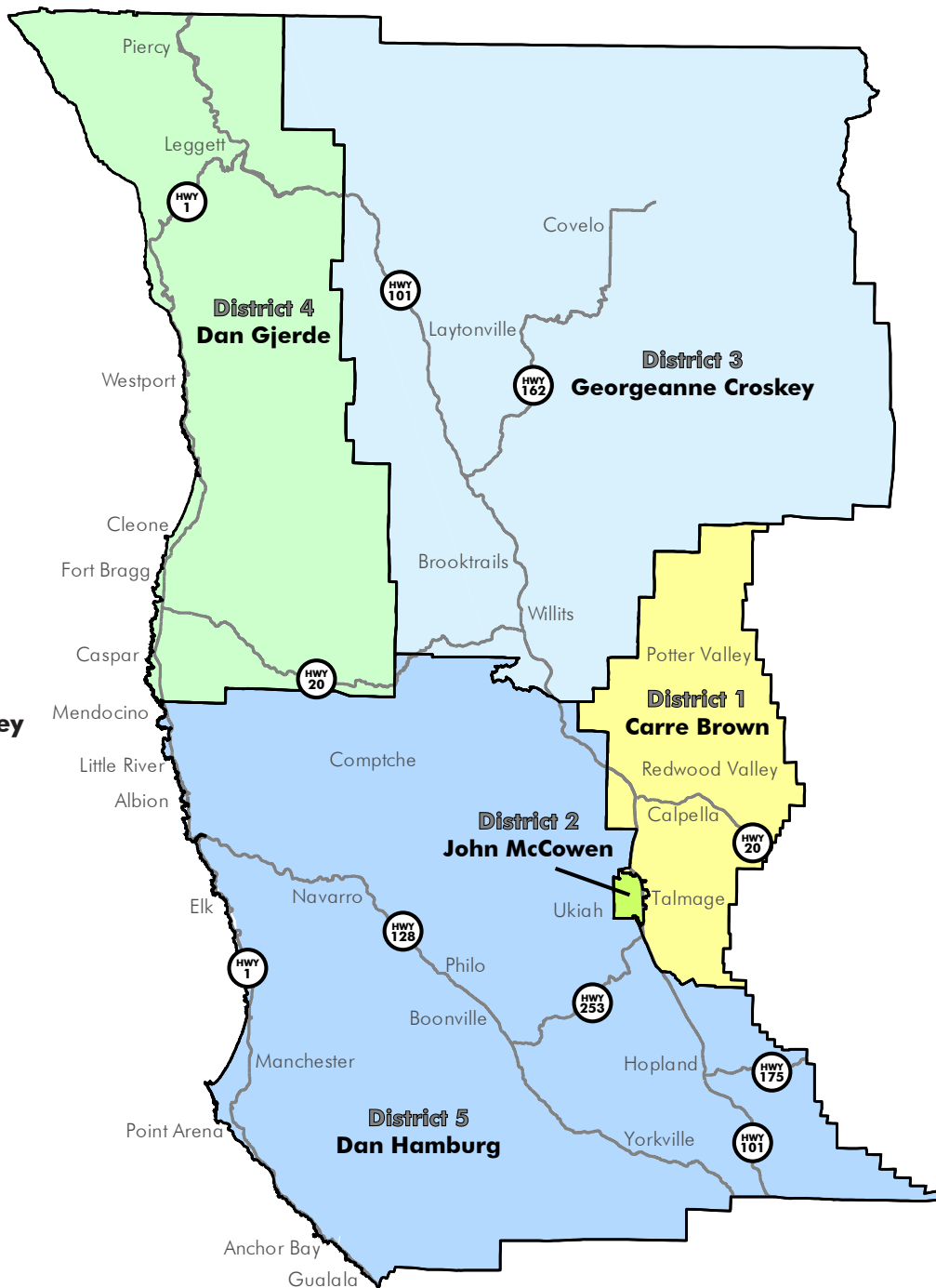
**Georgeanne Croskey**  
District 3



**Dan Gjerde**  
District 4



**Dan Hamburg**  
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
Behavioral Health Advisory Board (BHAB)	Hamburg/Croskey (Alternate)
Broadband Alliance of Mendocino County	Hamburg/Croskey
California State Association of Counties (CSAC)	Brown/Gjerde (Alternate)
Caspar Transfer Station Coordinating Committee	Hamburg/Gjerde
CSAC Coastal Counties Regional Association	Gjerde/Brown
Domestic Violence Council	McCowen
Economic Development & Finance Corp. (EDFC)	McCowen/Croskey/Hamburg (Alternate)
Eel-Russian River Commission	Brown/McCowan (Alternate)
First 5 Mendocino	Hamburg
Inland Water & Power Commission (IWPC)	Brown/McCowan (Alternate)
Juvenile Justice & Delinquency Prevention Commission	McCowen
Local Agency Formation Commission (LAFCo)	Hamburg/Brown/McCowan (Alternate)
Mendocino Council of Government (MCOG)	Gjerde/Croskey/McCowan (Alternate)
Mendocino County Employees' Retirement Association	Gjerde
Mendocino County Resource Advisory Commission (RAC)	Croskey
Mendocino Solid Waste Management Authority (MSWMA)	Hamburg/McCowan/Croskey (Alternate)
Mendocino Transit Authority (MTA)	Gjerde
Mental Health Advisory Board	McCowen/Hamburg (Alternate)
National Association of Counties (NACo)	Brown/Gjerde (Alternate)
North Coast Air Basin Control Council	McCowen
North Coast Railroad Authority	McCowen
North Coast Resource Partnership	McCowen/Brown/Gjerde (Alternate)
North Coast Local Agency Coastal Coordination Committee	Hamburg/Gjerde
North Bay - North Coast Broadband Consortium Oversight Committee (NBNCBC)	Hamburg
North Coast Resource Conservation & Development Area Council	Staff/Croskey (Alternate)
Policy Council on Children & Youth	Hamburg
Public Policy Facilitating Committee	Brown
Remote Area Network (RAN-MCSO)	McCowen
Rural County Representatives of California (RCRC)	Brown/Gjerde (Alternate)
Russian River Watershed Association	Hamburg/Brown (Alternate)
Solid Waste Hearing Body	Croskey
Sonoma Clean Power Authority	Hamburg/Gjerde (Alternate)
Workforce Development Board (WDB)	Gjerde/Hamburg (Alternate)

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

## LIST OF OFFICIALS



BACK ROW: Supervisor Gjerde, Supervisor Hamburg FRONT ROW: Supervisor Brown, Chair McCowen, Supervisor Croskey

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	Georgianne Croskey	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	Dan Hamburg	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4221
Assessor-Clerk-Recorder	Susan Ranochak	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	Thomas D. Allman	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	Diane Curry, Interim	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
Executive Office	Carmel J. Angelo	501 Low Gap Rd, Rm 1010, Ukiah	(707) 463-4441
Child Support Services	Bruce Mordhorst	107 S State Street, Ukiah	(866) 901-3212
County Counsel	Katharine L. Elliott	501 Low Gap Rd, Rm 1030, Ukiah	(707) 234-6885
Farm Advisor (UCCE)	Glenn McGourty, Interim	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	Heidi Dunham	501 Low Gap Rd, Rm 1326, Ukiah	(707) 234-6600
Library	Karen Horner	105 N Main Street, Ukiah	(707) 961-2625
Museum	Alison Glassey	400 E Commercial Street, Willits	(707) 459-2736
Planning & Building Services	Nash Gonzalez, Interim	860 N Bush Street, Ukiah	(707) 234-6650
Probation Department	Kevin Kelley, Interim	589 Low Gap Road, Ukiah	(707) 234-6910
Public Defender	Linda Thompson	175 S School Street, Ukiah	(707) 234-6950
Transportation Department	Howard Dashiell	340 Lake Mendocino Drive, Ukiah	(707) 463-4363

## BUDGET GOALS AND PRIORITIES

The Executive Office developed the FY 2017-18 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 which are included below.

### 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 2017-18

- Investment in County roads
- Economic/business development
  - Broadband expansion
  - Permit fee waiver program
  - Support new housing development
  - Develop a grant writer program
- Support for emergency services - Fire and EMS
- Homeless issues
- Support for community partners

More information is provided on how the County's Adopted Budget meets the established Goals and Priorities is provided 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 2017-18 Budget, adopted by the Board of Supervisors in June, becomes the operational document for the County on July 1st. The FY 2017-18 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. The budget development calendar for the next fiscal year is drafted. In October, the Executive Office will release the 1st Quarter Report on the annual budget. As the amounts used to build the FY 2017-18 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 2017-18 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 3rd 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 (2nd 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 4th 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 3rd 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 2018-19 Budget occurs prior to June 30th.



## BUDGET PROCESS

### 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.

## BUDGET CALENDAR

### January 10, 2017

Resolution regarding budgetary authority

### February 2017

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

### February 2017

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

### March 7 & 20, 2017

FY 2016-17 Mid-Year (2<sup>nd</sup> Qtr) Budget Review & FY 2017-18 Budget Planning Workshop

### February - March 2017

FY 2017-18 Budget Instructions & NCC Assignments Distributed

### March - April 2017

Deadlines for departmental FY 2017-18 budget & grant narrative submissions; Executive Office/Auditor-Controller Budget Conferences

### April 4, 2017

FY 2017-18 Budget Planning Workshop

### May 15, 2017

FY 2016-17 3<sup>rd</sup> Qtr Report & FY 2017-18 Budget Planning Workshop

### May 26, 2017

CEO Recommendations for FY 2017-18 Proposed Budget Published

### June 6 - 7, 2017

Final Budget Hearings for FY 2017-18 Proposed Budget

### June 20, 2017

Formal adoption of the FY 2017-18 Budget

### September 2017

FY 2017-18 Adopted Budget Book Submitted to State Controller and made available to the public

### November 2017

FY 2017-18 1st Qtr Review & FY 2016-17 year end closeout

## 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.

### 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.

## FINANCIAL POLICIES

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, the CEO, or the Board of Supervisors retain sole authority for that activity. 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.

## FINANCIAL POLICIES

### 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 countywide 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 2017-18 assessed valuation is \$11,371,631,474. The 5% limit of this total is \$568,581,574. As of June 30, 2017, Mendocino County’s total debt amount is \$79,160,000 (or 0.70% of the assessed valuation), which is well below the 5% limit allowed. Total outstanding County debt includes Certificates of Participation in the amount of \$19,395,000 and Pension Obligation Bonds in the amount of \$59,765,000.

It should also be noted that the County carries an additional retirement liability which is estimated at \$185.2 million (Mendocino County Employees’ Retirement Association Actuarial Valuation and Review as of June 30, 2016, 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 2017-18 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 2017-18, the County of Mendocino is approximately \$17.6 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.

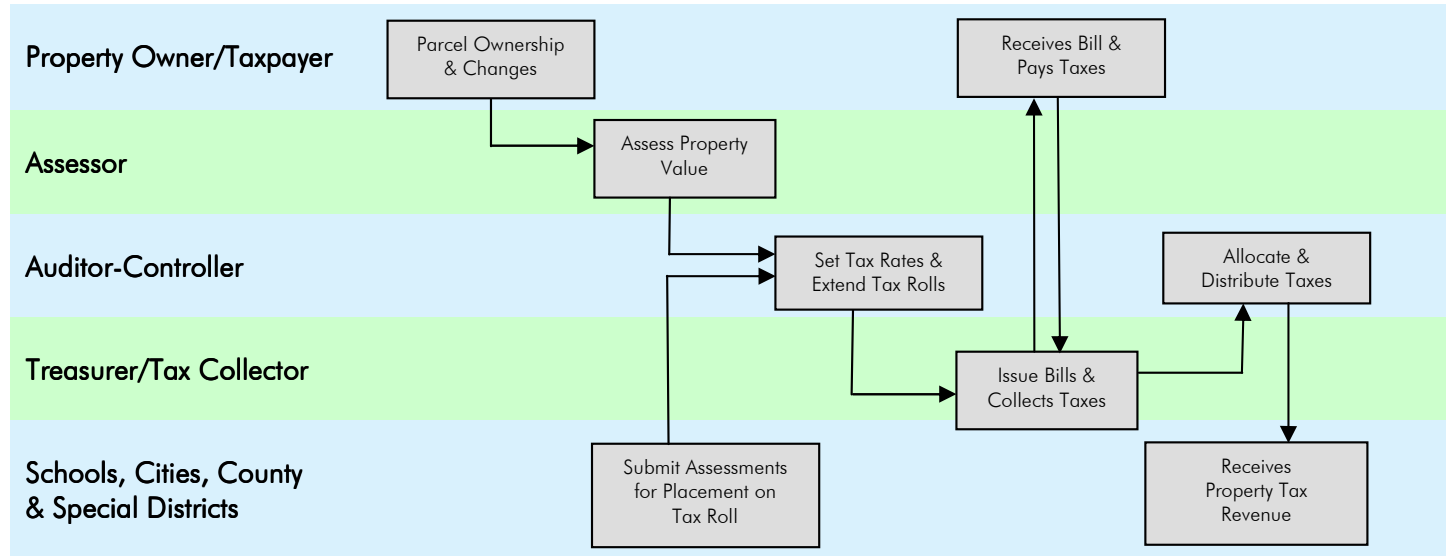
### QUARTERLY BUDGET REPORTS

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.

## 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. 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.



PROPERTY TAX INFORMATION

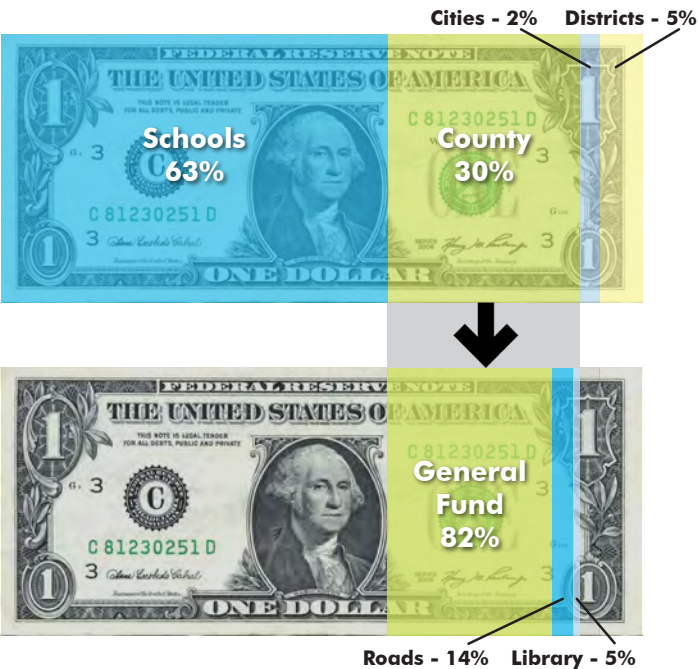
If secured or supplemental taxes remain unpaid as of July 1 of the following year, interest will accrue at a rate of 1½% per month on the original tax amount until paid in full. In addition, a \$15 State fee is also assessed. If taxes remain unpaid after a period of five years from the first year of 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 countywide 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	Countywide 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, 2017-18 rates, and bond expiration dates (if available):

Entity	Tax Bill Abbreviation	2017-18 Rate	Bond Expiration Date
Arena Union Elementary School Bond	Arena Union Elem	\$0.018	2043
Anderson Valley Unified Bond	Anderson Valley Unif	\$0.060	2035
Fort Bragg Unified Bond	Ft Bragg Unified Bond	\$0.107	2047
Laytonville Unified Bond	Laytonville Unif Bond	\$0.127	2025
Mendocino Coast Hospital Bond	Mendocino Coast Hosp	\$0.015	2030
Mendocino College Bond	Mendocino College	\$0.022	2031
Mendocino Unified Bond	Mendocino Unif Bond	\$0.086	2031
Point Arena Joint Union High School Bond	Pt Arena Jt High Bond	\$0.019	2020
Potter Valley Unified Bond	Potter Valley Unif	\$0.056	2042
Redwoods Junior College Bond (Mendocino College)	Redwoods JC Bond (Mendocino College)	\$0.011	2028
Round Valley Unified	Round Valley	\$0.039	2044
Sonoma JC Bond 2002	Sonoma JC 2002	\$0.014	2027
Sonoma JC Bond 2014	Sonoma JC 2014	\$0.023	
Southern Humboldt Unified Bond	So Humboldt Unified	\$0.083	
Ukiah Unified Bond	Ukiah Unified Bond	\$0.138	2032
Westport Water Bond	Westport Water BIR	Paid Off	2016
Willits Unified Bond	Willits Unified Bond	\$0.044	2020

## 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 [postpone-ment@sco.ca.gov](mailto:postpone-ment@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/government/assessor-county-clerk-recorder-elections>

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/government/board-of-supervisors>

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/government/auditor-controller>

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/government/collections/treasurer-tax-collector>

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

## PROPERTY TAX VALUATION 1980-2016

Year	Full Cash Valuation	Annual Percentage
	Secured And Unsecured	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	-0.32%
2012	9,909,829,138	-0.65%
2013	10,034,999,703	0.11%
2014	10,232,167,132	0.02%
2015	10,546,923,586	1.03%
2016	10,939,011,811	1.04%
2017	11,371,631,474	1.04%



## GANN APPROPRIATIONS LIMIT

### PROPOSITION 4 "GANN" APPROPRIATION LIMIT

The table below contains the FY 2017-18 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 2017-18, the County of Mendocino is approximately \$17.6 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 - 2017-18</b>	<b>(A)</b>	<b>\$83,205,187</b>
<b>2017-18 Estimated "Proceeds of Taxes" Per Adopted Budget (Nondepartmental Revenues/Teeter)</b>		<b>69,337,616</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	630,000	
Refund Jury Fees	-	
Other Government Aid	-	
A-87 Cost Plan Charges	2,372,917	
Other	75,000	
Sales Tax - Public Safety	-	
Operating Transfer Ins	-	
Rents and Concessions	-	
Franchises	800,000	
Sub-Total		4,007,917
<b>Adjusted Nondepartmental Revenues - "Proceeds"</b>		<b>65,329,699</b>
<b>Add: Property Taxes Allocated to Other Co. Departments:</b>		
County Library	-	
Special Districts	-	
Emergency Medical Services	222,410	
Sub-Total		222,410
<b>Adjusted 2017-18 Estimated Proceeds of Taxes</b>	<b>(B)</b>	<b>65,552,109</b>
<b>Estimated 2017-18 Amount "Under" Gann Limit</b>	<b>(A-B)</b>	<b>\$17,653,078</b>
<b>Percentage: County "Proceeds of taxes" vs. Gann Limit</b>	<b>(2)</b>	<b>79%</b>
(1) Assumes no negative impact from AB233 transfer of fiscal responsibility to State		
(2) For comparison purposes:		
2004-05 Percentage		78%
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		79%

## RESOLUTION ADOPTING THE FY 2017-18 BUDGET

### RESOLUTION NO. 17-076

#### RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2017/18

WHEREAS, sections 29080 and 29081 of the Government Code have been complied with; and

WHEREAS, said hearings have been terminated, during which time all additions and deletions to the CEO Proposed budget for Fiscal Year 2017/18 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 2017/18 is hereby adopted in accordance with the following:

##### GENERAL COUNTY BUDGET

1. Salaries and Employees Benefits	\$118,696,719
2. Service and Supplies	63,841,967
3. Other Charges	67,585,204
4. Fixed Assets:	
a. Land	0
b. Structure and Improvements	9,199,399
c. Equipment	1,655,725
5. Expenditure Reimbursement & Operating Transfer Out	3,989,237
6. Provisions for Contingencies – General Fund	250,000

Subtotal General County Operating Budget **\$265,218,251**

##### DEBT SERVICE

1. Salaries and Employee Benefits	\$ 0
2. Services and Supplies	7,620
3. Other Charges	9,739,527
4. Fixed Assets:	
a. Land	0
b. Structure and Improvements	0
c. Equipment	0
5. Expenditure Reimbursement & Operating Transfers Out	0
6. Provisions for Contingencies – General Fund	0

Subtotal Debt Service **\$ 9,747,147**

Total Final Budget **\$274,965,398**

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 2017-18 BUDGET

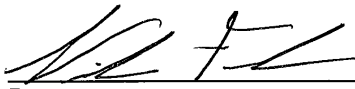
BE IT FURTHER RESOLVED that once the Auditor-Controller has closed the actual year end for FY 2016/17, any differences between the actual and estimated fund balance shall be placed into the Fund Balance Available account.

The foregoing Resolution introduced by Supervisor Brown, seconded by Supervisor Gjerde, and carried this 20th day of June, 2017, by the following vote:

AYES: Supervisors Brown, McCowen, Croskey, Gjerde, and Hamburg  
 NOES: None  
 ABSENT: None

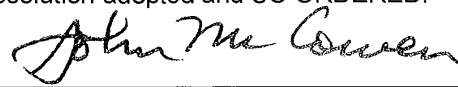
WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: CARMEL J. ANGELO  
 Clerk of the Board

  
 Deputy

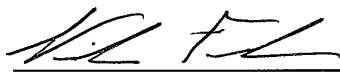
APPROVED AS TO FORM:  
 KATHARINE L. ELLIOTT  
 County Counsel

  
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 JOHN MCCOWEN, 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

Historical German 188 MM Artillery Gun, Used During WWI  
Ukiah Veteran's Hall  
Courtesy: Sarah McKenzie Photography





## MAJOR CHANGES FROM FY 2016-17

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 three 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 20, 2017, which provides the legal spending authority to the County for the new fiscal year. When the Auditor closes the books on FY 2016-17 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 2017-18 1st Quarter review in October.

### LABOR AGREEMENTS

For FY 2017-18 the Board approved several labor agreements with employee bargaining units which included cost of living adjustments as well as employee stipends. These agreements reflect a dedication from the Board and the importance of investment in County employees, in a sustainable way so as not to deteriorate the County's financial health. Several agreements are in place to start the fiscal year, with a few still under negotiation. The anticipated cost of salary and benefit adjustments are included in the FY 2017-18 budget allocations, consistent with the Board's compensation philosophy.

### BU 1000 DISCRETIONARY REVENUE

Discretionary revenue trends remain steady with small increases in the major revenue streams. The total revenue for BU 1000 (excluding Cannabis Tax and HHSA A-87 charges) is projected by the Auditor to increase \$959,837 or a total of 1.6% over the 3rd Quarter projections for FY 2016-17.

In addition to historical revenue streams, there are some significant additions to discretionary revenue. The new discretionary source is the result of the Cannabis Tax on cannabis cultivation and other related industries. During the Budget Workshop on May 15th, the Board directed that projected Cannabis Tax revenue be focused on funding cannabis enforcement efforts and support for roads. The Adopted Budget includes \$1,750,000 of General Fund for corrective maintenance programs on County roads and \$708,349 for cannabis enforcement efforts. The second source is an expansion of funding collected through the County's Cost Allocation Plan (A-87). In previous years, the General Fund has not benefited from the bulk of the A-87 revenue. If the General Fund realized the revenue from the A-87 charges it was a part of the year end fund balance. For the first time this revenue is budgeted in BU 1000 similar to the Library, Mental Health, and other non-General Fund budget units. Staff anticipates the A-87 charges to total approximately \$1 million. There may be additional funding from this source as staff work to maximize the use of state and federal funds to support the work of various service departments on behalf of HHSA.

### DEBT MITIGATION & ELIMINATION

#### RESERVES & CONTINGENCIES

A portion of the available fund balance is recommended to be utilized to strengthen the General Reserve. The budget increases

the reserve by \$160,685 from \$11,626,325 to a total of \$11,787,010. This reserve is the County's primary protection against an economic downturn or significant emergency. While the General Reserve is significantly healthier than several years ago, and meets Board policy of 6.35% of prior year appropriations, it is still well below optimum levels.

There is continuing community concern about the health of the County's pension plan, and the large unfunded liability with the plan. In addition, due to the GASB 67/68 requirements effective in 2015 for net pension reporting; liabilities are now listed on financial statements. The Pension Gap Reserve is increased this fiscal year from \$3,650,000 to \$4,400,000 to provide for unanticipated fluctuations in County pension contributions. The employer rates for FY 2017-18 declined slightly over the prior year and use of the Pension Gap Reserve is not recommended at this time.

The County is required to maintain a Teeter Fund reserve to provide funding to taxing entities, regardless of delinquencies. The Teeter Fund reserve protects the General Fund in the event of an additional property tax decline and recession that would require additional funding. The Teeter Fund reserve's current balance is \$2,000,000. The Adopted Budget does not include recommendations to adjust the Teeter Reserve.

The Adopted Budget includes a \$250,000 appropriation for contingencies. Contingencies are used for unexpected expenses that arise during the year. This amount would be the first source of additional funding tapped before an emergency or economic disaster required the use of the General Reserve. Due to Board priorities for funding road projects only \$250,000 is included for the Contingency. The funding provided to reserves and contingencies is all one time money from projected fund balance carryover.

### INVESTMENT IN COUNTY ROADS

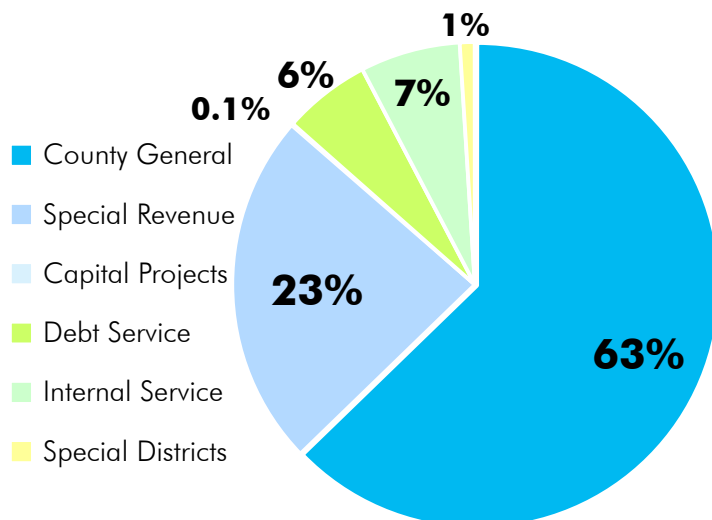
The Adopted Budget recommends including \$2 million for new corrective maintenance projects. It has been the Board's intent to include at least \$2 million specifically for corrective maintenance projects each year.

Of the \$2 million, \$1 million is made utilizing anticipated cannabis tax revenue, \$750,000 of one-time General Fund dollars and \$250,000 of Road Maintenance and Restoration Act

# BUDGET OVERVIEW

## ALL FUNDS EXPENDITURES

County Funds	FY 16-17 Adopted	FY 17-18 Adopted	FY 17-18 % Change
County General Fund	183,069,913	197,088,803	7.7%
Road Fund	18,465,865	22,908,245	24.1%
Accum. Capital Outlay	6,452,487	7,344,899	13.8%
Landfill Closure Fund	1,050,126	1,560,247	48.6%
Library Fund	3,360,378	3,722,218	10.8%
Fish and Game Fund	60,528	59,953	-0.9%
Round Vly Airport	30,000	50,000	100%
Little River Airport	5,000	20,000	300.0%
Suppl. Law Enforcement	125,210	125,000	-0.2%
Probation COPS	-	438,494	100.0%
Mobile Spay & Neuter	51,000	94,326	85.0%
Museum Bookstore	-	-	0.0%
Museum Special Projects	-	-	0.0%
Sheriff Special Projects	20,250	-	-100.0%
Recorder's Modernization	47,000	49,000	4.3%
Micrographics	70,894	87,105	22.9%
Assessor Property Char.	84,235	50,824	-39.7%
Mental Health	21,267,274	23,369,515	9.9%
General Plan Update	207,257	183,000	-11.7%
Mental Health Services Act	6,255,119	7,066,622	13.0%
Capital Projects	416,000	1,000,000	140.4%
Debt Service	9,751,649	9,747,147	-0.0%
<b>All Gov'tl Funds</b>	<b>250,790,185</b>	<b>274,965,398</b>	<b>9.6%</b>
<b>Internal Service Funds</b>	<b>20,256,832</b>	<b>22,049,162</b>	<b>8.8%</b>
<b>Special Districts</b>	<b>1,470,422</b>	<b>1,318,371</b>	<b>-10.3%</b>
<b>Total All Funds</b>	<b>272,517,439</b>	<b>298,332,931</b>	<b>9.5%</b>



Note: Numbers may not add due to rounding.

(RMRA) funding, as established by SB 1. County staff is still somewhat unclear on the level of funding that will be received in FY 2017-18. The most conservative estimates indicate a total of \$1,250,000 of "new" funding will be available in the upcoming fiscal year. The Budget includes the possibility of a total of \$2.5 million of "new" funding being available, but that is a very optimistic amount. Similar to previous years the Director of Transportation will make recommendations for critical roadways to focus on with the additional corrective maintenance money.

The Board made their intentions clear that all "new" funding be dedicated to corrective maintenance, and staff supports this proposal. However, the CEO and DOT recommend allowing a portion of anticipated RMRA funding be utilized in FY 2017-18 for operations. This is necessary for two reasons. First, the impact of the winter storms have caused a significant number of storm damage repair projects requiring a local share match to receive the federal funding. While fuel tax receipts have recovered somewhat, and will recover more in FY 2017-18, the revenues will not be fully "recovered" until FY 2019-20. The second reason, which is related, is the potential need for cash flow in the Road Fund. Due to the magnitude of the winter storms it is anticipated the state share of federal funding for storm damage may be over committed and cause a delay in federal reimbursement. Allowing the use of the RMRA funding for operations for this initial year will allow the department more flexibility in responding to the storm damage projects in a timely manner and should reduce the potential need for General Fund dollars to bridge any gaps.

SB 1 does require that a list of proposed projects is included in the budget, and that list is included under the Department of Transportation budget information tab.

## INVESTING IN THE ORGANIZATION & INFRASTRUCTURE

The FY 2017-18 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 Budget includes projected cost of living salary adjustments for various labor groups. 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 continuing funding for an expanded training program, software upgrades to shorten the recruitment process time, creation of a new job fair, and other events to recruit employees.

As the Board directed an on-going review of services provided on the coast, this analysis by various departments could result in the recommendation to balance additional resources currently allocated to the inland areas.

## FLEET

As with the previous fiscal year, the Fleet Division continues to focus on replacing older, higher mileage vehicles. In addition,

standardizing the fleet with reliable and efficient vehicle types will further reduce costs associated with the upkeep and maintenance of the County's vehicles. The FY 2017-18 Budget includes \$352,000 for fleet vehicles. This is an increase over the past several years, largely due to the cannabis program. The Budget includes purchase of two additional vehicles for Planning and Building Services (PBS) funded by cannabis dollars as well as a "reimbursement" of \$120,000 for purchase of cannabis program vehicles in FY 2016-17. In addition to the PBS vehicles, the Budget includes replacement of a Farm Advisor vehicle, and replacement of several pool vehicles.

The Sheriff's budget includes funding of \$500,000 for purchase of vehicles. Previously the Sheriff's Office has used asset forfeiture or other funds for purchase of vehicles and equipment. The Sheriff's Office believes with the changes in cannabis regulation, their asset forfeiture and 11470.2 restitution funds will be significantly less and will require General Fund dollars for these purchases. The Budget includes utilizing \$106,000 in the Sheriff's Vehicle Replacement Reserve and \$394,000 of General Fund dollars to purchase the vehicles.

The Health and Human Services Agency has budgeted \$460,000 for vehicle replacement and the Department of Transportation has budgeted for \$370,000 of vehicles and equipment.

## CAPITAL IMPROVEMENTS

The Capital Improvement budget unit includes a total of \$8,554,899 for projects in FY 2017-18. This includes new General Fund dollars of \$952,772 for new projects and an anticipated FY 2016-17 carryover amount of \$4,659,661 for a total allocation for General Fund projects of \$5,612,433. The majority of this funding is from several large projects budgeted in FY 2016-17 that are in process, including \$2.46 million for the remaining phases of the Administration Center roof replacement project. Non-General Fund capital facilities projects in the budget total \$2,942,466. Additional detail on the projects included in the CIP, are provided starting on page 41.

Facilities has worked on an agreement with HHSA to fund additional positions in BU 1610 in order to provide more support for HHSA facility projects. This will also free up additional time for existing staff to focus on non-HHSA projects. The new positions would include two Building Maintenance Mechanics and a Project Specialist. The Project Specialist will focus on large contracted projects and the two-person team of Building Maintenance Mechanics will work on smaller deferred maintenance projects.

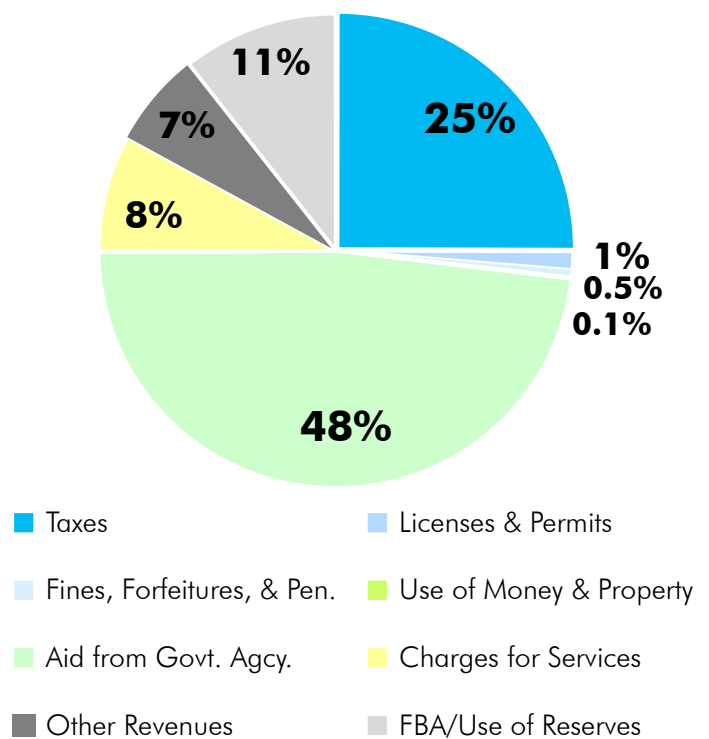
The Capital Projects budget unit (BU 1712) includes \$1,000,000 as local match for the SB 844 Jail Construction Project. The County received information that we will be awarded \$25 million for the project. This is the only project included in BU 1712. More information will be made available to the Board regarding this project when the Board of State and Community Corrections officially approves the funds and provides more information to the County on the process. This is a significant project and will require a large investment in time and resources to complete over the next several years.

## ECONOMIC/BUSINESS DEVELOPMENT

The Board directed additional focus be placed on support for business development and encouraging economic investment in the County. Many incentives to development and investment require a change in practices and/or regulations, and not necessarily a direct financial investment of dollars by the County. Some work has been completed towards these goals and include an existing commitment or partnership incorporated in previous budgets. These commitments remain in place [i.e., the Economic Development Financing Corporation (EDFC)], and are expanded with additional investments as outlined below. Additional incentives and changes in the regulatory framework will be developed by staff as directed by the Board in the coming fiscal year.

## GOVERNMENTAL FUNDS REVENUE

	FY 16-17 Adopted	FY 17-18 Adopted	FY 17-18 % Change
Taxes	68,865,516	73,558,698	6.8%
Licenses & Permits	2,735,550	3,750,161	37.1%
Fines, Forfeitures, & Pen.	1,779,406	1,429,723	-19.7%
Use of Money & Property	243,215	281,265	15.6%
Aid from Govt. Agcy.	126,098,101	141,141,837	11.9%
Charges for Services	21,175,001	23,608,260	11.5%
Other Revenues	17,059,875	18,913,828	10.9%
FBA/Use of Reserves	29,293,427	31,210,770	6.5%
<b>All Financing Sources</b>	<b>267,250,091</b>	<b>293,894,543</b>	<b>10.0%</b>



Note: Numbers may not add due to rounding.

## ECONOMIC DEVELOPMENT (CONT.)

- **Broadband Expansion** - The Proposed Budget includes a continuation of funding for the broadband contract to support expansion of broadband access in Mendocino County
- **Support New Housing Development** – The Proposed Budget includes carryover of \$57,000 in one-time funding for an economic and housing analysis and economic profile
- **Grant Writer Program** – The Proposed Budget includes carryover of \$100,000 for the County’s newly contracted grant writer that will support all County departments

## SUPPORTING FOR EMERGENCY SERVICES

The Budget continues to include funding of the County’s dispatch contract (\$648,130) for emergency medical services and on behalf of local fire agencies. Per Board direction on May 15th, the budget includes \$398,000 for support of local fire agencies. This is the same level of funding provided in FY 2016-17, although the location and budgeting methodology has changed. The funding has been moved from BU 4016 – *Emergency Medical Services* to BU 1940 – *Miscellaneous*. This clearly separates the funding from the dispatch contract and is now included in a budget unit that is managed by the County Auditor to simplify the payment process. Proposition 172 funds are budgeted in BU 1940 to cover the cost of the agreements. Per Board direction the payment is based on actual Proposition 172 receipts from the most recent year (\$398,000). All additional Proposition 172 funding is distributed to the four budget units that have historically received Proposition 172 dollars (BU 2310 – *Sheriff*, BU 2510 – *Jail*, BU 2070 – *District Attorney*, BU 2560 – *Probation*).

The Budget includes \$180,000 for grants to ambulance providers for Advanced Life Support (ALS) based on Board direction. In BU 4016 – *Emergency Medical Services* \$150,000 of funding from one-time general fund dollars and any additional funding will be identified by HHSA.

## HOMELESS ISSUES

The Budget recommends carryover of \$100,000 of one-time funding to Social Services Administration, BU 5010 for addressing issues of chronic homelessness in the community. The Board will provide direction in developing a plan of use for these funds later in the fiscal year.

## SUPPORTING COMMUNITY PARTNERS

The Budget includes funding for support of a number of community partners through the Health and Human Services Agency. Budget Unit 5010 includes a total of \$362,930 to our seven local senior centers to support outreach and client related services funded by CalFresh and Adult and Aging Services.

The County’s eight Family Resource Centers are funded for a total of \$555,818 for service enhancement; this funding is provided through Child Abuse Prevention, Intervention, and Treatment

(CAPIT) funding and CalFresh Outreach funding.

Additionally, Mental Health partners provide support to the Laytonville Health Start FRC, Gualala Action Network, Round Valley Yuki Trails and Round Valley Indian Health Center in the amount of \$124,250 for enhancement of mental health services in the communities they serve.

In addition to the support described above, the Health and Human Services Agency is enhancing services to community partners through increased and new contracts in excess of \$700,000 in support of community based services. Additionally, on May 16th the Board directed that funding in the amount of \$24,500 be provided to support the Fire Safe Council in FY 2017-18. This funding was budgeted in BU 1015–*Board of Supervisors*.

## CANNABIS REGULATION

The largest new program undertaken by the County in many years is the Cannabis Program. The State Medical Marijuana Regulation and Safety Act, adopted in 2015, provides for a comprehensive regulatory framework, including license categories for cultivation, nursery, manufacturer, testing, dispensary, distribution, and transportation. When fully implemented, except for limited exceptions for qualifying patients and primary caregivers, the above cannabis related activities will be defined as “commercial cannabis activity” and will require state licenses which will be issued beginning on or after January 1, 2018. State licensees operating in Mendocino County must first obtain a license or permit from the County. Mendocino County’s regulatory program for cultivation went into effect on May 4, 2017. The Proposed Budget includes revenue based on the projection that the County will receive 600 permit applications in the fiscal year. This includes permit fees adjustments specific to the Cannabis Program in Agriculture, Planning and Building Services, and Environmental Health.

The Board also directed increased enforcement efforts be managed through the Code Enforcement Program in Planning and Building Services. Code Enforcement positions are not funded by permit fees and therefore discretionary dollars from the Cannabis Tax are used to cover the increased costs of this program, including the cost of a full-time Deputy County Counsel and a 0.5 FTE Legal Secretary in the County Counsel’s Office to support the Code Enforcement Program. Similarly a new position in Public Health and a contract for public outreach regarding cannabis education are funded from Cannabis Tax dollars.



## DISCRETIONARY REVENUE

Department	BU	NCC Dept. Submitted	CEO/BOS Adj.	Base NCC	Use of 1X\$	Reserve Adj.	Final NCC
Nondepartmental Rev.	1000	(60,007,350)	(4,530,266)	(64,537,616)	-	-	(64,537,616)
Vehicle Replacement	0711	-	-	52,000	300,000	-	352,000
IT Reserve	0717	-	175,000	175,000	250,000	-	425,000
Capital Improvements	1710	-	892,953	892,953	59,819	-	952,772
Transportation	3010	3,479,996	-	3,479,996	-	-	3,479,996
Roads & Bridges	3041	-	-	1,000,000	750,000	-	1,750,000
Library	6110	1,300,241	-	1,300,241	-	-	1,300,241
Debt Service - COPs	8010	1,506,850	69,000	1,506,850	-	-	1,506,850
Available Disc. Rev.	1000	(53,720,263)		(56,130,576)	1,359,819		
Clerk of the Board	1010	526,705	(9,750)	486,955	30,000	-	516,955
Board of Supervisors	1015	613,167	-	613,167	24,500	-	637,667
Executive Office	1020	1,035,470	1,250	961,720	75,000	-	1,036,720
Auditor-Controller	1110	981,877	12,250	994,127	-	-	994,127
Assessor	1120	1,623,189	14,500	1,637,689	-	-	1,637,689
Treasurer-Tax Collector	1130	198,499	26,200	224,699	-	-	224,699
Central Services	1160	219,481	3,250	222,731	-	-	222,731
County Counsel	1210	493,588	85,215	578,803	-	-	578,803
Human Resources	1320	1,228,111	79,104	1,250,715	59,500	-	1,310,215
Elections	1410	411,109	2,250	413,359	-	-	413,359
Facilities	1610	3,118,995	290,875	3,371,870	558,000	-	3,929,870
Fleet Management	1620	90,154	(90,154)	-	-	-	-
Economic Development	1810	562,414	10,000	572,414	57,500	-	629,914
Land Improvement	1910	680,491	6,500	686,991	-	-	686,991
Retirement	1920	-	-	-	-	-	-
Teeter Plan	1930	(1,500,000)	-	(1,500,000)	-	-	(1,500,000)
Miscellaneous	1940	1,054,504	40,000	1,094,504	100,000	-	1,194,504
Clerk-Recorder	1941	(128,975)	2,000	(126,975)	14,500	-	(112,475)
Information Services	1960	2,714,724	55,000	2,664,724	316,700	-	2,981,424
Courts - AB 233	2012	(741,091)	54,500	(686,591)	-	-	(686,591)
Grand Jury	2060	92,210	-	92,210	-	-	92,210
District Attorney	2070	4,481,710	(9,473)	4,447,237	25,000	-	4,472,237
Public Defender	2080	2,655,069	10,000	2,665,069	-	-	2,665,069
Alternate Defender	2085	774,898	38,649	813,547	-	-	813,547
Conflict Defender	2086	130,400	-	130,400	-	-	130,400
Child Support Services	2090	(143,927)	-	(143,927)	-	-	(143,927)
Sheriff-Coroner	2310	11,030,331	1,591,131	12,515,462	378,433	(106,000)	12,999,895
Jail	2510	7,892,081	1,114,537	9,006,618	-	-	9,006,618
Juvenile Hall	2550	2,213,561	(1,562)	2,133,281	138,718	-	2,271,999
Probation	2560	1,712,733	126,125	1,715,813	173,045	-	1,888,858
Agriculture	2710	124,664	12,000	136,664	-	-	136,664
Emergency Services	2830	169,567	1,750	171,317	-	-	171,317
Planning & Building	2851	2,022,955	(361,761)	1,661,194	-	(60,000)	1,721,194
Animal Care	2860	502,960	58,957	536,917	22,000	(25,000)	583,917
Round Valley Airport	3050	34,029	-	34,029	-	-	34,029
Little River Airport	3060	58,424	-	58,424	68,137	-	126,561

# BUDGET OVERVIEW

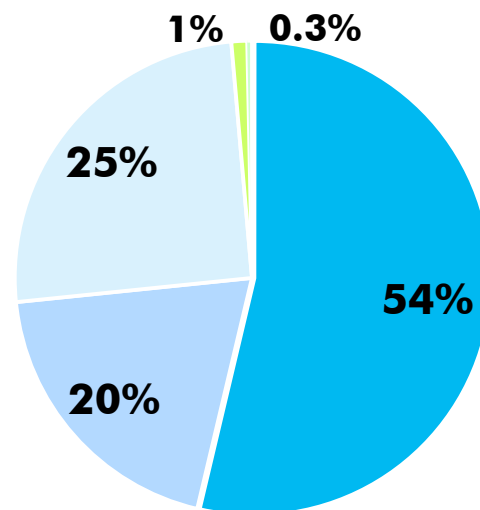
## DISCRETIONARY REVENUE (CONT.)

Department	BU	NCC Dept. Submitted	CEO/BOS Adj.	Base NCC	Use of 1X\$	Reserve Adj.	Final NCC
Public Health Admin.	4010	36,649	104,132	125,381	-	-	125,381
Environmental Health	4011	142,953	-	140,184	-	(18,169)	158,353
SUDT	4012	97,379	160,989	88,371	-	(169,906)	258,277
Public Health Nursing	4013	224,949	-	224,949	-	-	224,949
EMS	4016	355,734	-	355,734	-	-	355,734
Employee Wellness	4025	-	-	-	-	-	-
Co. Medical Services	4070	247,572	(72,226)	97,572	150,000	2,025,139	(1,777,567)
CA Children's Svcs.	4080	90,234	-	90,234	-	-	90,234
Solid Waste	4510	(110,815)	-	(110,815)	-	-	(110,815)
Social Services	5010	999,461	-	999,461	100,000	-	1,099,461
HHSA Administration	5020	-	-	-	-	-	-
Cal Works/Foster Care	5130	1,741,287	-	1,741,287	-	-	1,741,287
IHSS	5170	1,634,036	-	1,634,036	-	-	1,634,036
General Relief	5190	527,370	-	527,370	-	-	527,370
Farm Advisor	6210	220,911	5,500	226,411	14,501	-	240,912
County Museum	7110	550,744	4,500	555,244	96,000	-	651,244
Contingencies	9991	-	-	-	250,000	-	250,000
General Fund Reserve		-	-	-	160,685	-	160,685
Pension Gap Reserve		-	-	-	850,000	-	850,000
<b>Totals</b>		<b>53,692,541</b>	<b>3,366,238</b>	<b>56,130,576</b>	<b>3,662,219</b>	<b>1,646,064</b>	<b>58,146,731</b>

### Discretionary Revenue Legend (refer to table on previous pages)

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

### 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)

### 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.

## FY 2017-18 POSITION CHANGES

The table below includes the position changes adopted by the Board for FY 2017-18. The recommendations include funding 9.0 FTE that are currently unfunded, but allocated positions, "add/delete" 22 positions, 2 BU transfers, and to add 11 new positions. The County has few remaining unfunded but allocated positions, and the additional required positions for the cannabis program necessitate adding 13 new positions. The positions recommended for deletion have been vacant for extended periods and are not anticipated to be filled in the future due to program changes. The majority of the changes are the result of the anticipated implementation of a Cannabis Permitting Program administered through the Agriculture Department and Planning and Building Services. Additionally eight positions are related to the transfer of allocations from HHSA Administration to Human Resources (the former Staff Resources Unit). The Sheriff's Office has requested an additional Lieutenant for the Jail; HHSA has agreed to fund three additional positions in Facilities in order to accommodate additional effort on Agency projects; and HHSA has requested extra positions for its Family and Children's Services program.

BU	Department	Position	Pos #	Funding Source	Adj.
1210	County Counsel	Legal Secretary II (Currently 0.5 FTE)	4062	GF/Cannabis	Fund at 1.0 FTE
1320	Human Resources	Human Resources Technician	TBD	Non-GF/Cannabis	Add
5020	HHSA Administration	Senior Department Analyst	1974	Non-GF	Delete
1320	Human Resources	HR Analyst II	TBD	GF/Non-GF	Add
5020	HHSA Administration	Administrative Assistant	4072	Non-GF	Delete
1320	Human Resources	Staff Assistant III - Confidential	TBD	Non-GF	Transfer BU
5020	HHSA Administration	Staff Assistant III - Confidential	1244	Non-GF	Transfer BU
1320	Human Resources	Human Resources Manager	TBD	Non-GF	Transfer BU
5020	HHSA Administration	Human Resources Manager	4071	Non-GF	Transfer BU
1320	Human Resources	HR Analyst II	TBD	Non-GF	Add
5020	HHSA Administration	Staff Services Administrator - Confid.	1882	Non-GF	Delete
1320	Human Resources	HR Analyst II	TBD	Non-GF	Add
5020	HHSA Administration	Senior Department Analyst - Confid.	3272	Non-GF	Delete
1320	Human Resources	HR Analyst II	TBD	Non-GF	Add
5020	HHSA Administration	Department Analyst - Confid.	4029	Non-GF	Delete
1320	Human Resources	HR Analyst II	TBD	Non-GF	Add
5020	HHSA Administration	Department Analyst - Confid.	4073	Non-GF	Delete
1610	Facilities	Facility Project Specialist II	TBD	Non-GF	Add
0326	Water Agency	Hydrologist	1084	Non-GF	Delete
1610	Facilities	Building Maintenance Mechanic III	TBD	Non-GF	Add
0326	Water Agency	Water Resources Specialist	3567	Non-GF	Delete
1610	Facilities	Building Maintenance Mechanic III	TBD	Non-GF	Add
0478	Public Health - Bioterrorism	Staff Assistant III	3427	Non-GF	Delete
1610	Facilities	Custodial Supervisor (Coastal)	TBD	General Fund	Add
1610	Facilities	Custodian	0135	General Fund	Delete
2070	District Attorney	Office Services Supervisor	TBD	General Fund	Add
0464	DA Victim Witness	Staff Assistant II	2492	Non-GF	Delete
2085	Alternate Defender	Deputy PD IV (Currently 0.5 FTE)	3211	General Fund	Fund at 1.0 FTE
2310	Sheriff's Office	Staff Assistant III	3904	Asset Forfeiture	Fund with GF
2310	Sheriff's Office	Sheriff's Evidence Technician	2752	11470.2 Restitution	Fund with GF
2510	Jail	Sheriff's Lieutenant	TBD	General Fund	Add
2510	Jail	Sheriff's Services Technician	3438	General Fund	Delete
2710	Agriculture - Cannabis Program	Ag/Measurements Stds. Specialist III	TBD	General Fund	New
2710	Agriculture - Cannabis Program	Ag/Measurements Stds. Specialist III	TBD	General Fund	New
2710	Agriculture - Cannabis Program	Ag/Measurements Stds. Specialist III	TBD	General Fund	New
2851	Planning & Building Services	Building Inspector III	TBD	General Fund	Add

# BUDGET OVERVIEW

## FY 2017-18 POSITION CHANGES (CONT.)

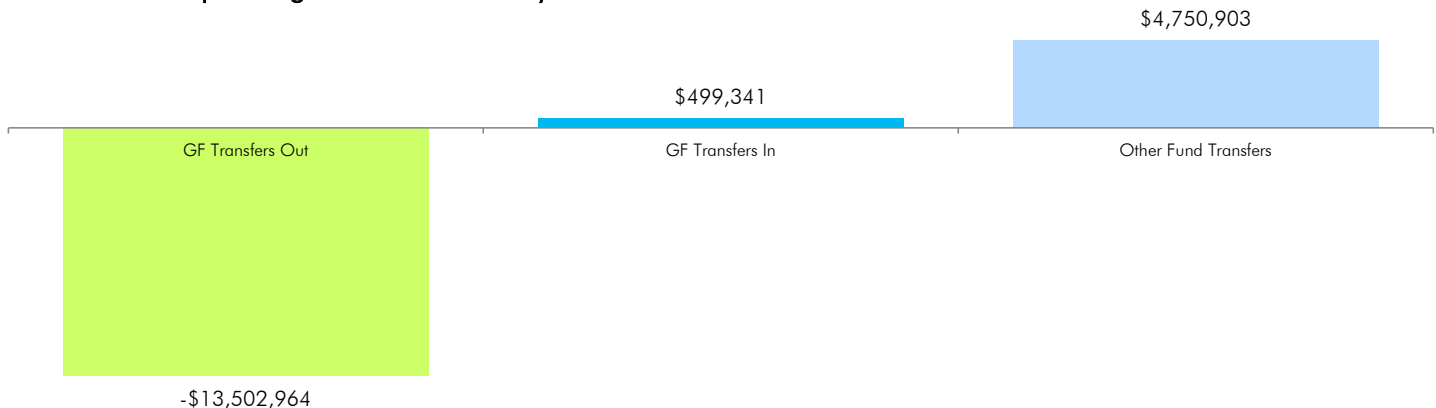
BU	Department	Position	Pos #	Funding Source	Adj.
2851	Planning & Building Services	Plans Examiner	0481	General Fund	Delete
2851	Planning & Building Services	Building Inspector III (Cannabis)	0477	General Fund	Fund
2851	Planning & Building Services	Planner III (Cannabis)	0479	General Fund	Fund
2851	Planning & Building Services	Supervising Staff Assistant (Cannabis)	TBD	General Fund	New
2851	Planning & Building Services	Code Enforcement Officer II (Cannabis)	2610	GF/Cannabis	Fund
2851	Planning & Building Services	Code Enforcement Officer II (Cannabis)	4047	GF/Cannabis	Fund
2851	Planning & Building Services	Planner III (Cannabis)	TBD	General Fund	New
4010	HHSA-Public Health	Sr Dept. Analyst	TBD	Non-GF	Add
4010	HHSA-Public Health	Dept. Analyst II	3895	Non-GF	Delete
4013	HHSA-Public Health	Sr. Public Health Nurse (Cannabis)	3854	Non-GF/Cannabis	Fund
4011	HHSA-Environmental Health	EH Specialist II (Cannabis)	TBD	Non-GF	New
4011	HHSA-Environmental Health	EH Specialist II (Cannabis)	TBD	Non-GF	New
4050	HHSA-MH-BHRS	MH Rehab Specialist	3743	Non-GF	Fund
5010	HHSA-Social Services	Vocational Assistant	TBD	Non-GF	Add
4013	HHSA-Public Health Nursing	Licensed Vocational Nurse	3033	Non-GF	Delete
5010	HHSA-Social Services	Vocational Assistant	TBD	Non-GF	Add
4050	HHSA-Mental Health	Staff Assistant II	0690	Non-GF	Delete
5010	HHSA-Social Services	Program Administrator	TBD	Non-GF	Add
4012	HHSA-SUDT	Substance Abuse Treatment Supervisor	3680	Non-GF	Delete
5010	HHSA-Social Services	Program Administrator	TBD	Non-GF	Add
4050	HHSA-Mental Health	Managed Care Administrator	0668	Non-GF	Delete
5010	HHSA-Social Services	Program Administrator	TBD	Non-GF	Add
4050	HHSA-Mental Health	Supervising Mental Health Clinician	3811	Non-GF	Delete
5010	HHSA-Social Services	Program Specialist II	TBD	Non-GF	Add
4080	HHSA-SUDT	Account Specialist III	2085	Non-GF	Delete
5010	HHSA-Social Services	Social Worker V	TBD	Non-GF	Add
4050	HHSA-Mental Health	Substance Abuse Counselor	3708	Non-GF	Delete
5010	HHSA-Social Services	Social Worker V	TBD	Non-GF	Add
4050	HHSA-Mental Health	Corrections Psychiatric RN	3183	Non-GF	Delete
6110	Library	Library Technician	TBD	Non-GF	New
6110	Library	Library Technician	TBD	Non-GF	New
6110	Library	Library Technician	TBD	Non-GF	New
6110	Library	Library Technician	TBD	Non-GF	New

Total Existing Positions Recommended for Funding - 9.0 FTE & 22.0 FTE add/delete, 2.0 BU transfers & 11.0 FTE New Positions

## OPERATING TRANSFERS BETWEEN FUNDS

From				To		
Fund	BU	Department	Amount	Fund	BU	Department
1100	1000	Non-Departmental	3,479,996	1200	3010	Road Maintenance
1100	1000	Non-Departmental	1,750,000	1200	3041	Road & Bridge Projects
1100	1000	Non-Departmental	952,772	1201	1710	Capital Improvements
1100	1000	Non-Departmental	1,300,241	1205	6110	Library
1100	1000	Non-Departmental	1,506,850	1400	8010	Debt Service
1100	1000	Non-Departmental	352,000	7110	0711	Vehicle Replacement
1100	1000	Non-Departmental	425,000	7170	0717	IT Reserve
1100	2080	Child Support Services	80,000	1201	1710	Capital Improvements
1100	4010	Public Health - Admin.	72,647	1201	1710	Capital Improvements
1100	4011	Environmental Health	10,000	1201	1710	Capital Improvements
1100	4013	Public Health - Nursing	32,362	1201	1710	Capital Improvements
1100	4070	County Medical Svcs.	422,173	1221	4050	Mental Health
1100	4080	CA Children Services	12,560	1201	1710	Capital Improvements
1100	5010	Social Services	2,423,466	1201	1710	Capital Improvements
1100	5010	Social Services	264,897	1400	8010	Debt Service
1100	5010	Social Services	418,000	1221	4050	Mental Health
1200	3010	Road Maintenance	180,000	1201	1710	Capital Improvements
1207	3080	Round Valley Airport	50,000	1100	3050	Round Valley Airport
1208	3090	Little River Airport	20,000	1100	3060	Little River Airport
1210	2313	COPS Sheriff	500	1100	1110	Auditor
1210	2511	COPS Jail	150	1100	1110	Auditor
1220	1122	Assessor Prop Char.	50,824	1100	1120	Assessor
1221	4050	Mental Health	39,437	1201	1710	Capital Improvements
1221	4050	Mental Health	58,986	1400	8010	Debt Service
1222	2852	PBS - Special Project	16,000	1100	2851	Planning & Building Services
1223	4051	MHSA	3,649,139	1221	4050	Mental Health
1250	6110	Library	140,000	1201	1710	Capital Improvements
402	4020	CDBG Grant	154,000	1201	1710	Capital Improvements
7130	0713	General Liability	30,000	7110	0711	Vehicle Replacement
7150	0715	Health Insurance	361,867	1100	4024	EA/PW
			<b>18,253,867</b>			

### FY 2017-18 Operating Transfers Summary





## MAJOR TRUST FUND BALANCES & ACTIVITY

			6/30/2015	6/30/2016	6/30/2017 (Estimated)		
Org	Object	Description	Fund Balance	Fund Balance	Revenues	Expenditures	Fund Balance
<b>Asset Forfeiture Trusts</b>							
2110	760201	Sheriff - State	213,389	217,392	197,124	186,935	<b>227,580</b>
2110	760202	Sheriff - Federal	150,183	114,589	150,675	265,102	<b>162</b>
2110	760203	Sheriff/COMMET - State	197,817	26,727	366,256	198,637	<b>194,346</b>
2110	760204	Sheriff/COMMET - Federal	(58,448)	20,910	25,634	-	<b>46,544</b>
2110	760220	District Attorney - State	732,057	1,046,855	461,076	237,155	<b>1,270,776</b>
2110	760276	District Attorney - Federal	8,549	8,579	56	-	<b>8,635</b>
2110	760292	District Attorney - Federal	25,386	25,475	166	-	<b>25,641</b>
<b>Total Asset Forfeiture Trusts</b>			<b>1,268,934</b>	<b>1,460,526</b>	<b>1,200,986</b>	<b>887,830</b>	<b>1,773,683</b>
<b>Welfare Advance Trusts</b>							
2310	760350	Welfare Administration Trust	(699,515)	(1,545,231)	19,759,720	17,464,010	<b>750,479</b>
2310	760351	Aid to Families with Dept. Children	177,099	146,484	14,794,868	14,644,514	<b>296,838</b>
2310	760353	MEDI-CAL Trust	-	266,240	5,668,241	4,430,697	<b>1,503,784</b>
2310	760354	Food Stamp Trust	95,400	(432,125)	4,231,412	4,187,494	<b>(388,207)</b>
2310	760355	Child Support Trust	30,718	35,257	2,598,055	2,559,950	<b>73,362</b>
<b>Total Welfare Advance Trusts</b>			<b>(396,298)</b>	<b>(1,529,375)</b>	<b>47,052,297</b>	<b>43,286,665</b>	<b>2,236,257</b>
<b>1991 Realignment Trusts</b>							
2810	760900	Public Health	3,482,523	3,699,293	425,053	1,431,223	<b>2,693,124</b>
2810	760901	Public Health Match	-	-	2,940,822	2,940,822	<b>-</b>
2810	760902	Welfare	565,082	-	23,807,125	22,439,195	<b>1,367,930</b>
2810	760904	Mental	-	-	3,789,634	3,512,898	<b>276,736</b>
2810	760905	Mental Health Match	-	-	-	-	<b>-</b>
2810	760906	California Children's Services	423,368	669,238	166,667	55,556	<b>780,349</b>
<b>Total 1991 Realignment Trusts</b>			<b>4,470,973</b>	<b>4,368,531</b>	<b>31,129,301</b>	<b>30,379,694</b>	<b>5,118,138</b>
<b>2011 Realignment Trusts</b>							
2810	760911	Juvenile Justice	208,970	304,955	356,524	179,352	<b>482,128</b>
2810	760912	Local Community Corrections	754,973	596,835	3,037,111	3,366,669	<b>267,277</b>
2810	760913	Local Law Enforcement Service	47,591	208,372	196,378	80,580	<b>324,169</b>
2810	760914	District Attorney/Public Health	(25,173)	22,339	111,133	78,165	<b>55,307</b>
2810	760915	Trial Court Security	(6,198)	-	1,562,438	1,562,438	<b>-</b>
2810	760916	Health/Human Services	1,285,454	171,546	12,427,193	12,598,739	<b>-</b>
2810	760917	Mental Health	653,395	339,179	12,009,752	11,011,843	<b>1,337,088</b>
2810	760918	Reserve Account	-	-	-	-	<b>-</b>
<b>Total 2011 Realignment Trusts</b>			<b>2,919,011</b>	<b>1,643,226</b>	<b>29,700,530</b>	<b>28,877,787</b>	<b>2,465,969</b>

\* The numbers listed here are estimated prior to the close of the 2017-18 fiscal year. A negative balance indicates a delay in the claiming process, not an on-going revenue deficit.

## BUDGET TRENDS

### GOALS FOR FY 2017-18 AND BEYOND

#### COUNTY INFRASTRUCTURE

While significant investment has occurred over the past year and a half into the County's facilities, a tremendous backlog of maintenance requires additional resources. While shifts of funding to roads and fire districts caused a reduction in resources available for replacement of vehicles and funding some facility projects, resources will be managed to make the most significant impact on critical infrastructure.

#### GENERAL RESERVE

In accordance with Board direction and County Policy No. 32, "General Reserve and Contingencies," we will continue to build our General Fund Reserve with one-time, unanticipated revenue to maintain a minimum balance of 6.35% of the General Fund.

#### LOCAL ECONOMY

The County will continue to 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. In FY 2013-14, the County prioritized efforts to develop a tax sharing agreement with the City of Ukiah. Much progress has been made and we anticipate the implementation of a mutually acceptable tax sharing agreement in FY 2017-18.

#### CORE SERVICES

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

#### SUCCESSION PLANNING

We will continue to work with our Department Heads and the Expanded Leadership Team to develop departmental and County-wide succession plans.

#### SYSTEM SUSTAINABILITY

We will continue to focus on debt mitigation and elimination, and to look beyond a 12-month horizon.

#### LONG-TERM PLANNING

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. We will continue to prioritize core services such as public safety and health services, and look for new ways of doing business to lower costs. We will monitor state and federal economic and budgetary issues to identify areas that may affect Mendocino County. While our 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.



Water Tower, Circa 1900's (Currently Still in Use)  
City of Mendocino  
Courtesy: Sarah McKenzie Photography

# FUNCTIONAL AREA BUDGET SUMMARY

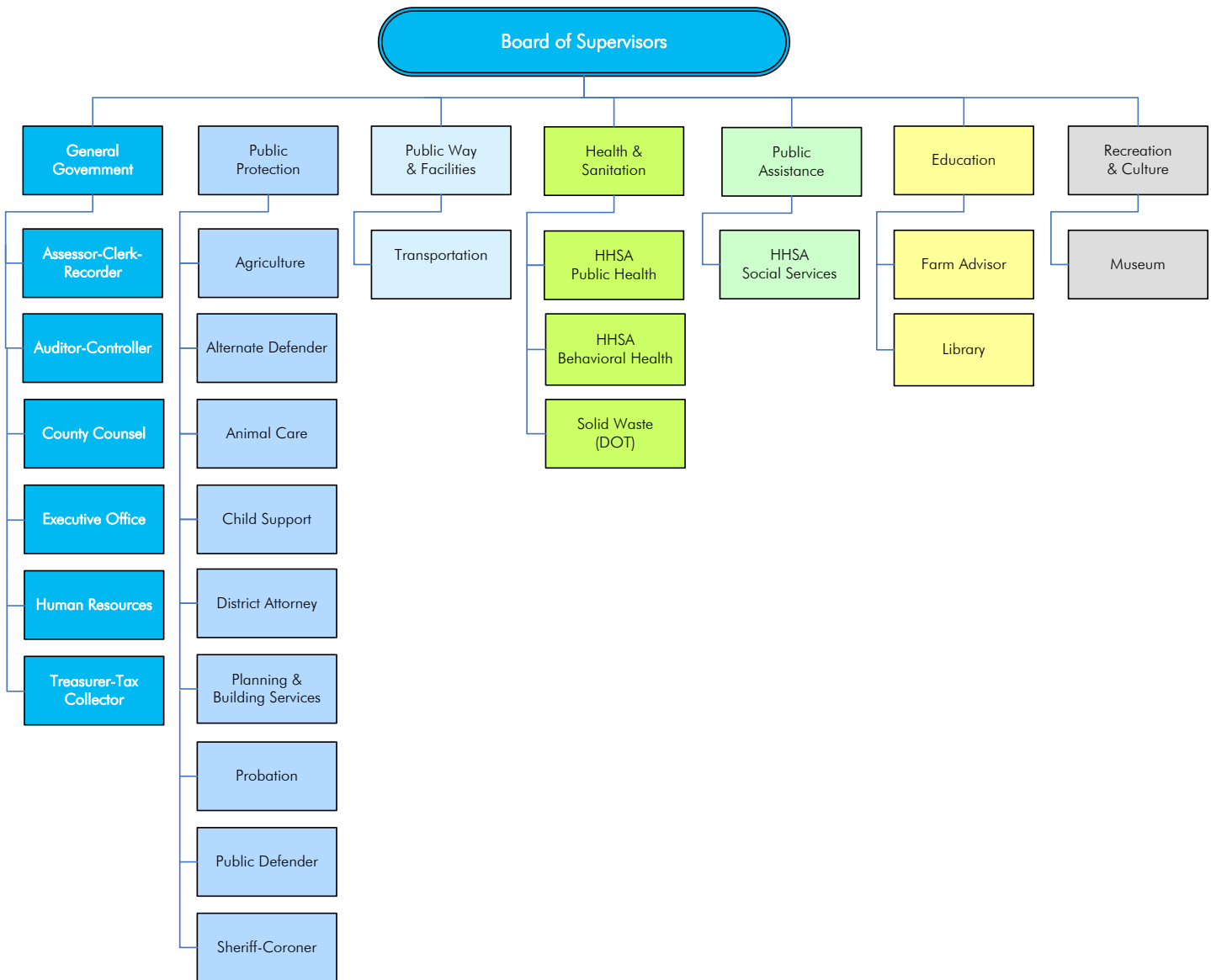


# BUDGET OVERVIEW

## 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.



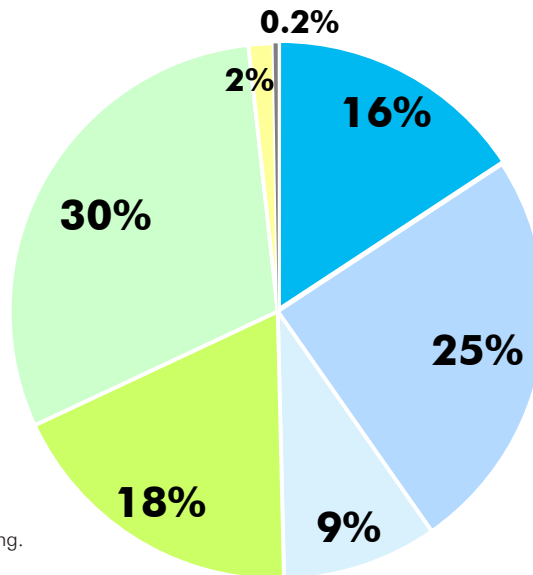


## Functional Area Budget Summary

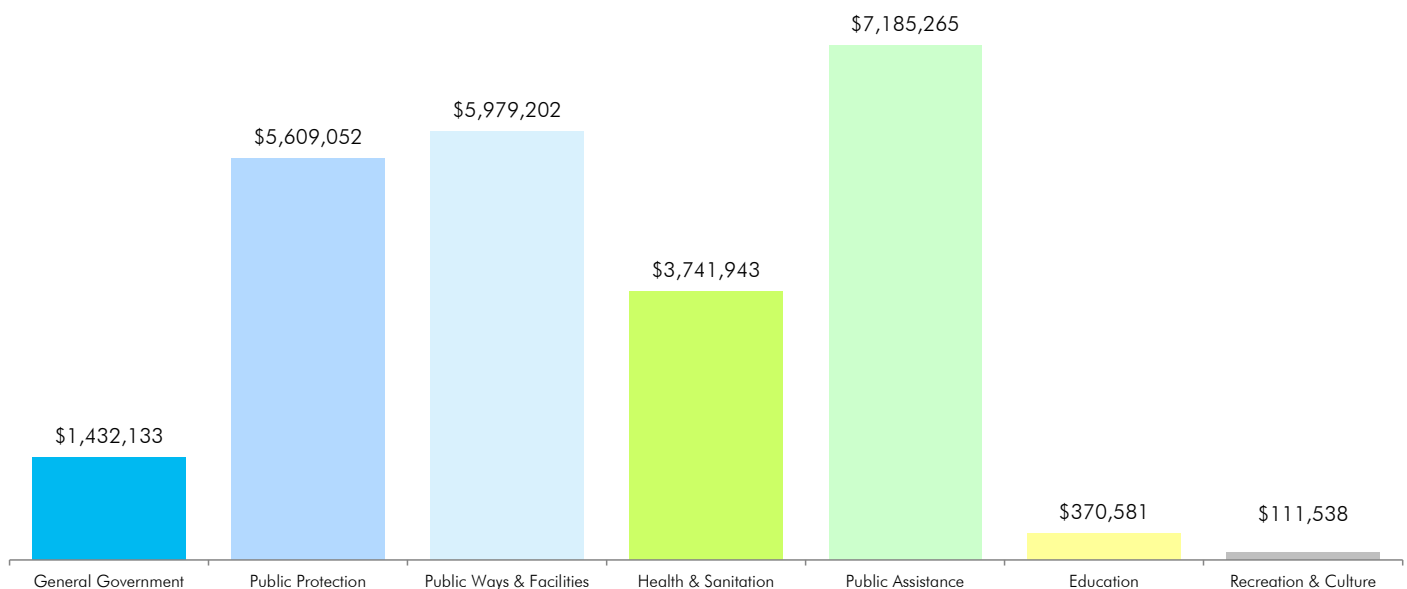
### Total Appropriations

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

Note: Numbers may not add due to rounding.



### FY 2017-18 Functional Area Change over Prior Year



Functional Area	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	FY 17-18 Change	FY 17-18 % Change
General Government	39,110,423	40,294,158	41,726,291	1,432,133	3.4%
Public Protection	58,312,886	59,360,136	64,969,188	5,609,052	9.4%
Public Ways & Facilities	21,330,468	18,795,267	24,774,469	5,979,202	31.8%
Health & Sanitation	42,242,893	45,020,767	48,762,710	3,741,943	8.3%
Public Assistance	75,027,468	72,926,521	80,111,786	7,185,265	9.9%
Education	3,288,826	3,592,549	3,963,130	370,581	10.3%
Recreation & Culture	692,818	549,138	660,676	111,538	20.3%
<b>Sub-total</b>	<b>240,005,782</b>	<b>240,538,536</b>	<b>264,968,250</b>	<b>24,429,714</b>	<b>10.2%</b>
Debt Service	9,765,123	9,751,649	9,747,147	(4,502)	0.0%
Contingencies	2,867,130	500,000	250,000	(250,000)	-50.0%
<b>Total</b>	<b>252,638,035</b>	<b>250,790,185</b>	<b>274,965,397</b>	<b>24,175,212</b>	<b>9.6%</b>

# BUDGET OVERVIEW

## General Government



The Mendocino County Leadership Team finishes a workshop about High Performance Organizations (HPO). At its core, the purpose of the Leadership Initiative is to transform our organizational culture by cultivating "leaders at all levels" within the organization by engaging, developing, supporting and utilizing our employees to their fullest potential.



Staff from the Executive Office talk with job hunters at Mendocino County's first ever Job Fair. The event was held at the County Administration Center on July 15, 2016.



The Service Pin Ceremony, each year this ceremony is held to recognize and appreciate all the hard work that the County employees do. In the picture above, the County Auditor-Controller, Lloyd Weer received his pin for 35 years of service from Supervisor Croskey.

## 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

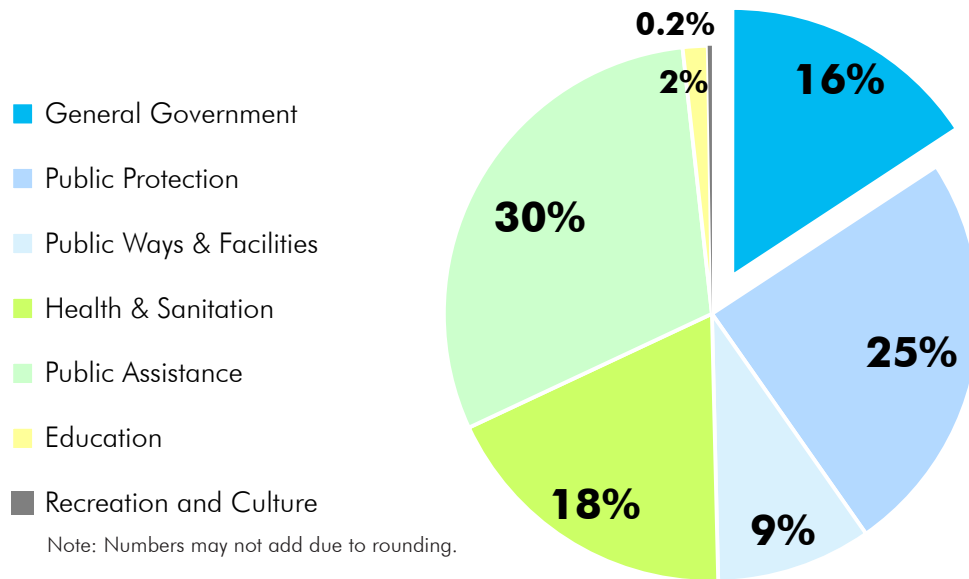
The Treasurer-Tax Collector is responsible for the collection, custody, investment, and disbursements of the funds of the County, School Districts, Special Districts, and Trust Funds. The Department oversees Treasurer-Court Collections and also Court Collection-AB233 (Public Protection Function).

### County Counsel

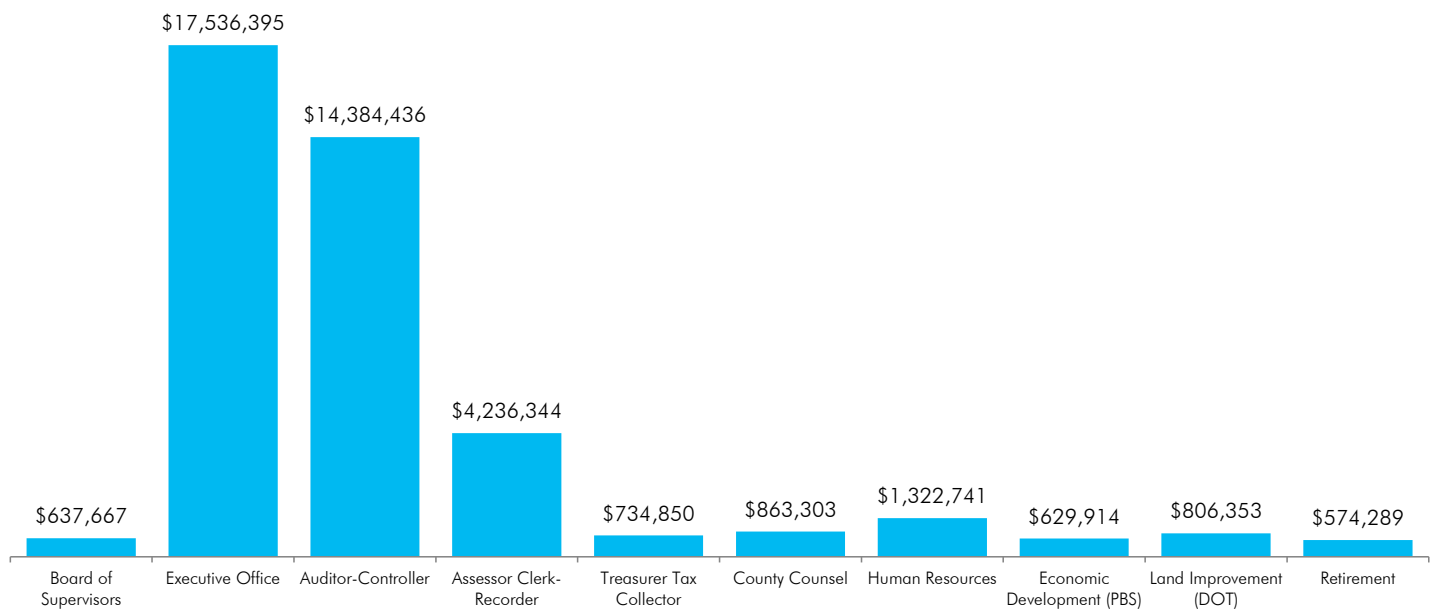
The County Counsel is required to provide legal advice to all County officers and departments, boards and commissions, municipal advisory commissions, Grand Jury and special districts governed by the Board of Supervisors.

### 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.



### FY 2017-18 Functional Area Expenditures



	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	FY 17-18 Change	FY 17-18 % Change
<b>General Government Expenditures</b>					
Board of Supervisors	875,226	615,847	637,667	21,820	3.4%
Executive Office	8,635,181	14,964,098	17,536,395	2,572,297	14.7%
Auditor-Controller	16,447,015	16,062,161	14,384,436	(1,677,725)	-11.7%
Assessor Clerk-Recorder	3,309,571	3,711,501	4,236,344	524,843	12.4%
Treasurer-Tax Collector	700,438	719,534	734,850	15,316	2.1%
County Counsel	762,443	913,361	863,303	(50,058)	-5.8%
Human Resources	1,224,687	1,292,804	1,322,741	29,937	2.3%
Economic Development (PBS)	570,503	671,600	629,914	(41,686)	-6.6%
Land Improvement (DOT)	761,399	791,619	806,353	14,734	1.8%
Retirement (MCERA)	534,634	551,633	574,289	22,656	3.9%
<b>Total</b>	<b>33,821,097</b>	<b>40,294,158</b>	<b>41,726,292</b>	<b>1,432,134</b>	<b>3.4%</b>



## Public Protection



Mendocino County Sheriff's Office Deputies and local members of the public connecting during a community meeting in a local coastal coffee shop.



A mural representing Mendocino County on the Child Support Services office in downtown Ukiah.



Staff at Planning & Building Services help a community member with questions about a proposed project.

## 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. The Department also oversees Victim Witness Assistance and Anti-Drug Abuse Law enforcement grants.

### 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. The Department oversees various programs such as COPS, Sheriff's Special Projects, Recovery Act Tech. & Comm. and DEA-COMMET.

### 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.

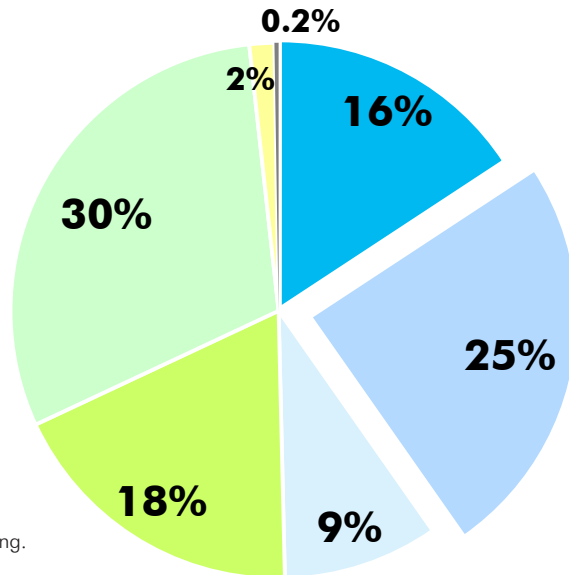
### Planning & Building Services

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.

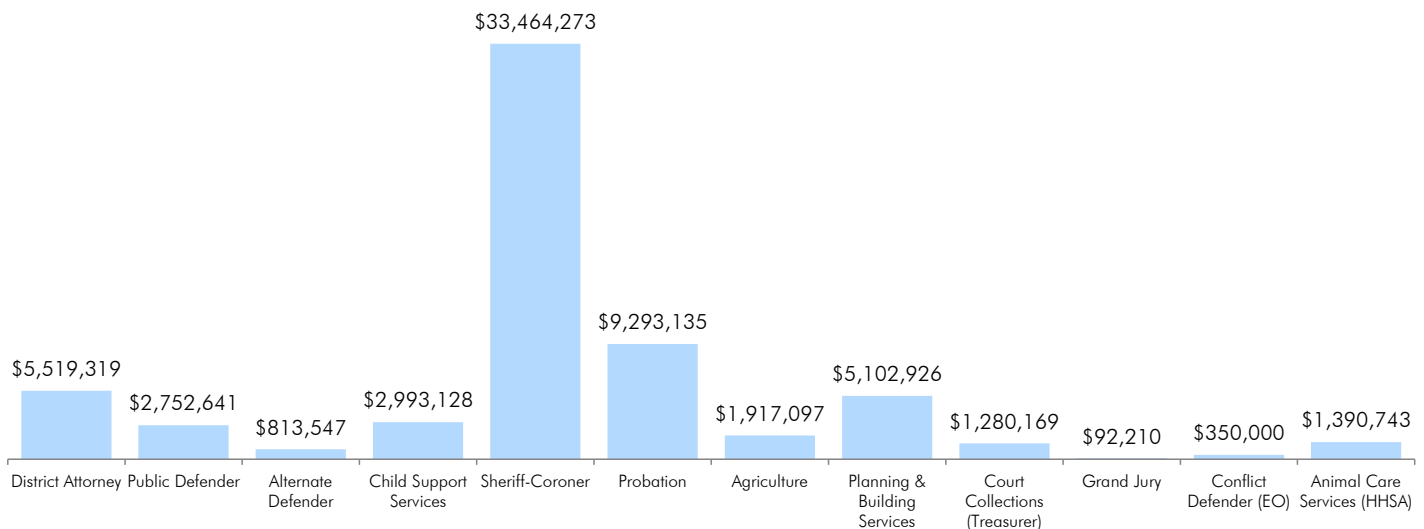
### Total Appropriations

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

Note: Numbers may not add due to rounding.



### FY 2017-18 Functional Area Expenditures



Public Protection Departments	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	FY 17-18 Change	FY 17-18 % Change
District Attorney	5,121,689	5,345,609	5,519,319	173,710	3.1%
Public Defender	2,578,926	2,689,209	2,752,641	63,432	2.3%
Alternate Defender	735,938	772,780	813,547	40,767	5.0%
Child Support Services	2,463,220	3,027,459	2,993,128	(34,331)	-1.1%
Sheriff-Coroner	30,553,229	30,069,403	33,464,273	3,394,870	10.1%
Probation	8,208,492	8,459,627	9,293,135	833,508	9.0%
Agriculture	1,301,816	1,509,879	1,917,097	407,218	21.2%
Planning and Building Services	3,839,480	4,497,417	5,102,926	605,509	11.9%
Court Collections (Treasurer)	1,324,530	1,288,597	1,280,169	(8,428)	-0.7%
Grand Jury	67,868	93,684	92,210	(1,474)	-1.6%
Conflict Defender (EO)	390,670	350,000	350,000	-	0.0%
Animal Care Services (HHSA)	1,026,795	1,256,472	1,390,743	134,271	9.7%
<b>Total</b>	<b>57,612,653</b>	<b>59,360,136</b>	<b>64,969,188</b>	<b>5,609,052</b>	<b>9.4%</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 2017-18

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 districts. The funding for direct support of fire agencies is continued in the FY 2017-18 Budget, but with a simplified formula from the previous year. The total direct funding provided in FY 2016-17 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 districts in any subsequent years. 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.

This year funding for support of fire districts is budgeted in separate locations. The direct fire agency support payments 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 budgeting practice and revised process due to the fire district support shift, is further described through the chart and tables on the following page.

## PUBLIC SAFETY DEPARTMENTS

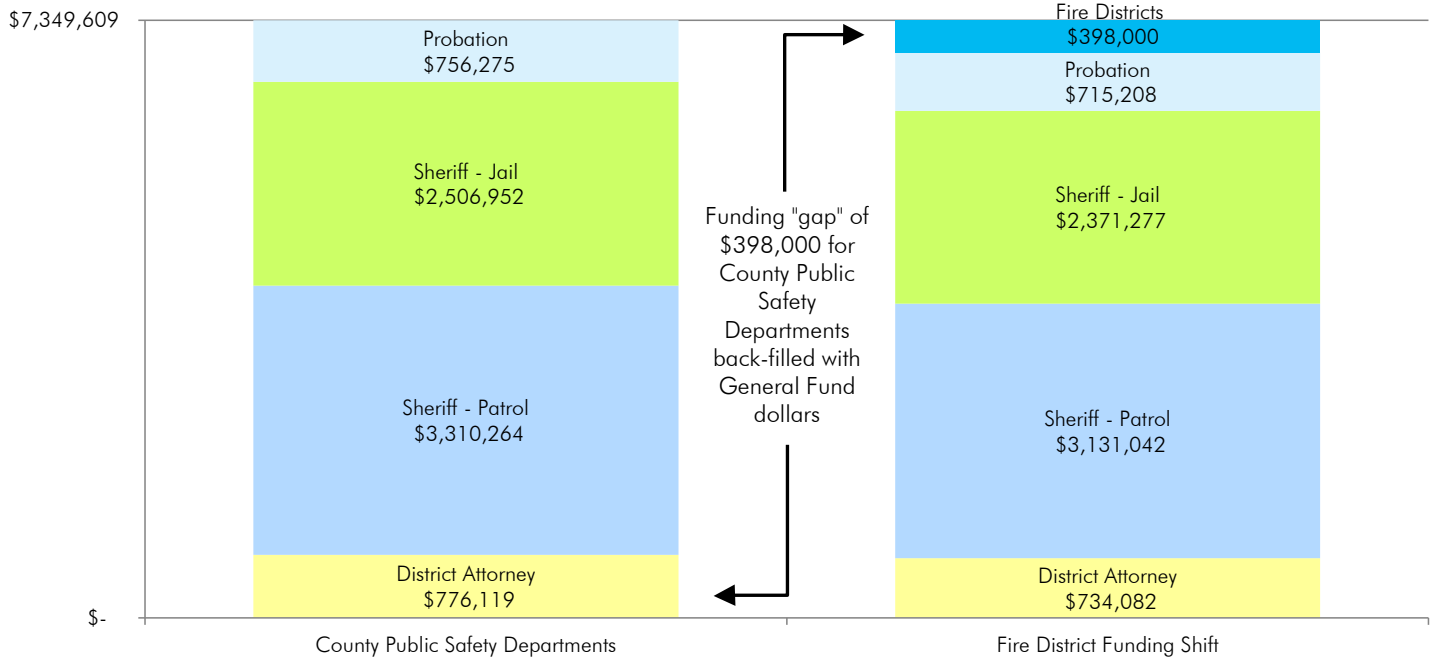
- District Attorney - BU 2070
- Sheriff-Coroner - BU 2310
- Jail - BU 2510
- Probation - BU 2560
- Fire Districts - BU's 1940 & 4016 (Fire districts are not County departments, but are eligible Proposition 172 recipients)

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 15-16 MOE Calc.	FY 15-16 Actual*	FY 16-17 Adopted	FY 17-18 Adopted
DA	1,602,261	5,121,688	5,345,609	5,519,319
Sheriff	6,834,119	18,913,510	18,270,941	19,966,279
Jail	5,175,112	11,192,461	11,345,942	13,058,242
Probation	1,560,907	5,145,074	5,492,698	5,778,584
EMS	N/A	N/A	N/A	N/A
	<b>15,172,399</b>	<b>40,372,733</b>	<b>40,455,190</b>	<b>44,322,424</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 2015-16 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).



### FIRE DISTRICT SUPPORT - BU'S 1940 & 4016

Revenue Sources for Fire District Support	Fire/EMS Dispatch Contract (BU 4016)	Direct Fire Agency Support Payments (BU 1940)	Prop. 172 Allocation %	Prior to FY 16-17	FY 17-18 Adopted
Proposition 172	-	398,000	District Attorney	10.56%	9.99%
General Fund	371,130	-	Sheriff - Patrol	45.04%	42.60%
Property Tax (former CSA #3)	175,000	-	Sheriff - Jail	34.11%	32.26%
EMS Payments	102,000	-	Probation	10.29%	9.73%
<b>Add'l Funds to Fire/Loss to GF</b>	<b>648,130</b>	<b>398,000</b>	Fire Agencies	0.00%	5.42%
			<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>



Sheriff Tom Allman is pictured at a Peanut Butter & Jelly Party he held at the Willits Sheriff's Sub-Station to inspire local youth. Pictured are: Araceli Torres, Felisha Torres, Sheriff Allman, Johnathan Golden, Cameron Golden, Jamie Torres, Nancy Torres, Nevaeh Torres, Nina Goodson, Bear Goodson.



## Public Ways & Facilities



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



Mendocino County Department of Transportation Heavy Equipment Operator crew working on a culvert replacement project.



Crews begin to repair storm damage on Tomki Road near Redwood Valley.

## 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.

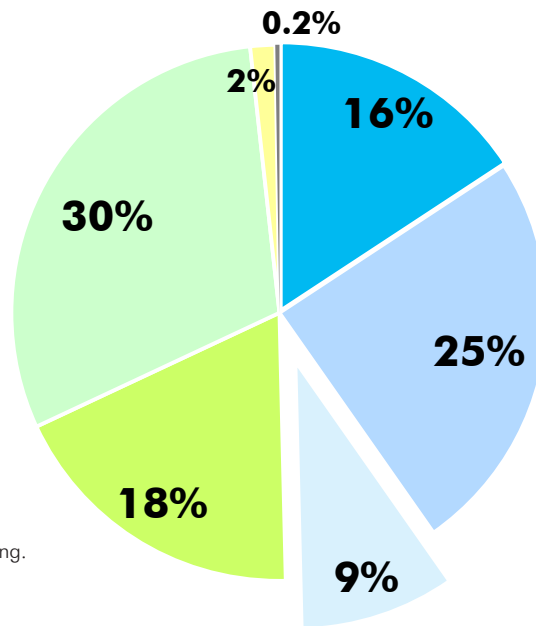
### Little River Airport

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.

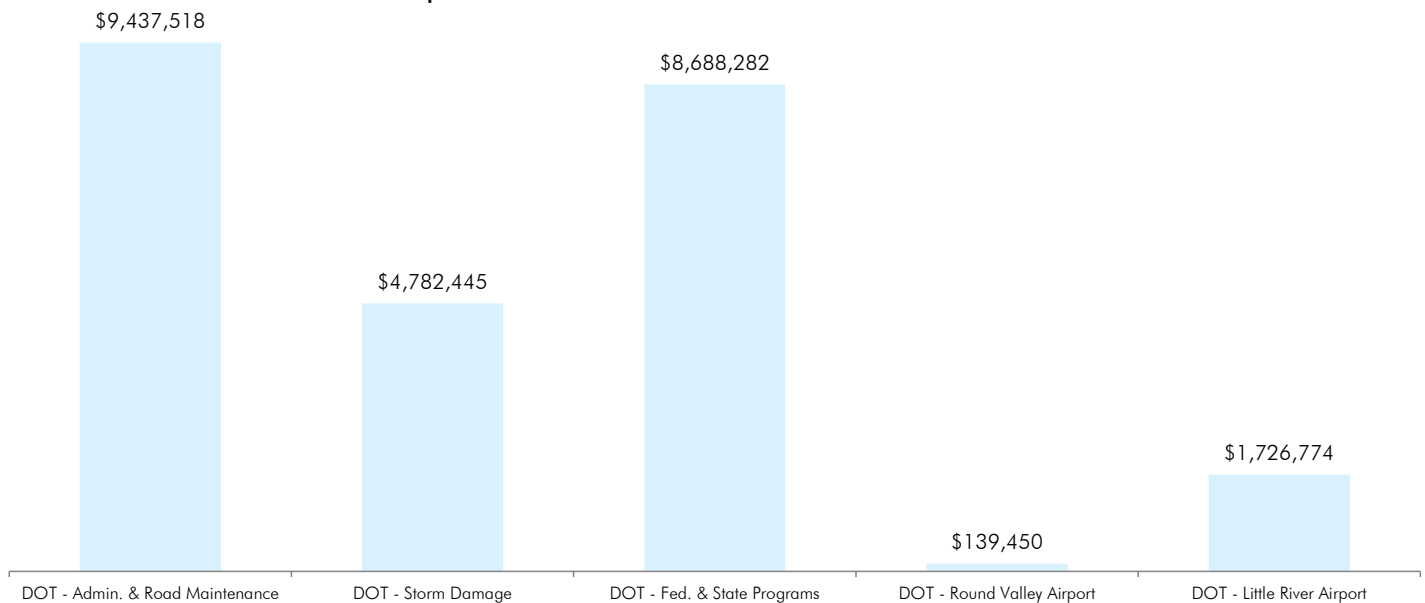
### Total Appropriations

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

Note: Numbers may not add due to rounding.



### FY 2017-18 Functional Area Expenditures



	FY 15-16	FY 16-17	FY 17-18	FY 17-18	FY 17-18
Public Ways & Facilities Departments	Actual	Adopted	Adopted	Change	% Change
DOT - Admin. & Road Maintenance	7,865,554	9,205,024	9,437,518	232,494	2.5%
DOT - Storm Damage	1,110,695	395,944	4,782,445	4,386,501	91.7%
DOT - Fed. & State Programs	8,255,107	8,864,897	8,688,282	(176,615)	-2.0%
DOT - Round Valley Airport	39,377	100,005	139,450	39,445	28.3%
DOT - Little River Airport	180,805	229,397	1,726,774	1,497,377	86.7%
<b>Total</b>	<b>17,451,538</b>	<b>18,795,267</b>	<b>24,774,469</b>	<b>5,979,202</b>	<b>31.8%</b>

## Health & Sanitation



Mendocino County Employee Wellness program specialist Katie Ford speaking with County employees at the 2016 Health Fair.



Hazardous Incident Team (HIT) in front of their H.I.T engine at the 2016 Health Fair.



Staff from the Public Health Nursing Division operating the division's booth at Mendocino County's first ever Job Fair. The event was held at the County Administration Center on July 15, 2016.

## 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 (HHS) 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

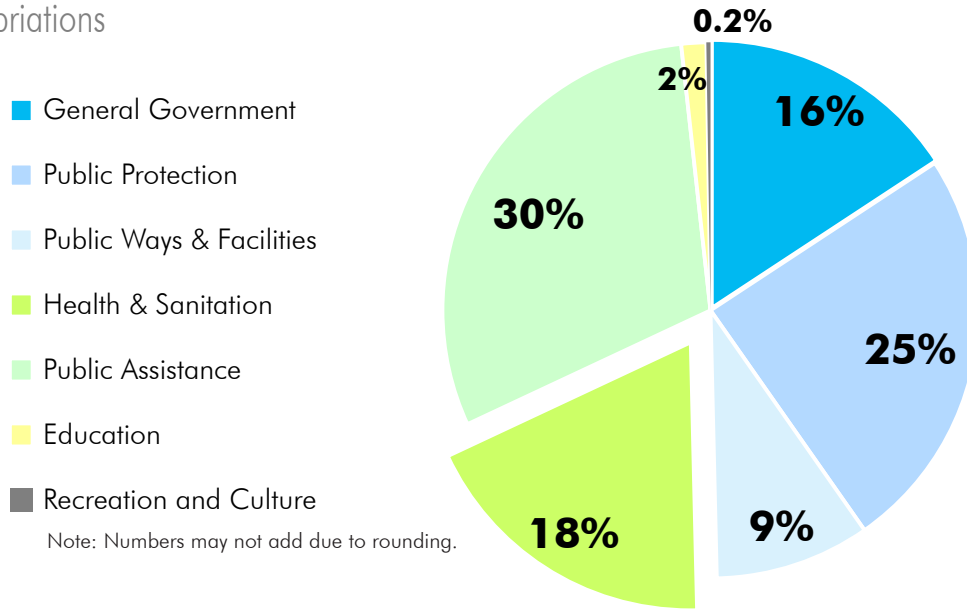
Operations were privatized at the County's six small volume transfer stations: Albion, Caspar, Boonville, Laytonville, Potter Valley and South Coast. The management of the County's solid waste system is being administered by the Mendocino Solid Waste Management Authority (MSWMA) through a Memorandum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

### Employee Wellness

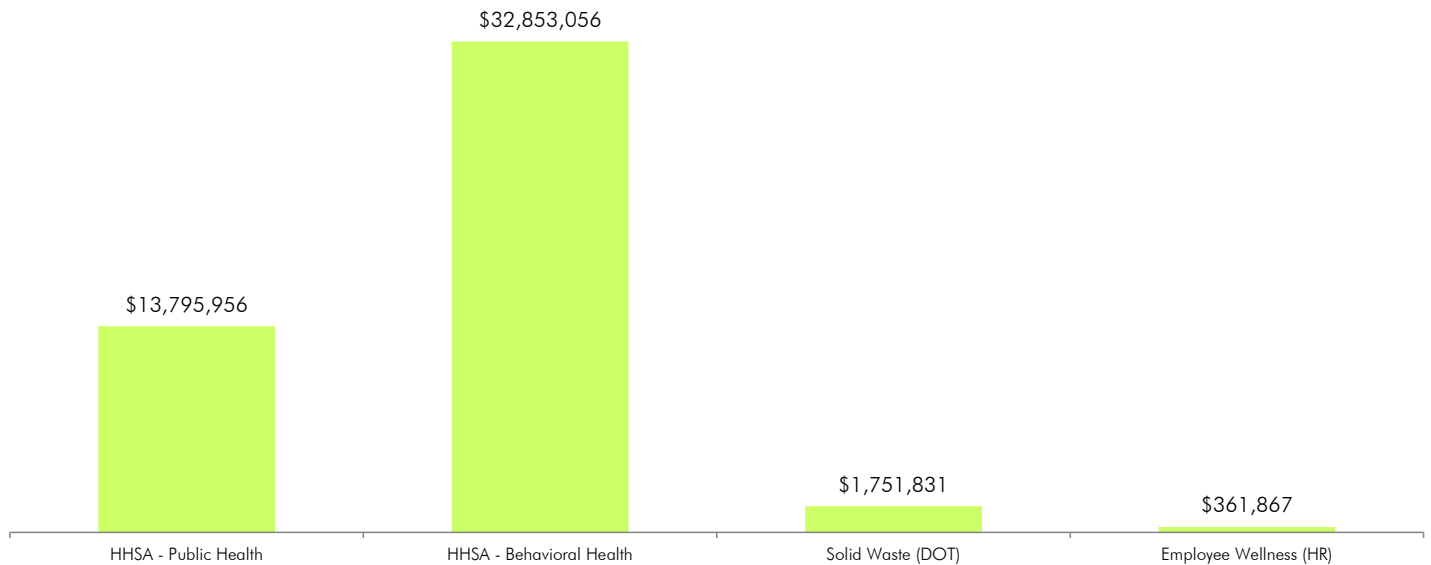
The Human Resources Department is charged with administering the Mendocino County Working on Wellness (MCWOW) program and the Employee Assistance Program (EAP). The MCWOW program provides opportunities for wellness for all employees and their insured family members.



### Total Appropriations



### FY 2017-18 Functional Area Expenditures



	FY 15-16	FY 16-17	FY 17-18	FY 17-18	FY 17-18
Health & Sanitation Departments	Actual	Adopted	Adopted	Change	% Change
HHSA - Public Health	8,219,546	13,840,864	13,795,956	(44,908)	-0.3%
HHSA - Behavioral Health	24,876,659	29,590,108	32,853,056	3,262,948	9.9%
Solid Waste (DOT)	541,115	1,263,727	1,751,831	488,104	27.9%
Employee Wellness (HR)	250,978	326,068	361,867	35,799	9.9%
<b>Total</b>	<b>33,888,298</b>	<b>45,020,767</b>	<b>48,762,710</b>	<b>3,741,943</b>	<b>8.3%</b>

## Public Assistance



The Health and Human Services Agency's office complex in Fort Bragg.



Mendocino County Employment and Family Assistance Services Unit D at the July 20, 2017, Health and Human Services Agency training.



Mendocino County Employment and Family Assistance Services Division at the Health and Human Services Agency training on August 24, 2016.

## 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 (HHS) 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

### HHS Administration

HHS 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.

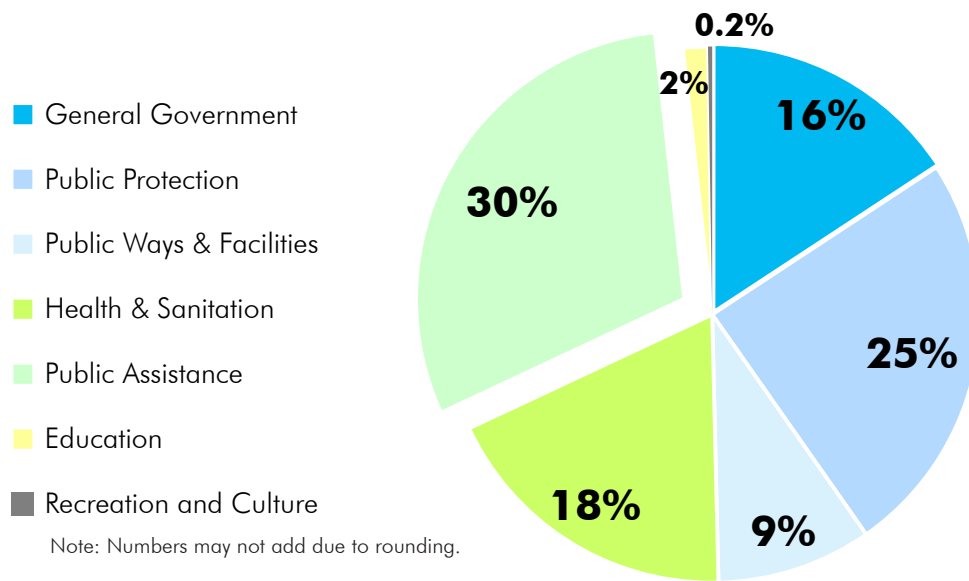
### IHSS

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.

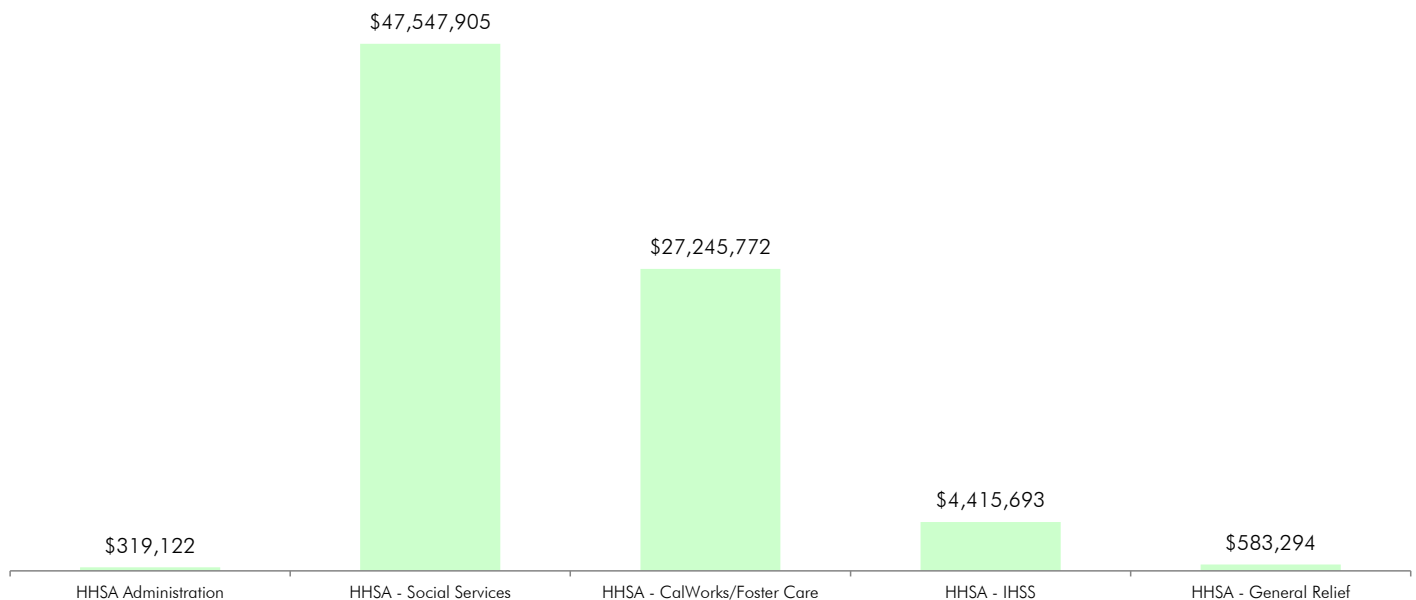
### General Assistance

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 2017-18 Functional Area Expenditures



	FY 15-16	FY 16-17	FY 17-18	FY 17-18	FY 17-18
Public Assistance Departments	Actual	Adopted	Adopted	Change	% Change
HHSA Administration	57,764	-	319,122	319,122	0.0%
HHSA - Social Services	36,521,236	42,211,108	47,547,905	5,336,797	11.2%
HHSA - CalWorks/Foster Care	22,916,453	25,729,940	27,245,772	1,515,832	5.6%
HHSA - IHSS	4,846,111	4,312,078	4,415,693	103,615	2.3%
HHSA - General Relief	525,006	673,395	583,294	(90,101)	-15.4%
<b>Total</b>	<b>64,866,570</b>	<b>72,926,521</b>	<b>80,111,786</b>	<b>7,185,265</b>	<b>9.9%</b>

## Education



The Annual Mendocino County Library Sale.



Supervisor Georgeanne Croskey reading to a group of school children at the Mendocino County Library Branch located in Willits.



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

## FUNCTIONAL AREA OVERVIEW

The Education Area provides education to the communities throughout Mendocino County through the services provided to the community by the County Library system and the Farm Advisor (UCCE).

## DEPARTMENTS

### Library

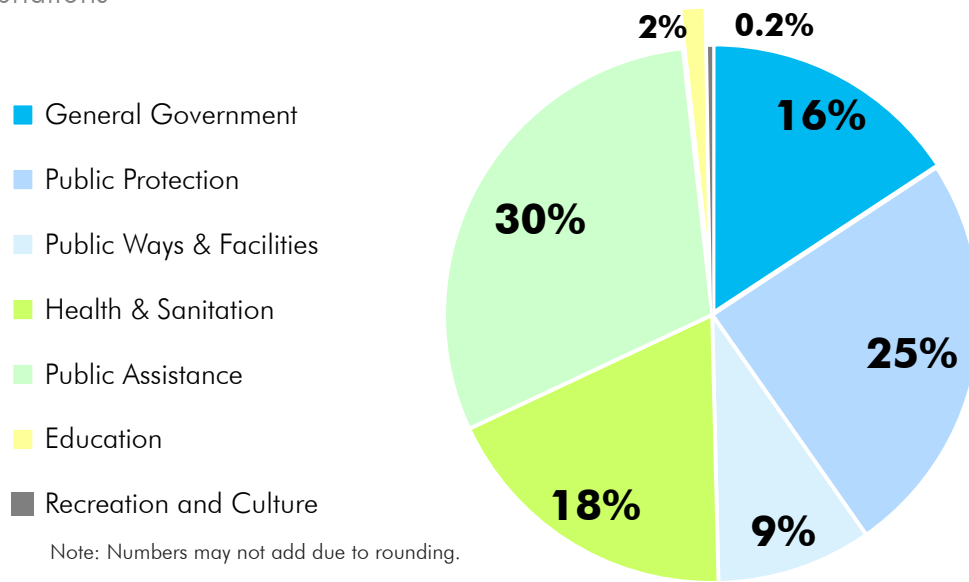
The Mendocino County Library System provides library services for all residents and visitors to our beautiful county. The Mendocino County Library consists of five branches located in Ukiah, Fort Bragg, Willits, Covelo, and Point Arena along with a bookmobile that provides services to outlying areas.

### Farm Advisor (UCCE)

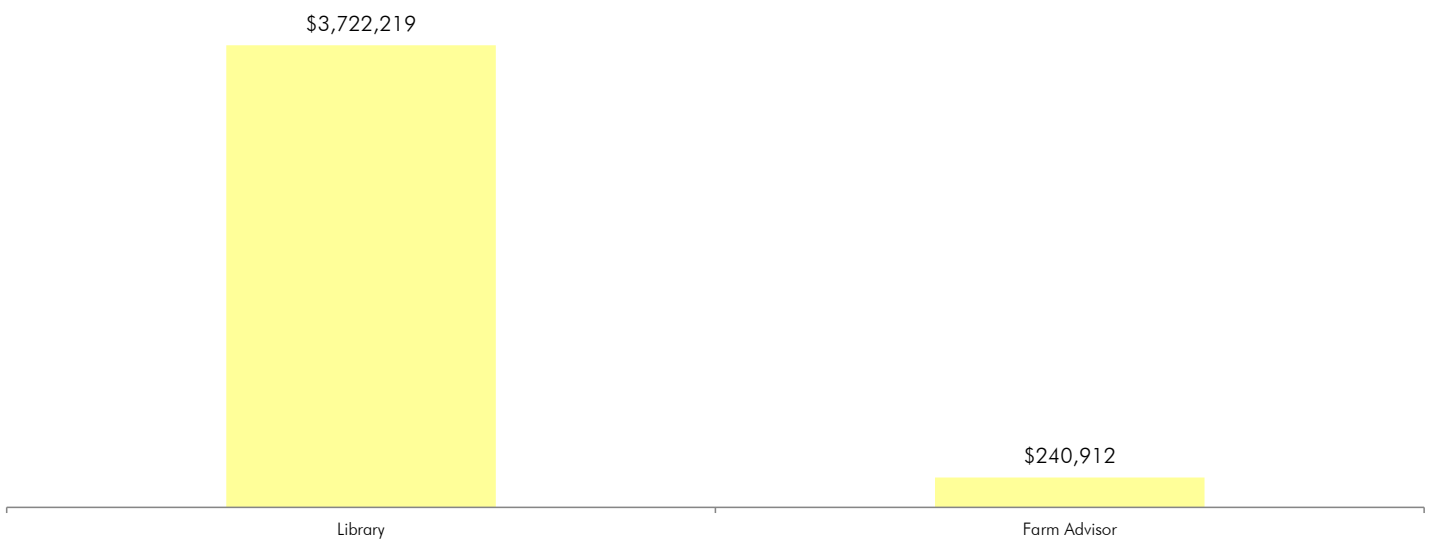
The University of California Cooperative Extension (UCCE) in Mendocino County is part of a statewide system that serves as the primary public outreach and off-campus delivery vehicle for the University of California (UC). This system is designed to provide University of California research-based information 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



### FY 2017-18 Functional Area Expenditures



	FY 15-16	FY 16-17	FY 17-18	FY 17-18	FY 17-18
Education Departments	Actual	Adopted	Adopted	Change	% Change
Library	2,740,566	3,360,378	3,722,219	361,841	9.7%
Farm Advisor	218,132	232,171	240,912	8,741	3.6%
<b>Total</b>	<b>2,958,698</b>	<b>3,592,549</b>	<b>3,963,131</b>	<b>370,582</b>	<b>10.3%</b>



# BUDGET OVERVIEW

## Recreation & Culture



A scene performed by Mendocino County employee Tony Rakes at the County Museum Road Show.



A Native American Exhibit on display at the Mendocino County Museum.



Final bow at the Museum Road Show.

## FUNCTIONAL AREA OVERVIEW

The Recreation & Culture Area provides recreation, culture and preserves the county history through the services provided by the County museum.

## DEPARTMENTS

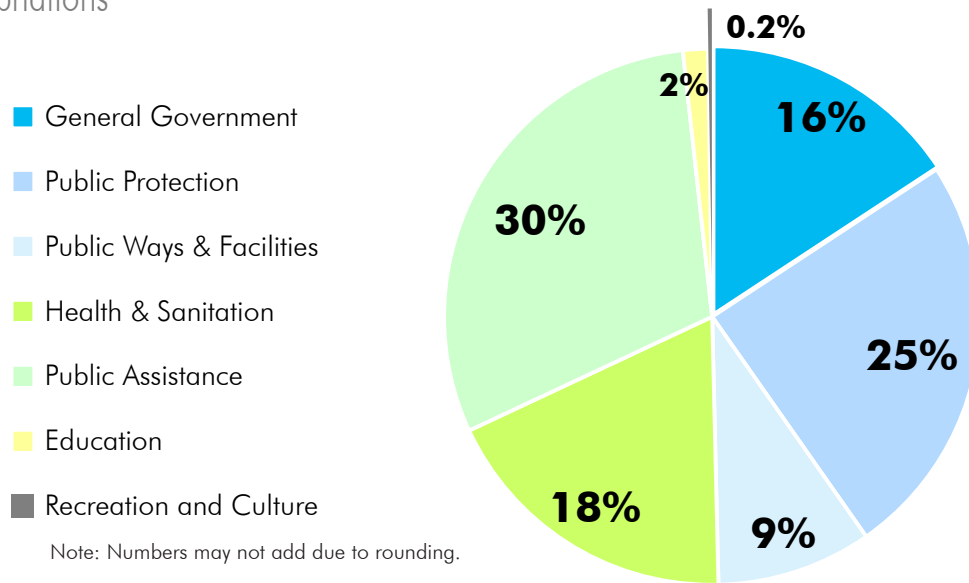
### Museum

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.

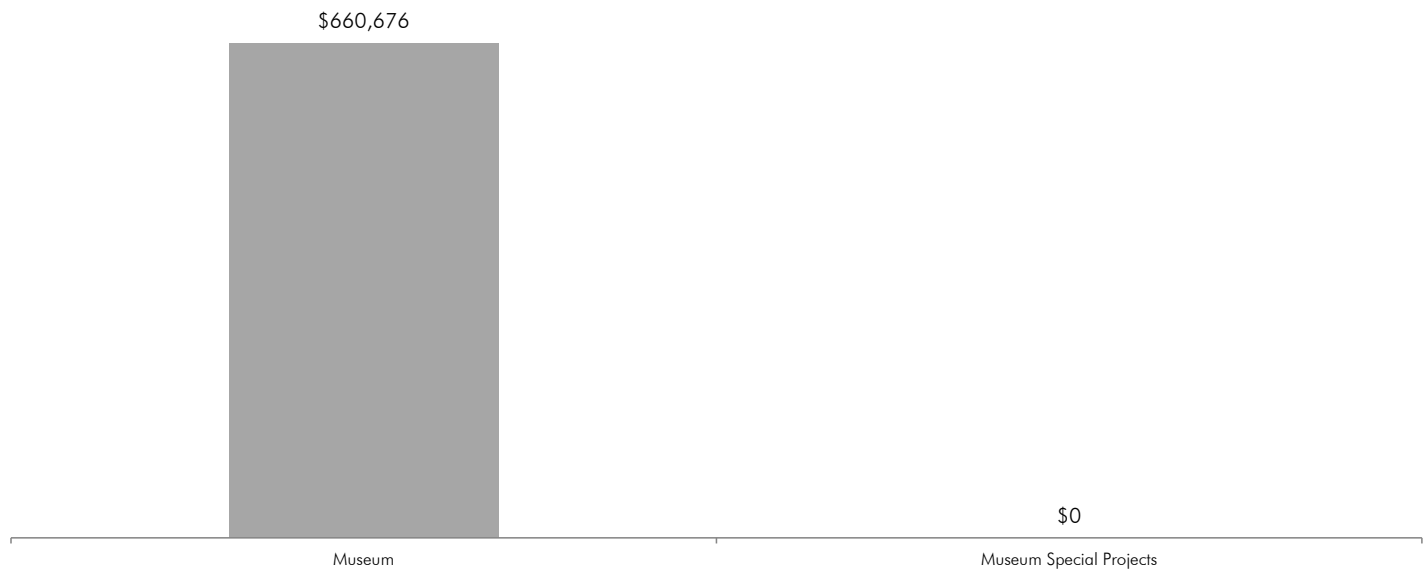
### Museum Special Projects

Museum Special Projects was established to collect donations, admission fees, interest from endowments and trusts, Museum Shop income, earnings from Grassroots Publications, and revenue from Mendocino County Museum events. All funds in this budget unit are non-tax-derived and dedicated to supporting public programming at the Museum.

### Total Appropriations



### FY 2017-18 Functional Area Expenditures



	FY 15-16	FY 16-17	FY 17-18	FY 17-18	FY 17-18
Recreation & Culture Departments	Actual	Adopted	Adopted	Change	% Change
Museum	456,550	549,138	660,676	111,538	16.9%
Museum Special Projects	116,190	-	-	-	-
<b>Total</b>	<b>572,740</b>	<b>549,138</b>	<b>660,676</b>	<b>111,538</b>	<b>20.3%</b>







# BUDGET SUMMARY









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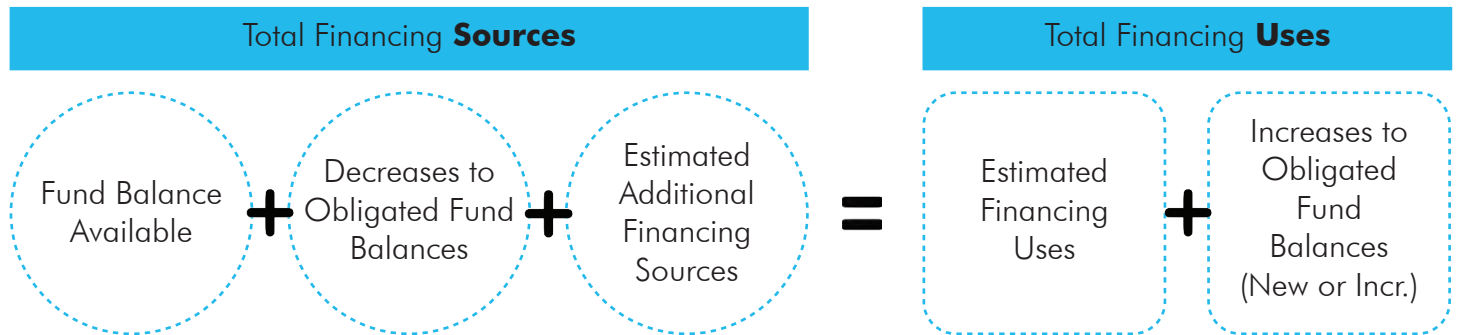
# BUDGET SUMMARY

## 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

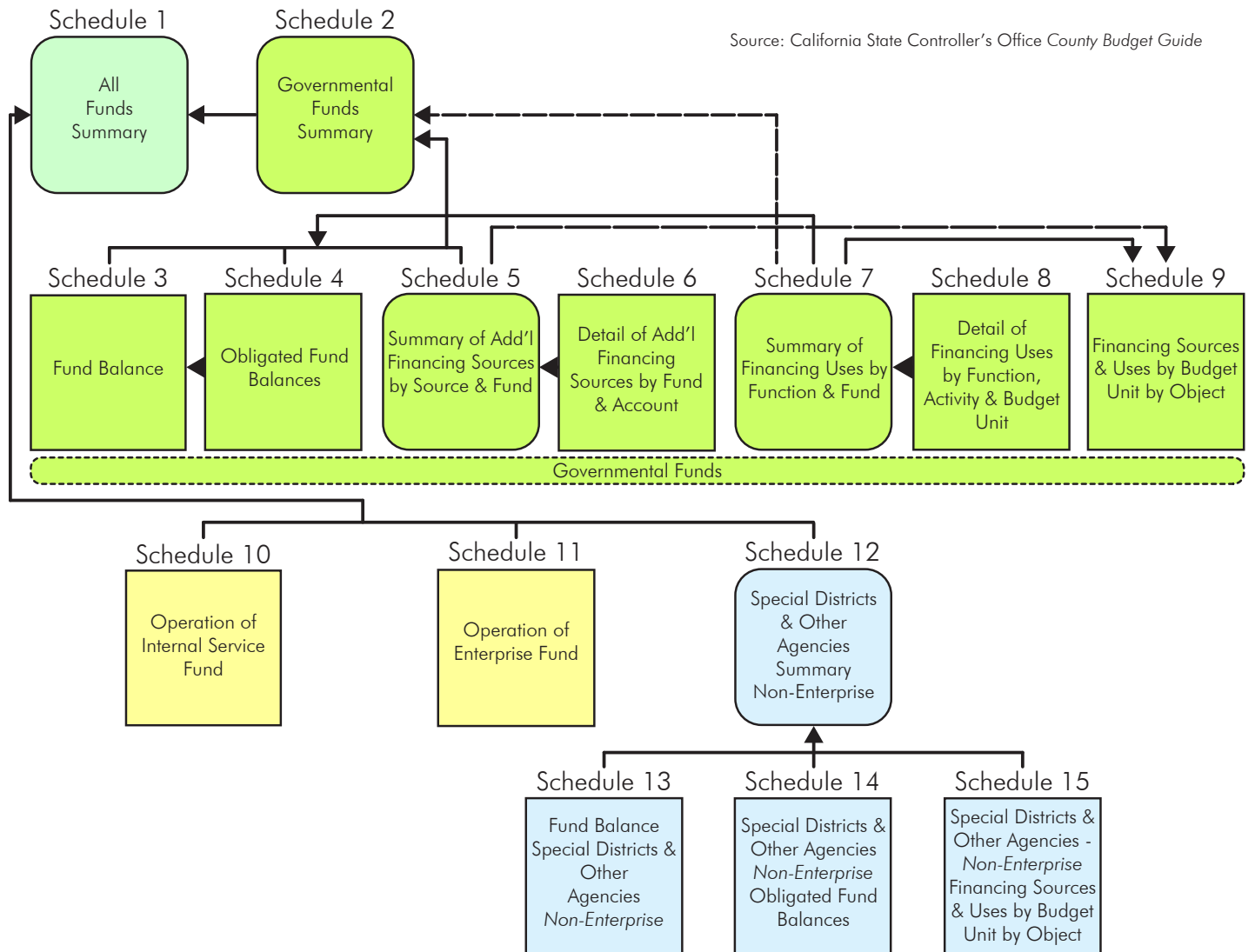
Each type of schedule is identified numerically and contains a heading to describe the information contained within. Schedule numbers are located in the upper right, and the schedule title is located at the top of each schedule. For example, Schedule 9 (each governmental budget unit has its own Schedule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



## 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

### 2014-15 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.

### 2015-16 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.

### 2016-17 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 2016-17 will not be reflected until the following year’s budget book.

### 2017-18 ADOPTED, COLUMNS 5 & 6

Column 5 represents the final Adopted budget numbers for FY 2017-18. Column 6 reflects the Adopted Budget’s change over FY 2016-17’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

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Sunset on the Coast  
Courtesy: Visit Mendocino

# BUDGET SUMMARY

## Schedule 1

### ALL FUNDS SUMMARY

Total Financing Sources				Total Financing Uses			
Fund Name	Estimated Fund Balance Undesignated at June 30, 2017	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	5,022,038	-	194,723,514	199,745,552	197,088,803	2,656,749	199,745,552
Special Revenue Funds	17,005,397	-	58,213,116	75,218,513	67,129,448	8,089,065	75,218,513
Capital Projects Funds	407,331	-	-	407,331	1,000,000	(592,669)	407,331
Debt Service Funds	8,776,004	-	9,747,143	18,523,147	9,747,147	8,776,000	18,523,147
Total Gvn'tl Funds	31,210,770	-	262,683,773	293,894,543	274,965,398	18,929,145	293,894,543
Other Funds:							
Internal Service Funds	11,077,794	-	21,244,444	32,322,238	22,049,162	(804,718)	21,244,444
Special Districts	1,854,440	-	1,295,466	3,149,906	1,318,371	1,831,535	3,149,906
Total Other Funds	12,932,234	-	22,539,910	35,472,144	23,367,533	1,026,817	24,394,350
Total All Funds	44,143,004	-	285,223,683	329,366,687	298,332,931	19,955,962	318,288,893

## GOVERNMENTAL FUNDS SUMMARY

		Available Financing			Requirements		
County Funds	Estimated Fund Balance Undesignated at June 30, 2017	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	5,022,038	-	194,723,514	199,745,552	197,088,803	2,656,749	199,745,552
<b>Total General Fund</b>	<b>5,022,038</b>	<b>-</b>	<b>194,723,514</b>	<b>199,745,552</b>	<b>197,088,803</b>	<b>2,656,749</b>	<b>199,745,552</b>
Special Revenue Funds							
1200 - Road Fund	5,032,697	-	21,661,142	26,693,839	22,908,245	3,785,594	26,693,839
1201 - Accumulated Capital Outlay Fund	2,493,026	-	4,097,244	6,590,270	7,344,899	(754,629)	6,590,270
1202 - Landfill Closure Fund	-	-	460,200	460,200	1,560,247	(1,100,047)	460,200
1205 - Library Fund	2,177,905	-	3,275,241	5,453,146	3,722,218	1,730,928	5,453,146
1206 - Fish and Game Fund	103,543	-	35,320	138,863	59,953	78,910	138,863
1207 - Special Aviation Fund - Round Valley	61,565	-	50,000	111,565	50,000	61,565	111,565
1208 - Special Aviation Fund - Little River	68,495	-	20,000	88,495	20,000	68,495	88,495
1210 - Supplemental Law Enforcement Fund	150,445	-	125,000	275,445	125,000	150,445	275,445
1211 - Probation COPS AB1913/CPA	173,123	-	248,697	421,820	438,494	(16,674)	421,820
1213 - Animal Care Mobile Spay-Neuter	32,266	-	54,950	87,216	94,326	(7,110)	87,216
1215 - Museum Special Projects	-	-	-	-	-	-	-
1216 - Sheriff Special Projects	2,783	-	-	2,783	-	2,783	2,783
1217 - Recorder's Modernization	120,854	-	66,200	187,054	49,000	138,054	187,054
1218 - Micrographics	-	-	87,105	87,105	87,105	-	87,105
1220 - Assessor Property Characteristics	137,974	-	8,000	145,974	50,824	95,150	145,974
1221 - Mental Health	3,025,960	-	23,340,673	26,366,633	23,369,515	2,997,118	26,366,633
1222 - General Plan Update	535,725	-	98,550	634,275	183,000	451,275	634,275
1223 - Mental Health Services Act	2,889,036	-	4,584,794	7,473,830	7,066,622	407,208	7,473,830
<b>Total Special Revenue Funds</b>	<b>17,005,397</b>	<b>-</b>	<b>58,213,116</b>	<b>75,218,513</b>	<b>67,129,448</b>	<b>8,089,065</b>	<b>75,218,513</b>
<b>Capital Projects Fund:</b>							
1300 - Capital Projects	407,331	-	-	407,331	1,000,000	(592,669)	407,331
<b>Total Capital Projects Fund</b>	<b>407,331</b>	<b>-</b>	<b>-</b>	<b>407,331</b>	<b>1,000,000</b>	<b>(592,669)</b>	<b>407,331</b>
Debt Service Funds:							
1400 - Debt Service Fund	1,964,161	-	1,872,233	3,836,394	1,872,237	1,964,157	3,836,394
1410 - Pension Obligation Bond Fund	6,811,843	-	7,874,910	14,686,753	7,874,910	6,811,843	14,686,753
<b>Total Debt Service Funds</b>	<b>8,776,004</b>	<b>-</b>	<b>9,747,143</b>	<b>18,523,147</b>	<b>9,747,147</b>	<b>8,776,000</b>	<b>18,523,147</b>
<b>Total Governmental Funds</b>	<b>31,210,770</b>	<b>-</b>	<b>262,683,773</b>	<b>293,894,543</b>	<b>274,965,398</b>	<b>18,929,145</b>	<b>293,894,543</b>
<b>2015-16 Appropriations Limit</b>	<b>83,205,187</b>						
<b>Approp's Subject to Limitations</b>	<b>65,552,109</b>						

# BUDGET SUMMARY

## Schedule 3

### FUND BALANCE - GOVERNMENTAL FUNDS

		Less: Portion Reserved Designated at June 30			
County Funds	Estimated Fund Balance Per Auditor at June 30, 2017	Encumbrance	General and Other Reserves	Designations	Fund Balance Available to Finance Current Year Budget
<b>General Fund</b>					
1100 - County General Fund	28,569,189	606,682	16,154,439	6,786,030	5,022,038
<b>Total General Fund</b>	<b>28,569,189</b>	<b>606,682</b>	<b>16,154,439</b>	<b>6,786,030</b>	<b>5,022,038</b>
<b>Special Revenue Funds</b>					
1200 - Road Fund	5,880,842	182,384	665,761	-	5,032,697
1201 - Accumulated Capital Outlay Fund	2,567,919	74,893	-	-	2,493,026
1202 - Landfill Closure Fund	3,725,910	-	-	3,725,910	-
1205 - Library Fund	2,218,609	16,474	175	24,055	2,177,905
1206 - Fish and Game Fund	103,543	-	-	-	103,543
1207 - Spec Aviation Fund-Round Valley	61,565	-	-	-	61,565
1208 - Spec Aviation Fund-Little River	68,495	-	-	-	68,495
1210 - Supp Law Enforcement Fund	150,445	-	-	-	150,445
1211 - Probation COPS AB1913/CPA	173,123	-	-	-	173,123
1213 - Animal Care Mobile Spay Prog	32,266	-	-	-	32,266
1215 - Museum Special Projects	-	-	-	-	-
1216 - Sheriff Special Projects	2,783	-	-	-	2,783
1217 - Recorder's Modernization	120,854	-	-	-	120,854
1218 - Micrographics Fund	-	-	-	-	-
1220 - Assessor Property Characteristics	137,974	-	-	-	137,974
1221 - Mental Health Fund	3,025,960	-	-	-	3,025,960
1222 - General Plan Update Fund	535,725	-	-	-	535,725
1223 - Mental Health Services Act	7,391,576	11,750	-	4,490,790	2,889,036
<b>Total Special Revenue Funds</b>	<b>26,197,589</b>	<b>285,501</b>	<b>665,936</b>	<b>8,240,755</b>	<b>17,005,397</b>
<b>Capital Project Fund</b>					
1300 - Capital Projects	407,331	-	-	-	407,331
<b>Total Capital Projects Fund</b>	<b>407,331</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>407,331</b>
<b>Debt Service Funds</b>					
1400 - Debt Service Fund	1,964,161	-	-	-	1,964,161
1410 - Pension Obligation Bonds Fund	6,811,843	-	-	-	6,811,843
<b>Total Debt Service Funds</b>	<b>8,776,004</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,776,004</b>
<b>Total Governmental Funds</b>	<b>63,950,113</b>	<b>892,183</b>	<b>16,820,375</b>	<b>15,026,785</b>	<b>31,210,770</b>

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

Description - Purpose	Estimated Reserve and/or Designated Balance as of June 30, 2017	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	11,626,325	-	160,685	11,787,010
Reserve for Retirement Contribution	3,650,000	-	850,000	4,500,000
Reserve for Teeter	737,285	-	-	737,285
Reserve for Inventory	136,931	-	-	136,931
Reserve for Imprest Cash	3,898	-	-	3,898
Designated for Planning - General Plan Update	1,098,823	60,000	-	1,038,823
Designated for Animal Care - Spay & Neuter Program	111,647	25,000	-	86,647
Designated for Public Health - Child Car Seat Program	4,987	-	-	4,987
Designated for Sheriff Vehicle Replacement	108,252	106,000	-	2,252
Designated for Sheriff Off Highway License Fees	5,221	-	-	5,221
Designated for Sheriff Civil Automation	54,026	-	-	54,026
Designated for Sheriff Warrant System Update	110,938	-	-	110,938
Designated for Public Health Automation	76,758	15,400	-	61,358
Designated for SUDT - County Alcohol Fund	160,989	-	-	160,989
Designated for Public Health - CCS Travel	8,643	-	-	8,643
Designated for SUDT - Alcohol Abuse Education	104,187	104,187	-	-
Designated for SUDT - Drug Abuse Education	72,375	65,719	-	6,656
Designated for Environmental Health - REHIT Program	272,547	2,769	-	269,778
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	1,815,704	-	-	1,815,704
Designated for Sheriff SAR Forest Service Title III	2,488	-	-	2,488
Designated for Agriculture Technology Program	1,882	-	-	1,882
Designated for Animal Care - Animal Rescue	81,544	-	-	81,544
Designated for PH Nursing - Targeted Case Mgmt Audit	329,943	-	-	329,943
Designated for Probation - Juvenile Probation Svcs	150,902	-	-	150,902
Designated for Sheriff Medical Marijuana	218,541	-	-	218,541
Designated for Hospital & Medical Svcs - IGT Medi-Cal	1,716,348	-	2,025,139	3,741,487
<b>Total General Fund</b>	<b>24,656,817</b>	<b>379,075</b>	<b>3,035,824</b>	<b>27,313,566</b>
<b>Special Revenue Funds</b>				
<b>Road Fund</b>				
Reserve for Inventory	665,661	-	-	665,661
Reserve for Imprest Cash	50	-	-	50
Designated for Capital Outlay	-	-	-	-
Designated for Transportation Operations	-	-	-	-
<b>Landfill Closure</b>				
Designated for Solid Waste - Landfill Closure	3,725,910	1,912,451	-	1,813,459
Designated for Solid Waste - Landfill Closure - South Coast	-	-	1,912,451	1,912,451
<b>Library Fund</b>				
Designated for Library Operations	-	-	-	-
Designated for Library Operations - Ukiah Branch	10,664	-	-	10,664



# BUDGET SUMMARY

## Schedule 4

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

Description - Purpose	Estimated Reserve and/or Designated Balance as of June 30, 2017	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
Designated for Library Operations - Fort Bragg Branch	2,615	-	-	2,615
Designated for Library Operations - Willits Branch	10,776	-	-	10,776
Reserve for Imprest Cash	175	-	-	175
<b>Mental Health Fund</b>				
Designated for Proposition 63 MH Services Act	2,296,111	-	-	2,296,111
Designated for MHSA Prudent Reserve	2,194,679	-	-	2,194,679
Designated for CONREP	-	-	-	-
Designated for MH Audit Adjustment	-	-	-	-
Reserve for Imprest Cash	-	-	-	-
<b>Total Special Revenue Funds</b>	<b>8,906,641</b>	<b>1,912,451</b>	<b>1,912,451</b>	<b>8,906,641</b>
Capital Project Fund	-	-	-	-
Capital Project Fund	-	-	-	-
Designated for Capital Projects	-	-	-	-
<b>Total Capital Project Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Debt Service Funds	-	-	-	-
Debt Service Fund	-	-	-	-
Designated for Debt Service	-	-	-	-
Pension Obligation Bond Fund	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Governmental Funds</b>	<b>33,563,458</b>	<b>2,291,526</b>	<b>4,948,275</b>	<b>36,220,207</b>

## SUMMARY OF ADDITIONAL FINANCING SOURCES - GOVERNMENTAL FUNDS

Description	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Summary by Source</b>				
Current Secured Property Tax	29,933,109	30,906,522	31,701,000	32,125,000
Current Unsecured Property Tax	967,091	1,011,614	1,005,900	1,005,900
Taxes (Other than Current Property)	36,432,011	38,062,162	36,158,616	40,427,798
<b>Total Taxes</b>	<b>67,332,211</b>	<b>69,980,298</b>	<b>68,865,516</b>	<b>73,558,698</b>
Licenses & Permits	2,595,349	2,512,014	2,735,550	3,750,161
Fines, Forfeitures, & Penalties	1,797,347	1,931,021	1,779,406	1,429,723
Use of Money & Property	240,051	378,370	243,215	281,265
Aid from Other Govtl Agencies	107,562,069	112,630,494	126,098,101	141,141,837
Charges for Current Services	20,742,885	22,058,534	21,175,001	23,608,260
Other Revenues	14,043,317	16,340,034	17,059,875	18,913,828
<b>Total Summary by Source</b>	<b>214,313,229</b>	<b>225,830,765</b>	<b>237,956,664</b>	<b>262,683,772</b>
<b>Summary by Fund</b>				
1100 - County General	157,202,429	167,222,749	178,942,072	194,723,514
1200 - Roads	18,231,212	16,833,583	17,174,836	21,661,142
1201 - Accumulated Capital Outlay	1,800,278	2,435,571	2,940,925	4,097,244
1202 - Landfill Closure	673,018	577,829	445,000	460,200
1205 - County Library	3,036,859	3,065,357	3,064,872	3,275,241
1206 - Fish & Game	27,160	25,937	35,320	35,320
1207 - Aviation - Round Valley	-	-	30,000	50,000
1208 - Aviation - Little River	20,000	10,000	-	20,000
1210 - Supp Law Enforcement Services	152,092	128,272	125,210	125,000
1211 - Probation COPS AB1913	249,545	270,960	-	248,697
1213 - Mobile Spay/Neuter Program	136	32,226	25,000	54,950
1215 - Museum Special Projects	125,219	101,059	-	-
1216 - Sheriff Special Projects	86,433	10,292	20,250	-
1217 - Recorder Modernization	33,323	69,736	66,200	66,200
1218 - Micrographics	74,952	49,441	70,894	87,105
1220 - Assessor Property Characteristics	19,039	21,655	8,000	8,000
1221 - Mental Health Service	16,743,495	19,963,901	21,267,274	23,340,673
1222 - General Plan Update	55,141	52,195	97,500	98,550
1223 - Mental Health Services Act	5,704,781	4,724,676	3,877,716	4,584,794
1300 - Capital Projects	30,131	417,132	-	-
1400 - Debt Service	1,740,915	1,834,306	1,874,595	1,872,233
1410 - Pension Obligation Bonds	8,307,069	7,983,887	7,891,000	7,874,910
<b>Total Summary by Fund</b>	<b>214,313,227</b>	<b>225,830,764</b>	<b>237,956,664</b>	<b>262,683,773</b>

# BUDGET SUMMARY

## Schedule 6

### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>General Fund</b>				
<b>Taxes</b>				
Property Tax Current Secured				
Non-Departmental Revenue	29,763,529	30,730,136	31,526,000	31,950,000
Emergency Medical Services	169,579	176,386	175,000	175,000
Property Tax Current Unsecured				
Non-Departmental Revenue	961,540	1,005,803	1,000,000	1,000,000
Emergency Medical Services	5,551	5,810	5,900	5,900
Supplemental Roll Tax				
Non-Departmental Revenue	249,292	327,276	250,000	350,000
Emergency Medical Services	1,258	1,889	300	300
Property Tax Prior Secured				
Non-Departmental Revenue	(12,096)	(2,731)	-	-
Teeter Plan	2,802,410	3,265,750	3,100,000	3,300,000
Emergency Medical Services	(309)	(225)	(500)	(500)
Property Tax Prior Unsecured				
Non-Departmental Revenue	65,483	44,674	50,000	50,000
Emergency Medical Services	378	258	200	200
Penalty & Cost on Delinquencies				
Non-Departmental Revenue	729,599	696,543	650,000	650,000
Treasurer-Tax Collector	-	-	35,832	34,830
Teeter Plan	1,808,978	2,053,761	2,000,000	1,500,000
Sales & Use Tax				
Non-Departmental Revenue	4,491,936	5,325,470	4,100,000	5,875,000
Sales Tax - Public Safety				
Non-Departmental Revenue	7,049,260	6,888,143	-	-
Miscellaneous Budget	-	-	-	398,000
District Attorney	-	-	690,109	734,082
Sheriff-Coroner	-	-	2,943,421	3,131,042
Jail and Rehabilitation	-	-	2,229,131	2,371,277
Probation Officer	-	-	672,465	715,208
Emergency Medical Services	-	-	564,874	-
Timber Yield Tax				
Non-Departmental Revenue	334,076	381,912	325,000	375,000
Highway Property Rental				
Non-Departmental Revenue	-	-	-	-
Emergency Medical Services	-	-	10	10
Room Occupancy Tax				
Non-Departmental Revenue	4,491,130	4,944,101	4,900,000	5,200,000
Property Transfer Tax				
Non-Departmental Revenue	521,472	791,430	600,000	600,000

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Prop Tax In-Lieu of VLF				
Non-Departmental Revenue	10,203,634	10,516,886	10,750,000	10,950,000
In-Lieu of Sales Tax				
Non-Departmental Revenue	1,423,231	554,203	-	-
Williamson Act Replacement Tax				
Non-Departmental Revenue	458,533	487,555	480,000	525,000
Cannabis Business Tax				
Non-Departmental Revenue	-	-	-	1,708,349
<b>Total Taxes</b>	<b>65,518,464</b>	<b>68,195,030</b>	<b>67,047,742</b>	<b>71,598,698</b>
<b>Licenses &amp; Permits</b>				
Animal License				
Animal Care	296,471	276,804	300,000	305,000
Business License				
Treasurer-Tax Collector	116,621	126,229	116,000	120,000
Franchise				
Non-Departmental Revenue	757,841	777,701	750,000	800,000
Mobile Home Set Up Fee				
Planning & Building Services	13,873	10,539	10,745	10,745
Construction Permit				
Planning & Building Services	740,064	677,395	669,293	982,758
Zoning Permit				
Planning & Building Services	57,342	44,688	45,577	320,670
Other Permit				
Mendocino County Sheriff	825	1,090	600	778
Agriculture Department	2,180	2,505	270,002	2,300
Planning & Building Services	9,991	11,535	8,655	47,647
General Relief	1,764	1,952	-	-
Gun Permit				
Mendocino County Sheriff	32,223	36,716	33,000	50,000
Marriage License, GC 26840.3				
Clerk-Recorder	27,329	30,138	26,000	26,000
Lumber Mill Permit				
Treasurer-Tax Collector	210	1,015	385	385
Variance & Use Permit				
Planning & Building Services	94,242	82,538	72,645	435,802
Land Use Fee				
Environmental Health	314,661	285,945	300,000	466,926
Coastal Zone Permit				
Planning & Building Services	83,052	86,106	88,148	136,650
<b>Total Licenses &amp; Permits</b>	<b>2,548,688</b>	<b>2,452,896</b>	<b>2,691,050</b>	<b>3,705,661</b>

# BUDGET SUMMARY

## Schedule 6

### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Fines, Forfeitures &amp; Penalties</b>				
Vehicle Code Fine				
Courts - AB233 Program	328,407	295,288	298,069	274,181
25% Extra Fine				
Courts - AB233 Program	141,211	133,718	140,255	122,514
County 50% City VC Fine				
Courts - AB233 Program	-	-	-	-
County Parking Surcharge				
Courts - AB233 Program	-	-	-	-
Criminal Justice Construction Fund				
Information Services	12,800	10,600	14,000	14,000
Conflict Defender	181,200	167,000	219,600	219,600
Mendocino County Sheriff	161,800	152,100	175,000	175,000
Probation Officer	33,000	30,400	40,000	30,000
Warrant System Update				
Mendocino County Sheriff	2,747	2,641	5,000	5,000
Other Court Fine				
Courts - AB233 Program	50,404	49,690	50,542	36,127
Fine County Clerk for Superior Court				
Courts - AB233 Program	-	-	-	-
County Commission of City Fine				
Courts - AB233 Program	7,996	9,142	9,331	6,658
Miscellaneous Court Fine				
Courts - AB233 Program	2	-	-	-
District Attorney	18,928	13,858	8,441	10,000
Mendocino County Sheriff	130,016	226,386	150,000	150,000
Mendocino County Jail	20,092	9,568	20,000	13,378
Probation Officer	5,741	2,734	5,000	5,000
Agriculture Department	-	3,800	5,000	5,000
Public Health	940	1,364	1,000	1,000
Emergency Medical Services	155,057	111,256	120,398	152,987
Drug/Alcohol Fine				
Substance Use Disorder Treatment	21,510	16,578	18,462	16,500
County Alcohol Education				
Substance Use Disorder Treatment	16,281	12,473	-	-
Drug Abuse Education				
Substance Use Disorder Treatment	5,179	6,050	-	-
Fine Judicial District				
Courts - AB233 Program	9,825	10,065	10,895	6,274
Mendocino County Sheriff	37	67	-	-



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
County 50% City Criminal Fine				
Courts - AB233 Program	-	-	-	-
Forfeiture & Penalty				
Non-Departmental Revenue	2,221	-	-	-
Treasurer-Tax Collector	-	-	500	500
County Clerk - Election	210	620	-	-
Courts - AB233 Program	33,000	-	-	-
Mendocino County Sheriff	264	395	-	-
Planning & Building Services	94,876	64,209	90,913	100,004
Social Services	-	-	7,000	7,000
Asset Forfeiture				
District Attorney	238,135	125,802	-	-
Mendocino County Sheriff	40,733	310,137	300,000	-
Mendocino County Jail	-	31,124	-	-
Emergency Services	-	57,028	-	-
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>1,712,613</b>	<b>1,854,093</b>	<b>1,689,406</b>	<b>1,350,723</b>
<b>Use of Money &amp; Property</b>				
Interest				
Non-Departmental Revenue	123,905	218,285	110,000	200,000
Miscellaneous Budget	-	-	-	-
Child Support Services	2,190	2,450	-	-
Rents & Concessions				
Facilities	3,053	4,051	5,000	5,000
DOT - Round Valley Airport	3,650	2,765	4,920	4,920
DOT - Mendocino County Airport	50,316	44,790	43,180	38,592
Public Health Nursing	3,000	3,000	3,000	3,000
Social Services	3,000	2,750	-	-
Mendocino County Museum	9,312	9,432	9,312	9,432
<b>Total Use of Money &amp; Property</b>	<b>198,426</b>	<b>287,523</b>	<b>175,412</b>	<b>260,944</b>
<b>Aid from Other Governmental Agencies</b>				
Motor Vehicle License Fee				
Non-Departmental Revenue	31,306	29,876	30,000	35,000
District Attorney	102,844	105,822	110,000	100,000
Mendocino County Jail	-	100,000	100,000	75,000
Public Health	950,822	1,132,054	-	-
Environmental Health	832,917	290,878	-	-
Public Health Nursing	636,487	908,322	-	-
Hospital & Medical Services	-	-	-	-
Social Services	352,131	-	297,863	297,863
State Welfare Administration				
Probation Officer	-	-	-	-
Social Services	3,803,065	4,265,469	5,056,267	5,524,803

# BUDGET SUMMARY

## Schedule 6

### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
In Home Support Services	438,668	292,612	173,774	134,490
State AFDC				
CalWorks/Foster Care	4,853,025	5,238,113	-	4,587,534
State Aid California Children				
Public Health - CCS	563,092	736,231	795,390	795,390
Realignment Health Service				
Probation Officer	91,002	91,002	91,002	91,002
Public Health	(232,461)	-	1,006,240	719,117
Environmental Health	(429,926)	-	1,057,287	821,458
Substance Use Disorder Treatment	543,923	-	24,083	-
Public Health Nursing	149,566	-	1,605,244	1,541,596
Emergency Medical Services	-	-	-	-
Hospital & Medical Services	429,538	1,332,464	2,625,961	2,775,695
Public Health - CCS	137,112	(134,758)	103,241	51,671
Social Services	5,954,896	7,713,787	6,008,979	6,428,000
Cal Works/Foster Care	-	-	-	6,098,516
Realignment Mental Health				
Substance Use Disorder Treatment	-	522,595	599,320	645,930
Realignment Public Assistance				
Social Services	5,247,638	3,842,063	2,171,245	4,501,548
CalWorks/Foster Care	5,874,122	8,525,735	14,331,055	4,736,419
In Home Support Services	3,023,994	2,969,882	2,491,877	2,491,877
Realignment Public Safety				
Executive Office	12,086	-	-	-
District Attorney	143,711	116,593	120,000	113,000
Public Defender	152,002	143,762	98,997	67,572
Mendocino County Sheriff	1,586,415	1,551,314	1,650,000	2,349,866
Mendocino County Jail	1,015,815	1,251,634	1,166,000	1,165,060
Juvenile Hall	-	-	-	-
Probation Officer	1,146,204	1,268,978	1,257,777	1,353,020
Substance Use Disorder Treatment	-	57,337	54,538	49,174
State Aid - Drug & Alcohol				
Substance Use Disorder Treatment	708,823	941,800	1,093,751	1,122,406
Coastal Conservancy				
Planning & Building Services	-	-	-	-
SB90 Reimbursement				
Non-Departmental Revenue	347,070	-	-	-
District Attorney	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Probation Officer	2,251	-	-	-
State Aid for Agriculture				
Agriculture Department	2,548	-	-	-

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
State Aid Agriculture Gas Tax				
Agriculture Department	237,535	259,865	270,000	200,000
State Reimis - EC Poisons				
Agriculture Department	103,639	110,316	103,000	100,000
Pesticide Regulatory				
Agriculture Department	4,704	1,952	1,952	1,952
State Breakfast/Lunch Program				
Juvenile Hall	14,402	29,860	40,000	40,000
State Aid for Veterans Affairs				
Social Services	77,682	118,538	108,000	108,000
County Hospital				
Emergency Medical Services	-	-	-	40,000
Non-County Hospital				
Hospital & Medical Services	60,222	-	76,000	76,000
EMS - Physician Services				
Hospital & Medical Services	177,263	359,346	300,000	300,000
Homeowners Property Tax Relief				
Non-Departmental Revenue	303,601	295,028	300,000	300,000
Emergency Medical Services	1,753	1,704	1,500	1,500
State Youthful Offender				
Juvenile Hall	-	8,360	48,573	34,058
Probation Officer	144,177	153,009	205,000	155,880
State Other				
Non-Departmental Revenue	130,000	130,000	130,000	130,000
Executive Office	-	-	-	-
Facilities	23,928	24,911	42,000	42,000
Land Improvement	63	-	-	13,000
Information Services	-	-	-	-
Court Collection Program	-	-	-	-
Courts - AB233 Program	19,388	17,312	21,229	15,591
District Attorney	30,975	28,327	55,000	40,000
Mendocino County Sheriff	695,511	782,678	700,000	690,116
Mendocino County Jail	214,538	147,292	215,000	123,517
Probation Officer	1,055,654	1,084,242	1,020,519	1,050,616
Agriculture Department	230,908	221,647	221,279	211,431
Emergency Services	-	-	-	-
Planning & Building Services	-	2,800	-	-
DOT - Round Valley Airport	-	-	-	-
DOT - Mendocino County Airport	15,444	3,321	5,038	72,113
Public Health	-	-	-	-
Environmental Health	12,450	5,373	24,630	20,000
Substance Use Disorder Treatment	-	52	-	-

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### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Public Health Nursing	307,681	323,296	361,431	364,431
Emergency Medical Services	-	-	-	-
Hospital & Medical Services	-	-	-	-
Public Health - CCS	183,109	193,632	247,156	227,265
Social Services	122,369	87,616	-	-
Farm Advisor	-	-	-	-
Federal Welfare Administration				
Probation Officer	187,077	-	-	-
Social Services	12,190,175	11,029,160	16,502,053	17,717,544
CalWorks/AFDC	-	-	9,507,600	-
In Home Support Services	470,694	313,627	167,140	155,290
TANF Probation				
Probation Officer	-	-	-	-
Title IV-E				
Probation Officer	(133,847)	220,179	175,000	200,000
Health Related Funds				
Social Services	3,874,762	8,318,558	10,713,222	11,616,686
Federal AFDC				
CalWorks/AFDC	7,923,652	7,444,286	-	10,082,016
Federal Forest Reserve				
Miscellaneous	-	-	-	-
Federal Grazing Fee				
Non-Departmental Revenue	1,138	1,421	-	-
Federal Land In Lieu Tax				
Non-Departmental Revenue	591,815	606,453	550,000	630,000
Federal Other Revenue				
Non-Departmental Revenue	1,337	1,301	1,200	1,350
Land Improvement	2,533	-	-	-
Information Services	-	-	-	-
District Attorney	-	-	-	-
Mendocino County Sheriff	32,698	27,856	40,000	30,000
Mendocino County Jail	32,383	39,744	80,000	77,647
Probation Officer	-	-	-	-
Emergency Services	147,138	195,116	143,435	143,435
DOT - Round Valley Airport	-	-	-	-
DOT - Mendocino County Airport	307,550	39,650	100,755	1,442,250
Public Health	253,698	444,327	300,000	280,000
Environmental Health	24,596	-	30,000	30,000
Substance Use Disorder Treatment	11,207	1,708	-	-
Hospital & Medical Services	988,104	1,152,404	3,593,863	3,875,676
Federal Aid Child Support				
Child Support Services	1,607,260	1,677,773	2,088,347	2,092,416

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Other Governmental Agency Aid				
Non-Departmental Revenue	-	30,000	-	-
Retirement	455,471	534,634	551,633	574,289
District Attorney	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Probation Officer	-	-	-	-
Planning & Building Services	-	-	-	216,000
Public Health	-	47,345	123,328	107,265
Substance Use Disorder Treatment	-	-	-	-
Public Health Nursing	-	-	-	-
General Relief	-	-	-	-
<b>Total Aid from Governmental Agencies</b>	<b>71,607,119</b>	<b>79,809,584</b>	<b>93,284,774</b>	<b>102,302,341</b>
<b>Charges for Current Services</b>				
Tax Deeded Administration Fee				
Treasurer-Tax Collector	150	5,250	7,000	12,000
50% Redemption Fee				
Treasurer-Tax Collector	11,280	14,510	13,000	13,000
Release of Lien				
Treasurer-Tax Collector	9,760	9,917	7,000	6,000
Debt Service Fee				
Auditor-Controller	123,711	128,465	130,000	135,000
Prop Characteristics Fee				
Assessor	12,594	-	-	-
PTR Screening Fee				
Courts - AB233 Program	22,215	20,386	21,714	12,872
Cite Processing Fee				
Courts - AB233 Program	1,495	1,414	1,455	1,090
Probation Officer	123	147	250	300
Accounting Fee				
Auditor-Controller	116,313	108,457	130,000	100,000
Audit Fee				
Auditor-Controller	-	-	-	-
Election Services				
County Clerk - Election	94,267	183,745	28,500	88,972
Treasurer Cost Reimbursement				
Treasurer-Tax Collector	255,992	257,172	264,168	253,929
Legal Services				
County Counsel	23,687	79,787	7,000	15,000
State Aid Child Support				
Child Support Services	827,919	864,422	1,044,016	1,044,639
Legal Services Reimbursement				
County Counsel	13,217	4,819	153,000	3,000



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### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Court Collection Program				-
Courts - AB233 Program				3,707
Public Defender	25,530	24,541	20,000	20,000
Recommended Map Filing Fee				
Land Improvement	-	-	-	-
Parcel Map MS Filing Fee				
Land Improvement	14,000	11,700	13,650	15,000
Parcel Map PS Filing Fee				
Land Improvement	-	-	2,250	2,250
Plan Check & Inspection Fee				
Land Improvement	-	-	2,000	2,000
Parcel Subdivision Inspection				
Land Improvement	-	-	550	550
Basic Improvement Inspection Fee				
Land Improvement	400	800	1,000	1,000
Subdivision Agreement Processing Fee				
Land Improvement	900	-	-	-
Planning & Engineering				
Planning & Building Services	56,159	54,468	47,846	105,358
Record-Survey Exam Fee				
Land Improvement	27,750	19,400	21,000	18,000
Tentative Map Subdivision				
Land Improvement	50,650	39,930	40,000	42,000
Environmental Impact Fee				
Planning & Building Services	1,420	2,840	-	-
General Plan Amendment				
Planning & Building Services	8,068	-	8,000	16,046
Other Permit Fee				
Planning & Building Services	58,224	85,898	59,598	48,848
Abandoned Vehicle Abatement Fee				
Planning & Building Services	923	22,713	34,545	36,272
General Plan Maintenance Fee				
Planning & Building Services	182,807	153,998	137,437	326,599
Purchasing Fee				
Central Services	-	-	-	-
Agricultural Services				
Agriculture Department	22,591	23,189	25,500	18,000
Agriculture Certification				
Agriculture Department	2,927	2,709	3,000	3,000
Inspect/Test Weights & Measures				
Agriculture Department	88,398	90,025	106,110	159,000

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Appeal Abatement Fee				
County Counsel	1,274	1,791	1,000	1,000
Cannabis Application/Inspect				
Agriculture Department	-	-	-	1,079,750
Fee Judicial District				
Courts - AB233 Program	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Civil Fee Sheriff				
Mendocino County Sheriff	75,115	92,945	50,000	81,420
Adult Probation Supervision				
Probation Officer	160,740	185,883	165,000	165,000
Adult Probation Diversion				
Probation Officer	12,976	12,202	16,718	12,000
Adult Probation Pre-Sentence				
Probation Officer	42,587	49,453	40,000	45,000
Estate Fee - Public Administrator				
County Counsel	-	1,800	1,000	1,000
Social Services	11,329	46,808	60,000	60,000
Juvenile Drug Court Enrollment Fee				
Probation Officer	-	-	-	-
Humane Services				
Animal Care	153,453	141,753	150,000	170,000
Incinerator Services				
Animal Care	7,538	5,766	7,500	1,500
Domestic Animal Control Contract				
Mendocino County Sheriff	22,000	22,000	22,000	22,000
Animal Care	83,142	102,595	128,000	128,000
Law Enforcement Services				
Mendocino County Sheriff	143,625	185,496	135,000	150,000
Sheriff Point Arena Contract				
Mendocino County Sheriff	91,667	100,000	100,000	100,000
Recorder Modernization Fee				
Clerk-Recorder	-	-	-	-
Medical Marijuana Zip Tie				
Mendocino County Sheriff	119,632	625,330	350,000	25,000
Restitution 11470.2				
Mendocino County Sheriff	2,050,484	1,509,765	1,065,916	-
Recorder Service Fee				
Clerk-Recorder	1,405	810	800	800
Recording Fee				
Clerk-Recorder	213,645	230,459	201,000	219,742
Courts - AB233 Program	45,294	52,636	48,951	58,737

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### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Health - Vital Statistics				
Public Health	44,780	46,781	45,000	46,000
Drug Diversion Service				
Substance Use Disorder Treatment	25,284	9,984	20,000	20,000
Clerk Fee				
Clerk-Recorder	54,729	55,482	52,000	52,000
Work Furlough				
Probation Officer	4,052	4,030	5,000	3,000
Work Release				
Mendocino County Jail	19,405	21,790	20,000	23,971
Electronic Monitoring Fee				
Mendocino County Jail	7,033	1,149	2,000	-
Probation Officer	96	-	-	-
T/C Tax Sale Cost Reimbursement				
Treasurer-Tax Collector	-	1,092	-	-
Interfund Revenue - DOT				
Solid Waste	24,881	25,087	26,955	27,399
Interfund Revenue - Engineering				
Land Improvement	77,633	87,504	43,916	25,062
Interfund Revenue - Printing				
Central Services	6,456	7,698	7,000	5,580
Interfund Revenue - Xerox				
Central Services	22,787	21,703	12,447	8,884
Interfund Revenue - Garage				
Fleet Management	22,176	32,299	24,380	30,051
Interfund Revenue - Janitor				
Facilities	77,768	77,992	63,900	71,490
Interfund Revenue - Legal				
County Counsel	263,700	263,700	263,700	263,700
Consumer Protection Program				
Environmental Health	432,994	455,871	414,387	430,000
Nursing Fee				
Public Health Nursing	7,806	10,678	12,500	11,000
Caspar Refuse Disposal Site				
Solid Waste	330	150	-	-
Caspar/Fort Bragg Refuse				
Solid Waste	61,762	-	-	-
Solid Waste Fee				
Non-Departmental Revenue	-	-	-	-
Environmental Health	78,750	79,173	75,000	75,000
California Childrens Services				
Public Health - CCS	680	640	750	600

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Meals & Prisoner Care Sheriff				
Mendocino County Jail	97,600	4,800	10,000	-
Support in Juvenile Hall				
Juvenile Hall	34,020	24,745	30,000	30,000
Driving Under Influence				
Substance Use Disorder Treatment	19,042	19,139	17,890	17,890
Bailiff Services				
Mendocino County Jail	-	-	-	-
Educational Services (Testing)				
Emergency Medical Services	-	-	-	-
EMS Per Call Fee				
Emergency Medical Services	26,629	26,549	22,000	22,000
Parks & Recreation Fee				
Facilities	19,535	18,793	18,000	21,000
Collection Fee				
Treasurer-Tax Collector	35,784	47,620	40,410	41,006
Courts Collection Program	-	-	-	-
Courts - AB233 Program	446,248	529,074	587,329	606,838
Social Services	54,303	14,462	55,000	55,000
Drug Testing Program				
Probation Officer	14,207	22,328	17,700	17,700
Other Charges				
Clerk of the Board	6,726	5,687	7,000	7,000
Executive Office	37	149,914	-	-
Auditor-Controller	3,127	5,707	7,500	7,500
Assessor	14,455	13,704	-	-
Treasurer-Tax Collector	18,563	27,254	23,000	16,000
Central Services	8,218	9,385	10,000	10,000
County Counsel	450	-	500	500
Human Resources	-	-	-	12,526
Economic Development	-	7,128	-	-
Land Improvement	-	-	-	-
Information Services	-	-	-	-
Court Collection Program	(1,472)	104,496	-	-
Courts - AB233 Program	175,235	-	97,497	92,337
District Attorney	-	23,691	-	-
Mendocino County Sheriff	1,314	966	51,105	4,162
Mendocino County Jail	84,145	137,940	100,000	201,774
Juvenile Hall	-	477,103	700,000	700,000
Probation Officer	61,020	39,626	45,000	40,000
Emergency Services	-	-	-	-
Planning & Building Services	332,629	354,197	701,952	333,870

# BUDGET SUMMARY

## Schedule 6

### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Animal Care	56,007	63,258	50,000	101,500
Public Health	296,323	210,955	361,807	354,743
Environmental Health	480,057	495,588	559,032	614,364
Substance Use Disorder	-	-	-	196,742
Public Health Nursing	-	-	-	19,469
Emergency Medical Services	134,926	129,576	80,000	80,000
Employee Wellness	-	-	-	-
Hospital & Medical Services	-	-	-	-
Public Health - CCS	-	-	-	-
Solid Waste	354,872	362,799	275,000	275,000
Social Services	153,181	68,364	60,000	60,000
HHSA Administration	-	57,763	-	319,122
Conservator Service Fee				
Social Services	53,627	31,705	72,000	72,000
Data Processing Services				
Information Services	107,495	160,778	132,692	234,982
Collection Service				
Probation Officer	10,306	7,343	7,500	6,000
County Cost Plan Charges				
Non-Departmental Revenue	882,488	1,025,867	1,310,665	2,372,917
Returned Check Charge				
Treasurer-Tax Collector	700	650	500	500
Clerk-Recorder	115	803	-	-
Courts - AB233 Program	526	216	257	426
Probation Officer	-	-	-	-
Payment Plan Processing Fee				
Treasurer-Tax Collector	8,880	6,300	8,000	7,000
County 30% State PA				
Courts - AB233 Program	213,722	200,068	203,645	161,792
Traffic School Fee				
Courts - AB233 Program	399,109	440,421	461,383	496,603
Traffic School \$24				
Courts - AB233 Program	57,427	64,190	64,059	71,013
<b>Total Charges for Current Services</b>	<b>11,191,890</b>	<b>12,176,673</b>	<b>12,154,061</b>	<b>13,599,394</b>
<b>Other Revenues</b>				
Prior Year Revenue				
Non-Departmental Revenue	2,678,496	264,979	-	-
Auditor-Controller	34,142	49,331	59,010	50,000
Treasurer-Tax Collector	-	4,729	-	-
Central Services	-	437	-	-
Clerk-Recorder	-	183	-	-
Public Defender	-	9	-	-



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Sheriff-Coroner	-	127	-	-
Jail & Rehabilitation	-	6	-	-
Agriculture Department	-	53	-	-
Planning & Building Services	-	12	-	-
Public Health Administration	-	621	-	-
Environmental Health	-	610	-	-
Social Services Administration	-	70	-	-
Sale of Fixed Assets				
Non-Departmental Revenue	33,679	45,034	-	-
Central Services	701	1,150	19,298	-
Other Sales				
Non-Departmental Revenue	-	-	-	-
Clerk of the Board	-	-	-	-
Auditor-Controller	225	217	300	300
Assessor	12,425	12,423	12,000	12,000
Treasurer-Tax Collector	6,620	6,740	5,000	5,000
Central Services	28,955	26,715	-	17,783
County Counsel	4,072	562	300	300
Human Resources	495	80	-	-
Facilities	74	88	-	-
Fleet Management	4,855	2,175	12,190	15,026
Land Improvement	25	-	-	-
Clerk-Recorder	71,732	68,890	68,000	65,000
Information Services	250	-	-	-
District Attorney	17,331	15,985	8,000	16,000
Mendocino County Sheriff	1,416	15,157	2,000	1,000
Agriculture Department	10	1,805	-	-
Planning & Building Services	4,561	7,660	6,888	5,510
Animal Care	924	2,095	200	500
DOT - Round Valley Airport	1,438	960	1,056	501
DOT - Mendocino County Airport	9,580	13,953	12,000	7,258
Public Health	2,846	3,253	3,200	2,500
Public Health Nursing	-	-	-	-
Solid Waste	-	-	-	-
Farm Advisor	-	-	-	-
Sale of Map - Surveyor				
Land Improvement	577	398	500	500
Sale of Map - Assessor				
Assessor	2,697	1,319	2,500	2,500
Other				
Non-Departmental Revenue	59,093	58,322	55,000	75,000
Clerk of the Board	-	3,160	-	-

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### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Executive Office	2	-	-	-
Auditor-Controller	52	6	-	-
Treasurer-Tax Collector	-	40	-	-
Facilities	23,285	23,685	17,000	15,000
Fleet Management	495	659	-	-
Economic Development	-	-	-	-
Clerk-Recorder	566	1,122	500	500
Courts - AB233 Program	-	-	-	-
District Attorney	4,350	21	-	1,000
Child Support Services	-	-	-	-
Mendocino County Sheriff	2,066	15,614	1,000	1,000
Probation Officer	-	15	-	-
Emergency Services	-	6,336	-	-
Planning & Building Services	-	12	-	-
Animal Care	14,200	-	-	-
Public Health	-	-	-	1,000
Environmental Health	294	793	-	50
Substance Use Disorder Treatment	2,025	-	-	-
Public Health Nursing	(450)	8,409	-	-
Emergency Medical Services	466	551	509	509
Social Services	3,256	4,689	-	-
General Relief	-	-	-	-
Farm Advisor	-	-	-	-
Refund Jury & Witness Fee				
Non-Departmental Revenue	15	45	-	-
Transportation-Land		35	-	-
Cancelled Outlawed Warrant				
Auditor-Controller	4,340	6,555	7,000	30,000
Treasurer-Tax Collector	-	-	-	-
General Relief Refund				
General Relief	40,181	68,626	73,525	55,924
Donation				
Non-Departmental Revenue	-	20	-	-
Agriculture Department	-	-	-	-
Mendocino County Sheriff	-	-	-	-
Animal Care	1,591	2,823	2,500	6,000
Public Health	-	-	-	-
Public Health Nursing	3,240	2,379	3,500	3,500
Civil Assessment PC 1214.1				
Probation Officer	-	-	-	-
Vending Machine				
Central Services	5,048	3,571	6,000	6,000

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Tobacco Settlement				
Non-Departmental Revenue	765,727	757,118	760,000	760,000
Other				
Substance Use Disorder Treatment	-	-	-	-
Grant Revenue				
Animal Care	-	-	-	-
District Attorney	-	43,545	55,000	33,000
Public Health	81,694	3,703	83,398	126,250
Substance Use Disorder Treatment	-	-	-	-
Social Services	-	-	-	-
Operating Transfer In				
Non-Departmental Revenue	205,525	138,190	-	-
Executive Office	-	-	-	-
Auditor-Controller	650	650	650	650
Assessor	-	-	84,235	50,824
County Clerk - Election	-	135,000	-	-
Planning & Building Services	-	(9,021)	10,000	16,000
Animal Care	-	-	15,000	-
DOT - Round Valley Airport	-	-	30,000	50,000
DOT - Mendocino County Airport	20,000	10,000	5,000	20,000
Substance Use Disorder Treatment	-	23,873	135,000	-
Employee Wellness	240,931	250,978	326,068	361,867
Social Services	-	315,174	-	-
Medi-Cal				
Substance Use Disorder Treatment	28,460	22,430	16,300	90,000
<b>Total Other Revenues</b>	<b>4,425,229</b>	<b>2,446,954</b>	<b>1,899,627</b>	<b>1,905,752</b>
<b>Total General Fund</b>	<b>157,202,430</b>	<b>167,222,753</b>	<b>178,942,072</b>	<b>194,723,513</b>
<b>Special Revenue Funds</b>				
<b>Road Fund</b>				
<b>Taxes</b>				
Transportation Funds				
Admin/Road Maint	91,000	46,271	66,000	60,000
Federal & State Programs	-	-	-	-
<b>Total Taxes</b>	<b>91,000</b>	<b>46,271</b>	<b>66,000</b>	<b>60,000</b>
<b>Licenses &amp; Permits</b>				
Other Permit				
Admin/Road Maint	700	-	500	500
Transportation Permit Fee				
Admin/Road Maint	8,022	7,392	6,000	6,000
Co Highway Encroachment Permit				
Admin/Road Maint	37,939	51,726	38,000	38,000
<b>Total Licenses &amp; Permits</b>	<b>46,661</b>	<b>59,118</b>	<b>44,500</b>	<b>44,500</b>

# BUDGET SUMMARY

## Schedule 6

### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Fines, Forfeitures &amp; Penalties</b>				
Vehicle Code Fine				
Admin/Road Maint	46,802	42,052	45,000	35,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>46,802</b>	<b>42,052</b>	<b>45,000</b>	<b>35,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Admin/Road Maint	11,741	10,424	10,000	14,000
<b>Total Use of Money Property</b>	<b>11,741</b>	<b>10,424</b>	<b>10,000</b>	<b>14,000</b>
<b>Aid from Other Governmental Agencies</b>				
State HUTA Section 2103				
Admin/Road Maint	2,254,548	1,076,367	493,910	1,102,578
State Highway Users Tax				
Admin/Road Maint	1,315,034	1,238,648	1,360,465	1,301,069
State Collier Unruh				
Admin/Road Maint	414,769	380,664	324,396	380,985
State Transportation STPd(1)				
Admin/Road Maint	-	117,231	100,000	100,000
State RMRA SB1				
Admin/Road Maint	-	-	-	2,500,000
State Aid for Disaster				
Storm Damage	88,936	-	-	627,281
Prop 111 State Gas Tax				
Admin/Road Maint	1,170,214	1,087,465	1,202,102	1,142,044
State Other				
Admin/Road Maint	-	-	-	-
Federal & State Programs	2,985,383	519,272	125,225	-
State Exchange Program				
Admin/Road Maint	602,390	602,390	602,390	602,390
Federal Forest Reserve				
Admin/Road Maint	132,484	135,516	40,000	40,000
Federal Other				
Storm Damage	1,242,436	1,036,666	316,453	3,782,098
Federal & State Programs	3,290,714	5,469,741	6,059,989	4,423,015
Flood Control Lands				
Admin/Road Maint	-	-	500	500
Other Governmental Agency Aid				
Federal & State Programs	12,336	18,913	22,866	153,886
<b>Total Aid from Other Govtl Agencies</b>	<b>13,509,245</b>	<b>11,682,873</b>	<b>10,648,296</b>	<b>16,155,846</b>
<b>Charges for Current Services</b>				
Interfund Revenue - DOT				
Admin/Road Maint	112,520	134,451	95,000	95,000
Federal & State Programs	-	-	-	-

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Other Charges				
Admin/Road Maint	27,784	11,641	20,000	20,000
<b>Total Charges for Current Services</b>	<b>140,304</b>	<b>146,092</b>	<b>115,000</b>	<b>115,000</b>
<b>Other Revenues</b>				
Sale of Fixed Assets				
Admin/Road Maint	15,245	-	1,500	1,500
Other Sales				
Admin/Road Maint	9,513	2,723	4,800	4,800
Other				
Admin/Road Maint	25	21,646	500	500
Federal & State Programs	-	-	-	-
Refund Jury & Witness Fee				
Admin/Road Maint	-	-	-	-
Operating Transfer In				
Admin/Road Maint	3,360,677	3,427,555	5,827,555	3,479,996
Federal & State Programs	1,000,000	1,394,827	411,685	1,750,000
<b>Total Other Revenues</b>	<b>4,385,459</b>	<b>4,846,751</b>	<b>6,246,040</b>	<b>5,236,796</b>
<b>Total Road Fund</b>	<b>18,231,212</b>	<b>16,833,581</b>	<b>17,174,836</b>	<b>21,661,142</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	5,122	7,785	-	-
Endowment Fund Interest				
Capital Improvements	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>5,122</b>	<b>7,785</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Capital Improvements	90,411	69,567	-	-
Other Governmental Agency Aid				
Capital Improvements	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>90,411</b>	<b>69,567</b>	<b>-</b>	<b>-</b>
<b>Charges for Current Services</b>				
Other Charges				
Capital Improvements	100,342	24,700	-	-
<b>Total Charges for Current Services</b>	<b>100,342</b>	<b>24,700</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other Sales				
Capital Improvements	1,315	60	-	-



# BUDGET SUMMARY

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### DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Other				
Capital Improvements	-	-	-	-
Operating Transfer In				
Capital Improvements	1,603,088	2,333,459	2,940,925	4,097,244
<b>Total Other Revenues</b>	<b>1,604,403</b>	<b>2,333,519</b>	<b>2,940,925</b>	<b>4,097,244</b>
<b>Total Capital Improvement Fund</b>	<b>1,800,278</b>	<b>2,435,571</b>	<b>2,940,925</b>	<b>4,097,244</b>
<b>Landfill Closure Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Landfill Closure	9,224	11,710	10,000	10,000
<b>Total Use of Money &amp; Property</b>	<b>9,224</b>	<b>11,710</b>	<b>10,000</b>	<b>10,000</b>
<b>Charges for Current Services</b>				
Caspar/Fort Bragg Refuse				
Landfill Closure	157,395	50,000	35,000	50,000
Other Charges				
Landfill Closure	506,398	516,119	400,000	400,200
<b>Total Charges for Current Services</b>	<b>663,794</b>	<b>566,119</b>	<b>435,000</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>673,018</b>	<b>577,829</b>	<b>445,000</b>	<b>460,200</b>
<b>Library Fund</b>				
<b>Taxes</b>				
Sales & Use Tax				
Mendocino County Library	1,722,748	1,738,996	1,751,774	1,900,000
<b>Total Taxes</b>	<b>1,722,748</b>	<b>1,738,996</b>	<b>1,751,774</b>	<b>1,900,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Mendocino County Library	5,156	7,268	5,000	12,000
Endowment Fund Interest				
Mendocino County Library	-	-	-	-
<b>Total Use of Money &amp; Property</b>	<b>5,156</b>	<b>7,268</b>	<b>5,000</b>	<b>12,000</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	62,227	47,961	45,000	50,000
<b>Total Charges for Current Services</b>	<b>62,227</b>	<b>47,961</b>	<b>45,000</b>	<b>50,000</b>

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Other Revenues</b>				
Prior Year Revenue				
Library	-	61	-	-
Other Sales				
Mendocino County Library	7,665	7,328	5,000	8,000
Other				
Mendocino County Library	626	5	-	-
Donation				
Mendocino County Library	4,700	8,139	2,500	5,000
Grant Revenue				
Mendocino County Library	2,735	-	-	-
Operating Transfer In				
Mendocino County Library	1,231,003	1,255,598	1,255,598	1,300,241
<b>Total Other Revenues</b>	<b>1,246,728</b>	<b>1,271,131</b>	<b>1,263,098</b>	<b>1,313,241</b>
<b>Total Library Fund</b>	<b>3,036,859</b>	<b>3,065,356</b>	<b>3,064,872</b>	<b>3,275,241</b>
<b>Fish &amp; Game Fund</b>				
<b>Fines, Forfeitures &amp; Penalties</b>				
Other Court Fine				
Fish & Game	26,732	24,975	35,000	35,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>26,732</b>	<b>24,975</b>	<b>35,000</b>	<b>35,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Fish & Game	428	462	320	320
<b>Total Use of Money &amp; Property</b>	<b>428</b>	<b>462</b>	<b>320</b>	<b>320</b>
<b>Other Revenues</b>				
Other	-	500	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>-</b>
<b>Total Fish &amp; Game Fund</b>	<b>27,160</b>	<b>25,937</b>	<b>35,320</b>	<b>35,320</b>
<b>Special Aviation Fund</b>				
<b>Aid from Other Governmental Agencies</b>				
State Aid for Aviation				
Round Valley Special Aviation	-	-	30,000	50,000
Little River Special Aviation	20,000	10,000	-	20,000
Federal Other Revenue				
Round Valley Special Aviation	-	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>20,000</b>	<b>10,000</b>	<b>30,000</b>	<b>70,000</b>
<b>Total Special Aviation Fund</b>	<b>20,000</b>	<b>10,000</b>	<b>30,000</b>	<b>70,000</b>
<b>AB3229 COPS Program Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Sheriff COPS Program	183	376	150	-

# BUDGET SUMMARY

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DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT				
SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
County Jail - COPS Program	45	92	60	-
<b>Total Use of Money &amp; Property</b>	<b>228</b>	<b>468</b>	<b>210</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Sheriff - COPS Program	120,890	101,978	100,000	100,000
County Jail - COPS Program	30,975	25,827	25,000	25,000
<b>Total Aid from Other Govtl Agencies</b>	<b>151,865</b>	<b>127,805</b>	<b>125,000</b>	<b>125,000</b>
<b>Other Revenues</b>				
Donation				
County Jail - COPS Program	-	-	-	-
Operating Transfer In				
Sheriff - COPS Program	-	-	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total AB3229 COPS Program Fund</b>	<b>152,092</b>	<b>128,273</b>	<b>125,210</b>	<b>125,000</b>
<b>Juvenile Justice Crime Prevention Act Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Probation AB1913/CPA 2000	850	1,175	-	-
<b>Total Use of Money &amp; Property</b>	<b>850</b>	<b>1,175</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Probation AB1913/CPA	248,696	269,785	-	248,697
<b>Total Aid from Other Govtl Agencies</b>	<b>248,696</b>	<b>269,785</b>	<b>-</b>	<b>248,697</b>
<b>Total JJCPA Fund</b>	<b>249,545</b>	<b>270,960</b>	<b>-</b>	<b>248,697</b>
<b>Mobile Spay &amp; Neuter Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Mobile Spay/Neuter	136	162	-	200
<b>Total Use of Money &amp; Property</b>	<b>136</b>	<b>162</b>	<b>-</b>	<b>200</b>
<b>Charges for Current Services</b>				
Other Charges				
Mobile Spay/Neuter	-	27,808	25,000	54,000
<b>Total Charges for Current Services</b>	<b>-</b>	<b>27,808</b>	<b>25,000</b>	<b>54,000</b>
<b>Other Revenues</b>				
Donation				
Mobile Spay/Neuter	-	4,256	-	750
<b>Total Other Revenues</b>	<b>-</b>	<b>4,256</b>	<b>-</b>	<b>750</b>
<b>Total Mobile Spay &amp; Neuter Fund</b>	<b>136</b>	<b>32,226</b>	<b>25,000</b>	<b>54,950</b>

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Museum Special Projects Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Museum Special Projects	44	9	-	-
Endowment Fund	-	15,000	-	-
<b>Total Use of Money &amp; Property</b>	<b>44</b>	<b>15,009</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other Sales				
Museum Special Projects	124,175	86,050	-	-
Donation				
Museum Special Projects	1,000	-	-	-
Operating Transfer In				
Museum Special Projects	-	-	-	-
<b>Total Other Revenues</b>	<b>125,175</b>	<b>86,050</b>	<b>-</b>	<b>-</b>
<b>Total Museum Spec Projects Fund</b>	<b>125,219</b>	<b>101,059</b>	<b>-</b>	<b>-</b>
<b>Sheriff Special Projects Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Sheriff Special Projects	76	17	250	-
<b>Total Use of Money &amp; Property</b>	<b>76</b>	<b>17</b>	<b>250</b>	<b>-</b>
<b>Charges for Current Services</b>				
Restitution 11470.2				
Sheriff Special Projects	61,953	-	-	-
<b>Total Charges for Current Services</b>	<b>61,953</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other				
Sheriff Special Projects	-	3,040	-	-
Donation				
Sheriff Special Projects	24,404	7,236	20,000	-
<b>Total Other Revenues</b>	<b>24,404</b>	<b>10,276</b>	<b>20,000</b>	<b>-</b>
<b>Total Sheriff Spec Projects Fund</b>	<b>86,433</b>	<b>10,293</b>	<b>20,250</b>	<b>-</b>
<b>Recorder Modernization Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Modernization	276	336	200	200
<b>Total Use of Money &amp; Property</b>	<b>276</b>	<b>336</b>	<b>200</b>	<b>200</b>

# BUDGET SUMMARY

## Schedule 6

DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT				
SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Charges for Current Services</b>				
Recorder Modernization Fee				
Modernization	22,862	59,094	56,000	56,000
Other Charges				
Modernization	10,186	10,305	10,000	10,000
<b>Total Charges for Current Services</b>	<b>33,048</b>	<b>69,399</b>	<b>66,000</b>	<b>66,000</b>
<b>Total Recorder Modernization Fund</b>	33,323	69,735	66,200	66,200
<b>Micrographics Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Micrographics	(50)	(35)	-	-
<b>Total Use of Money &amp; Property</b>	<b>(50)</b>	<b>(35)</b>	<b>-</b>	<b>-</b>
<b>Charges for Current Services</b>				
Recorder Modernization Fee				
Micrographics	40,610	12,015	34,894	51,105
Micrographic Fee				
Micrographics	16,498	17,535	16,000	16,000
<b>Total Charges for Current Services</b>	<b>57,108</b>	<b>29,550</b>	<b>50,894</b>	<b>67,105</b>
<b>Other Revenues</b>				
Other Sales				
Micrographics	17,893	19,926	20,000	20,000
<b>Total Other Revenues</b>	<b>17,893</b>	<b>19,926</b>	<b>20,000</b>	<b>20,000</b>
<b>Total Micrographics Fund</b>	74,952	49,441	70,894	87,105
<b>Assessor Property Characteristics Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Property Characteristics	302	435	-	-
<b>Total Use of Money &amp; Property</b>	<b>302</b>	<b>435</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Other Sales				
Property Characteristics	18,737	21,220	8,000	8,000
<b>Total Other Revenues</b>	<b>18,737</b>	<b>21,220</b>	<b>8,000</b>	<b>8,000</b>
<b>Total Prop Characteristics Fund</b>	19,039	21,655	8,000	8,000
<b>Mental Health Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Mental Health Service	(9,192)	(21,576)	(5,000)	(21,000)
Mental Health Services Act	14,254	22,469	26,401	26,401
<b>Total Use of Money &amp; Property</b>	<b>5,062</b>	<b>893</b>	<b>21,401</b>	<b>5,401</b>
<b>Aid from Other Governmental Agencies</b>				
Motor Vehicle License Fee				
Mental Health Service	69,887	135,407	-	-



## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
State Aid Mental Health				
Mental Health Service	5,927,352	6,091,544	6,317,127	5,972,366
Mental Health Services Act	5,690,527	4,702,207	3,851,315	4,558,393
Medi-Cal Mental Health				
Mental Health Service	6,524,342	5,648,526	7,804,595	7,375,708
Realignment Mental Health				
Mental Health Service	3,635,782	4,015,713	4,005,794	4,180,046
Mental Health Services Act	-	-	-	-
Realignment Public Safety				
Mental Health Service	-	-	-	-
Managed Care - State				
Mental Health Service	-	-	-	-
Other Governmental Agency Aid				
Mental Health Service	25,235	34,013	-	117,940
<b>Total Aid from Other Govtl Agencies</b>	<b>21,873,125</b>	<b>20,627,410</b>	<b>21,978,831</b>	<b>22,204,453</b>
<b>Charges for Current Services</b>				
Mental Health Service				
Mental Health Service	70	-	-	-
Mental Health Services Act	-	-	-	-
Other Charges				
Mental Health Service	59,927	924,755	287,746	1,214,301
<b>Total Charges for Current Services</b>	<b>59,997</b>	<b>924,755</b>	<b>287,746</b>	<b>1,214,301</b>
<b>Other Revenues</b>				
Other Sales				
Mental Health Service	457	171	-	-
Other				
Mental Health Service	9,636	2,480	-	12,000
Grant Revenue				
Mental Health Service	-	-	-	-
Operating Transfer In				
Mental Health Service	500,000	3,132,868	2,857,012	4,489,312
Mental Health Services Act	-	-	-	-
<b>Total Other Revenues</b>	<b>510,093</b>	<b>3,135,519</b>	<b>2,857,012</b>	<b>4,501,312</b>
<b>Total Mental Health Fund</b>	<b>22,448,276</b>	<b>24,688,577</b>	<b>25,144,990</b>	<b>27,925,467</b>
<b>General Plan Update Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Planning & Building - Special	1,723	1,993	1,200	1,200
<b>Total Use of Money &amp; Property</b>	<b>1,723</b>	<b>1,993</b>	<b>1,200</b>	<b>1,200</b>
<b>Charges for Current Services</b>				
Environ Impact Report				
Planning & Building - Special	-	-	50,000	50,000

# BUDGET SUMMARY

## Schedule 6

DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT				
SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
Micrographic Fee				
Planning & Building - Special	24,668	22,719	21,000	22,050
AB717 Continuing Education & Training				
Planning & Building - Special	28,493	27,265	25,000	25,000
Other Charges				
Planning & Building - Special	258	218	300	300
<b>Total Charges for Current Services</b>	<b>53,418</b>	<b>50,202</b>	<b>96,300</b>	<b>97,350</b>
<b>Total General Plan Update Fund</b>	55,141	52,195	97,500	98,550
<b>Total Special Revenue Funds</b>	47,032,685	48,372,688	49,248,997	58,213,116
<b>Capital Projects Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Capital Projects	(155)	1,132	-	-
<b>Total Use of Money &amp; Property</b>	<b>(155)</b>	<b>1,132</b>	<b>-</b>	<b>-</b>
<b>Aid from Other Governmental Agencies</b>				
State Other				
Capital Projects	-	-	-	-
Federal Other Revenue				
Capital Projects	30,286	-	-	-
<b>Total Aid from Other Govtl Agencies</b>	<b>30,286</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>				
Operating Transfer In				
Capital Projects	-	416,000	-	-
<b>Total Other Revenues</b>	<b>-</b>	<b>416,000</b>	<b>-</b>	<b>-</b>
<b>Total Capital Projects Fund</b>	30,131	417,132	-	-
<b>Debt Service Fund</b>				
<b>Fines, Forfeitures &amp; Penalties</b>				
Criminal Justice Construction Fund				
Debt Service- COPs	11,200	9,900	10,000	9,000
<b>Total Fines, Forfeitures &amp; Penalties</b>	<b>11,200</b>	<b>9,900</b>	<b>10,000</b>	<b>9,000</b>
<b>Use of Money &amp; Property</b>				
Interest				
Debt Service	(1,802)	(1,997)	(1,778)	(3,000)
Rents & Concessions				
Debt Service	15,000	45,000	30,000	-
<b>Total Use of Money &amp; Property</b>	<b>13,198</b>	<b>43,003</b>	<b>28,222</b>	<b>(3,000)</b>
<b>Aid from Other Governmental Agencies</b>				
Other Governmental Agency Aid				
Debt Service	31,323	33,468	31,200	35,500
<b>Total Aid from Other Govtl Agencies</b>	<b>31,323</b>	<b>33,468</b>	<b>31,200</b>	<b>35,500</b>

## DETAIL OF FINANCING SOURCES BY FUND AND ACCOUNT

SOURCE CLASSIFICATION	2014-15 Actual Revenues	2015-16 Actual Revenues	2016-17 Estimated Revenues	2017-18 Adopted Budget
<b>Other Revenues</b>				
Other				
Debt Service	-	-	-	-
Operating Transfer In				
Debt Service	1,685,194	1,747,935	1,805,173	1,830,733
Loan/Bond Proceeds				
Debt Service	-	-	-	-
<b>Total Other Revenues</b>	<b>1,685,194</b>	<b>1,747,935</b>	<b>1,805,173</b>	<b>1,830,733</b>
<b>Total Debt Service Fund</b>	<b>1,740,915</b>	<b>1,834,306</b>	<b>1,874,595</b>	<b>1,872,233</b>
<b>Pension Obligation Bond Fund</b>				
<b>Use of Money &amp; Property</b>				
Interest				
Pension Obligation Bonds	(11,735)	(11,391)	(9,000)	(20,000)
<b>Total Use of Money &amp; Property</b>	<b>(11,735)</b>	<b>(11,391)</b>	<b>(9,000)</b>	<b>(20,000)</b>
<b>Charges for Current Services</b>				
County Share Retirement				
Pension Obligation Bonds	8,318,804	7,995,278	7,900,000	7,894,910
<b>Total Charges for Current Services</b>	<b>8,318,804</b>	<b>7,995,278</b>	<b>7,900,000</b>	<b>7,894,910</b>
<b>Total Pension Obligation Bond Fund</b>	<b>8,307,069</b>	<b>7,983,887</b>	<b>7,891,000</b>	<b>7,874,910</b>
<b>Total Debt Service Funds</b>	<b>10,047,984</b>	<b>9,818,193</b>	<b>9,765,595</b>	<b>9,747,143</b>
<b>TOTAL ALL FUNDS</b>	<b>214,313,229</b>	<b>225,830,766</b>	<b>237,956,664</b>	<b>262,683,772</b>

# BUDGET SUMMARY

Schedule 6D

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
<b>Salaries &amp; Employee Benefits</b>				
861011 - Regular Employees	51,174,871	54,666,539	63,128,504	62,950,819
861012 - Extra Help	1,418,032	1,226,526	1,276,646	1,481,221
861013 - Overtime Regular Employees	3,541,647	4,260,699	3,274,335	3,987,962
861021 - Co Contrib to Retirement	14,843,933	16,902,562	19,860,979	21,129,282
861022 - Co Contrib to OASDI	3,168,556	3,427,359	3,735,108	3,810,510
861023 - Co Contrib to OASDI-Medicare	767,691	827,416	888,595	999,832
861024 - Co Contrib to Retire Increment	6,386,772	7,948,115	8,513,695	8,007,887
861030 - Co Contrib to Emp Insurance	9,323,584	9,190,748	10,322,565	11,367,973
861031 - Co Contrib to Unemp Ins	292,283	243,819	247,718	193,057
861035 - Co Contrib to Workers Comp	4,048,393	4,219,008	4,422,652	4,768,176
<b>Total Salaries &amp; Employee Benefits</b>	<b>94,965,762</b>	<b>102,912,791</b>	<b>115,670,797</b>	<b>118,696,719</b>
<b>Services &amp; Supplies</b>				
862050 - Clothing & Personal Items	60,408	51,289	57,875	66,917
862060 - Communications	548,296	584,441	674,304	696,343
862061 - Communications Lease	205,127	229,214	250,952	257,340
862062 - Communications Microwave	2,231	2,613	2,000	2,000
862080 - Food	428,579	495,069	460,100	505,350
862090 - Household Expense	816,200	935,231	912,663	920,873
862101 - Insurance - General	1,528,392	1,397,376	1,447,009	1,507,690
862109 - Insurance - Other	41,213	-	5,524	60,298
862110 - Jury & Witness Expense	40,132	39,038	57,964	55,835
862120 - Maintenance - Equipment	953,691	988,332	1,229,690	1,206,863
862130 - Maint - Struct Impr & Grounds	1,011,473	871,755	962,119	865,202
862135 - Corrective Maintenance	1,192,665	1,369,406	2,411,685	4,000,000
862140 - Medical Dental & Lab Supplies	127,140	148,876	171,310	178,233
862150 - Memberships	164,890	171,695	194,827	228,151
862160 - Miscellaneous Expense	47,889	35,928	67,349	67,301
862170 - Office Expense	1,597,252	1,648,973	1,549,563	1,618,300
862171 - Paper Supplies	35,234	38,099	45,500	47,000
862172 - Office Expense - Fedex/UPS	13,781	13,817	18,000	18,000
862176 - Fuel Expense	468,546	409,426	448,768	539,431
862181 - Auditing & Fiscal Services	65,250	66,500	80,500	75,500
862182 - Data Processing Services	292,985	490,447	737,008	686,049
862183 - Legal Fees	321,687	410,561	404,500	400,600
862184 - Arch Eng & Plan Services	2,301,204	1,630,285	2,063,595	2,732,200
862185 - Medical & Dental Services	2,596,372	2,508,468	2,858,500	3,568,629
862186 - Indigent Burial	32,957	37,821	51,500	51,500
862187 - Education & Training	450,732	391,308	874,836	845,060
862188 - Printing	223,267	176,422	154,500	184,500
862189 - Professional & Spec Services	5,120,010	6,451,969	9,980,678	9,621,787
862190 - Publication & Legal Notices	210,715	318,164	262,218	254,050

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
862193 - Construction Contracts	8,424,026	6,518,521	5,023,000	9,468,274
862194 - A-87 Costs	610,646	698,474	970,441	2,073,402
862196 - Collection Expense Fines	9,801	5,355	5,940	5,940
862200 - Rents & Leases Equipment	81,754	75,305	89,605	93,227
862201 - Rents & Leases Copiers	367,909	393,819	401,495	210,000
862210 - Rents & Leases Bldg/Grds	256,227	273,638	278,747	366,375
862220 - Small Tools & Instruments	25,079	26,957	45,000	54,500
862230 - Info Technology Equipment	397,711	576,004	584,050	1,335,274
862231 - Election Supplies & Services	68,795	128,844	70,000	140,000
862232 - Law Enforce Supplies & Svcs	432,249	371,496	359,130	523,114
862239 - Special Department Expense	6,685,000	8,689,665	10,231,893	14,267,411
862240 - Special Departmental Fund	-	1,916	2,500	2,500
862250 - Transportation & Travel	1,567,278	1,514,554	1,635,694	1,613,789
862253 - Trans & Travel Out of County	600,159	497,448	643,433	661,344
862260 - Utilities	1,403,330	1,502,795	1,814,941	1,773,435
<b>Total Services &amp; Supplies</b>	<b>41,828,283</b>	<b>43,187,314</b>	<b>50,590,906</b>	<b>63,849,587</b>
<b>Other Charges</b>				
863111 - Public Assistance Payment	7,360,075	6,836,557	8,211,840	7,462,200
863112 - Pmts to Private Institution	302,865	329,700	2,193,611	2,322,923
863113 - Pmts Other Govtl Agency	2,395,229	2,527,636	3,225,627	3,702,670
863115 - Service Connected Expense	1,796,120	420,742	476,925	357,930
863116 - Child Care Services - MOE	244,971	315,147	405,327	405,327
863118 - Family Services	2,645,134	3,172,525	2,206,646	3,579,858
863119 - Supp & Care Persons - Other	115,943	85,647	172,000	125,680
863121 - Independent Living Skills	27,595	22,870	52,000	52,811
863122 - Aid to Adopted Children	4,731,245	5,020,008	4,667,100	4,814,640
863124 - GR/SSI/SSP Applicants	108,763	81,748	157,000	110,680
863125 - Severely Emotionally Disturbed	671	98,779	-	-
863126 - Cal-Learn Program Services	-	99	10,000	10,000
863127 - Foster Care Payments	7,457,359	10,841,636	12,851,000	14,968,932
863131 - Family Preservation	120,257	161,589	260,433	260,433
863132 - Family Track	367,077	427,820	416,302	647,746
863133 - Office of Education Contract	1,223,805	1,530,134	1,826,309	1,500,000
863135 - Job Alliance Program Services	250,675	323,626	724,970	795,000
863138 - Welfare to Work 15%	363,084	549,490	792,434	883,000
863139 - In Home Supportive Services	3,701,020	3,802,857	4,019,078	4,087,693
863140 - IHSS Public Authority	5,705	-	25,000	25,000
863152 - Non-County Contract Hospital	225,137	-	76,000	76,000
863154 - Physican Services - EMS	259,920	111,774	300,000	300,000
863160 - Accute Hospitalization	14,100	32,616	-	-
863161 - Non-Accute Hospitalization	45,666	43,188	50,000	50,000
863162 - Residential Care	186,504	(30,778)	1,000,000	1,800,000



# BUDGET SUMMARY

Schedule 6D

BUDGET SUMMARY BY LINE ITEM				
FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
863163 - Individual Providers	-	-	-	-
863164 - Organizational Providers	-	-	-	-
863280 - Contrib to Other Agencies	17,382,000	15,998,305	14,931,607	15,742,681
863310 - Interest	4,821,047	4,601,567	4,275,889	4,054,527
863311 - Principal	9,145,440	8,726,494	9,070,000	8,985,000
863330 - Rights of Way	1,017,624	(124,499)	167,000	204,000
863340 - Taxes & Assessments	-	-	-	-
<b>Total Other Charges</b>	<b>66,315,030</b>	<b>65,907,277</b>	<b>72,564,098</b>	<b>77,324,731</b>
<b>Fixed Assets</b>				
864350 - Land	-	-	-	-
864360 - Structures & Improvements	1,917,391	900,536	6,282,487	8,199,399
864365 - Construction in Progress	30,286	-	416,000	1,000,000
864370 - Equipment	2,422,505	1,865,501	1,417,500	1,655,725
<b>Total Fixed Assets</b>	<b>4,370,182</b>	<b>2,766,037</b>	<b>8,115,987</b>	<b>10,855,124</b>
<b>Expenditure Transfer &amp; Reimbursement</b>				
865380 - Intrafund Transfer	(9,513,325)	(9,298,838)	(12,610,268)	(13,718,763)
865802 - Operating Transfer Out	10,520,906	15,459,536	15,958,665	17,708,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>1,007,581</b>	<b>6,160,698</b>	<b>3,348,397</b>	<b>3,989,237</b>
Contingency				
869991 - Appropriation for Contingency	-	-	500,000	250,000
<b>Total Contingency</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>250,000</b>
<b>Total Net Appropriations</b>	<b>208,486,838</b>	<b>220,934,117</b>	<b>250,790,185</b>	<b>274,965,398</b>
<b>Less: Revenues</b>				
821110 - Property Tax Current Secured	29,933,109	30,906,522	31,701,000	32,125,000
821120 - Property Tax Current Unsecured	967,091	1,011,614	1,005,900	1,005,900
821130 - Supplemental Roll Tax	250,549	329,164	250,300	350,300
821210 - Property Tax Prior Secured	2,790,005	3,262,794	3,099,500	3,299,500
821220 - Property Tax Prior Unsecured	65,861	44,932	50,200	50,200
821400 - Penalty & Cost on Delinquencies	2,538,576	2,750,304	2,685,832	2,184,830
821500 - Sales & Use Tax	6,214,683	7,064,466	5,851,774	7,775,000
821501 - Transportation Funds	91,000	46,271	66,000	60,000
821510 - Sales Tax - Public Safety	7,049,260	6,888,143	7,100,000	7,349,609
821600 - Timber Yield Tax	334,076	381,912	325,000	375,000
821700 - Highway Property Rental	-	-	10	10
821701 - Room Occupancy Tax	4,491,130	4,944,101	4,900,000	5,200,000
821702 - Property Transfer Tax	521,472	791,430	600,000	600,000
821704 - Prop Tax In-Lieu of VLF	10,203,634	10,516,886	10,750,000	10,950,000
821705 - In-Lieu of Sales Tax	1,423,231	554,203	-	-
821706 - Williamson Act Replacement Tax	458,533	487,555	480,000	525,000
821707 - Cannabis Business Tax	-	-	-	1,708,349
822100 - Animal License	296,471	276,804	300,000	305,000
822200 - Business License	116,621	126,229	116,000	120,000

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
822210 - Franchise	757,841	777,701	750,000	800,000
822250 - Mobile Home Setup Fee	13,873	10,539	10,745	10,745
822300 - Construction Permit	740,064	677,395	669,293	982,758
822500 - Zoning Permit	57,342	44,688	45,577	320,670
822600 - Other Permit	15,460	17,082	279,757	51,225
822601 - Gun Permit	32,223	36,716	33,000	50,000
822602 - Marriage License GC 26840.3	27,329	30,138	26,000	26,000
822603 - Lumber Mill Permit	210	1,015	385	385
822605 - Variance & Use Permit	94,242	82,538	72,645	435,802
822606 - Land Use Fee	314,661	285,945	300,000	466,926
822608 - Transportation Permit Fee	8,022	7,392	6,000	6,000
822609 - Coastal Zone Permit	83,052	86,106	88,148	136,650
822610 - Co Hwy Encroachment Permit	37,939	51,726	38,000	38,000
823100 - Vehicle Code Fine	375,209	337,340	343,069	309,181
823101 - 25% Extra Fine	141,211	133,718	140,255	122,514
823102 - County 50% City VC Fine	-	-	-	-
823103 - County Parking Surcharge	-	-	-	-
823110 - Criminal Justice Constr Fund	400,000	370,000	458,600	447,600
823130 - Warrant System	2,747	2,641	5,000	5,000
823200 - Other Court Fine	77,137	74,665	85,542	71,127
823202 - Fine Co Clerk for Superior Court	-	-	-	-
823203 - Co Commission on City Fine	7,996	9,142	9,331	6,658
823204 - Miscellaneous Court Fine	330,777	368,966	309,839	337,365
823205 - Drug/Alcohol Fine	21,510	16,578	18,462	16,500
823206 - County Alcohol Education	16,281	12,473	-	-
823207 - Drug Abuse Education	5,179	6,050	-	-
823210 - Fine Judicial District	9,862	10,133	10,895	6,274
823300 - Forfeiture & Penalty	130,572	65,223	98,413	107,504
823310 - Asset Forfeiture	278,868	524,090	300,000	-
824100 - Interest	152,720	251,582	147,803	220,321
824110 - Endowment Fund Interest	-	15,000	-	-
824200 - Rents & Concessions	87,331	111,788	95,412	60,944
825120 - State Aid for Aviation	20,000	10,000	30,000	70,000
825125 - State HUTA Section 2103	2,254,548	1,076,367	493,910	1,102,578
825130 - State Highway Users Tax	1,315,034	1,238,648	1,360,465	1,301,069
825140 - State Collier Unruh	414,769	380,664	324,396	380,985
825150 - Motor Vehicle License Fee	2,976,394	2,702,359	537,863	507,863
825160 - State Proposition 42	-	-	-	-
825170 - State Proposition 1B	-	-	-	-
825180 - Transportation STPd(1)	-	117,231	100,000	100,000
825190 - State RMRA SB1	-	-	-	2,500,000
825210 - State Welfare Administration	4,241,733	4,558,081	5,230,041	5,659,293

# BUDGET SUMMARY

Schedule 6D

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
825241 - State AFDC	4,853,025	5,238,113	-	4,587,534
825250 - State Aid California Children	563,092	736,231	795,390	795,390
825330 - State Aid Mental Health	11,617,879	10,793,750	10,168,442	10,530,759
825331 - Medi-Cal Mental Health	6,524,342	5,648,526	7,804,595	7,375,708
825341 - Realignment Health Services	6,643,649	9,002,495	12,522,037	18,527,055
825342 - Realignment Mental Health	3,635,782	4,538,308	4,605,114	4,825,976
825343 - Realignment Public Assistance	14,145,754	15,337,681	18,994,177	11,729,844
825344 - 2011 Realignment Pub Safety	4,056,233	4,423,630	4,347,312	5,215,632
825370 - Managed Care - State	-	-	-	-
825393 - State Aid - Drug & Alcohol	708,823	941,800	1,093,751	1,122,406
825395 - Coastal Conservancy	-	-	-	-
825398 - SB90 Reimbursement	349,321	-	-	-
825410 - State Aid for Agriculture	2,548	-	-	-
825411 - State Aid Agriculture Gas Tax	237,535	259,865	270,000	200,000
825412 - State Reimis - EC Poisons	103,639	110,316	103,000	100,000
825413 - Pesticide Regulatory	4,704	1,952	1,952	1,952
825460 - State Aid for Disaster	88,936	-	-	627,281
825464 - State Breakfast/Lunch Program	14,402	29,860	40,000	40,000
825470 - State Aid for Veterans Affairs	77,682	118,538	108,000	108,000
825472 - County Hospital	-	-	-	40,000
825473 - Non-County Hospital	60,222	-	76,000	76,000
825475 - EMS - Physician Services	177,263	359,346	300,000	300,000
825481 - Homeowners Prop Tax Relief	305,354	296,732	301,500	301,500
825487 - Prop 111 State Gas Tax	1,170,214	1,087,465	1,202,102	1,142,044
825489 - State Youthful Offender	144,177	161,369	253,573	189,938
825490 - State Other	6,543,607	4,038,928	3,293,507	3,373,777
825491 - State Exchange Program	602,390	602,390	602,390	602,390
825496 - State Library Grant	-	-	-	-
825510 - Federal Welfare Administration	12,847,946	11,342,787	26,176,793	17,872,834
825511 - TANF Probation	-	-	-	-
825518 - Title IV-E	(133,847)	220,179	175,000	200,000
825520 - Health Related Funds	3,874,762	8,318,558	10,713,222	11,616,686
825541 - Federal AFDC	7,923,652	7,444,286	-	10,082,016
825640 - Federal Forest Reserve	132,484	135,516	40,000	40,000
825650 - Federal Grazing Fee	1,138	1,421	-	-
825660 - Federal Land In Lieu Tax	591,815	606,453	550,000	630,000
825670 - Federal Other Revenue	6,364,679	8,408,513	10,665,695	14,085,471
825676 - Flood Control Lands	-	-	500	500
825686 - Federal Aid Child Support	1,607,260	1,677,773	2,088,347	2,092,416
825810 - Other Govt Agency Aid	499,130	664,360	729,027	1,086,940
826112 - Tax Deeded Admin Fee	150	5,250	7,000	12,000
826113 - 50% Redemption Fee	11,280	14,510	13,000	13,000

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
826114 - Release of Lien	9,760	9,917	7,000	6,000
826115 - Debt Service Fee	123,711	128,465	130,000	135,000
826116 - Prop Characteristics Fee	12,594	-	-	-
826117 - PTR Screening Fee	22,215	20,386	21,714	12,872
826118 - Cite Processing Fee	1,618	1,561	1,705	1,390
826120 - Accounting Fee	116,313	108,457	130,000	100,000
826121 - Audit Fee	-	-	-	-
826140 - Election Services	94,267	183,745	28,500	88,972
826151 - Treasurer Cost Reimbursement	255,992	257,172	264,168	253,929
826161 - Legal Services	23,687	79,787	7,000	15,000
826162 - State Aid Child Support	827,919	864,422	1,044,016	1,044,639
826163 - Legal Services Reimbursement	46,585	34,083	177,229	26,707
826171 - Recommended Map Filing Fee	-	-	-	-
826172 - Parcel Map MS Filing Fee	14,000	11,700	13,650	15,000
826173 - Parcel Map PS Filing Fee	-	-	2,250	2,250
826175 - Plan Check & Inspection Fee	-	-	2,000	2,000
826176 - Parcel Subdivision Inspection	-	-	550	550
826177 - Basic Improvement Inspect Fee	400	800	1,000	1,000
826178 - Subd Agreement Processing Fee	900	-	-	-
826180 - Planning & Engineering	56,159	54,468	47,846	105,358
826181 - Record - Survey Exam Fee	27,750	19,400	21,000	18,000
826182 - Tentative Map Subdivision	50,650	39,930	40,000	42,000
826184 - Environmental Impact Report	1,420	2,840	50,000	50,000
826185 - General Plan Amendment	8,068	-	8,000	16,046
826186 - Other Permit Fee	58,224	85,898	59,598	48,848
826187 - Abandoned Vehicle Abate Fee	923	22,713	34,545	36,272
826188 - General Plan Maintenance Fee	182,807	153,998	137,437	326,599
826190 - Purchasing Fee	-	-	-	-
826200 - Agricultural Services	22,591	23,189	25,500	18,000
826201 - Agriculture Certification	2,927	2,709	3,000	3,000
826202 - Insp/Test Weights & Measures	88,398	90,025	106,110	159,000
826204 - Appeal Abatement Fee	1,274	1,791	1,000	1,000
826205 - Cannabis Application/Inspect	-	-	-	1,079,750
826221 - Fee Judicial District	-	-	-	-
826223 - Civil Fee Sheriff	75,115	92,945	50,000	81,420
826226 - Adult Probation Supervision	160,740	185,883	165,000	165,000
826227 - Adult Probation Diversion	12,976	12,202	16,718	12,000
826228 - Adult Probation Pre-Sentence	42,587	49,453	40,000	45,000
826230 - Estate Fee - Public Admin	11,329	48,608	61,000	61,000
826237 - DJJ Housing Fee	-	-	-	-
826238 - Juvenile Drug Court Enroll Fee	-	-	-	-
826240 - Humane Services	153,453	141,753	150,000	170,000

# BUDGET SUMMARY

Schedule 6D

## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
826241 - Incinerator Services	7,538	5,766	7,500	1,500
826242 - Domestic Animal Care	105,142	124,595	150,000	150,000
826248 - Jail DMV Fee	-	-	-	-
826250 - Law Enforcement Services	143,625	185,496	135,000	150,000
826254 - Sheriff Point Arena Contract	91,667	100,000	100,000	100,000
826255 - Recorder Modernization Fee	63,472	71,109	90,894	107,105
826257 - Medical Marijuana Zip Tie	119,632	625,330	350,000	25,000
826258 - Restitution 11470.2	2,112,437	1,509,765	1,065,916	-
826259 - Recorder Service Fee	1,405	810	800	800
826260 - Micrographic Fee	41,166	40,254	37,000	38,050
826261 - Recording Fee	258,939	283,095	249,951	278,479
826263 - Health - Vital Statistics	44,780	46,781	45,000	46,000
826264 - AB717 Continuing Education	28,493	27,265	25,000	25,000
826265 - Drug Diversion Service	25,284	9,984	20,000	20,000
826266 - Clerk Fee	54,729	55,482	52,000	52,000
826268 - Work Furlough	4,052	4,030	5,000	3,000
826269 - Work Release	19,405	21,790	20,000	23,971
826270 - Electronic Monitoring Fee	7,129	1,149	2,000	-
826271 - T/C Tax Sale Cost Reimb	-	1,092	-	-
826272 - Interfund Revenue - DOT	137,401	159,538	121,955	122,399
826273 - Interfund Revenue - Engineering	77,633	87,504	43,916	25,062
826274 - Interfund Revenue - Printing	6,456	7,698	7,000	5,580
826275 - Interfund Revenue - Xerox	22,787	21,703	12,447	8,884
826276 - Interfund Revenue - Garage	22,176	32,299	24,380	30,051
826277 - Interfund Revenue - Janitor	77,768	77,992	63,900	71,490
826278 - Interfund Revenue - Legal	263,700	263,700	263,700	263,700
826283 - Consumer Protection Program	432,994	455,871	414,387	430,000
826290 - Mental Health Service	70	-	-	-
826300 - Nursing Fee	7,806	10,678	12,500	11,000
826309 - Caspar Refuse Disposal Site	330	150	-	-
826310 - Caspar/Fort Bragg Refuse	219,157	50,000	35,000	50,000
826315 - Solid Waste Fee	78,750	79,173	75,000	75,000
826330 - California Childrens Services	680	640	750	600
826344 - Meals & Prisoner Care Sheriff	97,600	4,800	10,000	-
826346 - Support in Juvenile Hall	34,020	24,745	30,000	30,000
826348 - Driving Under Influence	19,042	19,139	17,890	17,890
826350 - Bailiff Services	-	-	-	-
826360 - Educational Services (Testing)	-	-	-	-
826361 - EMS Per Call Fee	26,629	26,549	22,000	22,000
826370 - Library Services	62,227	47,961	45,000	50,000
826375 - Parks & Recreation Fee	19,535	18,793	18,000	21,000
826380 - Collection Fee	536,335	591,156	682,739	702,844



## BUDGET SUMMARY BY LINE ITEM

FINANCING USES CLASSIFICATION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
826385 - Drug Testing Program	14,207	22,328	17,700	17,700
826390 - Other Charges	2,884,708	4,260,647	3,872,439	5,145,410
826391 - Conservator Service Fee	53,627	31,705	72,000	72,000
826392 - Data Processing Services	107,495	160,778	132,692	234,982
826399 - Collection Service	10,306	7,343	7,500	6,000
826400 - County Share Retirement	8,318,804	7,995,278	7,900,000	7,894,910
826402 - County Cost Plan Charges	882,488	1,025,867	1,310,665	2,372,917
826404 - Returned Check Charge	1,341	1,669	757	926
826405 - Payment Plan Process Fee	8,880	6,300	8,000	7,000
826504 - County 30% State PA	213,722	200,068	203,645	161,792
826505 - Traffic School Fee	399,109	440,421	461,383	496,603
826506 - Traffic School \$24	57,427	64,190	64,059	71,013
827400 - Prior Year Revenue	2,712,638	321,228	59,010	50,000
827500 - Sale of Fixed Assets	49,624	46,184	20,798	1,500
827600 - Other Sales	347,589	316,236	168,934	189,478
827601 - Sale of Map - Surveyor	577	398	500	500
827602 - Sale of Map - Assessor	2,697	1,319	2,500	2,500
827700 - Other	125,413	151,104	74,509	106,559
827701 - Refund Jury & Witness Fee	15	80	-	-
827703 - Cancel Outlawed Warrant	4,340	6,555	7,000	30,000
827704 - General Relief Refund	40,181	68,626	73,525	55,924
827707 - Donation	29,509	24,852	28,500	15,250
827713 - Vending Machine	5,048	3,571	6,000	6,000
827715 - Tobacco Settlement	765,727	757,118	760,000	760,000
827800 - Other	-	-	-	-
827801 - Grant Revenue	84,429	47,247	138,398	159,250
827802 - Operating Transfer In	9,847,068	14,573,086	15,703,901	17,446,867
827803 - Loan/Bond Proceeds	-	-	-	-
827805 - Medi-Cal	28,460	22,430	16,300	90,000
<b>Total Revenues</b>	<b>214,313,228</b>	<b>225,830,761</b>	<b>237,956,664</b>	<b>262,683,772</b>
<b>Total Net County Cost</b>	<b>(5,826,390)</b>	<b>(4,896,644)</b>	<b>12,833,521</b>	<b>12,281,626</b>

# BUDGET SUMMARY

## Schedule 7

SUMMARY OF COUNTY FINANCING REQUIREMENTS BY FUNCTION & FUND				
Description	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
<b>Summary by Function</b>				
1 General Government	31,167,199	33,821,089	40,294,158	41,726,291
2 Public Protection	53,786,611	57,612,650	59,360,136	64,969,188
3 Public Ways and Facilities	20,557,364	17,451,538	18,795,267	24,774,469
4 Health and Sanitation	31,901,685	33,888,296	45,020,767	48,762,711
5 Public Assistance	57,791,067	64,866,571	72,926,521	80,111,786
6 Education	2,945,454	2,958,699	3,592,549	3,963,130
7 Recreation and Culture	542,871	572,738	549,138	660,676
8 Debt Service	9,794,586	9,762,535	9,751,649	9,747,147
<b>Total Financing Uses by Function</b>	<b>208,486,838</b>	<b>220,934,116</b>	<b>250,290,185</b>	<b>274,715,398</b>
<b>Appropriations for Contingencies</b>				
General Fund	-	-	500,000	250,000
<b>Total Appropriations for Contingencies</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>250,000</b>
<b>Subtotal Financing Uses</b>	<b>208,486,838</b>	<b>220,934,116</b>	<b>250,790,185</b>	<b>274,965,398</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>208,486,838</b>	<b>220,934,116</b>	<b>250,790,185</b>	<b>274,965,398</b>
<b>Summary by Fund</b>				
1100 - County General	150,155,825	165,634,674	183,069,913	197,088,803
1200 - Roads	20,021,336	17,231,356	18,465,865	22,908,245
1201 - Accumulated Capital Outlay	2,203,218	1,029,228	6,452,487	7,344,899
1202 - Landfill Closure	449,547	381,952	1,050,126	1,560,247
1205 - County Library	2,755,542	2,740,567	3,360,378	3,722,218
1206 - Fish & Game	43,325	46,554	60,528	59,953
1207 - Aviation - Round Valley	-	-	30,000	50,000
1208 - Aviation - Little River	20,000	10,000	5,000	20,000
1210 - Supp Law Enforcement Services	78,709	106,072	125,210	125,000
1211 - Probation COPS AB1913	277,799	292,459	-	438,494
1213 - Mobile Spay/Neuter Program	(1,016)	47,852	51,000	94,326
1215 - Museum Special Projects	118,863	116,190	-	-
1216 - Sheriff Special Projects	128,006	11,119	20,250	-
1217 - Recorder Modernization	40,462	42,485	47,000	49,000
1218 - Micrographics	74,904	49,441	70,894	87,105
1220 - Assessor Property Characteristics	-	-	84,235	50,824
1221 - Mental Health Service	17,747,306	20,196,032	21,267,274	23,369,515
1222 - General Plan Update	74,427	68,895	207,257	183,000
1223 - Mental Health Services Act	4,473,715	3,166,707	6,255,119	7,066,622

## SUMMARY OF COUNTY FINANCING REQUIREMENTS BY FUNCTION & FUND

Description	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget
1300 - Capital Projects	30,286	-	416,000	1,000,000
1400 - Debt Service	1,901,906	1,879,777	1,874,595	1,872,237
1410 - Pension Obligation Bonds	7,892,680	7,882,758	7,877,054	7,874,910
<b>Total Financing Uses</b>	<b>208,486,838</b>	<b>220,934,118</b>	<b>250,790,185</b>	<b>274,965,398</b>

# BUDGET SUMMARY

## Schedule 8

### SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget	Fund
<b>1 General Government</b>					
<b>101 General - Legislative &amp; Admin</b>					
Clerk of the Board	298,376	411,383	534,276	523,955	1100
Board of Supervisors	591,445	875,226	615,847	637,667	1100
Executive Office	1,148,820	1,454,889	1,007,218	1,036,720	1100
<b>101 General - Legislative &amp; Admin</b>	<b>2,038,641</b>	<b>2,741,498</b>	<b>2,157,341</b>	<b>2,198,342</b>	
<b>102 General - Finance</b>					
Nondepartmental Revenue	8,992,684	11,758,770	11,195,411	9,766,859	1100
Auditor-Controller	1,057,165	1,116,961	1,266,750	1,317,577	1100
Assessor	1,474,876	1,618,466	1,673,699	1,703,013	1100
Property Characteristics	-	-	84,235	50,824	1220
Treasurer-Tax Collector	670,696	700,439	719,534	734,849	1100
General Services	271,024	310,940	259,875	270,978	1100
<b>102 General - Finance</b>	<b>12,466,445</b>	<b>15,505,576</b>	<b>15,199,504</b>	<b>13,844,100</b>	
<b>103 General - Counsel</b>					
County Counsel	823,945	762,441	913,361	863,303	1100
<b>103 General - Counsel</b>	<b>823,945</b>	<b>762,441</b>	<b>913,361</b>	<b>863,303</b>	
<b>104 General - Personnel</b>					
Human Resources	902,843	1,224,686	1,292,804	1,322,741	1100
Employee Assistance (see 401)	-	-	-	-	1100
<b>104 General - Personnel</b>	<b>902,843</b>	<b>1,224,686</b>	<b>1,292,804</b>	<b>1,322,741</b>	
<b>105 General - Elections</b>					
General - County Clerk-Election	364,055	453,588	431,065	502,331	1100
<b>105 General - Elections</b>	<b>364,055</b>	<b>453,588</b>	<b>431,065</b>	<b>502,331</b>	
<b>107 General - Property Management</b>					
Facilities	2,978,754	3,130,691	3,555,999	4,084,360	1100
Capital Improvements	2,203,218	1,029,228	6,452,487	7,344,899	1201
Capital Projects	30,286	-	416,000	1,000,000	1300
<b>107 General - Property Management</b>	<b>5,212,258</b>	<b>4,159,919</b>	<b>10,424,486</b>	<b>12,429,259</b>	
<b>109 General - Promotion</b>					
Economic Development	350,201	570,503	671,600	629,914	1100
<b>109 General - Promotion</b>	<b>350,201</b>	<b>570,503</b>	<b>671,600</b>	<b>629,914</b>	
<b>110 General - Other</b>					
Fleet Management	(103,935)	(125,734)	(22,511)	45,077	1100
Land Improvement	701,519	761,401	791,619	806,353	1100
Retirement	455,471	534,634	551,633	574,289	1100
Teeter Plan Debt Service	4,182,161	3,571,285	3,600,000	3,300,000	1100
Miscellaneous Budget	1,314,515	937,947	1,170,460	1,592,504	1100
Clerk-Recorder	189,570	207,641	234,148	251,567	1100
Modernization	40,462	42,485	47,000	49,000	1217
Micrographics	74,904	49,441	70,894	87,105	1218

## SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget	Fund
Information Services	2,154,142	2,423,777	2,760,754	3,230,406	1100
110 General - Other	<b>9,008,808</b>	<b>8,402,877</b>	<b>9,203,997</b>	<b>9,936,301</b>	
<b>1 General Government - Total</b>	<b>31,167,197</b>	<b>33,821,088</b>	<b>40,294,158</b>	<b>41,726,291</b>	
<b>2 Public Protection</b>					
<b>201 Public Protection - Judicial</b>					
Court Collections Program	26	-	-	-	1100
Courts - AB233 Program	1,350,038	1,324,528	1,288,597	1,280,169	1100
Grand Jury	73,005	67,868	93,684	92,210	1100
District Attorney	4,397,159	5,121,688	5,345,609	5,519,319	1100
Public Defender	2,367,293	2,578,926	2,689,209	2,752,641	1100
Alternate Defender	659,148	735,937	772,780	813,547	1100
Conflict Defender	304,850	390,670	350,000	350,000	1100
Child Support Services	2,352,897	2,463,221	3,027,459	2,993,128	1100
<b>201 Public Protection - Judicial</b>	<b>11,504,415</b>	<b>12,682,838</b>	<b>13,567,338</b>	<b>13,801,014</b>	
<b>202 Public Protection - Police Protect</b>					
Sheriff-Coroner	17,757,466	18,913,510	18,270,941	19,966,279	1100
Sheriff COPS Program	78,559	85,815	100,150	100,000	1210
Sheriff Special Projects	128,006	11,119	20,250	-	1216
<b>202 Public Protection - Police Protect</b>	<b>17,964,031</b>	<b>19,010,444</b>	<b>18,391,341</b>	<b>20,066,279</b>	
<b>203 Public Protection - Detention</b>					
Jail and Rehabilitation Center	10,702,065	11,192,461	11,345,942	13,058,242	1100
Jail COPS Program	150	20,257	25,060	25,000	1210
Juvenile Hall	2,508,210	2,770,957	2,966,929	3,076,057	1100
Probation Officer	4,968,834	5,145,074	5,492,698	5,778,584	1100
Probation AB1913/CPA 2000	277,799	292,459	-	438,494	1211
<b>203 Public Protection - Detention</b>	<b>18,457,057</b>	<b>19,421,208</b>	<b>19,830,629</b>	<b>22,376,377</b>	
<b>206 Public Protection - Protection</b>					
Agriculture	1,095,434	1,301,817	1,509,879	1,917,097	1100
<b>206 Public Protection - Protection</b>	<b>1,095,434</b>	<b>1,301,817</b>	<b>1,509,879</b>	<b>1,917,097</b>	
<b>207 Public Protection - Other Protect</b>					
Emergency Services	288,893	330,067	307,060	314,752	1100
Fish & Game	43,325	46,554	60,528	59,953	1206
Planning & Building Services	3,554,114	3,724,032	4,229,632	4,859,973	1100
Planning & Building - Special	74,427	68,895	207,257	183,000	1222
Animal Care	805,932	978,942	1,205,472	1,296,417	1100
Mobile Spay/Neuter	(1,016)	47,852	51,000	94,326	1213
<b>207 Public Protection - Other Protect</b>	<b>4,765,674</b>	<b>5,196,342</b>	<b>6,060,949</b>	<b>6,808,421</b>	
<b>2 Public Protection - Total</b>	<b>53,786,611</b>	<b>57,612,649</b>	<b>59,360,136</b>	<b>64,969,188</b>	
<b>3 Public Ways &amp; Facilities</b>					
<b>301 Public Ways &amp; Facilities - Pub Ways</b>					
Administration/Road Maintenance	11,018,002	7,865,554	9,205,024	9,437,518	1200



# BUDGET SUMMARY

## Schedule 8

### SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget	Fund
Storm Damage	1,373,261	1,110,694	395,944	4,782,445	1200
<b>301 Public Ways &amp; Facilities - Pub Ways</b>	<b>12,391,263</b>	<b>8,976,248</b>	<b>9,600,968</b>	<b>14,219,963</b>	
<b>302 Public Ways &amp; Facilities - Trans</b>					
Federal and State Programs	7,630,073	8,255,107	8,864,897	8,688,282	1200
DOT - Round Valley Airport	38,955	39,377	70,005	89,450	1100
DOT - Mendocino County Airport	477,073	170,806	224,397	1,706,774	1100
Round Valley Airport - Special Aviation	-	-	30,000	50,000	1207
Little River Airport - Special Aviation	20,000	10,000	5,000	20,000	1208
<b>302 Public Ways &amp; Facilities - Trans</b>	<b>8,166,101</b>	<b>8,475,290</b>	<b>9,194,299</b>	<b>10,554,506</b>	
<b>3 Public Ways &amp; Facilities - Total</b>	<b>20,557,364</b>	<b>17,451,538</b>	<b>18,795,267</b>	<b>24,774,469</b>	
<b>4 Health &amp; Sanitation</b>					
<b>401 Health &amp; Sanitation - Health</b>					
Public Health	1,413,459	1,899,774	1,945,222	1,763,257	1100
Environmental Health	1,892,703	1,825,243	2,818,445	2,616,151	1100
Public Health Nursing	1,332,279	1,482,296	2,210,624	2,167,945	1100
Emergency Medical Services	863,036	503,997	1,212,277	833,640	1100
Employee Wellness/Assistance	240,931	250,978	326,068	361,867	1100
<b>401 Health &amp; Sanitation - Health</b>	<b>5,742,407</b>	<b>5,962,288</b>	<b>8,512,636</b>	<b>7,742,860</b>	
<b>402 Health &amp; Sanitation - Hospital</b>					
Hospital & Medical Services	927,830	1,622,169	4,417,435	5,249,804	1100
<b>402 Health &amp; Sanitation - Hospital</b>	<b>927,830</b>	<b>1,622,169</b>	<b>4,417,435</b>	<b>5,249,804</b>	
<b>403 Health &amp; Sanitation - CA Child Svcs</b>					
Public Health - CCS	974,317	886,069	1,236,861	1,165,160	1100
<b>403 Health &amp; Sanitation - CCS</b>	<b>974,317</b>	<b>886,069</b>	<b>1,236,861</b>	<b>1,165,160</b>	
<b>404 Health &amp; Sanitation - Sanitation</b>					
Solid Waste	162,802	159,160	213,601	191,584	1100
Landfill Closure	449,547	381,952	1,050,126	1,560,247	1202
<b>404 Health &amp; Sanitation - Sanitation</b>	<b>612,349</b>	<b>541,112</b>	<b>1,263,727</b>	<b>1,751,831</b>	
<b>405 Health &amp; Sanitation - SUDT</b>					
Public Health - SUDT	1,423,762	1,513,921	2,067,715	2,416,919	1100
<b>405 Health &amp; Sanitation - SUDT</b>	<b>1,423,762</b>	<b>1,513,921</b>	<b>2,067,715</b>	<b>2,416,919</b>	
<b>406 Health &amp; Sanitation - Mental Hlth</b>					
Mental Health	17,747,306	20,196,032	21,267,274	23,369,515	1221
Mental Health Services Act	4,473,715	3,166,707	6,255,119	7,066,622	1223
<b>406 Health &amp; Sanitation - Mental Hlth</b>	<b>22,221,020</b>	<b>23,362,739</b>	<b>27,522,393</b>	<b>30,436,137</b>	
<b>4 Health &amp; Sanitation - Total</b>	<b>31,901,685</b>	<b>33,888,298</b>	<b>45,020,767</b>	<b>48,762,711</b>	
<b>5 Public Assistance</b>					
<b>501 Public Assistance - Administration</b>					
Social Services	31,571,762	36,521,238	42,211,108	47,547,905	1100
Health & Human Services Admin	-	57,763	-	319,122	1100
<b>501 Public Assistance - Administration</b>	<b>31,571,762</b>	<b>36,579,001</b>	<b>42,211,108</b>	<b>47,867,027</b>	

## SUMMARY OF COUNTY FINANCING REQUIREMENTS

DESCRIPTION	2014-15 Actual	2015-16 Actual	2016-17 Estimated	2017-18 Adopted Budget	Fund
<b>502 Public Assistance - Aid Program</b>					
CalWorks/Foster Care	21,087,182	22,916,453	25,729,940	27,245,772	1100
In Home Support Services	4,561,428	4,846,111	4,312,078	4,415,693	1100
<b>502 Public Assistance - Aid Program</b>	<b>25,648,610</b>	<b>27,762,564</b>	<b>30,042,018</b>	<b>31,661,465</b>	
<b>503 Public Assistance - General Relief</b>					
General Relief	570,696	525,006	673,395	583,294	1100
<b>503 Public Assistance - General Relief</b>	<b>570,696</b>	<b>525,006</b>	<b>673,395</b>	<b>583,294</b>	
<b>5 Public Assistance - Total</b>	<b>57,791,067</b>	<b>64,866,571</b>	<b>72,926,521</b>	<b>80,111,786</b>	
<b>6 Education</b>					
<b>602 Education - Library Services</b>					
Library	2,755,542	2,740,567	3,360,378	3,722,218	1205
<b>602 Education - Library Services</b>	<b>2,755,542</b>	<b>2,740,567</b>	<b>3,360,378</b>	<b>3,722,218</b>	
<b>603 Education - Agricultural Education</b>					
Farm Advisor	189,912	218,132	232,171	240,912	1100
<b>603 Education - Agricultural Education</b>	<b>189,912</b>	<b>218,132</b>	<b>232,171</b>	<b>240,912</b>	
<b>6 Education - Total</b>	<b>2,945,454</b>	<b>2,958,699</b>	<b>3,592,549</b>	<b>3,963,130</b>	
<b>7 Recreation &amp; Culture</b>					
<b>702 Recreation &amp; Culture - Culture</b>					
Museum	424,009	456,549	549,138	660,676	1100
Museum Bookstore	-	-	-	-	1214
Museum Special Projects	118,863	116,190	-	-	1215
<b>702 Recreation &amp; Culture - Culture</b>	<b>542,871</b>	<b>572,739</b>	<b>549,138</b>	<b>660,676</b>	
<b>7 Recreation &amp; Culture - Total</b>	<b>542,871</b>	<b>572,739</b>	<b>549,138</b>	<b>660,676</b>	
<b>8 Debt Service</b>					
<b>801 Debt Svc - Retire Long Term Debt</b>					
Debt Service	1,901,906	1,879,777	1,874,595	1,872,237	1400
Pension Obligation Bonds	7,892,680	7,882,758	7,877,054	7,874,910	1410
<b>801 Debt Service - Retire LT Debt</b>	<b>9,794,586</b>	<b>9,762,535</b>	<b>9,751,649</b>	<b>9,747,147</b>	
<b>8 Debt Service - Total</b>	<b>9,794,586</b>	<b>9,762,535</b>	<b>9,751,649</b>	<b>9,747,147</b>	
<b>9 Contingencies</b>					
<b>999 Miscellaneous</b>					
Provision for Contingencies	-	-	500,000	250,000	1100
<b>999 Miscellaneous</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>250,000</b>	
<b>9 Contingencies - Total</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>250,000</b>	
<b>Grand Total Budget Requirements</b>	<b>208,486,836</b>	<b>220,934,117</b>	<b>250,790,185</b>	<b>274,965,398</b>	

# BUDGET SUMMARY

Schedule 12

## SUMMARY OF SPECIAL DISTRICT BUDGETS

		Available Financing			Requirements			Appropriation Limits	
DISTRICT AND FUND	Estimated Fund Balance Undesignated at June 30, 2017	Cancellation of Prior Year Reserves and Designations	Additional Financing Sources	Total Available Financing	Financing Uses	Provision for Reserves and/or Designations	Total Financing Requirements	2017-18 Appropriation Limit	Appropriation Subject To Limitation
<b>Lighting Districts: General</b>									
3020 - Alexander Estates Lighting	(23,406)	-	8,686	(14,720)	9,500	(24,220)	(14,720)	45,363	8,686
3030 - Covelo Lighting	36,829	-	9,086	45,915	5,700	40,215	45,915	35,089	9,086
3040 - Fairview Acres Lighting	16,268	-	2,096	18,364	1,025	17,339	18,364	5,785	2,096
3050 - Hopland Lighting	156,796	-	16,198	172,994	5,100	167,894	172,994	25,671	16,198
3060 - Lakewood Lighting	2,060	-	2,600	4,660	2,450	2,210	4,660	Not applicable	
3070 - Laytonville Lighting	2,600	-	5,330	7,930	4,600	3,330	7,930	16,080	5,330
3110 - Noyo Lighting	(22,930)	-	2,770	(20,160)	3,900	(24,060)	(20,160)	27,944	2,770
3120 - Oak Knoll Lighting	90,824	-	9,310	100,134	4,250	95,884	100,134	21,700	9,310
3130 - Riverwood Terrace Lighting	24,938	-	1,980	26,918	770	26,148	26,918	4,529	1,980
3150 - Ukiah Village Lighting	60,365	-	8,974	69,339	4,600	64,739	69,339	26,424	8,974
3170 - West Talmage Lighting	39,652	-	4,605	44,257	1,965	42,292	44,257	11,692	4,605
<b>Total Lighting Districts</b>	<b>383,996</b>	<b>-</b>	<b>71,635</b>	<b>455,631</b>	<b>43,860</b>	<b>411,771</b>	<b>455,631</b>	<b>220,277</b>	<b>69,035</b>
<b>Miscellaneous Districts: General</b>									
3250 - Meadowbrook Manor Sanitation	29,341	-	2,020	31,361	550	30,811	31,361	Not applicable	
3260 - Mendocino County Water Agency	230,682	-	291,147	521,829	344,163	177,666	521,829	Not applicable	
3270 - Air Quality Management District	1,210,421	-	930,664	2,141,085	929,798	1,211,287	2,141,085	Not applicable	
<b>Total Miscellaneous District</b>	<b>1,470,444</b>	<b>-</b>	<b>1,223,831</b>	<b>2,694,275</b>	<b>1,274,511</b>	<b>1,419,764</b>	<b>2,694,275</b>	<b>-</b>	<b>-</b>
<b>Total Special Districts Governed by</b>									
<b>Mendocino County Board of Supervisors</b>	<b>1,854,440</b>	<b>-</b>	<b>1,295,466</b>	<b>3,149,906</b>	<b>1,318,371</b>	<b>1,831,535</b>	<b>3,149,906</b>	<b>220,277</b>	<b>69,035</b>

## ANALYSIS OF FUND BALANCE UNRESERVED/UNDESIGNATED

DISTRICT AND FUND	Estimated Fund Balance Per Auditor at June 30, 2017	Encumbrance	General and Other Reserves	Designations	Fund Balance Available to Finance Current Year Budget
<b>Lighting Districts: General</b>					
3020 - Alexander Estates Lighting	(23,406)	-	-	-	(23,406)
3030 - Covelo Lighting	36,829	-	-	-	36,829
3040 - Fairview Acres Lighting	16,268	-	-	-	16,268
3050 - Hopland Lighting	156,796	-	-	-	156,796
3060 - Lakewood Lighting	2,060	-	-	-	2,060
3070 - Laytonville Lighting	2,600	-	-	-	2,600
3110 - Noyo Lighting	(22,930)	-	-	-	(22,930)
3120 - Oak Knoll Lighting	90,824	-	-	-	90,824
3130 - Riverwood Terrace Lighting	24,938	-	-	-	24,938
3150 - Ukiah Village Lighting	60,365	-	-	-	60,365
3170 - West Talmage Lighting	39,652	-	-	-	39,652
<b>Total Lighting Districts</b>	<b>383,996</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>383,996</b>
<b>Miscellaneous Districts: General</b>					
3250 - Meadowbrook Manor Sanitation	29,341	-	-	-	29,341
3260 - Mendocino County Water Agency	230,682	-	-	-	230,682
3270 - Air Quality Management District	1,210,421	-	-	-	1,210,421
<b>Total Miscellaneous Districts</b>	<b>1,470,444</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,470,444</b>
<b>Total Special Districts Governed by Mendocino County Board of Supervisors</b>	<b>1,854,440</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,854,440</b>

# BUDGET SUMMARY

Schedule 14

## DETAIL OF PROVISIONS FOR RESERVES/DESIGNATIONS

DESCRIPTION - PURPOSE	Estimated Reserve and/or Designations Balance as of June 30, 2017	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	-	-	(24,220)	(24,220)	3020
3030 - Covelo Lighting	-	-	40,215	40,215	3030
3040 - Fairview Acres Lighting	-	-	17,339	17,339	3040
3050 - Hopland Lighting	-	-	167,894	167,894	3050
3060 - Lakewood Lighting	-	-	2,210	2,210	3060
3070 - Laytonville Lighting	-	-	3,330	3,330	3070
3110 - Noyo Lighting	-	-	(24,060)	(24,060)	3110
3120 - Oak Knoll Lighting	-	-	95,884	95,884	3120
3130 - Riverwood Terrace Lighting	-	-	26,148	26,148	3130
3150 - Ukiah Village Lighting	-	-	64,739	64,739	3150
3170 - West Talmage Lighting	-	-	44,257	44,257	3170
<b>Total Lighting Districts</b>	<b>-</b>	<b>-</b>	<b>413,736</b>	<b>413,736</b>	
<b>Miscellaneous Districts: General</b>					
3250 - Meadowbrook Manor Sanitation	-	-	31,361	31,361	3250
3260 - Mendocino County Water Agency	-	-	521,829	521,829	3260
3270 - Air Quality Management District	-	-	2,141,085	2,141,085	3270
<b>Total Miscellaneous District</b>	<b>-</b>	<b>-</b>	<b>2,694,275</b>	<b>2,694,275</b>	
<b>Total Special Districts Governed by Mendocino County Board of Supervisors</b>	<b>-</b>	<b>-</b>	<b>3,108,011</b>	<b>3,108,011</b>	





# DEPARTMENT OVERVIEW

Sunset on the Coast  
Courtesy: Sarah McKenzie Photography



## INDEX

Department Summary		149
BU 2710	Agriculture	150





*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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(695,439)	(717,866)	(1,024,078)	(1,780,433)	(756,355)
Total Operating Transfers In	-	(135,000)	-	-	-
<b>Total Revenues</b>	<b>(695,439)</b>	<b>(852,866)</b>	<b>(1,024,078)</b>	<b>(1,780,433)</b>	<b>(756,355)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	808,266	882,279	1,011,900	1,341,757	329,857
Total Services & Supplies	97,748	95,647	176,656	475,340	298,684
Total Other Charges	189,420	275,305	11,000	100,000	89,000
Total Fixed Assets	-	21,558	-	-	-
<b>Total Operating Expenditures</b>	<b>1,095,434</b>	<b>1,274,789</b>	<b>1,199,556</b>	<b>1,917,097</b>	<b>717,541</b>
Total Operating Transfers Out	-	27,027	90,000	-	(90,000)
<b>Total Transfers &amp; Reimb.</b>	<b>-</b>	<b>27,027</b>	<b>90,000</b>	<b>-</b>	<b>(90,000)</b>
<b>Total Net Appropriations</b>	<b>1,095,434</b>	<b>1,301,816</b>	<b>1,289,556</b>	<b>1,917,097</b>	<b>627,541</b>
<b>NCC/Use of Fund Balance</b>	<b>399,994</b>	<b>448,950</b>	<b>265,478</b>	<b>136,664</b>	<b>(128,814)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Agriculture Department	1,917,097	(1,780,433)	136,664
<b>Total: General Fund</b>	<b>1,917,097</b>	<b>(1,780,433)</b>	<b>136,664</b>
<b>% of General Fund</b>	<b>1.0%</b>	<b>0.9%</b>	<b>0.2%</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>1,917,097</b>	<b>(1,780,433)</b>	<b>136,664</b>
<b>% of Total Budget</b>	<b>0.7%</b>	<b>0.7%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Agriculture Department	8	8	16
<b>Total: General Fund</b>	<b>8</b>	<b>8</b>	<b>16</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>8</b>	<b>8</b>	<b>16</b>



BU 2710 - Agriculture

DEPARTMENT OVERVIEW

The Agricultural Commissioner/Sealer of Weights and Measures provides leadership and oversight of the Department of Agriculture. The primary goals of the Department of Agriculture are to promote and protect Mendocino County’s agriculture as well as protect the environment and public health and safety. This is accomplished through a number of core programs, which include Pest Exclusion, Pest Detection, Pest Eradication, Pest Management, and Pesticide Use Enforcement (PUE). Additional programs that help attain these goals are the Organic, Nursery and Seed, and Direct Marketing (Farmer’s Market) programs. The goal of the Weights and Measures programs within the department is to promote fairness and equity in the marketplace for both consumers and businesses by inspecting for accuracy all of the commercial weighing and measuring devices in the County. Additionally, consumer protection is provided through the Quantity Control and Price Verification programs, which verify the “net weight” statement of packaged goods and check that computerized systems used to compute the charges for goods at check-out are accurate.

PROGRAM OVERVIEW

- Agriculture
- Weights & Measures
- Cannabis Program

ACCOMPLISHMENTS IN FY 2016-17

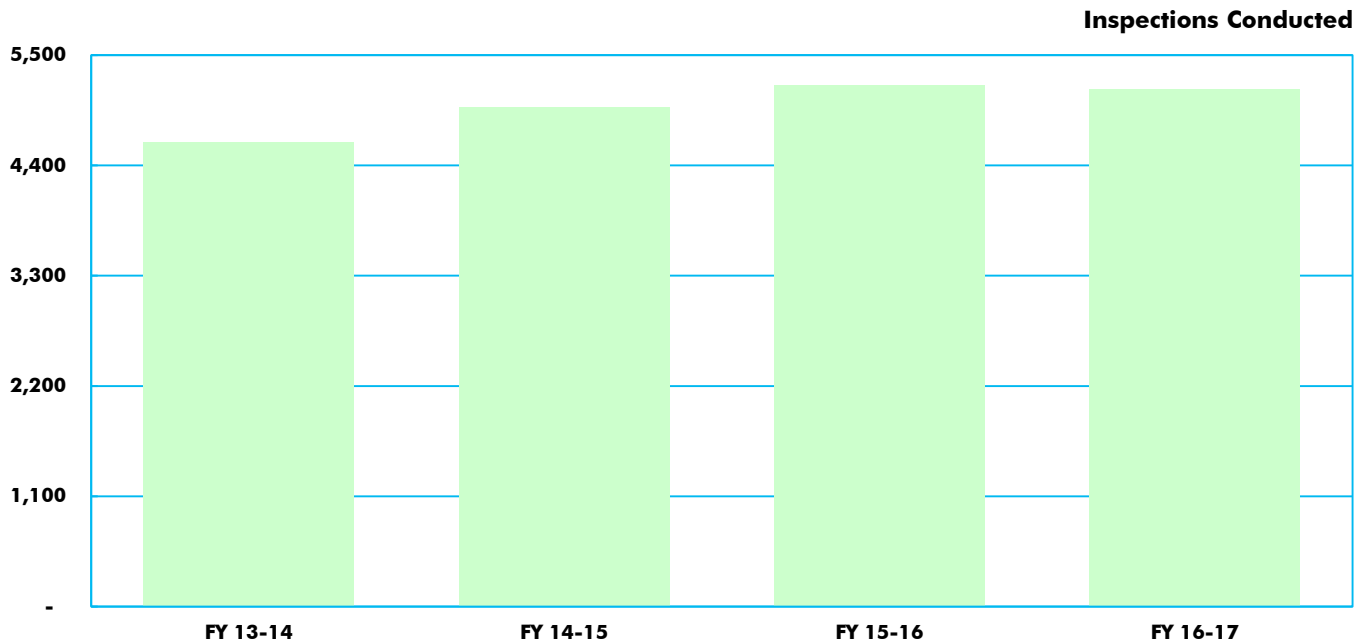
- Finalized the Ordinance regulating commercial medical cannabis cultivation.
- Began implementation of the Medical Cannabis Cultivation Program, including: designing forms; writing manuals; conducting outreach; hiring and training staff; acquiring a database and permitting system; approving third party inspectors; and developing the processes for permitting cultivators.
- Participated in the Technical Advisory Committee for creating a pesticide enforcement and tracking application for desktop and mobile devices to be used state-wide, allowing inspectors to conduct paperless inspections in the field. This system went live in Mendocino County in March 2017.

GOALS FOR FY 2017-18

- Continue to implement the Medical Cannabis Cultivation program, including: staff hiring and training; public informational workshops; application and permit processing; developing program infrastructure; etc.
- Assure that, on a quarterly basis, deliverables are met and reports and invoices are submitted in a timely manner.
- Provide education and compliance assistance to the cannabis cultivator community regarding the array of regulations that will govern their activities.
- Update the design of the Annual Crop Report.



## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5411 State Aid: Agriculture Gas Tax Reimbursement (declines as Net County Cost allocation is reduced).
- Acct. 5412 State Aid: Pesticide Mill fee reimbursement (varies with amount of Pesticide Use Monitoring activities).
- 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 (ie., -mobile LPG provers; high-capacity mass standards; safety modifications to existing equipment, etc.); seals; quarantine supplies; etc.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the Department of Agriculture includes four additional positions over the prior year for implementation of the Medical Cannabis Cultivation Program as required by County and State regulations. Overall revenues are projected to be significantly higher based on gas tax payments for spending on agricultural programs, as well as anticipated revenue from the Cannabis Cultivation Program.

# AGRICULTURE DEPARTMENT

DIANE CURRY, Interim Agricultural Commissioner/Sealer of Weights & Measures

BU 2710 - Agriculture

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Protection
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
822600 - Other Permit	2,180	2,505	2,500	<b>2,300</b>	(200)
823204 - Misc Court Fine	-	3,800	4,250	<b>5,000</b>	750
825410 - State Aid for Agric	2,548	-	-	-	-
825411 - State Aid Agri Gas Tax	237,535	259,865	288,476	<b>200,000</b>	(88,476)
825412 - State Reimis-EC Poison	103,639	110,316	114,716	<b>100,000</b>	(14,716)
825413 - Pesticide Regulatory	4,704	1,952	6,062	<b>1,952</b>	(4,110)
825490 - State Other	230,908	221,647	176,468	<b>211,431</b>	34,963
826200 - Agric Services	22,591	23,189	18,446	<b>18,000</b>	(446)
826201 - Agric Certification	2,927	2,709	2,800	<b>3,000</b>	200
826202 - Insp/Test Weights/Meas	88,398	90,025	100,360	<b>159,000</b>	58,640
826205 - Cannabis Applic.	-	-	310,000	<b>1,079,750</b>	769,750
827400 - Prior Year Revenue	-	53	-	-	-
827600 - Other Sales	10	1,805	-	-	-
827802 - Oper Transfer In	-	135,000	-	-	-
<b>Total Revenues</b>	<b>695,439</b>	<b>852,866</b>	<b>1,024,078</b>	<b>1,780,433</b>	<b>756,355</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	437,693	459,270	533,565	<b>750,771</b>	217,206
861012 - Extra Help	92,884	90,288	88,740	<b>108,000</b>	19,260
861013 - Overtime Reg Emp	2,413	2,156	4,000	<b>6,000</b>	2,000
861021 - Co Cont Retirement	112,804	133,537	155,811	<b>204,078</b>	48,267
861022 - Co Cont OASDI	25,438	26,411	32,872	<b>42,894</b>	10,022
861023 - Co Cont Medicare	7,328	7,511	9,113	<b>10,032</b>	919
861024 - Co Cont Retire Incr	42,553	55,580	58,919	<b>66,615</b>	7,696
861030 - Co Cont Health Ins	76,447	94,545	117,725	<b>138,929</b>	21,204
861031 - Co Cont Unemp Ins	5,619	6,914	10,010	<b>11,902</b>	1,892
861035 - Co Cont Workers Comp	5,087	6,067	1,145	<b>2,536</b>	1,391
<b>Total Salaries &amp; Employee Benefits</b>	<b>808,266</b>	<b>882,279</b>	<b>1,011,900</b>	<b>1,341,757</b>	<b>329,857</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	6,624	3,454	8,730	<b>11,500</b>	2,770
862101 - Insurance - General	3,122	3,457	8,037	<b>146,465</b>	138,428
862120 - Maint Equip	-	-	37	<b>250</b>	213
862150 - Memberships	3,050	3,050	3,200	<b>3,475</b>	275
862170 - Office Expense	7,988	7,791	18,000	<b>13,000</b>	(5,000)
862187 - Education & Training	239	529	1,000	<b>10,000</b>	9,000
862189 - Prof/Spec Svcs - Other	3,009	2,509	3,500	<b>64,050</b>	60,550
862190 - Publ/Legal Notice	626	873	2,152	<b>2,000</b>	(152)
862230 - Info Tech Equip	1,795	293	11,500	<b>84,600</b>	73,100
862239 - Spec Dept Expense	10,829	10,931	53,000	<b>25,000</b>	(28,000)
862250 - Trans/Travel	57,644	58,156	60,000	<b>100,000</b>	40,000
862253 - Travel Out of County	2,822	4,604	7,500	<b>15,000</b>	7,500
<b>Total Services &amp; Supplies</b>	<b>97,748</b>	<b>95,647</b>	<b>176,656</b>	<b>475,340</b>	<b>298,684</b>

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Protection		Activity: Protection	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Other Charges</b>					
863280 - Contr Other Agency	189,420	275,305	11,000	<b>100,000</b>	89,000
<b>Total Other Charges</b>	<b>189,420</b>	<b>275,305</b>	<b>11,000</b>	<b>100,000</b>	<b>89,000</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	21,558	-	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>21,558</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	27,027	90,000	-	(90,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>27,027</b>	<b>90,000</b>	<b>-</b>	<b>(90,000)</b>
<b>Total Net Appropriations</b>	<b>1,095,434</b>	<b>1,301,816</b>	<b>1,289,556</b>	<b>1,917,097</b>	<b>627,541</b>
<b>Total Net County Cost</b>	<b>399,994</b>	<b>448,950</b>	<b>265,478</b>	<b>136,664</b>	<b>(128,814)</b>



# AIR QUALITY MANAGEMENT DISTRICT

BARBARA MOED, Air Pollution Control Officer

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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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(1,118,893)	(963,704)	(1,056,056)	(946,950)	109,106
<b>Total Revenues</b>	<b>(1,118,893)</b>	<b>(963,704)</b>	<b>(1,056,056)</b>	<b>(946,950)</b>	<b>109,106</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	611,873	689,583	692,135	<b>689,999</b>	(2,136)
Total Services & Supplies	180,408	306,399	215,992	<b>195,968</b>	(20,024)
Total Other Charges	4,408	4,391	4,391	<b>5,000</b>	609
Total Fixed Assets	21,375	-	-	-	-
<b>Total Operating Expenditures</b>	<b>818,064</b>	<b>1,000,373</b>	<b>912,518</b>	<b>890,967</b>	<b>(21,551)</b>
<b>Total Net Appropriations</b>	<b>818,064</b>	<b>1,000,373</b>	<b>912,518</b>	<b>890,967</b>	<b>(21,551)</b>
<b>NCC/Use of Fund Balance</b>	<b>(300,828)</b>	<b>36,669</b>	<b>(143,538)</b>	<b>(55,983)</b>	<b>87,555</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
N/A	-	-	-
<b>Total: General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>% of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
Air Quality Mgmt District	890,967	(946,950)	(55,983)
<b>Total: Other Funds</b>	<b>890,967</b>	<b>(946,950)</b>	<b>(55,983)</b>
<b>TOTAL: ALL FUNDS</b>	<b>890,967</b>	<b>(946,950)</b>	<b>(55,983)</b>
<b>% of Total Budget</b>	<b>0.3%</b>	<b>0.4%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
N/A	-	-	-
<b>Total: General Fund</b>	<b>-</b>	<b>-</b>	<b>-</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

- Administrative Services
- Complaint/Enforcement Program
- Monitoring Program
- Permitting Program
- Planning Program

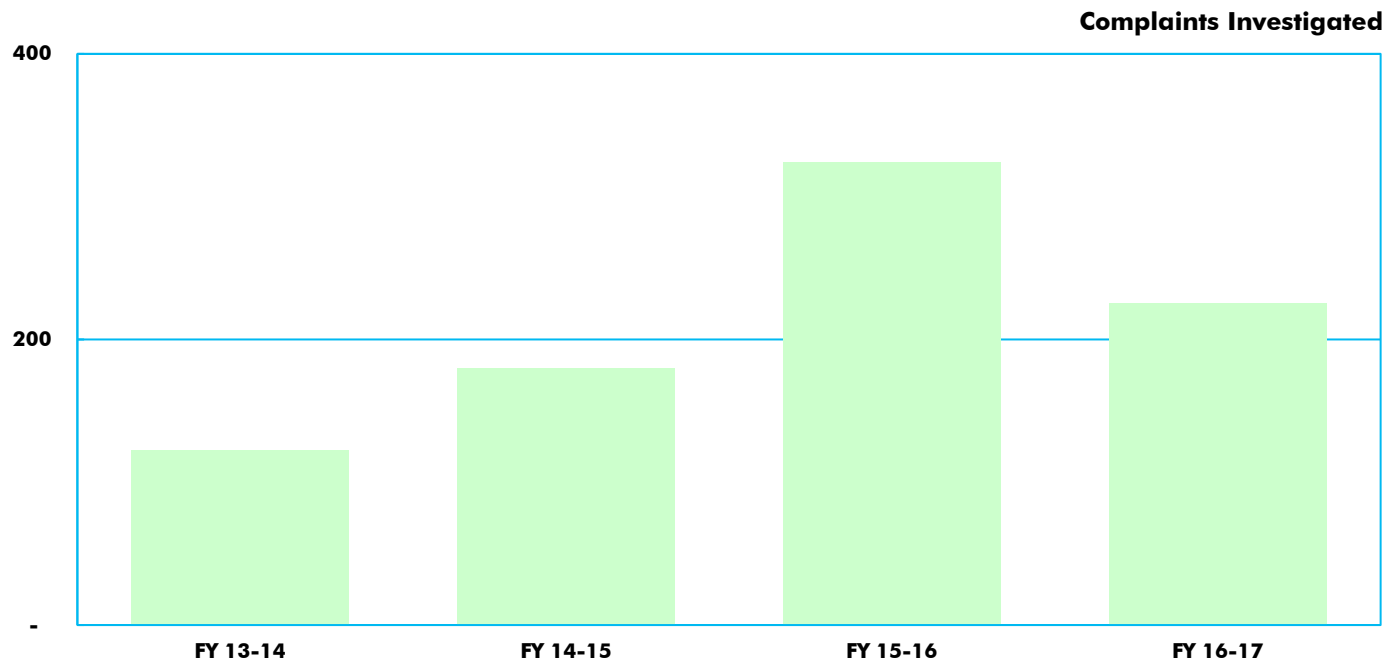
### ACCOMPLISHMENTS IN FY 2016-17

- Provided grant funds for the replacement of older diesel engines through the Carl Moyer Grant Program.
- Updated District Regulations for the State Implementation Plan to comply with recent changes to federal regulations.

### GOALS FOR FY 2017-18

- Create succession plan for the District to ensure the continued level of service that the District currently provides
- Update the regulations, policies, procedures and/or programs of the District to improve level of service.

## PERFORMANCE INDICATORS



## 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 budget for the Air Quality Management District includes no additional positions or significant additional requests from the prior year.

# 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 Mendo Co AQMD	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822260 - Air Pollution Permit	252,787	254,982	293,016	<b>250,000</b>	(43,016)
822600 - Other Permit	52,214	19,218	15,829	<b>12,000</b>	(3,829)
822605 - Variance & Use Permit	-	550	-	<b>-</b>	-
822611 - Asbestos Rem Permit	3,140	3,080	6,790	<b>4,000</b>	(2,790)
822612 - Burn Permit	21,753	21,782	21,717	<b>18,000</b>	(3,717)
823200 - Other Court Fine	7,389	607	1,133	<b>500</b>	(633)
823300 - Forfeiture & Penalty	11,814	8,282	2,525	<b>2,000</b>	(525)
824100 - Interest	3,361	4,450	6,711	<b>5,000</b>	(1,711)
825150 - Motor Vehicle In Lieu	614,271	579,241	566,874	<b>552,000</b>	(14,874)
825397 - State Air Poll Subv	47,650	47,659	48,147	<b>42,000</b>	(6,147)
825490 - State Other	12,483	14,772	14,688	<b>14,000</b>	(688)
825670 - Federal Other	12,000	-	12,000	<b>6,900</b>	(5,100)
826245 - Emission Assmt Fee	-	-	-	<b>2,000</b>	2,000
826390 - Other Charges	76,369	8,053	62,976	<b>35,000</b>	(27,976)
827600 - Other Sales	216	578	-	<b>50</b>	50
827700 - Other	3,445	450	3,650	<b>3,500</b>	(150)
<b>Total Revenues</b>	<b>1,118,893</b>	<b>963,704</b>	<b>1,056,056</b>	<b>946,950</b>	<b>(109,106)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	343,807	387,638	402,496	<b>394,791</b>	(7,705)
861012 - Extra Help	33,116	11,019	-	<b>16,554</b>	16,554
861013 - Overtime Reg Emp	12,123	17,404	24,919	<b>10,384</b>	(14,535)
861021 - Co Cont Retirement	90,396	112,100	112,434	<b>118,987</b>	6,553
861022 - Co Cont OASDI	20,687	23,224	24,758	<b>23,506</b>	(1,252)
861023 - Co Cont Medicare	5,352	5,662	5,825	<b>5,667</b>	(158)
861024 - Co Cont Retire Incr	35,360	47,998	45,857	<b>42,128</b>	(3,729)
861030 - Co Cont Health Ins	65,707	79,052	73,434	<b>75,570</b>	2,136
861031 - Co Cont Unemp Ins	2,361	1,382	1,619	<b>1,619</b>	-
861035 - Co Cont Workers Comp	2,963	4,104	793	<b>793</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>611,873</b>	<b>689,583</b>	<b>692,135</b>	<b>689,999</b>	<b>(2,136)</b>
<b>Services &amp; Supplies</b>					
862050 - Clothing/Pers Items	641	-	-	<b>500</b>	500
862060 - Communications	9,578	7,772	8,504	<b>10,000</b>	1,496
862090 - Household Expense	1,200	4,146	2,100	<b>3,800</b>	1,700
862101 - Insurance - General	3,089	2,470	4,168	<b>4,168</b>	-
862120 - Maint - Equip	11,304	13,280	8,590	<b>11,000</b>	2,410
862130 - Maint - Strc/Imprr/Grnd	461	-	-	<b>500</b>	500
862150 - Memberships	850	957	957	<b>1,000</b>	43
862170 - Office Expense	17,146	19,102	9,504	<b>10,000</b>	496
862183 - Legal Fees	352	99,347	60,494	<b>40,000</b>	(20,494)
862187 - Education & Training	195	767	150	<b>1,500</b>	1,350
862189 - Prof/Spec Svcs - Other	91,891	76,909	57,088	<b>40,000</b>	(17,088)
862190 - Publ/Legal Notice	-	1,499	338	<b>500</b>	162

# 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	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
862194 - A-87 Costs	-	20,246	26,163	27,000	837
862210 - Rent/Lease Bldg Grds	22,959	23,842	23,663	26,000	2,337
862220 - Small Tool/Instrument	3,635	2,408	328	1,000	672
862230 - Info Tech Equip	3,447	393	236	1,000	764
862239 - Spec Dept Expense	1,005	18,975	623	1,000	377
862250 - Trans/Travel	4,304	2,841	4,391	5,500	1,109
862253 - Travel Out of County	4,323	7,088	4,095	6,500	2,405
862260 - Utilities	4,028	4,357	4,600	5,000	400
<b>Total Services &amp; Supplies</b>	<b>180,408</b>	<b>306,399</b>	<b>215,992</b>	<b>195,968</b>	<b>(20,024)</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	4,408	4,391	4,391	5,000	609
<b>Total Other Charges</b>	<b>4,408</b>	<b>4,391</b>	<b>4,391</b>	<b>5,000</b>	<b>609</b>
<b>Fixed Assets</b>					
864370 - Equipment	21,375	-	-	-	-
<b>Total Fixed Assets</b>	<b>21,375</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>818,064</b>	<b>1,000,373</b>	<b>912,518</b>	<b>890,967</b>	<b>(21,551)</b>
<b>Total Fund Balance Contribution</b>	<b>(300,828)</b>	<b>36,669</b>	<b>(143,538)</b>	<b>(55,983)</b>	<b>87,555</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 14-15	FY 15-16	FY 16-17	FY 17-18	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	601,303	679,301	714,819	<b>755,965</b>	41,146
Total Services & Supplies	20,204	56,637	57,961	<b>57,582</b>	(379)
<b>Total Operating Expenditures</b>	<b>621,507</b>	<b>735,938</b>	<b>772,780</b>	<b>813,547</b>	<b>40,767</b>
<b>Total Net Appropriations</b>	<b>621,507</b>	<b>735,938</b>	<b>772,780</b>	<b>813,547</b>	<b>40,767</b>
<b>NCC/Use of Fund Balance</b>	<b>621,507</b>	<b>735,938</b>	<b>772,780</b>	<b>813,547</b>	<b>40,767</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Alternate Defender	813,547	-	813,547
<b>Total: General Fund</b>	<b>813,547</b>	<b>-</b>	<b>813,547</b>
<b>% of General Fund</b>	<b>0.4%</b>	<b>0.0%</b>	<b>1.4%</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>813,547</b>	<b>-</b>	<b>813,547</b>
<b>% of Total Budget</b>	<b>0.3%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
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>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</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 Alternate Defender acts as a second Public Defender's department pursuant to Government Code §27706, and is appointed by the court in cases when the Public Defender declares a conflict of interest. The Department handles every aspect of the representation of indigent persons accused of crime or those who are mentally ill and who are subject to conservatorship proceedings or petitions under Welfare and Institution Code §6500; and every aspect of the representation of juveniles accused of crime in delinquency proceedings under Welfare and Institutions Code §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 Alternate Defender also represents persons who petition for the restoration of rights, applications for pardons, persons alleged to be sexually violent predators (SVPs), or mentally disordered sex offenders (MDSOs). Attorneys also participate in Drug Court and Behavioral Health Court on a regular basis with clients. Alternate Defender also advises, represents, and counsels clients as their progress is monitored by staff in each of those treatment programs.

The Alternate Defender's staff provides constitutionally mandated legal representation to indigent clients by court appointment. Staff safeguards the confidences and constitutional and statutory rights of every client it represents.

The Alternate Defender staff is required to, and strives to, provide clients with the best possible legal representation. To that end, staff practices improving attorney productivity and efficiency through continuing education and training and staff conferencing.

### PROGRAM OVERVIEW

- Adult Drug Courts and Behavioral Health Court
- Indigent Defense
- Investigations on Appointed Cases
- Legal and Clerical Services

### ACCOMPLISHMENTS IN FY 2016-17

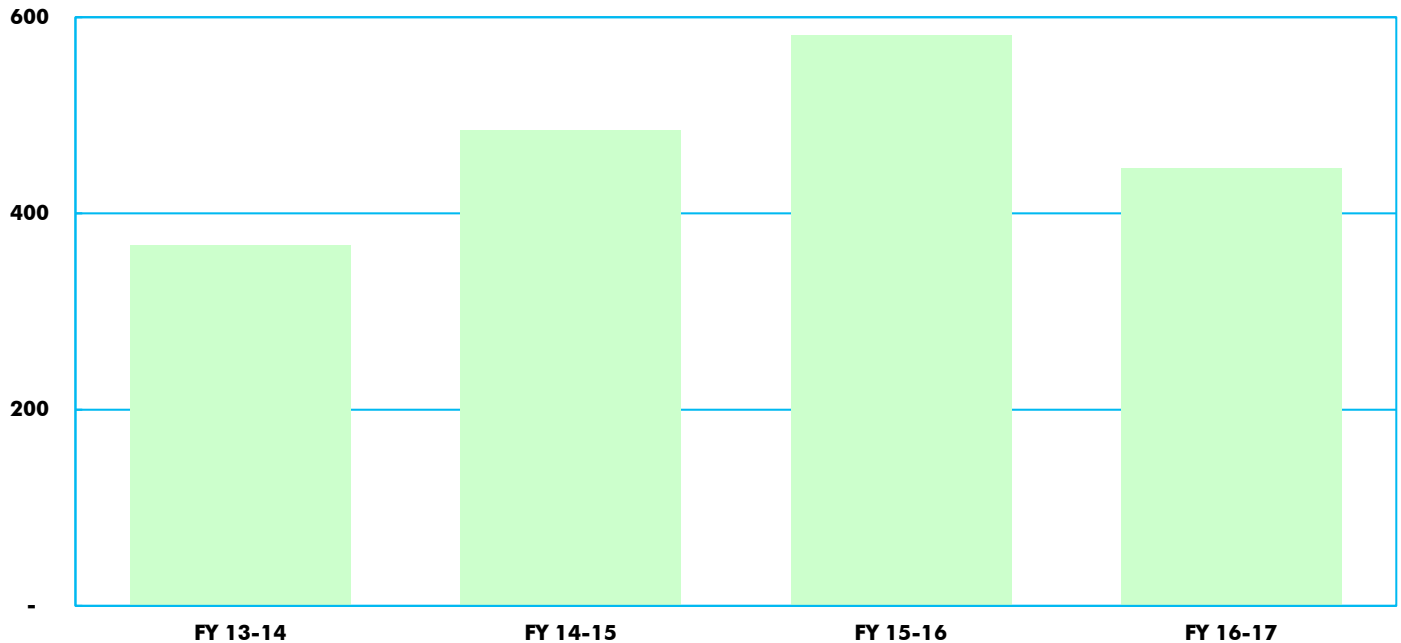
- Gained an extra-help full time Deputy Public Defender IV for the remainder of the fiscal year after many months of unsuccessfully trying to fill the part-time position.
- Attended the Behavioral Health Court with clients who have qualified for that mode of assistance; a client graduate and others make significant improvements and progress towards their treatment goals, one purpose of which is to remain free of the criminal justice system.
- Participated in the Mock Trial competition in Mendocino County.

### GOALS FOR FY 2017-18

- To continue the practice of efficient, dedicated and thorough legal defense.
- To participate in the Mock Trial program in the coming year.
- To acquire a permanent full-time Deputy Public Defender IV to be fully staffed and capable of handling the increasingly serious and numerically significant caseload, which includes now as a matter of course attempted homicides, homicides and other cases where clients face life sentences.

## 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

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	397,523	437,516	455,907	<b>497,968</b>	42,061
861012 - Extra Help	5,910	5,167	5,471	-	(5,471)
861013 - Overtime Reg Emp	2,373	806	-	-	-
861021 - Co Cont Retirement	91,245	114,007	126,032	<b>134,014</b>	7,982
861022 - Co Cont OASDI	20,879	23,730	26,573	<b>27,898</b>	1,325
861023 - Co Cont Medicare	5,615	6,171	6,446	<b>6,524</b>	78
861024 - Co Cont Retire Incr	34,149	47,127	49,119	<b>44,277</b>	(4,842)
861030 - Co Cont Health Ins	41,219	42,109	44,084	<b>44,084</b>	-
861031 - Co Cont Unemp Ins	427	353	353	<b>277</b>	(76)
861035 - Co Cont Workers Comp	1,962	2,315	834	<b>923</b>	89
<b>Total Salaries &amp; Employee Benefits</b>	<b>601,303</b>	<b>679,301</b>	<b>714,819</b>	<b>755,965</b>	<b>41,146</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,242	764	1,300	<b>1,300</b>	-
862101 - Insurance - General	716	1,828	2,387	<b>2,008</b>	(379)
862110 - Jury/Witness Expense	-	2,569	650	<b>650</b>	-
862150 - Memberships	1,955	1,500	2,800	<b>2,800</b>	-
862170 - Office Expense	10,326	19,071	14,824	<b>14,824</b>	-
862187 - Education & Training	45	1,686	2,000	<b>2,000</b>	-
862189 - Prof/Spec Svcs - Other	5,887	26,927	31,000	<b>31,000</b>	-
862250 - Trans/Travel	-	424	1,500	<b>1,500</b>	-
862253 - Travel Out of County	33	1,868	1,500	<b>1,500</b>	-
<b>Total Services &amp; Supplies</b>	<b>20,204</b>	<b>56,637</b>	<b>57,961</b>	<b>57,582</b>	<b>(379)</b>
<b>Total Net Appropriations</b>	<b>621,507</b>	<b>735,938</b>	<b>772,780</b>	<b>813,547</b>	<b>40,767</b>
<b>Total Net County Cost</b>	<b>621,507</b>	<b>735,938</b>	<b>772,780</b>	<b>813,547</b>	<b>40,767</b>



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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

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(633,483)	(740,529)	(614,576)	(628,819)	(14,243)
Total Operating Transfers In	-	-	(46,270)	(50,824)	(4,554)
<b>Total Revenues</b>	<b>(633,483)</b>	<b>(740,529)</b>	<b>(660,846)</b>	<b>(679,643)</b>	<b>(18,797)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,786,574	1,960,266	2,035,364	2,096,024	60,660
Total Services & Supplies	328,828	411,720	368,675	482,492	113,817
Total Fixed Assets	28,713	-	-	14,500	14,500
<b>Total Operating Expenditures</b>	<b>2,144,116</b>	<b>2,371,986</b>	<b>2,404,039</b>	<b>2,593,016</b>	<b>188,977</b>
Total Intrafund Transfers	(121)	(362)	(16)	-	16
Total Operating Transfers Out	-	-	46,270	50,824	4,554
<b>Total Transfers &amp; Reimb.</b>	<b>(121)</b>	<b>(362)</b>	<b>46,254</b>	<b>50,824</b>	<b>4,570</b>
<b>Total Net Appropriations</b>	<b>2,143,995</b>	<b>2,371,624</b>	<b>2,450,293</b>	<b>2,643,840</b>	<b>193,547</b>
<b>NCC/Use of Fund Balance</b>	<b>1,510,512</b>	<b>1,631,095</b>	<b>1,789,447</b>	<b>1,964,197</b>	<b>174,750</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Assessor	1,703,013	(65,324)	1,637,689
Elections	502,331	(88,972)	413,359
Clerk-Recorder	251,567	(364,042)	(112,475)
<b>Total: General Fund</b>	<b>2,456,911</b>	<b>(518,338)</b>	<b>1,938,573</b>
<b>% of General Fund</b>	<b>1.2%</b>	<b>0.3%</b>	<b>3.3%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Property Characteristics	50,824	(8,000)	42,824
Recorder's Modernization	49,000	(66,200)	(17,200)
Micrographics	87,105	(87,105)	-
<b>Total: Other Funds</b>	<b>186,929</b>	<b>(161,305)</b>	<b>25,624</b>
<b>TOTAL: ALL FUNDS</b>	<b>2,643,840</b>	<b>(679,643)</b>	<b>1,964,197</b>
<b>% of Total Budget</b>	<b>1.0%</b>	<b>0.3%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Assessor	19	19	19
Elections	3	3	3
Clerk Recorder	3	3	3
<b>Total: General Fund</b>	<b>25</b>	<b>25</b>	<b>25</b>
OTHER FUNDS			
Dept. Programs			
Micrographics	1	1	1
<b>Total: Other Funds</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL: ALL FUNDS</b>	<b>26</b>	<b>26</b>	<b>26</b>

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder



## BU 1120 - Assessor

### DEPARTMENT OVERVIEW

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; procesing 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 propty 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

#### ACCOMPLISHMENTS IN FY 2016-17

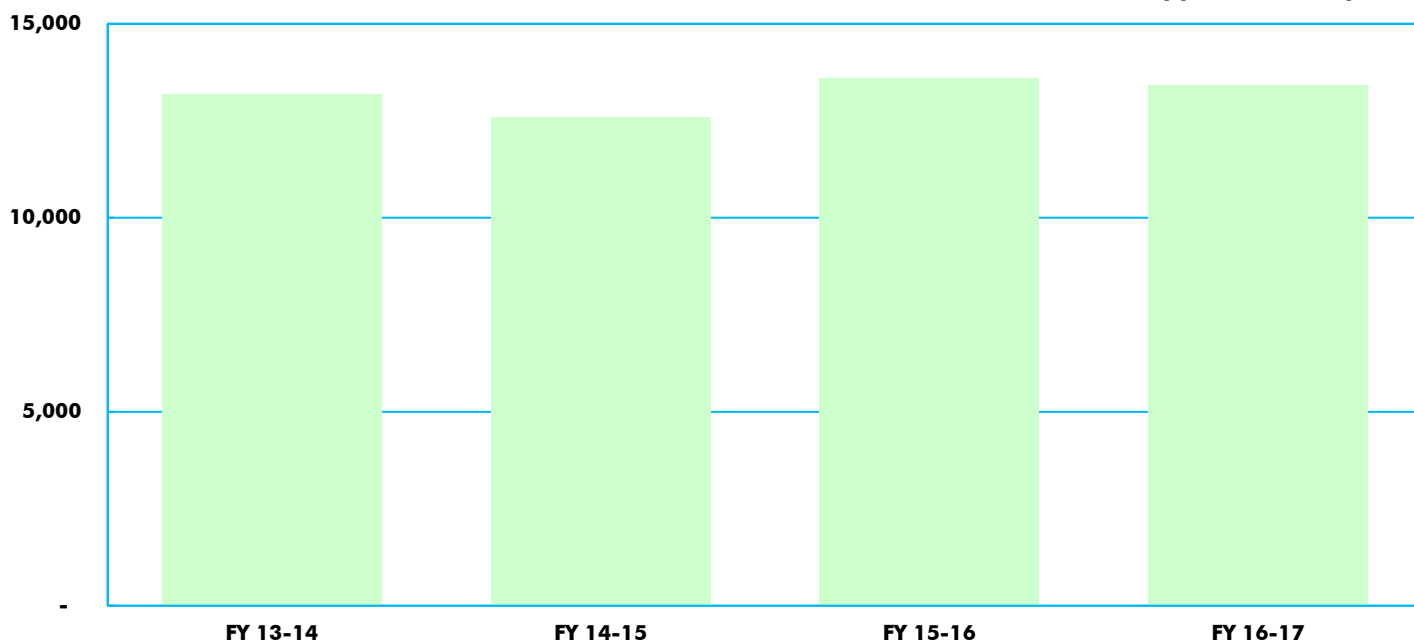
- Partnered with vendor to utilize ParcelQuestOnline to compare property records with the latest free aerial photography to discover structures not currently on the assessment roll. This application provides the most current parcel layer and the most current free photography at no charge to the County.
- Made forms most commonly used by taxpayers available for downloading on Department's website, saving staff time, printing costs and postage charges.
- Participated in the California Assessors' Association's standard date record filing and e-filing of business property statements. Since the implementation of these filing options the Assessor's Division has been able to reduce printing and postage costs.

#### GOALS FOR FY 2017-18

- Discover and locate all locally assessable property in the county.
- Annually prepare a local assessment roll that includes the reappraisal of personal property, decline in value assessments and any real property that has undergone a change in ownership or contains new construction.
- Deliver the annual roll to the County Auditor-Controller by July 1 of each year.
- Perform mandatory audits of business personal property and fixtures.

## 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 & Employee Benefits* for negotiated wage increase, partially offset by a decrease in *Insurance - General*.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1120 - Assessor

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from					Prior Year
<b>Revenues</b>					
826116 - Prop Char Fee	12,594	-	-	-	-
826390 - Other Charges	14,455	13,704	12,000	-	(12,000)
827600 - Other Sales	12,425	12,423	10,000	12,000	2,000
827602 - Sale of Map - Assr	2,697	1,319	2,600	2,500	(100)
827802 - Oper Transfer In	-	-	46,270	50,824	4,554
<b>Total Revenues</b>	<b>42,171</b>	<b>27,446</b>	<b>70,870</b>	<b>65,324</b>	<b>(5,546)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	857,786	947,052	973,417	995,182	21,765
861013 - Overtime Reg Emp	895	2,184	1,695	-	(1,695)
861021 - Co Cont Retirement	222,453	268,026	280,069	294,846	14,777
861022 - Co Cont OASDI	49,986	55,625	57,450	57,963	513
861023 - Co Cont Medicare	11,691	13,009	13,436	13,556	120
861024 - Co Cont Retire Incr	83,691	110,811	109,728	98,203	(11,525)
861030 - Co Cont Health Ins	137,094	139,465	139,084	146,070	6,986
861031 - Co Cont Unemp Ins	1,688	1,356	2,529	2,330	(199)
861035 - Co Cont Workers Comp	12,124	13,417	2,930	3,282	352
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,377,406</b>	<b>1,550,945</b>	<b>1,580,338</b>	<b>1,611,432</b>	<b>31,094</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,548	1,058	1,800	1,700	(100)
862101 - Insurance - General	9,835	7,946	14,806	9,981	(4,825)
862120 - Maint - Equip	95	5,755	-	4,000	4,000
862150 - Memberships	555	635	1,390	900	(490)
862170 - Office Expense	40,118	33,882	30,000	40,000	10,000
862187 - Education & Training	377	522	300	3,000	2,700
862239 - Spec Dept Expense	1,885	80	-	-	-
862250 - Trans/Travel	16,777	15,595	15,000	30,000	15,000
862253 - Travel Out of County	1,652	2,050	2,200	2,000	(200)
<b>Total Services &amp; Supplies</b>	<b>73,842</b>	<b>67,523</b>	<b>65,496</b>	<b>91,581</b>	<b>26,085</b>
<b>Fixed Assets</b>					
864370 - Equipment	23,628	-	-	-	-
<b>Total Fixed Assets</b>	<b>23,628</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>1,474,876</b>	<b>1,618,468</b>	<b>1,645,834</b>	<b>1,703,013</b>	<b>57,179</b>
<b>Total Net County Cost</b>	<b>1,432,705</b>	<b>1,591,022</b>	<b>1,574,964</b>	<b>1,637,689</b>	<b>62,725</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

No changes to Revenue for FY 2017-18.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1120 - Assessor

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Revenues					
824100 - Interest		302	435	(800)	-
827600 - Other Sales		18,737	21,220	25,000	8,000
Total Revenues		19,039	21,655	24,200	8,000
Expend Transfer & Reimb					
865802 - Oper Transfer Out		-	-	46,270	50,824
Total Expend Transfer & Reimb		-	-	46,270	50,824
Total Net Appropriations		-	-	46,270	50,824
Total Fund Balance Contribution		(19,039)	(21,655)	22,070	42,824
					20,754



## 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Adhered to strict guidelines established by law, which meant completing many labor intensive tasks in a timely and efficient period of time.
- Conducted fair and impartial elections.

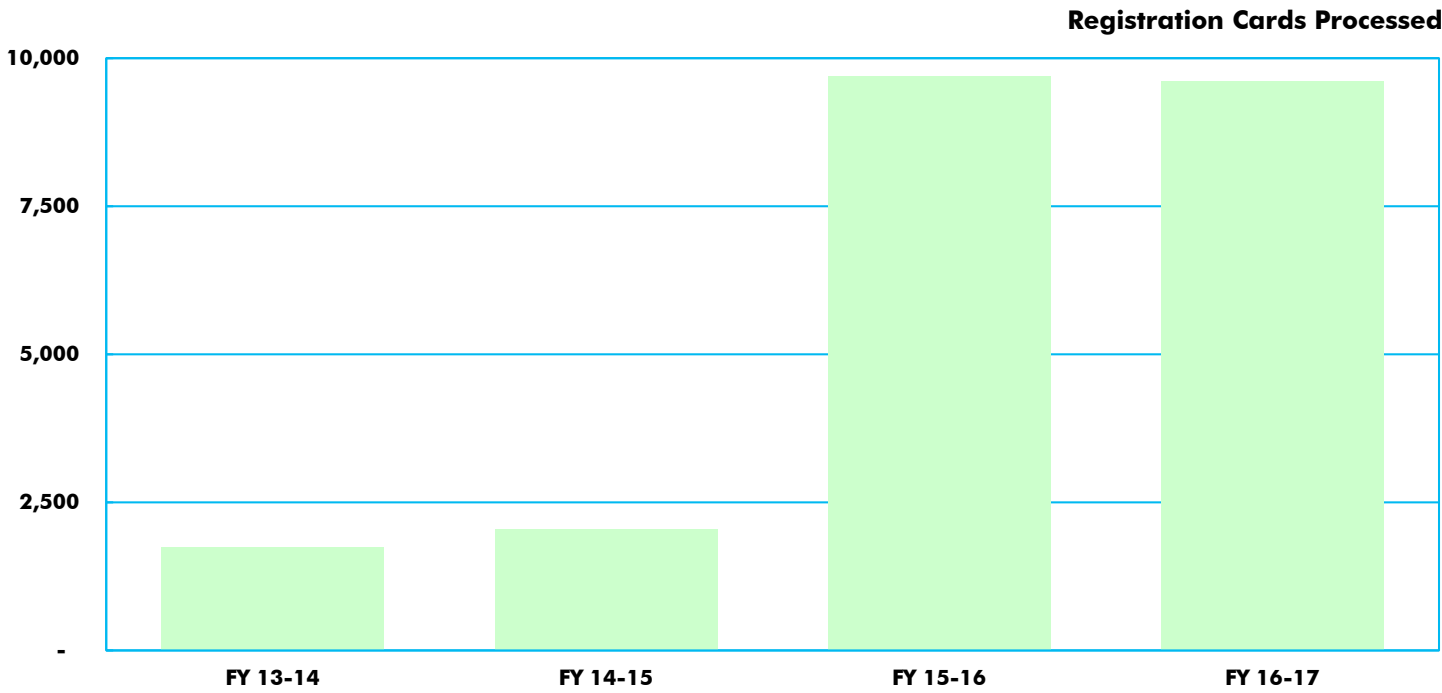
#### GOALS FOR FY 2017-18

- Make voter registration readily available to all who are eligible to register to vote.
- Conduct fair and impartial elections.
- Produce accurate election results.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, 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 due to two elections in FY 2017-18; the November 2017 Consolidated District Election, and the June 2018 Gubernatorial Primary.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1410 - Elections

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
823300 - Forfeiture & Penalty	210	620	190	-	(190)
826140 - Election Services	94,267	183,745	28,500	<b>88,972</b>	60,472
<b>Total Revenues</b>	<b>94,477</b>	<b>184,365</b>	<b>28,690</b>	<b>88,972</b>	<b>60,282</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	99,340	95,471	115,000	<b>128,315</b>	13,315
861012 - Extra Help	33,294	41,160	26,000	<b>25,000</b>	(1,000)
861013 - Overtime Reg Emp	845	1,862	2,264	-	(2,264)
861021 - Co Cont Retirement	24,792	26,471	32,000	<b>30,373</b>	(1,627)
861022 - Co Cont OASDI	5,619	5,467	6,600	<b>7,545</b>	945
861023 - Co Cont Medicare	1,809	1,895	1,610	<b>1,764</b>	154
861024 - Co Cont Retire Incr	9,150	10,743	12,781	<b>12,038</b>	(743)
861030 - Co Cont Health Ins	24,516	22,259	21,000	<b>20,556</b>	(444)
861031 - Co Cont Unemp Ins	423	212	143	<b>278</b>	135
861035 - Co Cont Workers Comp	793	861	826	<b>188</b>	(638)
<b>Total Salaries &amp; Employee Benefits</b>	<b>200,582</b>	<b>206,401</b>	<b>218,224</b>	<b>226,057</b>	<b>7,833</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	492	202	250	<b>250</b>	-
862101 - Insurance - General	602	517	499	<b>524</b>	25
862120 - Maint - Equip	-	-	1,000	<b>1,000</b>	-
862170 - Office Expense	29,788	44,713	22,000	<b>50,000</b>	28,000
862187 - Education & Training	-	-	320	-	(320)
862190 - Publ/Legal Notice	1,014	2,648	1,800	<b>3,000</b>	1,200
862210 - Rent/Lease Bldg Grnds	1,140	1,905	1,240	<b>2,500</b>	1,260
862231 - Election Suppl & Svcs	68,795	128,844	105,000	<b>140,000</b>	35,000
862239 - Spec Dept Expense	60,633	68,215	68,000	<b>79,000</b>	11,000
862253 - Travel Out of County	1,010	142	1,000	-	(1,000)
<b>Total Services &amp; Supplies</b>	<b>163,474</b>	<b>247,186</b>	<b>201,109</b>	<b>276,274</b>	<b>75,165</b>
<b>Total Net Appropriations</b>	<b>364,055</b>	<b>453,587</b>	<b>419,333</b>	<b>502,331</b>	<b>82,998</b>
<b>Total Net County Cost</b>	<b>269,579</b>	<b>269,222</b>	<b>390,643</b>	<b>413,359</b>	<b>22,716</b>



BU 1941 - Clerk-Recorder

BUDGET UNIT OVERVIEW

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 photocopiers; 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

ACCOMPLISHMENTS IN FY 2016-17

- Continued to make scanned images regularly available for public viewing by the end of the day on which the document was recorded.
- Continued to meet deadlines for recording and indexing documents as prescribed by law.

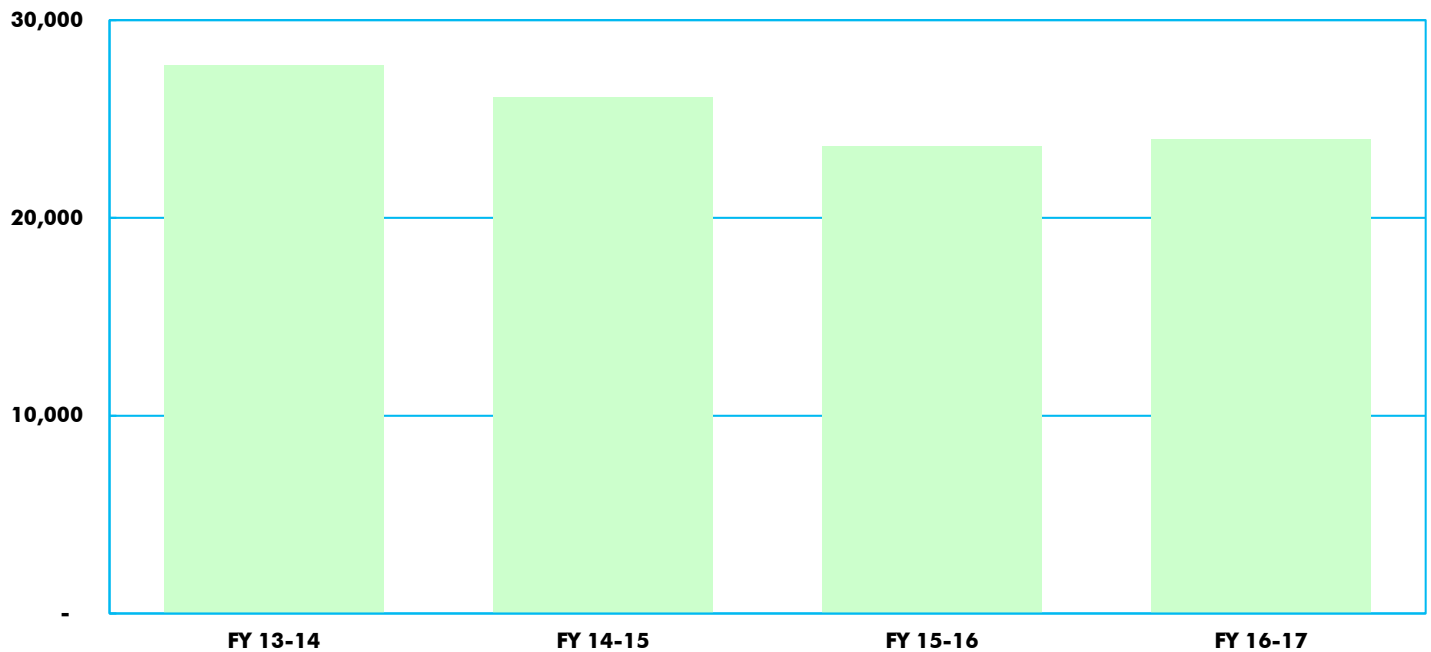
GOALS FOR FY 2017-18

- 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.



## 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. One time funding utilized for fixed asset cost.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1941 - Clerk-Recorder

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822602 - Marriage Lic FCC GC 2684	27,329	30,138	29,000	26,000	(3,000)
826255 - Recorder Mod Fee	-	-	22	-	(22)
826259 - Recorder Svc Fee	1,405	810	900	800	(100)
826261 - Recording Fee	213,645	230,459	230,000	219,742	(10,258)
826266 - Clerk Fee	54,729	55,482	54,000	52,000	(2,000)
826404 - Returned Check Chg	115	803	125	-	(125)
827400 - Prior Year Revenue	-	183	-	-	-
827600 - Other Sales	71,732	68,890	65,000	65,000	-
827700 - Other	566	1,122	1,100	500	(600)
<b>Total Revenues</b>	<b>369,521</b>	<b>387,887</b>	<b>380,147</b>	<b>364,042</b>	<b>(16,105)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	90,211	97,263	93,000	105,890	12,890
861012 - Extra Help	-	2,206	-	-	-
861013 - Overtime Reg Emp	-	467	850	-	(850)
861021 - Co Cont Retirement	16,611	25,195	27,000	31,226	4,226
861022 - Co Cont OASDI	5,209	5,610	5,200	5,946	746
861023 - Co Cont Medicare	1,218	1,344	1,200	1,391	191
861024 - Co Cont Retire Incr	5,952	10,314	11,000	10,324	(676)
861030 - Co Cont Health Ins	20,816	22,453	27,175	31,473	4,298
861031 - Co Cont Unemp Ins	407	388	419	194	(225)
861035 - Co Cont Workers Comp	274	152	2,160	2,255	95
<b>Total Salaries &amp; Employee Benefits</b>	<b>140,698</b>	<b>165,392</b>	<b>168,004</b>	<b>188,699</b>	<b>20,695</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	839	991	1,600	1,600	-
862101 - Insurance - General	1,880	1,841	2,130	1,968	(162)
862120 - Maint - Equip	11,834	6,182	8,500	7,000	(1,500)
862150 - Memberships	1,250	650	600	800	200
862170 - Office Expense	28,234	32,307	36,000	36,000	-
862187 - Education & Training	-	-	570	500	(70)
862239 - Spec Dept Expense	-	7	-	-	-
862253 - Travel Out of County	-	634	500	500	-
<b>Total Services &amp; Supplies</b>	<b>44,036</b>	<b>42,612</b>	<b>49,900</b>	<b>48,368</b>	<b>(1,532)</b>
<b>Fixed Assets</b>					
864370 - Equipment	5,085	-	-	14,500	14,500
<b>Total Fixed Assets</b>	<b>5,085</b>	<b>-</b>	<b>-</b>	<b>14,500</b>	<b>14,500</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(121)	(362)	(16)	-	16
<b>Total Expend Transfer &amp; Reimb</b>	<b>(121)</b>	<b>(362)</b>	<b>(16)</b>	<b>-</b>	<b>16</b>
<b>Total Net Appropriations</b>	<b>189,699</b>	<b>207,642</b>	<b>217,888</b>	<b>251,567</b>	<b>33,679</b>
<b>Total Net County Cost</b>	<b>(179,823)</b>	<b>(180,245)</b>	<b>(162,259)</b>	<b>(112,475)</b>	<b>49,784</b>



## BU 1942 - Recorder's Modernization

### BUDGET UNIT OVERVIEW

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 Modernizaation - BU 1942

#### ACCOMPLISHMENTS IN FY 2016-17

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

#### GOALS FOR FY 2017-18

- Provide accurate high-quality scanned images of the Clerk-Recorder's records.
- Provide accurate high-quality microfilm of Clerk-Recorder's records for archival storage.

#### SUMMARY OF MAJOR ACCOUNTS

##### Services & Supplies

Acct. 2239 Annual maintenance and upgrades for recording system.

#### CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1942 - Recorder's Modernization

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
<b>Fund: 1217 Recorder Modernization</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>Revenue</b>					
824100 - Interest	276	336	580	<b>200</b>	(380)
826255 - Recorder Mod Fee	22,862	59,094	70,000	<b>56,000</b>	(14,000)
826390 - Other Charges	10,186	10,305	10,000	<b>10,000</b>	-
<b>Total Revenues</b>	<b>33,323</b>	<b>69,735</b>	<b>80,580</b>	<b>66,200</b>	<b>(14,380)</b>
<b>Services &amp; Supplies</b>					
862120 - Maint - Equip	40,462	-	-	<b>3,000</b>	3,000
862170 - Office Expense	-	-	-	<b>1,000</b>	1,000
862239 - Spec Dept Expense	-	42,485	44,609	<b>45,000</b>	391
<b>Total Services &amp; Supplies</b>	<b>40,462</b>	<b>42,485</b>	<b>44,609</b>	<b>49,000</b>	<b>4,391</b>
<b>Total Net Appropriations</b>	<b>40,462</b>	<b>42,485</b>	<b>44,609</b>	<b>49,000</b>	<b>4,391</b>
<b>Total Fund Balance Contribution</b>	<b>7,138</b>	<b>(27,250)</b>	<b>(35,971)</b>	<b>(17,200)</b>	<b>18,771</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 - BU 1944

#### ACCOMPLISHMENTS IN FY 2016-17

- Made scanned images regularly available for public viewing by the morning after the day on which the documents are recorded.
- Provided off-site access to the Recorder indices, by subscription, to title companies and others who wish to subscribe.

#### GOALS FOR FY 2017-18

- Continue to provide accurate high-quality microfilm and scanned images of the Clerk-Recorder's records.

#### SUMMARY OF MAJOR ACCOUNTS

##### Revenues

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

#### CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# ASSESSOR-CLERK-RECORDER'S OFFICE

SUSAN M. RANOCHAK, Assessor-Clerk-Recorder

BU 1944 - Clerk-Recorder - Micrographics

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
<b>Fund: 1218 Micrographics</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
824100 - Interest	(50)	(35)	39	-	(39)
826255 - Recorder Mod Fee	40,610	12,015	39,320	<b>51,105</b>	11,785
826260 - Micrographic Fee	16,498	17,535	17,000	<b>16,000</b>	(1,000)
827600 - Other Sales	17,893	19,926	20,000	<b>20,000</b>	-
<b>Total Revenues</b>	<b>74,952</b>	<b>49,441</b>	<b>76,359</b>	<b>87,105</b>	<b>10,746</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	37,653	21,068	38,994	<b>38,189</b>	(805)
861013 - Overtime Reg Emp	-	112	216	-	(216)
861021 - Co Cont Retirement	9,976	6,000	10,968	<b>11,564</b>	596
861022 - Co Cont OASDI	2,079	1,199	1,810	<b>2,096</b>	286
861023 - Co Cont Medicare	486	280	515	<b>490</b>	(25)
861024 - Co Cont Retire Incr	3,904	2,457	4,390	<b>4,094</b>	(296)
861030 - Co Cont Health Ins	13,263	5,844	11,835	<b>13,263</b>	1,428
861031 - Co Cont Unemp Ins	85	71	-	<b>55</b>	55
861035 - Co Cont Workers Comp	443	497	70	<b>85</b>	15
<b>Total Salaries &amp; Employee Benefits</b>	<b>67,889</b>	<b>37,528</b>	<b>68,798</b>	<b>69,836</b>	<b>1,038</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	65	-	-	<b>100</b>	100
862101 - Insurance - General	241	166	161	<b>169</b>	8
862120 - Maint - Equip	-	-	-	<b>1,000</b>	1,000
862170 - Office Expense	2,816	7,081	3,700	<b>12,000</b>	8,300
862210 - Rent/Lease Bldg Grnds	3,893	4,553	3,700	<b>4,000</b>	300
<b>Total Services &amp; Supplies</b>	<b>7,015</b>	<b>11,914</b>	<b>7,561</b>	<b>17,269</b>	<b>9,708</b>
<b>Total Net Appropriations</b>	<b>74,904</b>	<b>49,442</b>	<b>76,359</b>	<b>87,105</b>	<b>10,746</b>
<b>Total Fund Balance Contribution</b>	<b>(48)</b>	<b>-</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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(81,000,550)	(80,849,520)	(76,163,500)	<b>(79,621,559)</b>	(3,458,059)
Total Operating Transfers In	(2,391,369)	(2,963,204)	(275,650)	<b>(425,650)</b>	(150,000)
<b>Total Revenues</b>	<b>(83,391,919)</b>	<b>(83,812,724)</b>	<b>(76,439,150)</b>	<b>(80,047,209)</b>	<b>(3,608,059)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,395,624	1,323,153	1,545,968	<b>1,709,057</b>	163,089
Total Services & Supplies	870,322	715,117	542,862	<b>1,233,735</b>	690,873
Total Other Charges	14,349,657	13,647,708	13,304,518	<b>13,815,956</b>	511,438
Total Fixed Assets	7,032	-	-	<b>-</b>	-
<b>Total Operating Expenditures</b>	<b>16,622,634</b>	<b>15,685,978</b>	<b>15,393,348</b>	<b>16,758,748</b>	<b>1,365,400</b>
Total Operating Transfers Out	8,992,684	11,758,770	14,252,005	<b>9,766,859</b>	(4,485,146)
<b>Total Transfers &amp; Reimb.</b>	<b>8,992,684</b>	<b>11,758,770</b>	<b>14,252,005</b>	<b>9,766,859</b>	<b>(4,485,146)</b>
Total Appropriation for Contingency	-	-	-	<b>250,000</b>	
<b>Total Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	
<b>Total Net Appropriations</b>	<b>25,615,319</b>	<b>27,444,748</b>	<b>29,645,353</b>	<b>26,775,607</b>	<b>(3,119,746)</b>
<b>NCC/Use of Fund Balance</b>	<b>(57,776,600)</b>	<b>(56,367,976)</b>	<b>(46,793,797)</b>	<b>(53,271,602)</b>	<b>(6,477,805)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Non-Departmental	9,766,859	(64,537,616)	(54,770,757)
Auditor-Controller	1,317,577	(323,450)	994,127
Teeter Plan	3,300,000	(4,800,000)	(1,500,000)
Miscellaneous	1,592,504	-	1,592,504
Contingency	250,000	-	250,000
<b>Total: General Fund</b>	<b>16,226,940</b>	<b>(69,661,066)</b>	<b>(53,434,126)</b>
<b>% of General Fund</b>	<b>8.2%</b>	<b>36.0%</b>	<b>-92.6%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
Gen Debt Svc-COPS	1,872,237	(1,872,233)	4
Pension Oblig. Bonds	7,874,910	(7,874,910)	-
Unemployment Insur	204,000	(204,000)	-
Information Technology	597,520	(435,000)	162,520
<b>Total: Other Funds</b>	<b>10,548,667</b>	<b>(10,386,143)</b>	<b>162,524</b>
<b>TOTAL: ALL FUNDS</b>	<b>26,775,607</b>	<b>(80,047,209)</b>	<b>(53,271,602)</b>
<b>% of Total Budget</b>	<b>9.7%</b>	<b>30.6%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Auditor-Controller	11	11	12
<b>Total: General Fund</b>	<b>11</b>	<b>11</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>11</b>	<b>11</b>	<b>12</b>



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 and motels 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**

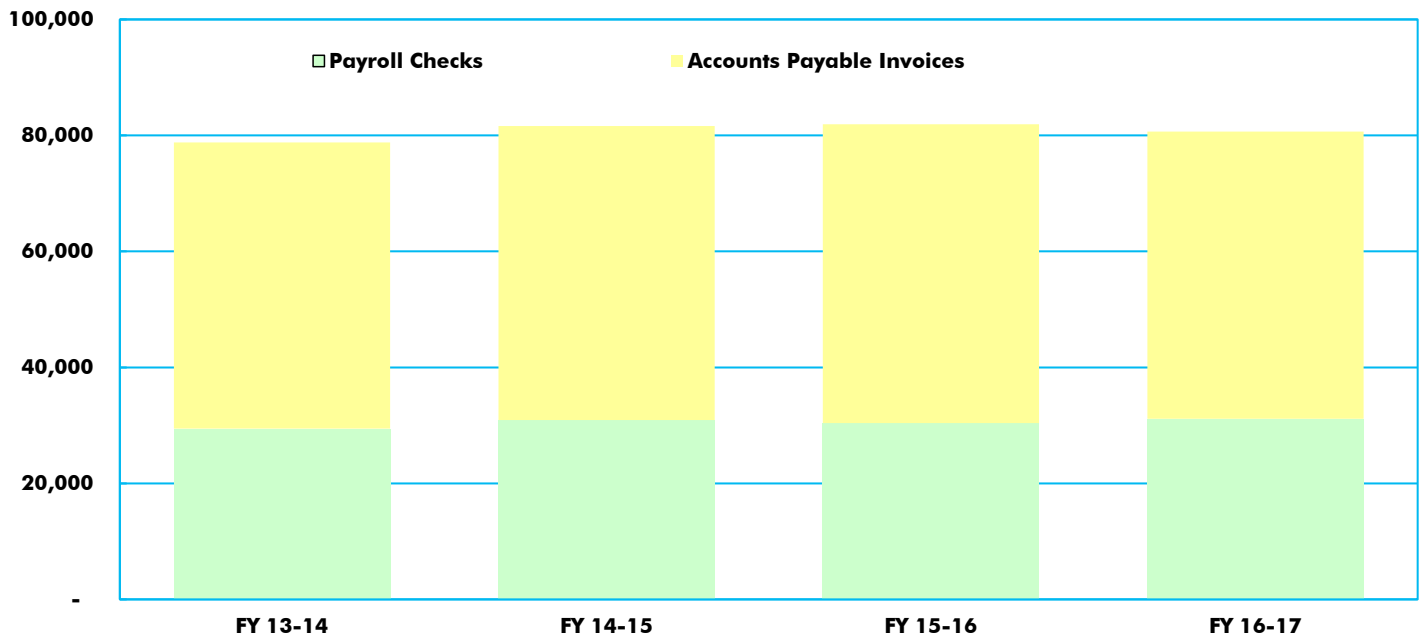
- Appropriations for Contingencies - BU 9991
- Auditor-Controller - BU 1110
- General Debt Service - COP - BU 8010
- Information Technology Replacement - BU 0717
- Miscellaneous - BU 1940
- Non Department Revenue - BU 1000
- Pension Obligation Bonds - BU 8011
- Teeter Plan - BU 1930
- Unemployment Insurance - BU 0712

- GOALS FOR FY 2017-18**
- Start 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 to complete the County’s data conversion for the new Aumentum Property Tax System.

- ACCOMPLISHMENTS IN FY 2016-17**
- Successfully filled the Chief Deputy Auditor-Controller position that will perform more complex accounting and auditing activities for all departments in the County.
  - Issued the FY 2015-16 Independent Audit Report in December 2016.
  - Posted over 72 thousand direct or special assessments charges submitted by 45 Special Districts totaling over \$7.7 million to the current year’s Secured Tax Roll.
  - Successfully transitioned over to Bank of America’s purchase card and travel card programs.

## 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

Supplemental Tax Administration Fees have been reduced by \$30,000 due to a new Property Tax audit finding.

# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller

BU 1110 - Auditor-Controller

## BUDGET UNIT DETAIL Schedule 9

Function: General Government

Activity: Legislative & Administrative

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826115 - Debt Service Fee	123,711	128,465	136,000	<b>135,000</b>	(1,000)
826120 - Accounting Fee	116,313	108,457	80,000	<b>100,000</b>	20,000
826390 - Other Charges	3,127	5,707	6,000	<b>7,500</b>	1,500
827400 - Prior Year Revenue	34,142	49,331	-	<b>50,000</b>	50,000
827600 - Other Sales	225	217	300	<b>300</b>	-
827700 - Other	52	6	-	<b>-</b>	-
827703 - Cancel Outlawed Warr	4,340	6,555	30,000	<b>30,000</b>	-
827802 - Oper Transfer In	650	650	650	<b>650</b>	-
<b>Total Revenues</b>	<b>282,559</b>	<b>299,388</b>	<b>252,950</b>	<b>323,450</b>	<b>70,500</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	626,228	650,468	678,100	<b>801,476</b>	123,376
861012 - Extra Help	3,756	8,143	12,000	<b>2,000</b>	(10,000)
861021 - Co Cont Retirement	162,771	189,534	198,400	<b>234,624</b>	36,224
861022 - Co Cont OASDI	36,224	37,830	39,250	<b>45,820</b>	6,570
861023 - Co Cont Medicare	8,556	8,966	9,400	<b>10,717</b>	1,317
861024 - Co Cont Retire Incr	61,646	78,578	77,100	<b>78,394</b>	1,294
861030 - Co Cont Health Ins	100,558	95,970	96,700	<b>99,387</b>	2,687
861031 - Co Cont Unemp Ins	837	822	912	<b>697</b>	(215)
861035 - Co Cont Workers Comp	4,369	4,766	1,456	<b>1,342</b>	(114)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,004,945</b>	<b>1,075,077</b>	<b>1,113,318</b>	<b>1,274,457</b>	<b>161,139</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	924	486	800	<b>1,000</b>	200
862101 - Insurance - General	1,914	2,075	2,336	<b>2,293</b>	(43)
862120 - Maint - Equip	(1,500)	-	-	<b>-</b>	-
862150 - Memberships	300	448	330	<b>500</b>	170
862170 - Office Expense	36,167	31,467	35,000	<b>30,000</b>	(5,000)
862187 - Education & Training	650	544	1,500	<b>1,500</b>	-
862189 - Prof/Spec Svcs - Other	2,805	-	-	<b>-</b>	-
862190 - Publ/Legal Notice	-	1,279	150	<b>500</b>	350
862230 - Info Tech Equip	-	276	1,500	<b>2,000</b>	500
862239 - Spec Dept Expense	891	-	-	<b>-</b>	-
862250 - Trans/Travel	2,366	2,825	3,500	<b>3,327</b>	(173)
862253 - Travel Out of County	670	2,482	2,000	<b>2,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>45,187</b>	<b>41,883</b>	<b>47,116</b>	<b>43,120</b>	<b>(3,996)</b>
<b>Fixed Assets</b>					
864370 - Equipment	7,032	-	-	<b>-</b>	-
<b>Total Fixed Assets</b>	<b>7,032</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>1,057,165</b>	<b>1,116,960</b>	<b>1,160,434</b>	<b>1,317,577</b>	<b>157,143</b>
<b>Total Net County Cost</b>	<b>774,606</b>	<b>817,572</b>	<b>907,484</b>	<b>994,127</b>	<b>86,643</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, and County Measure A sales tax which supports the County Library.

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 has been allocated to it's recipient departments.

### SUMMARY OF MAJOR ACCOUNTS

#### Expenditure Transfer and Reimbursements

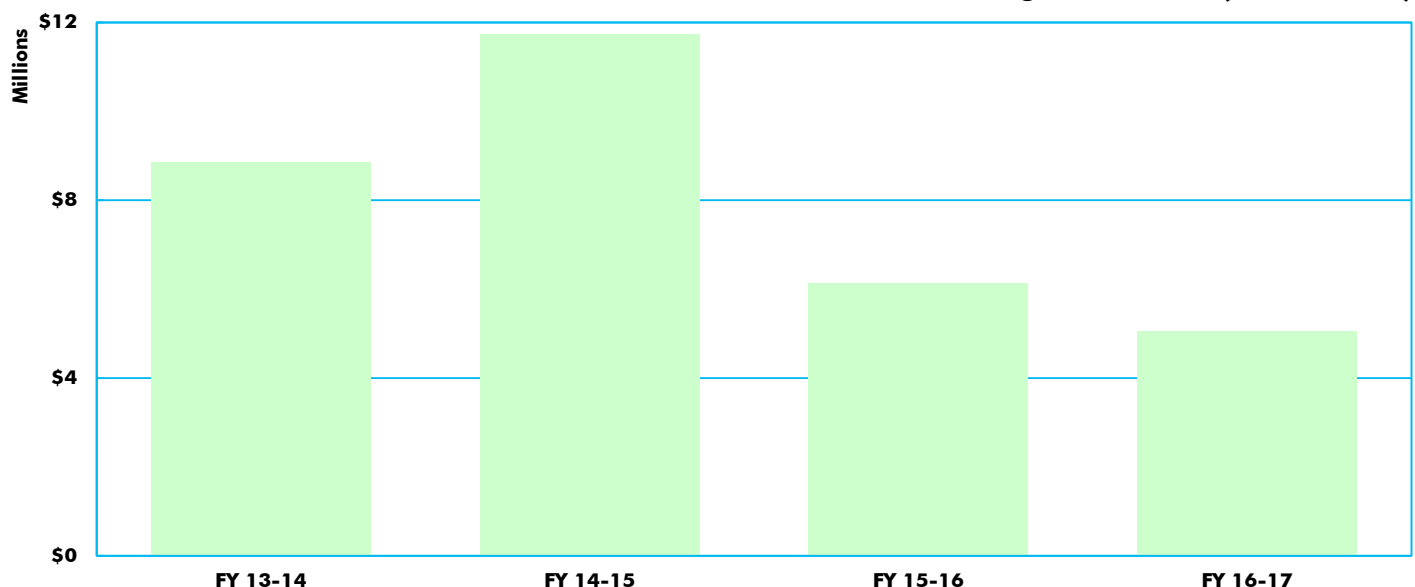
Acct. 5802	Detail of Operating Transfers Out:	
	1 - Debt Service Fund - COPs - BU 8010	\$ 1,506,850
	2 - Capital Improvements - BU 1710	925,772
	3 - IT Reserve - BU 0717	425,000
	4 - Road Fund - BU 3010	3,479,996
	5 - Roads & Bridges - BU 3041	1,750,000
	6 - Library Fund - BU 6110	1,300,241
	7 - Vehicle Replacement - BU 0711	352,000
	Total	\$ 9,766,859

### CHANGES IN BUDGET FROM PRIOR YEAR

Since FY 2015-16, Public Safety Sales Tax (Proposition 172) has been allocated in 821510 in Budget Units: 2070-District Attorney, 2310-Sheriff, 2510-Jail, 2560-Probation and 4016-Emergency Services. Refer to the Budget Unit Overview section for more information on this shift.

### PERFORMANCE INDICATORS

#### Ending Fund Balance (General Fund)



# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	29,763,529	30,730,136	31,750,000	31,950,000	200,000
821120 - Curr Unsec Prop Tax	961,540	1,005,803	1,025,000	1,000,000	(25,000)
821130 - Supplemental Roll Tax	249,292	327,276	300,000	350,000	50,000
821210 - Prior Secured Prop Tax	(12,096)	(2,731)	2,711	-	(2,711)
821220 - Prior Unsec Prop Tax	65,483	44,674	50,000	50,000	-
821400 - Pen/Cost Delinq Tax	729,599	696,543	650,000	650,000	-
821500 - Sales & Use Tax	4,491,936	5,325,470	5,500,000	5,875,000	375,000
821510 - Sales Tax - Pub Safety	7,049,260	6,888,143	-	-	-
821600 - Timber Yield Tax	334,076	381,912	350,000	375,000	25,000
821701 - Room Occupancy Tax	4,491,130	4,944,101	5,100,000	5,200,000	100,000
821702 - Property Transfer Tax	521,472	791,430	600,000	600,000	-
821704 - Prop Tax In Lieu of VLF	10,203,634	10,516,886	10,812,410	10,950,000	137,590
821705 - In Lieu of Sales Tax	1,423,231	554,203	-	-	-
821706 - Williamson Act Replacement	458,533	487,555	500,000	525,000	25,000
821707 - Cannabis Business Tax	-	-	-	1,708,349	1,708,349
822210 - Franchise	757,841	777,701	775,000	800,000	25,000
823300 - Forfeiture & Penalty	2,221	-	-	-	-
824100 - Interest	123,905	218,285	200,000	200,000	-
825150 - Motor Vehilce In Lieu	31,306	29,876	33,037	35,000	1,963
825398 - SB90 Reimb	347,070	-	-	-	-
825481 - Homeowner Exemption	303,601	295,028	286,242	300,000	13,758
825490 - State Other	130,000	130,000	130,000	130,000	-
825650 - Fed Grazing Fee	1,138	1,421	-	-	-
825660 - Fed Land in Lieu Tax	591,815	606,453	630,421	630,000	(421)
825670 - Federal Other	1,337	1,301	1,349	1,350	1
826402 - Cost Plan Charges	882,488	1,025,867	1,310,665	2,372,917	1,062,252
827400 - Prior Year Revenue	2,678,496	264,979	5,000	-	(5,000)
827500 - Sale of Fixed Assets	33,679	45,034	27,320	-	(27,320)
827700 - Other	59,093	58,322	70,000	75,000	5,000
827701 - Refund Jury/Witness Fee	15	45	275	-	(275)
827715 - Tobacco Settlement	765,727	757,118	760,000	760,000	-
827802 - Oper Transfer In	205,525	138,190	-	-	-
<b>Total Revenues</b>	<b>67,645,875</b>	<b>67,041,021</b>	<b>60,869,430</b>	<b>64,537,616</b>	<b>3,668,186</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	8,992,684	11,758,770	14,252,005	9,766,859	(4,485,146)
<b>Total Expend Transfer &amp; Reimb</b>	<b>8,992,684</b>	<b>11,758,770</b>	<b>14,252,005</b>	<b>9,766,859</b>	<b>(4,485,146)</b>
<b>Total Net Appropriations</b>	<b>8,992,684</b>	<b>11,758,770</b>	<b>14,252,005</b>	<b>9,766,859</b>	<b>(4,485,146)</b>
<b>Total Net County Cost</b>	<b>(58,653,191)</b>	<b>(55,282,251)</b>	<b>(46,617,425)</b>	<b>(54,770,757)</b>	<b>(8,153,332)</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

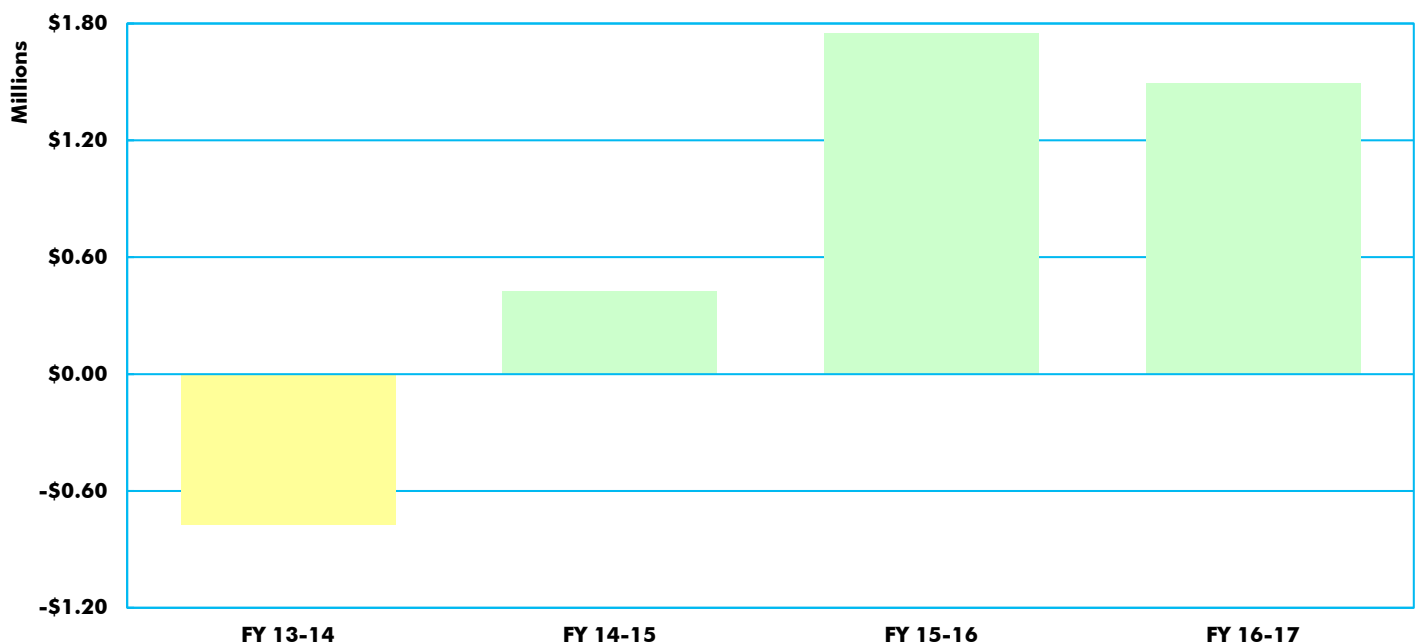
- Acct. 3310 Interest on total liability based on balance due.
- Acct. 3311 Anticipated delinquencies on current year's tax levy.

### CHANGES IN BUDGET FROM PRIOR YEAR

Increased revenues; offset by increased interest.

### PERFORMANCE INDICATORS

#### Net Teeter Fund Receipts



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller

BU 1930 - Teeter Plan

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821210 - Prior Secured Prop Tax	2,802,410	3,265,750	3,275,000	3,300,000	25,000
821400 - Pen/Cost on Delinq Tax	1,808,978	2,053,761	1,465,000	1,500,000	35,000
<b>Total Revenues</b>	<b>4,611,388</b>	<b>5,319,511</b>	<b>4,740,000</b>	<b>4,800,000</b>	<b>60,000</b>
<b>Other Charges</b>					
863310 - Interest	22,772	58,355	-	60,000	60,000
863311 - Principal	4,159,390	3,512,930	3,240,000	3,240,000	-
<b>Total Other Charges</b>	<b>4,182,161</b>	<b>3,571,285</b>	<b>3,240,000</b>	<b>3,300,000</b>	<b>60,000</b>
<b>Total Net Appropriations</b>	<b>4,182,161</b>	<b>3,571,285</b>	<b>3,240,000</b>	<b>3,300,000</b>	<b>60,000</b>
<b>Total Net County Cost</b>	<b>(429,227)</b>	<b>(1,748,226)</b>	<b>(1,500,000)</b>	<b>(1,500,000)</b>	<b>-</b>



## BU 1940 - Miscellaneous

### BUDGET UNIT OVERVIEW

The Miscellaneous budget unit accounts for all 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, 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 (PEG), Local Agency Formation Commission (LAFCO), Mendocino Arts Council, Mendocino County Resource Conservation District, the Court Facilities Payments (CFP) for the Ukiah, Willits, and Fort Bragg, as well as the 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. 2183 Outside legal counsel.

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

Acct. 2189 Muni Services contract for sales tax review.

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 (CFP)-\$193,629, and \$398,000 for Fire Agency Support.

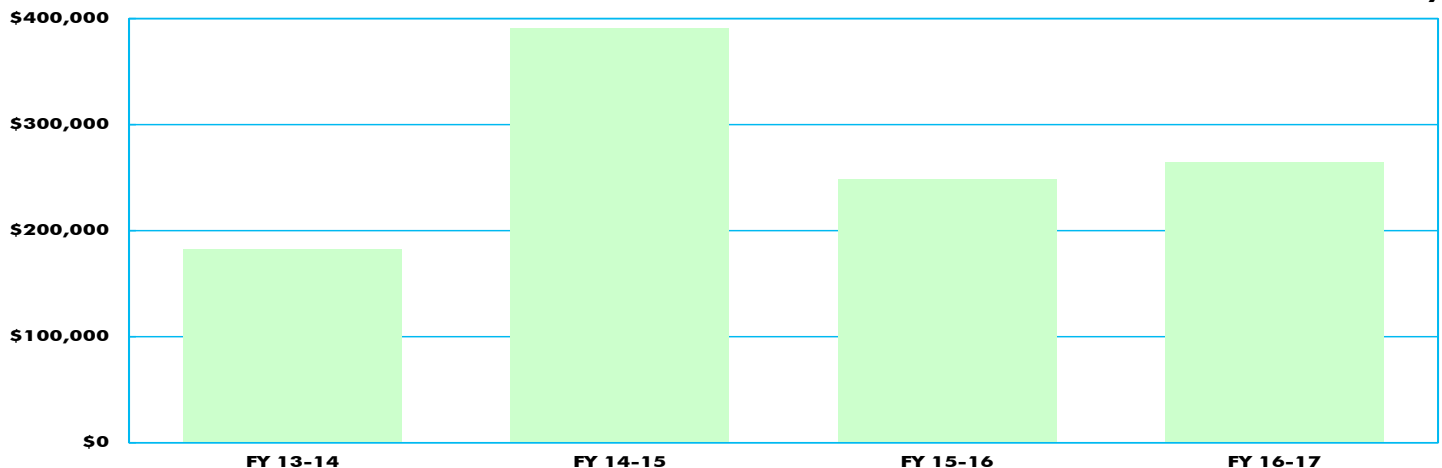
Acct. 3280 Funding to outside agencies: Public-Education-Government (PEG) television-\$90,000; Local Agency Formation Commission (LAFCO)-\$40,000; Mendocino Arts Council-\$29,600; and Mendocino County Resource Conservation District-\$25,200.

### CHANGES IN BUDGET FROM PRIOR YEAR

Increased due to Revenue & Expenses for Fire Agency Support payments; increased PEG funding and carryover grant writer funds from FY 2016/17.

### 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		2014-15	2015-16	2016-17	2017-18
<b>Financing Sources and Uses</b>		<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>
<b>Revenues</b>					
821510 - Sales Tax-Public Safety	-	-	-	398,000	398,000
825640 - Fed Forest Reserve	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	398,000	398,000
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	147,186	165,535	168,000	175,000	7,000
861021 - Co Cont Retirement	195,216	48,860	208,750	205,000	(3,750)
861022 - Co Cont OASDI	9,126	10,263	10,400	11,000	600
861023 - Co Cont Medicare	2,134	2,400	2,400	2,600	200
861024 - Co Cont Retire Incr	37,017	21,018	43,100	41,000	(2,100)
<b>Total Salaries &amp; Employee Benefits</b>	390,678	248,076	432,650	434,600	1,950
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	114,142	86,547	11,031	11,475	444
862170 - Office Expense	303	-	-	-	-
862181 - Auditing & Fiscal Svcs	49,254	50,255	51,240	55,000	3,760
862183 - Legal Fees	-	-	-	25,000	25,000
862187 - Education & Training	117,038	124,621	90,100	125,000	34,900
862189 - Prof/Spec Svcs - Other	239,669	88,391	40,000	150,000	110,000
862239 - Spec Dept Expense	20,261	20,410	15,000	15,000	-
<b>Total Services &amp; Supplies</b>	540,667	370,224	207,371	381,475	174,104
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	193,629	193,629	193,629	591,629	398,000
863280 - Contr Other Agency	189,540	126,018	125,000	184,800	59,800
<b>Total Other Charges</b>	383,169	319,647	318,629	776,429	457,800
<b>Total Net Appropriations</b>	1,314,515	937,947	958,650	1,592,504	633,854
<b>Total Net County Cost</b>	1,314,515	937,947	958,650	1,194,504	235,854





## BU 8010 - General Debt Service - COP

### 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 COP 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, 2017, the principal balance was \$19,395,000.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

- Acct. 4200 Semi-annual rental payments from City of Willits for space in the Criminal Justice Building.
- Acct. 7802 Operating Transfer In - Transfer from Social Services, Non-Departmental Revenue and Mental Health for their portion of the 2012 COP issues. Includes payment of interest from Cities of Ukiah and Willits animal shelter payments.

#### Services & Supplies

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

#### Other Charges

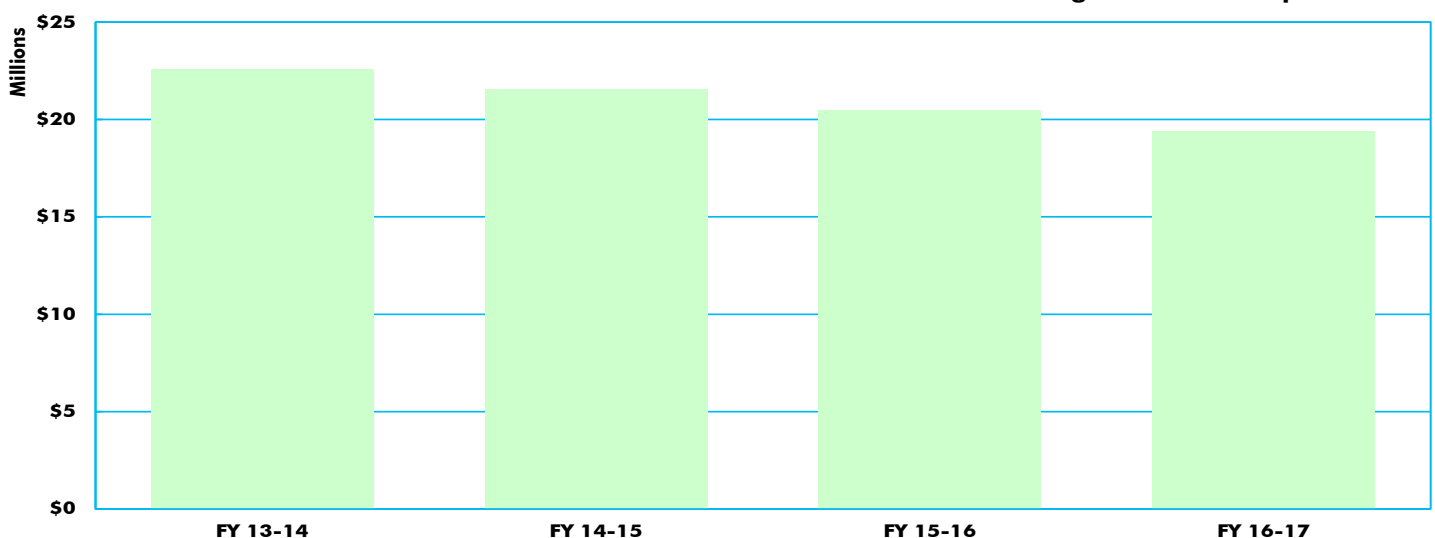
- Acct. 3310 & 3311 Interest and principal payments on the 2012 Certificates of Participation (COPs) and Energy Loan #2.

### CHANGES IN BUDGET FROM PRIOR YEAR

Principle costs will increase by \$30,000 and interest costs will decrease by \$32,548 during the year due to the FY 2017-18 payment schedule.

### PERFORMANCE INDICATORS

2012 Refunding - COPS - Principal Balance



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller

BU 8010 - General Debt Service - COP

BUDGET UNIT DETAIL Schedule 9		Function: Debt Service		Activity: Retirement of LT Debt	
Fund: 1400 Debt Service	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823110 - Crim Just Const Fund	11,200	9,900	9,000	<b>9,000</b>	-
824100 - Interest	(1,802)	(1,997)	(2,993)	<b>(3,000)</b>	(7)
824200 - Rent/Concession	15,000	45,000	30,000	-	(30,000)
825810 - Other Govt Agency Aid	31,323	33,468	33,500	<b>35,500</b>	2,000
827802 - Oper Transfer In	1,685,194	1,747,935	-	-	-
827803 - Loan/Bond Proceeds	-	-	1,805,173	<b>1,830,733</b>	25,560
<b>Total Revenues</b>	<b>1,740,915</b>	<b>1,834,306</b>	<b>1,874,680</b>	<b>1,872,233</b>	<b>(2,447)</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	4,100	1,100	1,100	<b>1,100</b>	-
862239 - Spec Dept Expense	2,310	2,310	2,395	<b>2,500</b>	105
<b>Total Services &amp; Supplies</b>	<b>6,410</b>	<b>3,410</b>	<b>3,495</b>	<b>3,600</b>	<b>105</b>
<b>Other Charges</b>					
863310 - Interest	849,446	817,804	786,185	<b>753,637</b>	(32,548)
863311 - Principal	1,046,051	1,058,564	1,085,000	<b>1,115,000</b>	30,000
<b>Total Other Charges</b>	<b>1,895,496</b>	<b>1,876,368</b>	<b>1,871,185</b>	<b>1,868,637</b>	<b>(2,548)</b>
<b>Total Net Appropriations</b>	<b>1,901,906</b>	<b>1,879,778</b>	<b>1,874,680</b>	<b>1,872,237</b>	<b>(2,443)</b>
<b>Total Fund Balance Contribution</b>	<b>160,992</b>	<b>45,472</b>	-	<b>4</b>	<b>4</b>



## BU 8011 - Debt Services - Pension Obligation Bond

### 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, 2017, the principal balance was \$59,765,000.

### 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

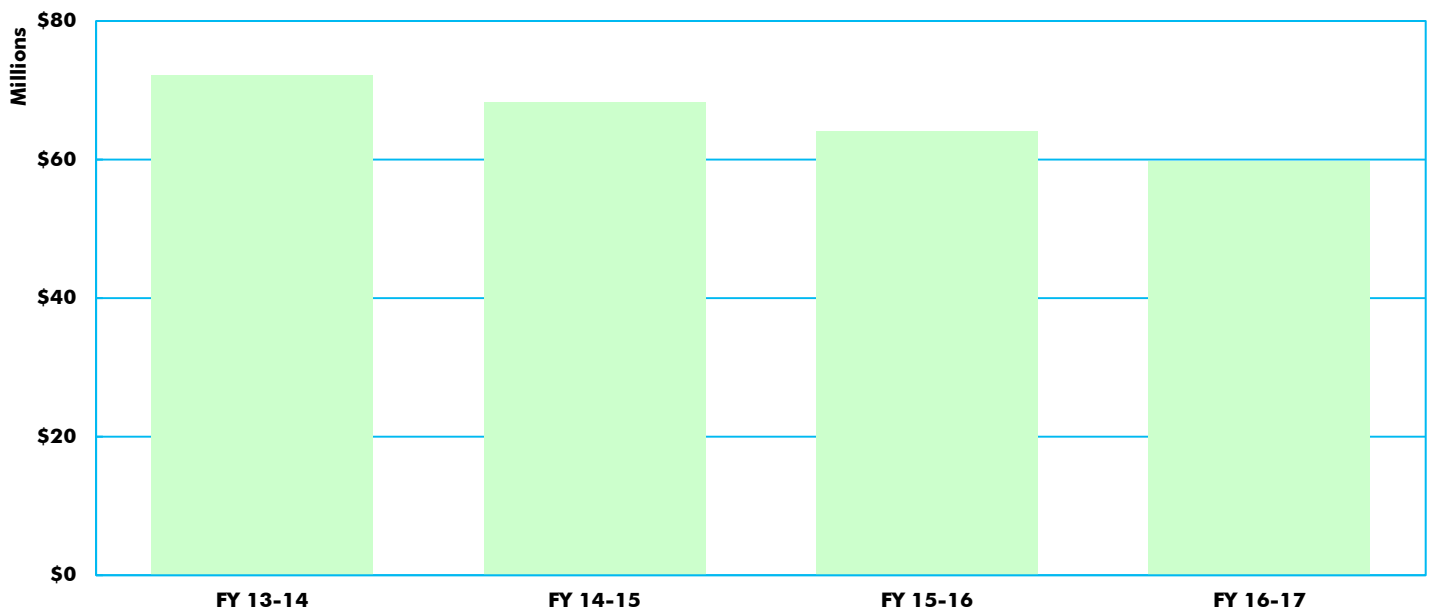
Acct. 3310 & 3311 Interest and principal payments on the taxable Pension Obligation Bond (POB) issue.

### CHANGES IN BUDGET FROM PRIOR YEAR

Principal costs will increase by \$245,000 and interest costs will decrease by \$248,814 during the year due to the FY 2017-18 payment schedule.

### PERFORMANCE INDICATORS

#### Debt Service - Pension Obligation Bonds Balance



# AUDITOR-CONTROLLER'S OFFICE

LLOYD WEER, Auditor-Controller

BU 8011 - Debt Services - Pension Obligation Bond

BUDGET UNIT DETAIL Schedule 9		Function: Debt Service		Activity: Retirement of LT Debt	
Fund: 1410 Pension Oblig Bonds	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	(11,735)	(11,391)	(22,620)	(20,000)	2,620
826400 - Co Share Retire	8,318,804	7,995,278	8,222,905	7,894,910	(327,995)
<b>Total Revenues</b>	<b>8,307,069</b>	<b>7,983,887</b>	<b>8,200,285</b>	<b>7,874,910</b>	<b>(325,375)</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	3,100	1,600	1,600	1,600	-
862239 - Spec Dept Expense	750	750	2,420	2,420	-
<b>Total Services &amp; Supplies</b>	<b>3,850</b>	<b>2,350</b>	<b>4,020</b>	<b>4,020</b>	<b>-</b>
<b>Other Charges</b>					
863310 - Interest	3,948,830	3,725,408	3,489,704	3,240,890	(248,814)
863311 - Principal	3,940,000	4,155,000	4,385,000	4,630,000	245,000
<b>Total Other Charges</b>	<b>7,888,830</b>	<b>7,880,408</b>	<b>7,874,704</b>	<b>7,870,890</b>	<b>(3,814)</b>
<b>Total Net Appropriations</b>	<b>7,892,680</b>	<b>7,882,758</b>	<b>7,878,724</b>	<b>7,874,910</b>	<b>(3,814)</b>
<b>Total Fund Balance Contribution</b>	<b>(414,389)</b>	<b>(101,129)</b>	<b>(321,561)</b>	<b>-</b>	<b>321,561</b>



## BU 9991 - Appropriations for Contingencies

### BUDGET UNIT OVERVIEW

General Fund contingencies include funding necessary to provide continued County operations despite economic uncertainties or other unforeseen events. Current County Policy calls for a reserve level established annual no less than \$250,000. This amount is seen as an absolute minimum. Preferable contingency levels should be in the \$1 to \$3 million range. This is a level that would allow for stability throughout the quarterly budget review process for the fiscal year, particularly during periods of fiscal stress. Failure to appropriate a reasonable level of funding in contingencies is not prudent and could result in fiscal "mid-year budget crisis." Prior to FY 2011-12, contingencies had been reduced down to zero. Today, the adopted budget contains \$250,000 in contingency funding, still far from optimal levels but a vast improvement over contingency levels in the past.

### SUMMARY OF MAJOR ACCOUNTS

#### Other Charges

Acct. 9991 Funding set aside for economic uncertainties.

### CHANGES IN BUDGET FROM PRIOR YEAR

Increased appropriation for unanticipated expenses throughout the year.

BUDGET UNIT DETAIL Schedule 9		Function: Contingencies			Activity: Miscellaneous
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Approp for Contingency</b>					
869991 - Approp for Contingency	-	-	-	<b>250,000</b>	250,000
<b>Total</b>	-	-	-	<b>250,000</b>	<b>250,000</b>
<b>Total Net Appropriations</b>	-	-	-	<b>250,000</b>	<b>250,000</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 increase by \$43,000 based on recent trends and historical performance.

### CHANGES IN BUDGET FROM PRIOR YEAR

Unemployment Insurance claims have been declining in recent years. Allocations from departments will be reduced by \$50,000 and Unemployment cost will be reduced by \$37,100 during the FY 2017-18.

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: 7120 Unemployment Insurance	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	1,339	1,757	213,451	4,000	(209,451)
826401 - I.S.F. Services	300,000	250,000	861	200,000	199,139
<b>Total Operating Revenues</b>	<b>301,339</b>	<b>251,757</b>	<b>214,312</b>	<b>204,000</b>	<b>(10,312)</b>
<b>Operating Expenses</b>					
<b>Services &amp; Supplies</b>					
862103 - Insurance - Unemp	217,453	213,451	160,000	203,000	43,000
862189 - Prof/Spec Svcs - Other	861	861	860	1,000	140
<b>Total Services &amp; Supplies</b>	<b>218,314</b>	<b>214,312</b>	<b>160,860</b>	<b>204,000</b>	<b>43,140</b>
<b>Total Operating Expenses</b>	<b>218,314</b>	<b>214,312</b>	<b>160,860</b>	<b>204,000</b>	<b>43,140</b>
<b>Operating Income (Loss)</b>	<b>83,025</b>	<b>37,445</b>	<b>53,452</b>	<b>-</b>	<b>(53,452)</b>
<b>Change in Net Assets</b>	<b>83,025</b>	<b>37,445</b>	<b>53,452</b>	<b>-</b>	<b>(53,452)</b>
<b>Net Assets - Beginning Balance</b>	<b>352,914</b>	<b>435,939</b>	<b>473,384</b>	<b>526,836</b>	<b>53,452</b>
<b>Net Assets - Ending Balance</b>	<b>435,939</b>	<b>473,384</b>	<b>526,836</b>	<b>526,836</b>	<b>-</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 Current amount for Property Tax System replacement.
- Acct. 2230 Miscellaneous IT equipment and computer replacement.

### 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. This amount funds the entire cost of the contract which is currently in the data conversion phase. A total of \$89,280 is anticipated to be spent during the FY 2017-18.

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: 7170 Software Acquisition	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	2,773	6,425	12,500	10,000	(2,500)
827802 - Oper Transfer In	500,000	1,076,429	275,000	425,000	150,000
<b>Total Operating Revenues</b>	<b>502,773</b>	<b>1,082,854</b>	<b>287,500</b>	<b>435,000</b>	<b>147,500</b>
<b>Operating Expenses</b>					
<b>Services &amp; Supplies</b>					
862189 - Prof & Spec Scvs - Other	-	-	-	172,520	172,520
862230 - Info Tech Equip	-	58,311	100,000	425,000	325,000
862239 - Spec Dept Expense	55,893	24,627	20,000	-	(20,000)
<b>Total Services &amp; Supplies</b>	<b>55,893</b>	<b>82,938</b>	<b>120,000</b>	<b>597,520</b>	<b>477,520</b>
<b>Total Operating Expenses</b>	<b>55,893</b>	<b>82,938</b>	<b>120,000</b>	<b>597,520</b>	<b>477,520</b>
<b>Operating Income (Loss)</b>	<b>446,880</b>	<b>999,916</b>	<b>167,500</b>	<b>(162,520)</b>	<b>(330,020)</b>
<b>Change in Net Assets</b>	<b>446,880</b>	<b>999,916</b>	<b>167,500</b>	<b>(162,520)</b>	<b>(330,020)</b>
<b>Net Assets - Beginning Balance</b>	<b>638,675</b>	<b>1,085,555</b>	<b>2,085,471</b>	<b>2,252,971</b>	<b>167,500</b>
<b>Net Assets - Ending Balance</b>	<b>1,085,555</b>	<b>2,085,471</b>	<b>2,252,971</b>	<b>2,090,451</b>	<b>(162,520)</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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	(30,000)	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>(30,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	520,100	536,571	479,828	<b>530,216</b>	50,388
Total Services & Supplies	71,345	338,655	90,213	<b>107,451</b>	17,238
<b>Total Operating Expenditures</b>	<b>591,445</b>	<b>875,226</b>	<b>570,041</b>	<b>637,667</b>	<b>67,626</b>
<b>Total Net Appropriations</b>	<b>591,445</b>	<b>875,226</b>	<b>570,041</b>	<b>637,667</b>	<b>67,626</b>
<b>NCC/Use of Fund Balance</b>	<b>591,445</b>	<b>845,226</b>	<b>570,041</b>	<b>637,667</b>	<b>67,626</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Board of Supervisors	637,667	-	637,667
<b>Total: General Fund</b>	<b>637,667</b>	<b>-</b>	<b>637,667</b>
<b>% of General Fund</b>	<b>0.3%</b>	<b>0.0%</b>	<b>1.1%</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>637,667</b>	<b>-</b>	<b>637,667</b>
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Board of Supervisors	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>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>5</b>	<b>5</b>	<b>5</b>



## 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 2017-18

- 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 (Chair)
- Georgeanne Croskey, District 3
- Dan Gjerde, District 4
- Dan Hamburg, District 5 (Vice-Chair)

### 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.



<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
<b>Fund: 1100 County General</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Financing Sources and Uses</b>		<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>
<b>Revenues</b>					
827700 - Other	-	30,000	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	350,822	351,107	318,883	<b>357,187</b>	38,304
861021 - Co Cont Retirement	67,508	70,699	65,916	<b>76,955</b>	11,039
861022 - Co Cont OASDI	21,066	20,959	19,089	<b>21,509</b>	2,420
861023 - Co Cont Medicare	4,927	4,902	4,465	<b>5,030</b>	565
861024 - Co Cont Retire Incr	24,680	28,891	24,877	<b>24,338</b>	(539)
861030 - Co Cont Health Ins	46,417	54,805	45,935	<b>44,389</b>	(1,546)
861035 - Co Cont Workers Comp	4,680	5,208	663	<b>808</b>	145
<b>Total Salaries &amp; Employee Benefits</b>	<b>520,100</b>	<b>536,571</b>	<b>479,828</b>	<b>530,216</b>	<b>50,388</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	6,293	5,957	4,682	<b>6,500</b>	1,818
862101 - Insurance - General	1,430	1,193	1,381	<b>1,451</b>	70
862150 - Memberships	38,353	39,708	39,108	<b>40,000</b>	892
862170 - Office Expense	13,815	7,204	5,038	<b>7,500</b>	2,462
862187 - Education & Training	-	517	258	<b>500</b>	242
862189 - Prof/Spec Svcs - Other	-	275,800	-	<b>24,500</b>	24,500
862210 - Rents & Leases Equipment	-	-	2,800	<b>500</b>	(2,300)
862230 - Info Tech Equipment	-	-	6,690	<b>-</b>	(6,690)
862239 - Spec Dept Expense	421	751	29,934	<b>16,000</b>	(13,934)
862250 - Trans/Travel	266	230	-	<b>500</b>	500
862253 - Travel Out of County	10,767	7,295	322	<b>10,000</b>	9,678
<b>Total - Services &amp; Supplies</b>	<b>71,345</b>	<b>338,655</b>	<b>90,213</b>	<b>107,451</b>	<b>17,238</b>
<b>Total Net Appropriations</b>	<b>591,445</b>	<b>875,226</b>	<b>570,041</b>	<b>637,667</b>	<b>67,626</b>
<b>Total Net County Cost</b>	<b>591,445</b>	<b>845,226</b>	<b>570,041</b>	<b>637,667</b>	<b>67,626</b>



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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 through the provision of 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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues - All Funds</b>					
Revenues	(2,437,370)	(2,544,645)	(3,132,363)	<b>(3,137,055)</b>	(4,692)
<b>Total Revenues</b>	<b>(2,437,370)</b>	<b>(2,544,645)</b>	<b>(3,132,363)</b>	<b>(3,137,055)</b>	<b>(4,692)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,119,779	2,241,235	2,557,505	<b>2,450,816</b>	(106,689)
Total Services & Supplies	233,118	221,985	469,954	<b>462,312</b>	(7,642)
<b>Total Operating Expenditures</b>	<b>2,352,897</b>	<b>2,463,220</b>	<b>3,027,459</b>	<b>2,913,128</b>	<b>(114,331)</b>
Total Operating Transfers Out	-	-	-	<b>80,000</b>	80,000
<b>Total Transfers &amp; Reimb.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>80,000</b>
<b>Total Net Appropriations</b>	<b>2,352,897</b>	<b>2,463,220</b>	<b>3,027,459</b>	<b>2,993,128</b>	<b>(34,331)</b>
<b>NCC/Use of Fund Balance</b>	<b>(84,473)</b>	<b>(81,425)</b>	<b>(104,904)</b>	<b>(143,927)</b>	<b>(39,023)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Child Support Services	2,993,128	(3,137,055)	(143,927)
<b>Total: General Fund</b>	<b>2,993,128</b>	<b>(3,137,055)</b>	<b>(143,927)</b>
<b>% of General Fund</b>	<b>1.5%</b>	<b>1.6%</b>	<b>-0.2%</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>2,993,128</b>	<b>(3,137,055)</b>	<b>(143,927)</b>
<b>% of Total Budget</b>	<b>1.1%</b>	<b>1.2%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Child Support Services	36	36	35
<b>Total: General Fund</b>	<b>36</b>	<b>36</b>	<b>35</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>36</b>	<b>36</b>	<b>35</b>



## BU 2090 - Child Support Services

### DEPARTMENT OVERVIEW

The Department of Child Support Services provides professional services to locate parents, establish paternity, and establish and enforce child support orders for financial and medical support in cooperation with the Superior Court of Mendocino County. There are currently over 4,300 active cases and the Department has collected \$6,000,000 in child support annually.

#### PROGRAM OVERVIEW

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

#### ACCOMPLISHMENTS IN FY 2016-17

- Met or exceeded Federal Performance Standards.
- Reduced call waiting times for clients.
- Began meeting with judge on the coast regarding family law/child support matters on a monthly basis.
- Continued to meet with Superior Courts on a quarterly basis to discuss issues and streamline operations.
- Began working with the State on alternative locations to make child support payments at participating businesses.

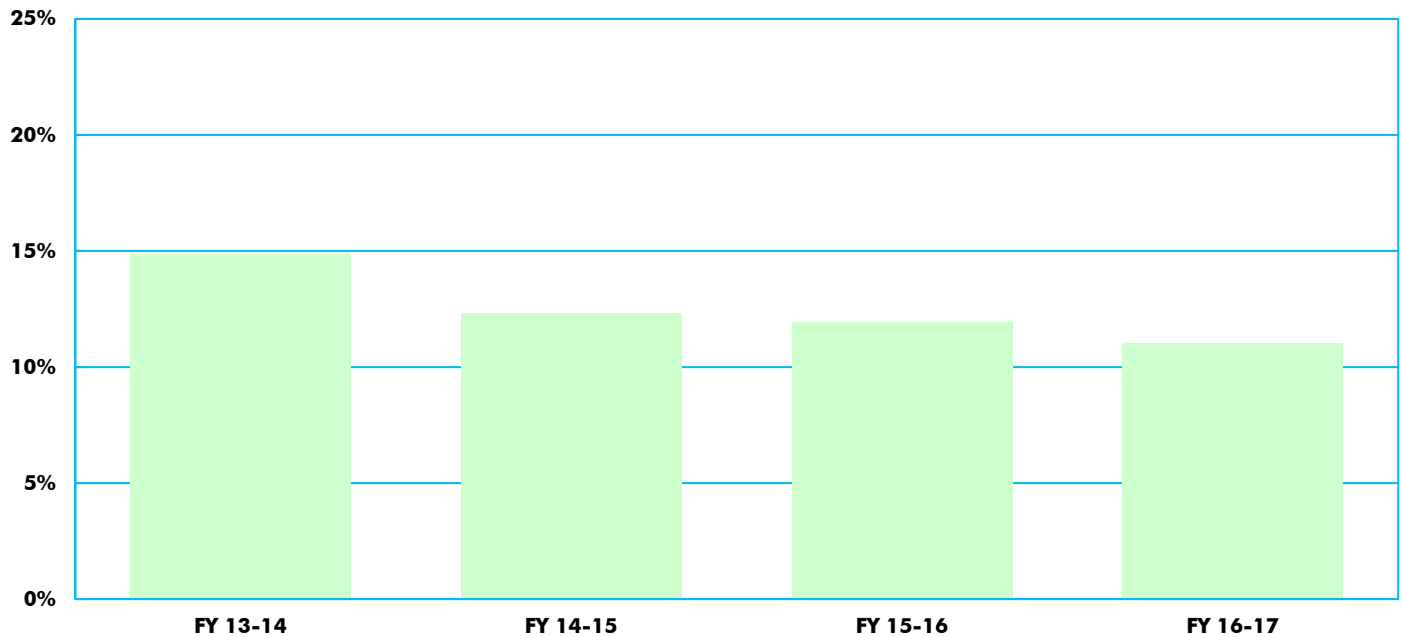
#### GOALS FOR FY 2017-18

- Continue to focus on customer service in all areas of child support.
- Work with the State Department of Child Support Services to provide alternative means of payments at remote locations.
- Increase collections by at least 2%.
- Continue to provide outreach to clients at the coast via the court system and other services on a monthly basis.
- Work with Mendocino County Superior Courts on all area of child support and continue to meet on a quarterly basis to resolve issues.



## PERFORMANCE INDICATORS

% of Abandoned Calls



## 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: Genetic Test to establish parentage and process service to obtain child support orders; outside postal vending for State mandated monthly statements to customers; regular and difficult process serving; lifestyle investigations; and new employee background checks.
- Acct. 2239 Provides for costs levied by IRS in association with the tax intercept program that diverts tax refunds to repay past-due child support owed by non-custodial parties.

## CHANGES IN BUDGET FROM PRIOR YEAR

This will be the fourteenth year the State of California has flat funded local child support agencies. The Child Support Services has left positions vacant to account for increased costs of *Salaries and Employee Benefits* and *Services and Supplies*.

# CHILD SUPPORT SERVICES

BRUCE MORDHORST, Director

BU 2090 - Child Support Services

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	2,190	2,450	-	-	-
825686 - Fed Aid Child Supp	1,607,260	1,677,773	2,088,347	2,092,416	4,069
826162 - State Aid Child Supp	827,919	864,422	1,044,016	1,044,639	623
<b>Total Revenues</b>	<b>2,437,370</b>	<b>2,544,645</b>	<b>3,132,363</b>	<b>3,137,055</b>	<b>4,692</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,280,613	1,328,034	1,522,436	1,483,257	(39,179)
861012 - Extra Help	-	-	15,000	-	(15,000)
861013 - Overtime Reg Emp	56,769	53,460	65,000	60,000	(5,000)
861021 - Co Cont Retirement	324,188	373,940	426,444	419,389	(7,055)
861022 - Co Cont OASDI	75,874	78,758	87,718	85,252	(2,466)
861023 - Co Cont Medicare	18,236	18,932	21,051	20,510	(541)
861024 - Co Cont Retire Incr	123,181	154,784	170,070	139,517	(30,553)
861030 - Co Cont Health Ins	240,919	233,327	249,786	242,891	(6,895)
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,119,779</b>	<b>2,241,235</b>	<b>2,557,505</b>	<b>2,450,816</b>	<b>(106,689)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	9,831	8,308	20,000	20,000	-
862120 - Maint - Equip	-	-	7,000	7,000	-
862130 - Maint - Strc/Impr/Grnds	29,650	31,084	37,954	36,312	(1,642)
862150 - Memberships	3,114	3,619	4,000	4,000	-
862160 - Misc Expense	-	-	11,000	11,000	-
862170 - Office Expense	54,976	58,500	115,000	110,000	(5,000)
862182 - Data Processing Svcs	22,316	20,745	55,000	55,000	-
862187 - Education & Training	2,030	2,349	12,000	12,000	-
862189 - Prof/Spec Svcs - Other	87,957	71,190	145,000	145,000	-
862190 - Publ/Legal Notice	-	804	7,000	7,000	-
862239 - Spec Dept Expense	120	303	11,000	10,000	(1,000)
862250 - Trans/Travel	373	723	5,000	5,000	-
862253 - Travel Out of County	4,274	4,932	5,000	5,000	-
862260 - Utilities	18,477	19,428	35,000	35,000	-
<b>Total Services &amp; Supplies</b>	<b>233,118</b>	<b>221,985</b>	<b>469,954</b>	<b>462,312</b>	<b>(7,642)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	-	80,000	80,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,000</b>	<b>80,000</b>
<b>Total Net Appropriations</b>	<b>2,352,897</b>	<b>2,463,220</b>	<b>3,027,459</b>	<b>2,993,128</b>	<b>(34,331)</b>
<b>Total Net County Cost</b>	<b>(84,473)</b>	<b>(81,425)</b>	<b>(104,904)</b>	<b>(143,927)</b>	<b>(39,023)</b>

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

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(306,400)	(352,459)	(346,618)	(284,500)	62,118
<b>Total Revenues</b>	<b>(306,400)</b>	<b>(352,459)</b>	<b>(346,618)</b>	<b>(284,500)</b>	<b>62,118</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,015,135	1,110,988	1,275,753	1,439,360	163,607
Total Services & Supplies	95,014	103,281	220,225	218,652	(1,573)
Total Fixed Assets	-	3,000	-	-	-
<b>Total Operating Expenditures</b>	<b>1,110,150</b>	<b>1,217,269</b>	<b>1,495,978</b>	<b>1,658,012</b>	<b>162,034</b>
Total Intrafund Transfers	(286,204)	(454,826)	(742,468)	(794,709)	(52,241)
Total Operating Transfers Out	-	-	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>(286,204)</b>	<b>(454,826)</b>	<b>(742,468)</b>	<b>(794,709)</b>	<b>(52,241)</b>
<b>Total Net Appropriations</b>	<b>823,945</b>	<b>762,443</b>	<b>753,510</b>	<b>863,303</b>	<b>109,793</b>
<b>NCC/Use of Fund Balance</b>	<b>517,545</b>	<b>409,984</b>	<b>406,892</b>	<b>578,803</b>	<b>171,911</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
County Counsel	863,303	(284,500)	578,803
<b>Total: General Fund</b>	<b>863,303</b>	<b>(284,500)</b>	<b>578,803</b>
<b>% of General Fund</b>	<b>0.4%</b>	<b>0.1%</b>	<b>1.0%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>863,303</b>	<b>(284,500)</b>	<b>578,803</b>
<b>% of Total Budget</b>	<b>0.3%</b>	<b>0.1%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
County Counsel	10	10	12
<b>Total: General Fund</b>	<b>10</b>	<b>10</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>10</b>	<b>10</b>	<b>12</b>



## BU 1210 - County Counsel

### DEPARTMENT OVERVIEW

The Office of 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 is concerned or is a party in his or her official capacity. The Office directly serves the Board of Supervisors and works to understand and further the needs and goals of the Board. The Office provides legal guidance, support, and strategies, gives training, drafts and reviews legal documents and opinions, analyzes legislation and resolutions and represents the County in litigation. The Office also acts as legal advisor for the various boards and commissions, and Special Districts governed by the Board of Supervisors, as well as the Grand Jury. And, on a fee for service basis, the Office represents various Special Districts including Local Agency Formation Commission, Mendocino Transit Authority, Mendocino Council of Governments, Mendocino Solid Waste Management Authority, Air Quality Management District, and other Joint Powers Agencies.

### PROGRAM OVERVIEW

- Appear for CPS and Public Guardian Cases
- Employment/Personnel Matters
- Legal Advice/Representation/Training
- Litigation

### GOALS FOR FY 2017-18

- Continue to provide high quality legal advice and representation to the County as a whole as well as to individual departments.
- Continue to work towards resolving older litigation matters, which would assist staff to be more effective in current litigation.
- Continue to take a proactive approach to risk management by assessing threats early on to ensure the safety of employees and to be proactive regarding litigation.
- Continue to provide effective training and advice on dependency law to social workers to ensure children's safety, as well as consistency and compliance with the law.
- 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.

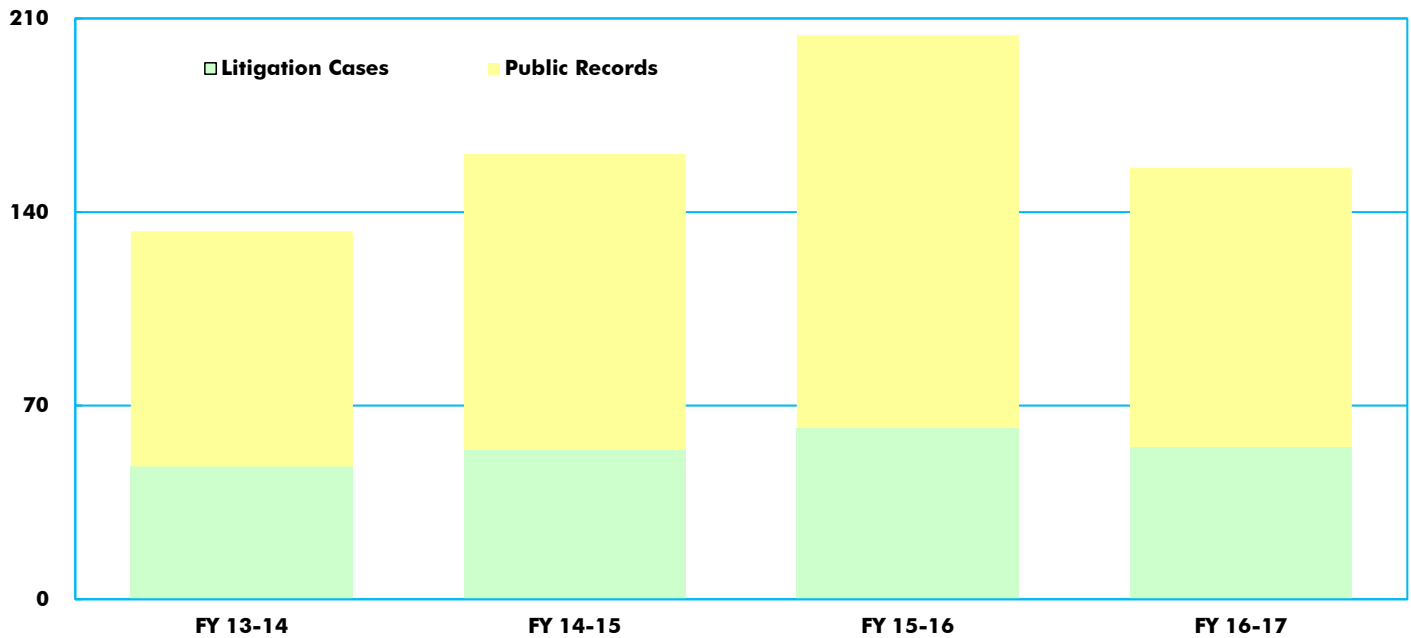
### ACCOMPLISHMENTS IN FY 2016-17

- The Office of County Counsel reorganized to better serve the County. In May, an attorney was dedicated to code enforcement full time in order to implement a stronger and more responsive code enforcement process. An additional attorney was dedicated to Child Welfare in order to better assist Family & Children's Services, and the position of Chief Deputy County Counsel was filled.
- Worked diligently on bringing forth several Ordinances related to cannabis in response to the various changes in State law. Included with those Ordinances were changes related to code enforcement.
- Gave courtroom and warrant trainings to Social Workers and was able to provide greater on-site support.
- Continued to dedicate staff to Health & Human Services Agency to handle the numerous conservatorship cases and appeals. Provided extensive support to leadership during a major transition of Mental Health Services, including extensive contract review.
- Continued to represent the Sheriff in litigation. Due to re-alignment, caseloads have substantially increased, yet staff have continued to respond in a timely manner and have successfully defended all writs.
- Continued to provide support to all departments and worked closely with Risk Management regarding employee safety and discipline issues. Assisted with subpoenas, Public Records Act requests, agreements and resolutions. Continued to handle a majority of litigation in-house, including numerous writs and appeals, in spite of a large caseload.
- Doubled the work with Special Districts and have conducted trainings county-wide including Brown Act, Ethics, and the Public Records Act.



## 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 HHSA-Social Services.

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for the County Counsel includes no additional positions or significant additional requests from the prior year. This year's Net County Cost for the County Counsel has been met.

# COUNTY COUNSEL

KATHARINE L. ELLIOTT, County Counsel  
BU 1210 - County Counsel

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826161 - Legal Services	23,687	79,787	68,222	15,000	(53,222)
826163 - Legal Svcs Reimb	13,217	4,819	4,000	3,000	(1,000)
826204 - Appeal Abatement Fee	1,274	1,791	3,591	1,000	(2,591)
826230 - Estate Fee - Pub Admin	-	1,800	-	1,000	1,000
826278 - Interfund - Legal	263,700	263,700	270,575	263,700	(6,875)
826390 - Other Charges	450	-	150	500	350
827600 - Other Sales	4,072	562	80	300	220
<b>Total Revenues</b>	<b>306,400</b>	<b>352,459</b>	<b>346,618</b>	<b>284,500</b>	<b>(62,118)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	620,876	701,354	815,419	919,607	104,188
861012 - Extra Help	47,282	23,461	1,272	-	(1,272)
861013 - Overtime Reg Emp	5	1,199	1,192	-	(1,192)
861021 - Co Cont Retirement	158,973	191,829	224,529	269,850	45,321
861022 - Co Cont OASDI	36,919	41,977	48,066	54,432	6,366
861023 - Co Cont Medicare	9,320	10,277	11,451	11,731	280
861024 - Co Cont Retire Incr	58,128	76,009	83,745	81,519	(2,226)
861030 - Co Cont Health Ins	72,361	53,570	85,517	97,405	11,888
861031 - Co Cont Unemp Ins	2,032	2,276	3,403	3,421	18
861035 - Co Cont Workers Comp	9,239	9,036	1,159	1,395	236
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,015,135</b>	<b>1,110,988</b>	<b>1,275,753</b>	<b>1,439,360</b>	<b>163,607</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	733	(529)	3,774	3,130	(644)
862101 - Insurance - General	2,931	2,878	2,906	3,171	265
862120 - Maint - Equip	1,360	805	-	870	870
862150 - Memberships	10,068	9,075	6,945	9,331	2,386
862170 - Office Expense	29,423	19,148	16,000	16,000	-
862183 - Legal Fees	-	-	-	2,500	2,500
862187 - Education & Training	6,113	4,940	8,750	8,750	-
862189 - Prof/Spec Svcs - Other	(1,716)	22,827	140,550	130,000	(10,550)
862190 - Publ/Legal Notice	-	765	-	500	500
862230 - Info Tech Equip	-	2,055	2,000	2,000	-
862239 - Spec Dept Expense	37,872	37,341	32,500	32,500	-
862250 - Trans/Travel	2,536	3,333	3,300	3,300	-
862253 - Travel Out of County	5,694	643	3,500	6,600	3,100
<b>Total Services &amp; Supplies</b>	<b>95,014</b>	<b>103,281</b>	<b>220,225</b>	<b>218,652</b>	<b>(1,573)</b>
<b>Fixed Assets</b>					
864360 - Structures & Improvements	-	3,000	-	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(286,204)	(454,826)	(742,468)	(794,709)	(52,241)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(286,204)</b>	<b>(454,826)</b>	<b>(742,468)</b>	<b>(794,709)</b>	<b>(52,241)</b>
<b>Total Net Appropriations</b>	<b>823,945</b>	<b>762,443</b>	<b>753,510</b>	<b>863,303</b>	<b>109,793</b>
<b>Total Net County Cost</b>	<b>517,545</b>	<b>409,984</b>	<b>406,892</b>	<b>578,803</b>	<b>171,911</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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(886,221)	(883,817)	(1,460,787)	(1,793,002)	(332,215)
Total Operating Transfers In	-	-	-	-	-
<b>Total Revenues</b>	<b>(886,221)</b>	<b>(883,817)</b>	<b>(1,460,787)</b>	<b>(1,793,002)</b>	<b>(332,215)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	4,089,938	4,468,637	5,010,492	5,263,271	252,779
Total Services & Supplies	646,049	981,376	758,354	1,009,968	251,614
Total Other Charges	-	-	-	-	-
Total Fixed Assets	-	109,766	-	-	-
<b>Total Operating Expenditures</b>	<b>4,735,988</b>	<b>5,559,779</b>	<b>5,768,846</b>	<b>6,273,239</b>	<b>504,393</b>
Total Intrafund Transfers	(8,819)	(5,394)	(9,000)	(8,000)	1,000
Total Operating Transfers Out	-	-	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>(8,819)</b>	<b>(5,394)</b>	<b>(9,000)</b>	<b>(8,000)</b>	<b>1,000</b>
<b>Total Net Appropriations</b>	<b>4,727,169</b>	<b>5,554,385</b>	<b>5,759,846</b>	<b>6,265,239</b>	<b>505,393</b>
<b>NCC/Use of Fund Balance</b>	<b>3,840,947</b>	<b>4,670,568</b>	<b>4,299,059</b>	<b>4,472,237</b>	<b>173,178</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
District Attorney	5,519,319	(1,047,082)	4,472,237
<b>Total: General Fund</b>	<b>5,519,319</b>	<b>(1,047,082)</b>	<b>4,472,237</b>
<b>% of General Fund</b>	<b>2.8%</b>	<b>0.5%</b>	<b>7.7%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
Underserved Victim Assist	350,127	(350,127)	-
Victim/Witness Assistance	300,500	(300,500)	-
Anti-Drug Abuse Law Enfr	115,825	(115,825)	-
<b>Total: Other Funds</b>	<b>766,452</b>	<b>(766,452)</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>6,285,771</b>	<b>(1,813,534)</b>	<b>4,472,237</b>
<b>% of Total Budget</b>	<b>2.3%</b>	<b>0.7%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
<b>Dept. Programs</b>	<b>15-16</b>	<b>16-17</b>	<b>17-18</b>
District Attorney	41.0	38.0	43.0
<b>Total: General Fund</b>	<b>41.0</b>	<b>38.0</b>	<b>43.0</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Underserved Victim Asst	-	-	1.0
Victim/Witness Assistance	4.0	4.0	4.0
Anti-Drug Abuse Law En	3.0	3.0	3.0
<b>Total: Other Funds</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>
<b>TOTAL: ALL FUNDS</b>	<b>48.0</b>	<b>45.0</b>	<b>51.0</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 separated individuals to serve in this elected, non-partisan position – 26 men and 3 women.

The District Attorney's reach and 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 regarding its varied investigations. 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 2017-18

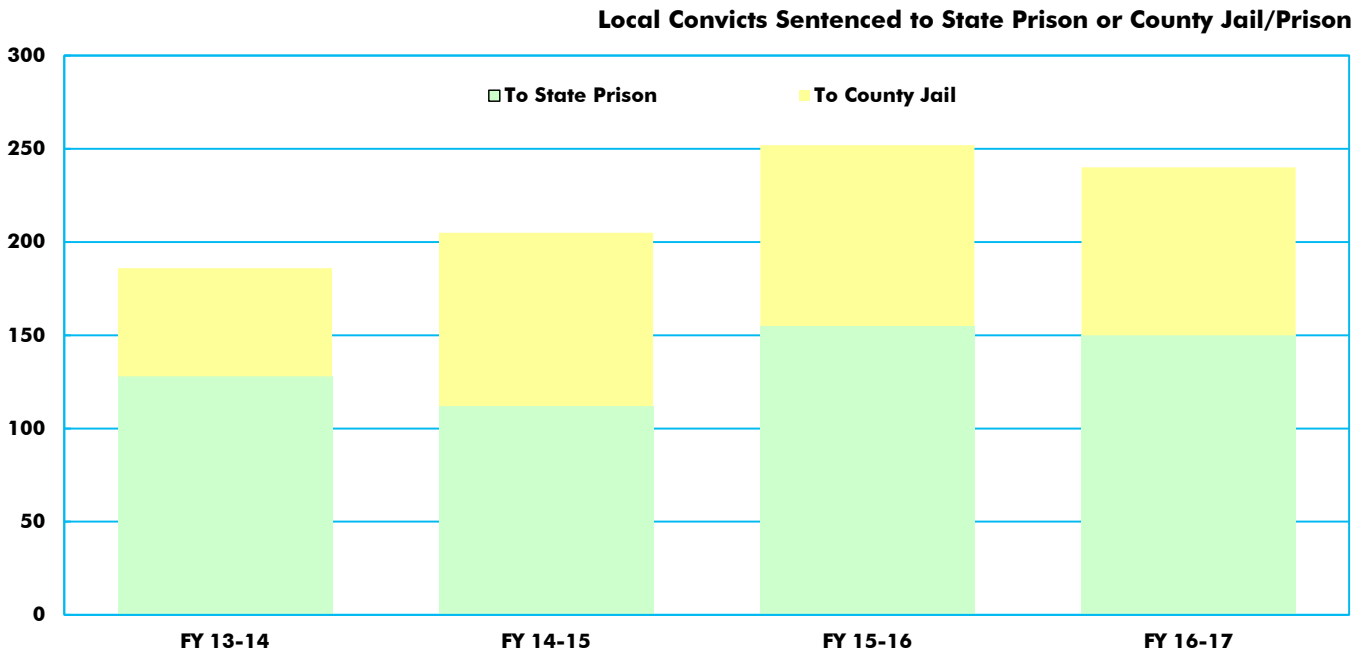
- To continue the ongoing effort to recruit high quality candidates to fill attorney vacancies.
- To continue working on improving attorney retention through improving compensation parity.
- To continue the implementation of mandates of Proposition 57 - *Public Safety and Rehabilitation Act of 2016*, passed by the voters on November 8, 2016, and efficiently and effectively adjust to the many local impacts of Proposition 57 yet to be determined.
- To continue the implementation of mandates of Proposition 64 - *Adult Use of Marijuana Act* passed by the voters on November 8, 2016, and efficiently and effectively adjust to the many local impacts of Proposition 64 yet to be determined.
- To continue efforts to promote public safety and victim rights by successful prosecutions that carry out the law in a fair, evenhanded, and compassionate manner.

### ACCOMPLISHMENTS IN FY 2016-17

- The District Attorney was elected to the Board of Directors of the California District Attorneys Association, allowing Mendocino County greater access to and a louder voice in state-wide criminal justice issues.
- The Mendocino County District Attorney continued its collaboration with other counties in successful civil prosecutions of environmental crimes.
- Given a quickly changing legal landscape, training opportunities were emphasized and authorized to keep the professional and peace officer staff trained on the cutting edge of new laws.
- With the hiring of a new advocate, the Victim/Witness Unit continued to be cohesive and record-setting in its overall outreach and service to victims and witnesses of crime.



## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 1510 Public Safety Sales Tax.
- Acct. 3310 Use of Asset Forfeiture monies for fixed assets.
- Acct. 5463 Estimate of Homicide Trial reimbursement from the State.
- Acct. 5670 Federal Prosecution Support funding.
- Acct. 7700 Revenue from DMV and Fraud Prosecution funding.

### 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

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821510 - Sales Tax Public Safety	-	-	690,109	734,082	43,973
823204 - Misc Court Fine	18,928	13,858	8,441	10,000	1,559
823310 - Asset Forfeiture	238,135	125,802	-	-	-
825150 - Motor Vehicle in Lieu	102,844	105,822	110,000	100,000	(10,000)
825344 - 2011 Realign Pub Safety	143,711	116,593	120,000	113,000	(7,000)
825490 - State Other	30,975	28,327	55,000	40,000	(15,000)
827600 - Other Sales	17,331	15,985	8,000	16,000	8,000
827700 - Other	4,350	21	-	1,000	1,000
827801 - Grant Revenue	-	43,545	55,000	33,000	(22,000)
<b>Total Revenues</b>	<b>556,275</b>	<b>449,953</b>	<b>1,046,550</b>	<b>1,047,082</b>	<b>532</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	2,073,095	2,275,427	2,615,524	2,765,678	150,154
861012 - Extra Help	179,814	109,695	150,000	20,000	(130,000)
861013 - Overtime Reg Emp	30,509	24,794	22,652	25,000	2,348
861021 - Co Cont Retirement	583,034	686,435	795,092	872,756	77,664
861022 - Co Cont OASDI	121,911	134,326	153,392	159,881	6,489
861023 - Co Cont Medicare	31,223	33,095	36,259	37,682	1,423
861024 - Co Cont Retire Incr	259,097	335,132	370,397	342,240	(28,157)
861030 - Co Cont Health Ins	380,171	369,608	391,731	413,258	21,527
861031 - Co Cont Unemp Ins	8,792	6,643	7,600	7,034	(566)
861035 - Co Cont Workers Comp	103,847	95,957	62,393	63,659	1,266
<b>Total Salaries &amp; Employee Benefits</b>	<b>3,771,494</b>	<b>4,071,112</b>	<b>4,605,040</b>	<b>4,707,188</b>	<b>102,148</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	18,608	13,821	20,000	30,000	10,000
862101 - Insurance - General	27,292	45,188	136,753	90,596	(46,157)
862110 - Jury & Witness Expense	11,148	13,245	14,000	14,000	-
862120 - Maint - Equip	540	540	1,000	1,000	-
862130 - Maint - Strc/Impr/Grnds	1,847	1,742	300	400	100
862150 - Memberships	11,355	9,693	15,000	16,000	1,000
862170 - Office Expense	139,798	176,913	130,000	140,000	10,000
862183 - Legal Fees	-	-	500	500	-
862185 - Medical/Dental Svcs	887	341	1,000	1,000	-
862187 - Education & Training	32,621	27,817	25,000	40,000	15,000
862189 - Prof/Spec Svcs - Other	36,057	98,277	30,000	50,000	20,000
862190 - Publ/Legal Notice	1,674	2,036	500	500	-
862230 - Info Tech Equip	-	4,978	-	25,000	25,000
862239 - Spec Dept Expense	284,977	477,949	331,516	356,135	24,619
862240 - Spec Dept Fund	-	815	2,500	2,500	-
862250 - Trans/Travel	54,350	52,484	35,000	40,000	5,000
862253 - Travel Out of County	11,756	18,931	6,000	12,000	6,000
862260 - Utilities	1,574	1,435	500	500	-
<b>Total Services &amp; Supplies</b>	<b>634,484</b>	<b>946,205</b>	<b>749,569</b>	<b>820,131</b>	<b>70,562</b>

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)		Function: Public Protection		Activity: Judicial
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>	
<b>Fixed Assets</b>						
864370 - Equipment	-	109,766	-	-	-	-
<b>Total Fixed Assets</b>	-	<b>109,766</b>	-	-	-	-
<b>Expend Transfer &amp; Reimb</b>						
865380 - Intrafund Transfer	(8,819)	(5,394)	(9,000)	(8,000)	1,000	
<b>Total Expend Transfer &amp; Reimb</b>	<b>(8,819)</b>	<b>(5,394)</b>	<b>(9,000)</b>	<b>(8,000)</b>	<b>1,000</b>	
<b>Total Net Appropriations</b>	<b>4,397,159</b>	<b>5,121,689</b>	<b>5,345,609</b>	<b>5,519,319</b>	<b>173,710</b>	
<b>Total Net County Cost</b>	<b>3,840,884</b>	<b>4,671,736</b>	<b>4,299,059</b>	<b>4,472,237</b>	<b>173,178</b>	



## 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: April 1, 2016 - March 31, 2018
- Source of Funds: California Office of Emergency Services (CalOES)
- Continuity of Grant: Ongoing, with annual RFA allocation.
- Grant Restrictions and Provisions: Indirect Expenses are limited to a 10% De Minimis.

### GRANT BUDGET

#### Revenue

Other Government Aid	\$ 127
Grant Revenue	<u>350,000</u>
Total	\$ 350,127

#### Expenditures

Salaries & Employee Benefits	\$ 172,692
Services & Supplies	<u>177,431</u>
Total	\$ 350,127

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%

## BUDGET UNIT DETAIL

Fund: 4480 Underserved Victim Advocacy	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Aid	-	-	-	127	127
827801 - Grant Revenue	-	-	-	350,000	350,000
<b>Total Revenues</b>	-	-	-	350,127	350,127
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	-	-	105,560	105,560
861021 - Co Cont Retirement	-	-	-	30,212	30,212
861022 - Co Cont OASDI	-	-	-	6,032	6,032
861023 - Co Cont Medicare	-	-	-	1,404	1,404
861024 - Co Cont Retire Incr	-	-	-	10,712	10,712
861030 - Co Cont Health Ins	-	-	-	18,720	18,720
861031 - Co Cont Unemp Ins	-	-	-	56	56
<b>Total Salaries &amp; Employee Benefits</b>	-	-	-	172,696	172,696
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	-	-	-	71	71
862170 - Office Expense	-	-	-	10,073	10,073
862187 - Education & Training	-	-	-	1,666	1,666
862189 - Prof/Spec Svcs - Other	-	-	-	136,225	136,225
862239 - Spec Dept Expense	-	-	-	23,832	23,832
862250 - Trans/Travel	-	-	-	5,564	5,564
<b>Total Services &amp; Supplies</b>	-	-	-	177,431	177,431
<b>Total Net Appropriations</b>	-	-	-	350,127	350,127
<b>Total Fund Balance Contribution</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 35 years.

Victim/Witness staff participates in witness protection, including arranging for law enforcement protection and/or re-locating 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, 2017 - September 30, 2018
- Source of Funds: California Office of Emergency Services (CalOES)
- Continuity of Grant: Ongoing, with annual RFA allocation.
- Grant Restrictions and Provisions: Limited to 10% De Minimis for Indirect Expenses.

### GRANT BUDGET

#### Revenue

Other Government Aid	\$ 130,543
Other Revenue	1,500
Grant Revenue	<u>147,925</u>
Total	\$ 279,968

#### Expenditures

Salaries & Employee Benefits	\$ 267,782
Services & Supplies	<u>12,186</u>
Total	\$ 279,968

County Match Required: No

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Victim/Witness Advocate	2	100%	0%
Victim/Witness Advocate	1	0%	100%
Staff Assistant II	1	0%	100%



# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Aid	80,877	140,797	148,915	130,543	(18,372)
827700 - Other Revenue	1,584	2,757	1,500	1,500	-
827801 - Grant Revenue	137,924	172,579	147,925	147,925	-
<b>Total Revenues</b>	<b>220,386</b>	<b>316,133</b>	<b>298,340</b>	<b>279,968</b>	<b>(18,372)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	123,445	157,875	164,175	150,155	(14,020)
861013 - Overtime Reg Emp	651	245	-	-	-
861021 - Co Cont Retirement	32,692	44,742	46,920	45,017	(1,903)
861022 - Co Cont OASDI	7,104	8,862	9,165	8,357	(808)
861023 - Co Cont Medicare	1,662	2,072	2,143	1,954	(189)
861024 - Co Cont Retire Incr	11,979	17,852	17,708	14,522	(3,186)
861030 - Co Cont Health Ins	30,134	46,939	48,360	46,556	(1,804)
861031 - Co Cont Unemp Ins	1,040	1,020	1,231	1,155	(76)
861035 - Co Cont Workers Comp	405	381	73	66	(7)
<b>Total Salaries &amp; Employee Benefits</b>	<b>209,111</b>	<b>279,988</b>	<b>289,775</b>	<b>267,782</b>	<b>(21,993)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,041	-	1,617	1,630	13
862101 - Insurance - General	1,128	1,037	1,238	1,126	(112)
862150 - Memberships	-	210	210	210	-
862170 - Office Expense	6,174	14,029	4,000	6,000	2,000
862181 - Auditing & Fiscal Svcs	1,500	-	-	1,500	1,500
862187 - Education & Training	-	741	700	700	-
862190 - Pub/Legal Notice	-	-	-	-	-
862230 - Info Tech Equip	-	9,085	-	-	-
862239 - Spec Dept Expense	495	9,060	500	720	220
862250 - Trans/Travel	-	25	-	-	-
862253 - Travel Out of County	-	635	300	300	-
<b>Total Services &amp; Supplies</b>	<b>11,339</b>	<b>34,822</b>	<b>8,565</b>	<b>12,186</b>	<b>3,621</b>
<b>Total Net Appropriations</b>	<b>220,450</b>	<b>314,810</b>	<b>298,340</b>	<b>279,968</b>	<b>(18,372)</b>
<b>Total Fund Balance Contribution</b>	<b>64</b>	<b>(1,323)</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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, 2017 - June 30, 2018
- Source of Funds: Grant
- Continuity of Grant: N/A
- Grant Restrictions and Provisions: This grant does not allow for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 115,825
Total	\$ 115,825

#### Expenditures

Salaries & Benefits	\$ 115,605
Services & Supplies	220
Total	\$ 115,825

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Legal Secretary	1.00	100%	0%
DA Investigator	0.10	100%	0%

BUDGET UNIT DETAIL Schedule 9				Funtion: - Activity: -	
Fund: 4650 Anti-Drug Abuse Enforcement	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	109,561	117,731	115,897	115,825	(72)
<b>Total Revenues</b>	<b>109,561</b>	<b>117,731</b>	<b>115,897</b>	<b>115,825</b>	<b>(72)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	57,655	59,513	60,359	60,317	(42)
861013 - Overtime Reg Emp	934	818	-	-	-
861021 - Co Cont Retirement	17,853	20,078	20,639	21,449	810
861022 - Co Cont OASDI	3,249	3,356	3,338	3,342	4
861023 - Co Cont Medicare	760	785	781	782	1
861024 - Co Cont Retire Incr	8,627	10,639	10,597	9,820	(777)
861030 - Co Cont Health Ins	19,446	19,521	19,446	19,446	-
861031 - Co Cont Unemp Ins	809	394	376	111	(265)
861035 - Co Cont Workers Comp	-	2,433	141	338	197
<b>Total Salaries &amp; Employee Benefits</b>	<b>109,333</b>	<b>117,537</b>	<b>115,677</b>	<b>115,605</b>	<b>(72)</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	210	195	200	220	20
862170 - Office Expense	-	30	-	-	-
862239 - Spec Dept Expense	-	-	20	-	(20)
862253 - Travel Out of County	17	124	-	-	-
<b>Total Services &amp; Supplies</b>	<b>227</b>	<b>349</b>	<b>220</b>	<b>220</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>109,560</b>	<b>117,886</b>	<b>115,897</b>	<b>115,825</b>	<b>(72)</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>155</b>	<b>-</b>	<b>-</b>	<b>-</b>



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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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(6,999,990)	(6,700,688)	(6,863,317)	(7,539,980)	(676,663)
Total Operating Transfers In	(1,893,088)	(3,260,632)	(2,634,361)	(4,479,244)	(1,844,883)
<b>Total Revenues</b>	<b>(8,893,079)</b>	<b>(9,961,320)</b>	<b>(9,497,678)</b>	<b>(12,019,224)</b>	<b>(2,521,546)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	5,790,291	6,079,183	6,032,016	6,992,325	960,309
Total Services & Supplies	9,596,633	10,130,849	10,304,466	11,118,281	813,815
Total Other Charges	238,666	140,854	704,952	652,500	(52,452)
Total Fixed Assets	2,082,956	1,446,505	4,525,585	8,867,224	4,341,639
<b>Total Operating Expenditures</b>	<b>17,708,546</b>	<b>17,797,391</b>	<b>21,567,019</b>	<b>27,630,330</b>	<b>6,063,311</b>
Total Intrafund Transfers	(2,508,814)	(2,505,402)	(2,503,406)	(2,546,355)	(42,949)
Total Operating Transfers Out	50,000	135,000	-	30,000	30,000
<b>Total Transfers &amp; Reimb.</b>	<b>(2,458,814)</b>	<b>(2,370,402)</b>	<b>(2,503,406)</b>	<b>(2,516,355)</b>	<b>(12,949)</b>
<b>Total Net Appropriations</b>	<b>15,249,731</b>	<b>15,426,989</b>	<b>19,063,613</b>	<b>25,113,975</b>	<b>6,050,362</b>
<b>NCC/Use of Fund Balance</b>	<b>6,356,653</b>	<b>5,465,669</b>	<b>9,565,934</b>	<b>13,094,751</b>	<b>3,528,817</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Executive Office	1,036,720	-	1,036,720
Clerk of the Board	523,955	(7,000)	516,955
Central Services	270,978	(48,247)	222,731
Facilities	4,084,360	(154,490)	3,929,870
Fleet Management	45,077	(45,077)	-
Information Services	3,230,406	(248,982)	2,981,424
Conflict Defender	350,000	(219,600)	130,400
<b>Total: General Fund</b>	<b>9,541,496</b>	<b>(723,396)</b>	<b>8,818,100</b>
<b>% of General Fund</b>	<b>4.8%</b>	<b>0.4%</b>	<b>15.2%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Water Agency	377,136	(368,140)	8,996
Capital Improvements	7,344,899	(4,097,244)	3,247,655
Capital Projects	1,000,000	-	1,000,000
Vehicle Replacement (ISF)	382,000	(382,000)	-
Risk Management (ISF)	1,545,574	(1,545,574)	-
Workers Comp. (ISF)	4,922,870	(4,902,870)	20,000
<b>Total: Other Funds</b>	<b>15,572,479</b>	<b>(11,295,828)</b>	<b>4,276,651</b>
<b>TOTAL: ALL FUNDS</b>	<b>25,113,975</b>	<b>(12,019,224)</b>	<b>13,094,751</b>
<b>% of Total Budget</b>	<b>9.1%</b>	<b>4.6%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Executive Office	11.0	10.0	10.0
Clerk of the Board	3.0	3.0	3.0
Central Services	9.0	10.0	5.0
Facilities	31.8	30.8	33.8
Fleet Management	3.0	3.0	3.0
Information Services	19.0	19.0	21.0
<b>Total: General Fund</b>	<b>76.8</b>	<b>75.8</b>	<b>75.8</b>
OTHER FUNDS			
Dept. Programs			
Water Agency	-	2.0	-
Risk Management (ISF)	2.5	2.5	2.5
Workers Comp. (ISF)	1.0	2.0	-
<b>Total: Other Funds</b>	<b>3.5</b>	<b>6.5</b>	<b>2.5</b>
<b>TOTAL: ALL FUNDS</b>	<b>80.3</b>	<b>82.3</b>	<b>78.3</b>

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





## 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, and County mandated grand jury and conflict defender funding coordination.

### PROGRAM OVERVIEW

- Capital Improvements - BU 1710
- Capital Projects - BU 1712
- 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
- Vehicle Replacement Fund - BU 0711
- Water Agency - BU 0326
- Workers' Compensation - BU 0714

### GOALS FOR FY 2017-18

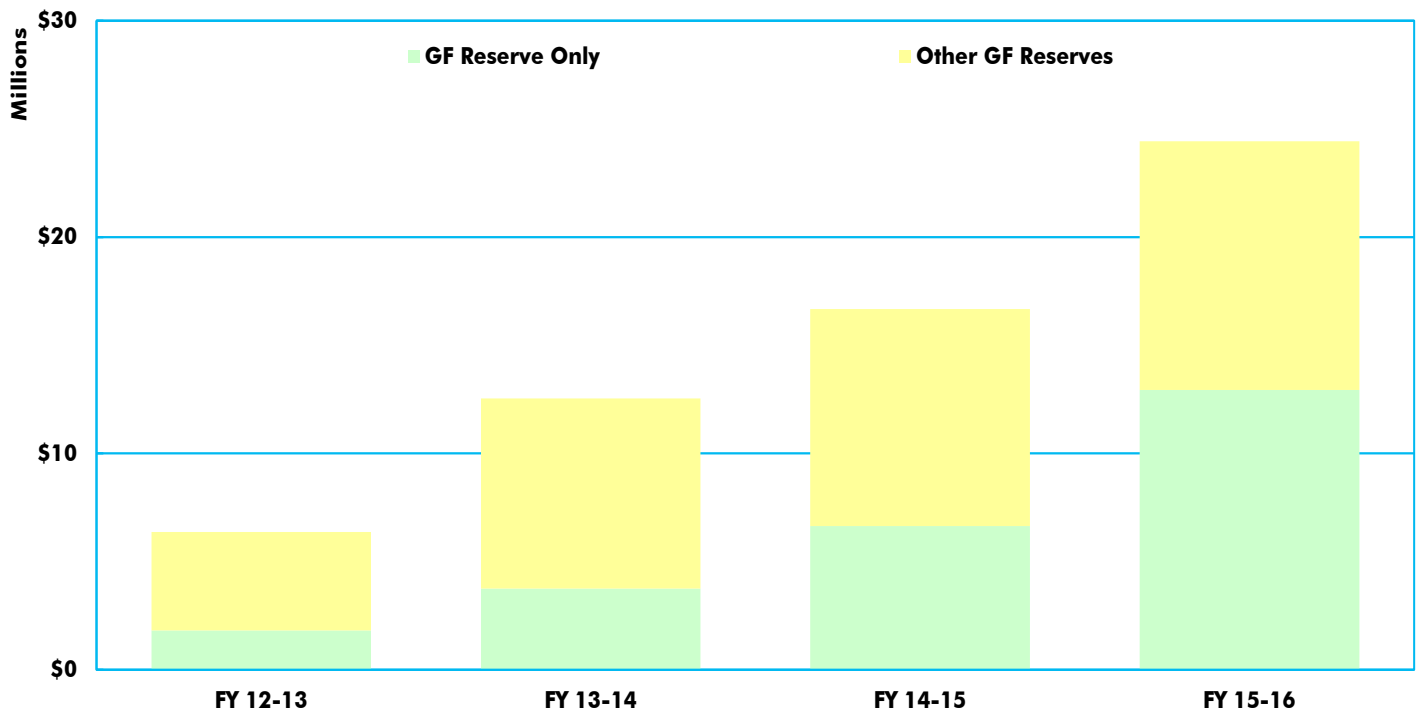
- Continue management of County budget with fiscal restraint and prudence.
- Continue to identify methods of replacing and refurbishing deteriorating County facilities and infrastructure as identified in the Capital Improvement Plan.
- Continue to develop County coordination and collaboration processes for permitting cannabis operations and enforcement of County cannabis regulations.
- 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.

### ACCOMPLISHMENTS IN FY 2016-17

- Revised budget process for FY 2016-17 with budget adoption in June.
- Streamlined the contract review and processing procedures.
- Drafted staff training materials and a program for new hires.
- An RFP for Grant Writing was sent out and a vendor was selected to provide grant writing services to the County.

## PERFORMANCE INDICATORS

## All Reserve Designations in the General Fund



## SUMMARY OF MAJOR ACCOUNTS

## Services &amp; Supplies

Acct. 2170 Publication of the County budget book and general office expenses.

Acct. 2189 Federal and State advocacy contracts and professional services.

## CHANGES IN BUDGET FROM PRIOR YEAR

Increase in *Salary and Employees Benefits* due to negotiated wage increases.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer

BU 1020 - Executive Office

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from Prior Year					
<b>Revenues</b>					
825344 - 2011 Realign Public Safety	12,086	-	-	-	-
826390 - Other Charges	37	149,914	7	-	(7)
827700 - Other	2	2	-	-	-
<b>Total Revenues</b>	<b>12,126</b>	<b>149,916</b>	<b>7</b>	<b>-</b>	<b>(7)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	667,861	844,138	509,105	<b>564,721</b>	55,616
861012 - Extra Help	9,515	-	12,147	-	(12,147)
861013 - Overtime Reg Emp	848	749	761	-	(761)
861021 - Co Cont Retirement	164,580	241,484	170,525	<b>163,893</b>	(6,632)
861022 - Co Cont OASDI	38,566	45,736	31,535	<b>31,625</b>	90
861023 - Co Cont Medicare	9,589	12,001	8,528	<b>7,861</b>	(667)
861024 - Co Cont Retire Incr	62,900	101,475	66,978	<b>54,040</b>	(12,938)
861030 - Co Cont Health Ins	59,683	69,862	53,659	<b>44,766</b>	(8,893)
861031 - Co Cont Unemp Ins	6,300	6,183	5,265	<b>2,193</b>	(3,072)
861035 - Co Cont Workers Comp	7,918	8,963	4,245	<b>4,610</b>	365
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,027,760</b>	<b>1,330,591</b>	<b>862,748</b>	<b>873,709</b>	<b>10,961</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	14,063	15,447	13,208	<b>15,805</b>	2,597
862101 - Insurance - General	2,232	3,566	6,250	<b>4,723</b>	(1,527)
862150 - Memberships	1,393	1,737	2,296	<b>2,500</b>	204
862170 - Office Expense	33,956	31,700	26,527	<b>20,000</b>	(6,527)
862187 - Education & Training	5,917	1,868	965	<b>10,000</b>	9,035
862189 - Prof/Spec Svcs - Other	21,135	134,373	26,976	<b>85,000</b>	58,024
862190 - Publ/Legal Notice	6,585	5,546	2,177	<b>2,500</b>	323
862200 - Rent/Lease Equip	9,979	3,081	3,209	<b>783</b>	(2,426)
862239 - Spec Dept Expense	5,773	10,479	1,216	<b>2,500</b>	1,284
862250 - Trans/Travel	3,386	3,727	4,562	<b>4,200</b>	(362)
862253 - Travel Out of County	16,641	14,736	16,311	<b>15,000</b>	(1,311)
<b>Total Services &amp; Supplies</b>	<b>121,061</b>	<b>226,260</b>	<b>103,697</b>	<b>163,011</b>	<b>59,314</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	-	(101,960)	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>(101,960)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>1,148,820</b>	<b>1,454,891</b>	<b>966,445</b>	<b>1,036,720</b>	<b>70,275</b>
<b>Total Net County Cost</b>	<b>1,136,695</b>	<b>1,304,975</b>	<b>966,438</b>	<b>1,036,720</b>	<b>70,282</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

#### ACCOMPLISHMENTS IN FY 2016-17

- Improved the public's access to Board of Supervisors records through online resources, including enhancements to the Board's records management system.
- Finalized improvements to the Board's agenda management software, including implementation of a paperless agenda process and making information and documents presented to the Board available in "real time" via the automated agenda management system.
- Implemented a web based boards and commissions management program for enhanced public access.
- Implemented the use of technology tools to enhance efficiency.

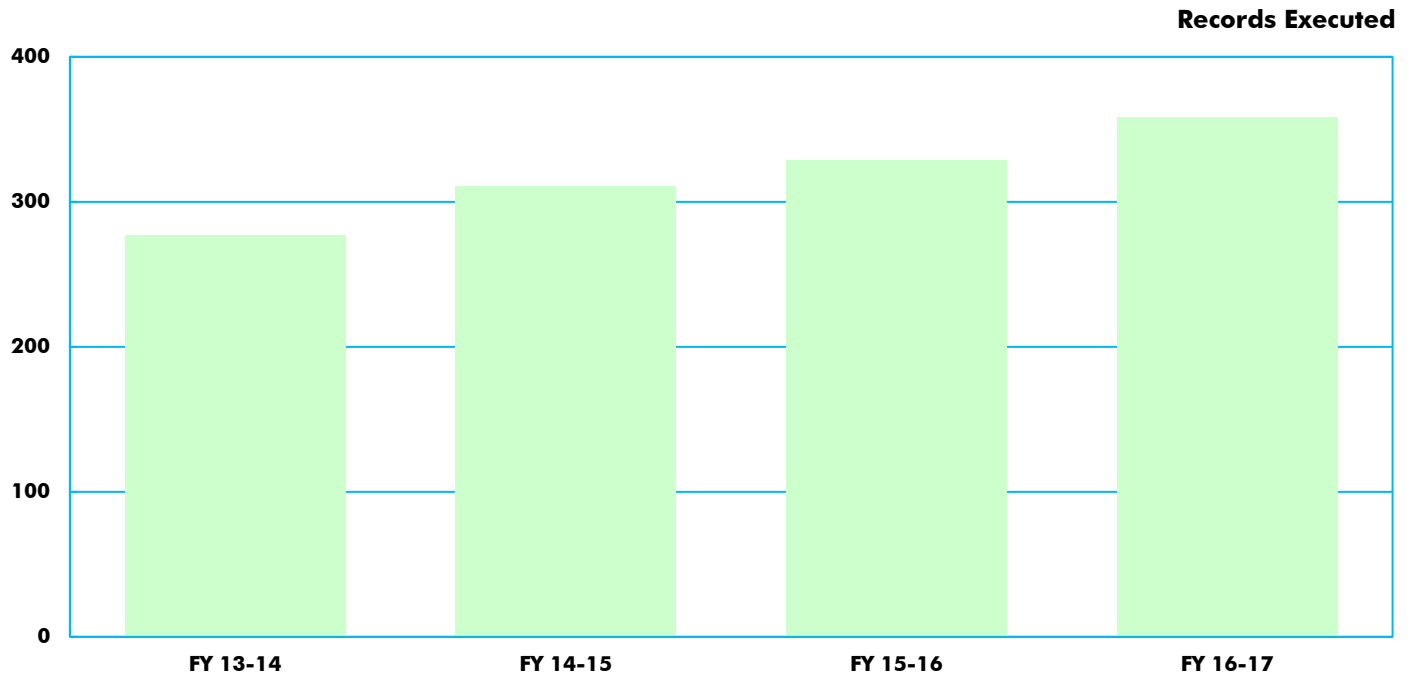
#### GOALS FOR FY 2017-18

- Continue to improve the public's access to Board of Supervisors records through online resources, including enhancements to the Board's records management system and historical public records and installation of automated kiosks in Board Chambers.
- Implement improvements to the County's agenda management systems for partnering County departments, including implementation of paperless agenda processes for other meeting bodies.
- Enhance the public's access to boards and commissions program, including expansion of historical data.
- Implement the use of technology tools to enhance efficiency.

# 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 Offsite 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 &amp; Administrative

<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	6,726	5,687	7,000	<b>7,000</b>	-
827700 - Other	-	3,160	-	-	-
<b>Total Revenues</b>	<b>6,726</b>	<b>8,847</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	159,040	138,771	205,677	<b>248,513</b>	42,836
861013 - Overtime Reg Emp	4,677	8,530	6,300	<b>7,000</b>	700
861021 - Co Cont Retirement	39,984	40,046	59,160	<b>72,691</b>	13,531
861022 - Co Cont OASDI	8,815	8,430	10,602	<b>13,294</b>	2,692
861023 - Co Cont Medicare	2,277	1,972	2,929	<b>3,350</b>	421
861024 - Co Cont Retire Incr	14,766	16,304	23,032	<b>23,481</b>	449
861030 - Co Cont Health Ins	23,293	35,282	32,637	<b>42,374</b>	9,737
861031 - Co Cont Unemp Ins	171	141	212	<b>166</b>	(46)
861035 - Co Cont Workers Comp	2,766	1,570	277	<b>338</b>	61
<b>Total Salaries &amp; Employee Benefits</b>	<b>255,789</b>	<b>251,046</b>	<b>340,826</b>	<b>411,207</b>	<b>70,381</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,321	2,131	3,443	<b>3,300</b>	(143)
862101 - Insurance - General	349	340	3,252	<b>2,348</b>	(904)
862120 - Maint - Equip	1,199	1,185	38,900	<b>32,500</b>	(6,400)
862150 - Memberships	450	250	1,200	<b>1,000</b>	(200)
862170 - Office Expense	12,431	14,077	8,500	<b>10,000</b>	1,500
862187 - Education & Training	897	160	500	<b>3,000</b>	2,500
862189 - Prof/Spec Svcs - Other	14,892	22,375	20,000	<b>21,000</b>	1,000
862190 - Publ/Legal Notice	6,406	3,928	4,467	<b>7,000</b>	2,533
862210 - Rents & Leases Equipment	-	-	1,800	<b>500</b>	(1,300)
862230 - Info Tech Equip	-	10,347	5,000	<b>10,000</b>	5,000
862239 - Spec Dept Expense	434	104,752	2,015	<b>20,000</b>	17,985
862250 - Trans/Travel	718	372	100	<b>600</b>	500
862253 - Travel Out of County	2,490	420	1,000	<b>1,500</b>	500
<b>Total Services &amp; Supplies</b>	<b>42,587</b>	<b>160,337</b>	<b>90,177</b>	<b>112,748</b>	<b>22,571</b>
<b>Total Net Appropriations</b>	<b>298,376</b>	<b>411,383</b>	<b>431,003</b>	<b>523,955</b>	<b>92,952</b>
<b>Total Net County Cost</b>	<b>291,650</b>	<b>402,536</b>	<b>424,003</b>	<b>516,955</b>	<b>92,952</b>



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
- Copy Center
- Mail Services
- Real Estate & Asset Management

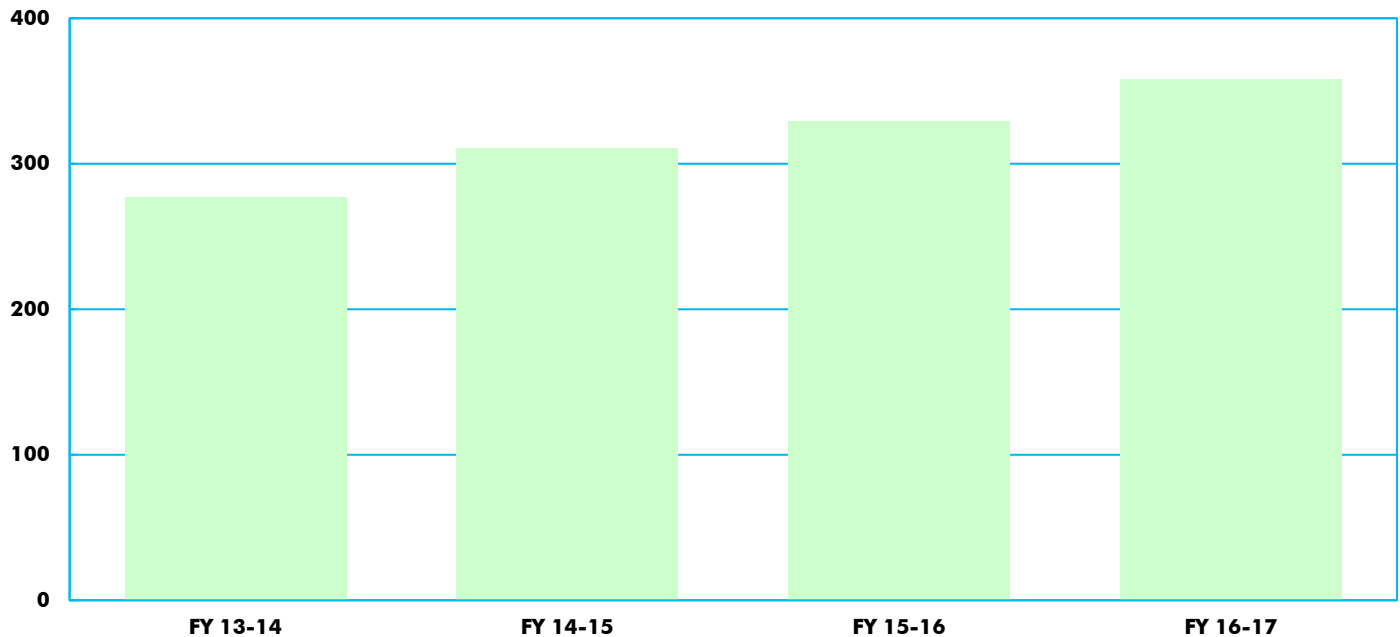
ACCOMPLISHMENTS IN FY 2016-17

- Finalized the conversion of the new P-card program, including training all County purchasers.
- Collaborated with departments regarding countywide document imaging.
- Transitioned the administration of the County's Veterans Memorial buildings to the Executive Office.
- Began implementation of a real estate management program utilizing CAMS software.

GOALS FOR FY 2017-18

- Implement the real estate management program utilizing CAMS software.
- Implement automated bid administration solution.
- Identify and implement an automated contract administration and management solution.
- Continue collaboration with departments regarding countywide document imaging, including finalizing countywide records retention schedules.
- Continue administration of the County's Veterans Memorial buildings and enhance customer service as necessary.



**PERFORMANCE INDICATORS****Records Executed****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 budget for the Executive Office, Central Services Division includes no additional positions or significant additional requests from the prior year. This year's Net County Cost for the Executive Office, Central Services Division is reduced primarily as a result of the conclusion of the lease payments for copiers associated with Master Copier Agreement this fiscal year. Minor salary adjustments are presented due to adjustments made in sharing of costs and positions across multiple budget units within the Executive Office and the various divisions.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer

BU 1160 - Central Services

BUDGET UNIT DETAIL		Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues							
826274 - Interfund - Printing		6,456	7,698	5,763	5,580	(183)	
826275 - Interfund - Xerox		22,787	21,703	10,533	8,884	(1,649)	
826390 - Other Charges		8,218	9,385	6,777	10,000	3,223	
827400 - Prior Year Revenue		-	437	-	-	-	
827500 - Sale of Fixed Assets		701	1,150	100	-	(100)	
827600 - Other Sales		28,955	26,715	43,324	17,783	(25,541)	
827700 - Other		3,509	-	-	-	-	
827713 - Vending Machine		5,048	3,571	6,000	6,000	-	
Total Revenues		75,675	70,659	72,497	48,247	(24,250)	
Salaries & Employee Benefits							
861011 - Regular Employees		216,165	166,623	163,173	173,890	10,717	
861013 - Overtime Reg Emp		119	82	-	-	-	
861021 - Co Cont Retirement		54,567	45,091	47,520	51,482	3,962	
861022 - Co Cont OASDI		12,241	9,469	9,430	9,864	434	
861023 - Co Cont Medicare		2,863	2,214	2,205	2,307	102	
861024 - Co Cont Retire Incr		20,811	19,089	19,100	17,635	(1,465)	
861030 - Co Cont Health Ins		55,699	43,754	36,997	37,959	962	
861031 - Co Cont Unemp Ins		3,692	2,892	2,225	1,597	(628)	
861035 - Co Cont Workers Comp		8,515	7,663	1,298	1,053	(245)	
Total Salaries & Employee Benefits		374,671	296,877	281,948	295,787	13,839	
Services & Supplies							
862060 - Communications		1,931	1,832	2,135	3,000	865	
862101 - Insurance - General		7,048	7,104	6,909	6,619	(290)	
862120 - Maint - Equip		1,609	-	1,000	2,500	1,500	
862150 - Memberships		-	280	500	500	-	
862170 - Office Expense		14,706	10,110	10,000	10,000	-	
862187 - Education & Training		2,048	1,733	1,000	5,000	4,000	
862188 - Printing		69,512	65,382	69,315	77,000	7,685	
862190 - Publ/Legal Notice		216	-	-	500	500	
862200 - Rent/Lease Equip		32,587	37,795	38,170	18,944	(19,226)	
862201 - Rent/Lease - Copiers		367,909	393,819	400,294	210,000	(190,294)	
862230 - Info Tech Equip		447	448	1,000	2,000	1,000	
862239 - Spec Dept Expense		(18,765)	983	3,000	2,000	(1,000)	
862250 - Trans/Travel		5,236	4,166	5,089	5,089	-	
862253 - Travel Out of County		2,901	298	500	1,000	500	
Total Services & Supplies		487,386	523,950	538,912	344,152	(194,760)	

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: General Government		Activity: Legislative & Administrative	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Other Charges</b>					
863113 Pmt Other Gov Agency	-	-	-	<b>275,000</b>	275,000
<b>Total Other Charges</b>	-	-	-	<b>275,000</b>	<b>275,000</b>
<b>Fixed Assets</b>					
864370 - Equipment	3,509	-	-	-	-
<b>Total Fixed Assets</b>	<b>3,509</b>	-	-	-	-
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(594,542)	(509,885)	(543,676)	<b>(368,961)</b>	174,715
<b>Total Expend Transfer &amp; Reimb</b>	<b>(594,542)</b>	<b>(509,885)</b>	<b>(543,676)</b>	<b>(368,961)</b>	<b>174,715</b>
<b>Total Net Appropriations</b>	<b>271,024</b>	<b>310,942</b>	<b>277,184</b>	<b>270,978</b>	<b>(6,206)</b>
<b>Total Net County Cost</b>	<b>195,349</b>	<b>240,283</b>	<b>204,687</b>	<b>222,731</b>	<b>18,044</b>



## BU 1610 - Facilities

### BUDGET UNIT OVERVIEW

The Facilities budget unit is charged with routine/emergency maintenance, 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 the operation 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

#### ACCOMPLISHMENTS IN FY 2016-17

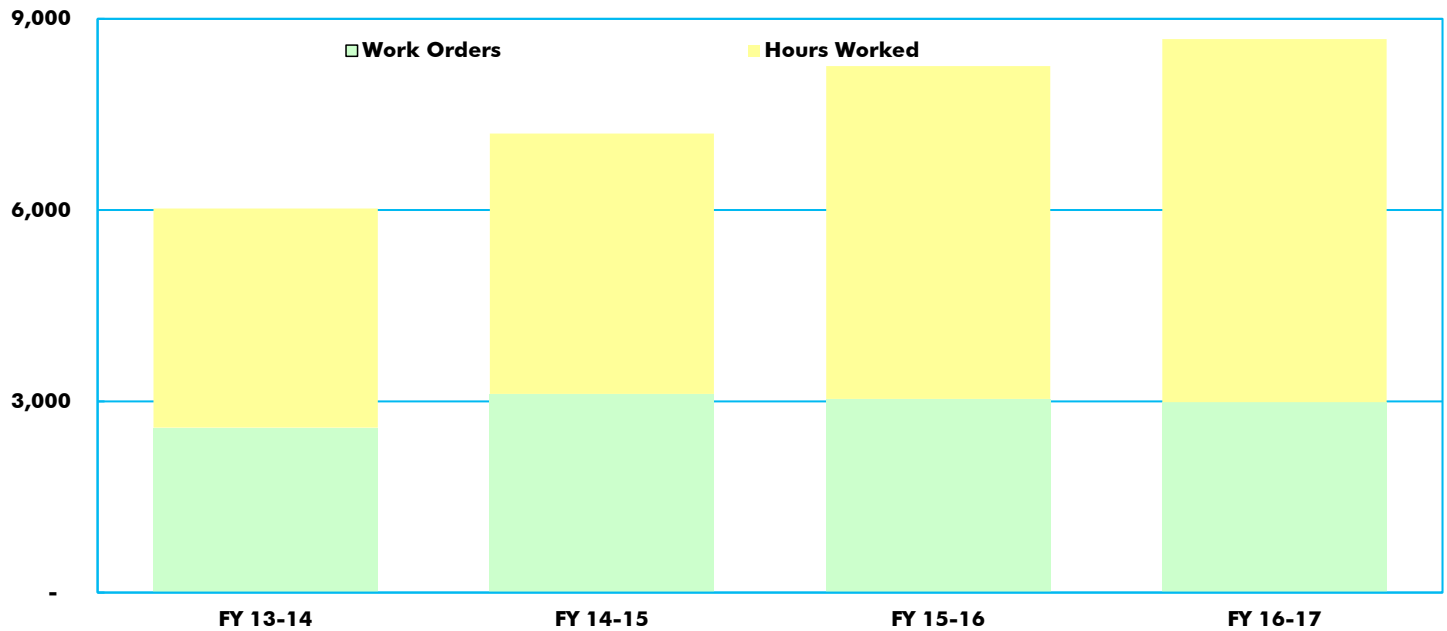
- Incorporated state regulations required by the Department of Industrial Relations into the project and contract management process.
- Completed 42 minor repair projects and 50 major projects to include remodels, emergency repairs and maintenance of County facilities.
- Continued effort for drought resistance landscaping and water conservation.

#### GOALS FOR FY 2017-18

- Integration and full implementation of CAMS for facility cost tracking and service request.
- Continue with design, bid and contracting services to replace and repair aging roofs, such as Administration Center and Public Health, in order to prolong the life of County facilities.
- Continue with a concerted effort to address the backlog of deferred maintenance projects.
- Focus on renewable energy, such as solar, and expand water savings measures for County facilities.

## 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 &amp; 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

The budget for Facilities includes funding the Custodial Supervisor position in an effort to improve custodial oversight and customer service. One-time funding is utilized for anticipated facility maintenance costs.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer

BU 1610 - Facilities

BUDGET UNIT DETAIL		Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>							
824200 - Rent/Concession	3,053	4,051	3,303	5,000	1,697		
825490 - State Other	23,928	24,911	28,973	42,000	13,027		
826277 - Interfund - Janitor	77,768	77,992	77,748	71,490	(6,258)		
826375 - Parks & Rec Fee	19,535	18,793	21,142	21,000	(142)		
826390 - Other Charges	-	7,128	-	-	-		
827600 - Other Sales	74	88	3,000	-	(3,000)		
827700 - Other	19,775	23,685	12,925	15,000	2,075		
<b>Total Revenues</b>	<b>144,133</b>	<b>156,648</b>	<b>147,091</b>	<b>154,490</b>	<b>7,399</b>		
<b>Salaries &amp; Employee Benefits</b>							
861011 - Regular Employees	927,545	984,435	1,025,586	1,364,037	338,451		
861012 - Extra Help	-	12,435	13,839	30,000	16,161		
861013 - Overtime Reg Emp	11,278	13,479	19,191	20,000	809		
861021 - Co Cont Retirement	238,540	274,760	291,351	397,460	106,109		
861022 - Co Cont OASDI	54,301	58,316	61,259	78,650	17,391		
861023 - Co Cont Medicare	12,699	13,818	14,527	18,394	3,867		
861024 - Co Cont Retire Incr	88,334	110,803	110,483	124,101	13,618		
861030 - Co Cont Health Ins	224,325	206,565	207,709	263,514	55,805		
861031 - Co Cont Unemp Ins	8,565	5,391	5,148	2,620	(2,528)		
861035 - Co Cont Workers Comp	155,969	146,700	130,659	124,796	(5,863)		
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,721,556</b>	<b>1,826,702</b>	<b>1,879,752</b>	<b>2,423,572</b>	<b>543,820</b>		
<b>Services &amp; Supplies</b>							
862050 - Clothing/Pers Items	2,428	98	3,082	2,600	(482)		
862060 - Communications	9,161	11,353	14,721	17,750	3,029		
862090 - Household Expense	158,109	185,008	166,938	170,000	3,062		
862101 - Insurance - General	52,626	49,174	65,839	59,463	(6,376)		
862120 - Maint - Equip	1,368	1,356	4,768	5,000	232		
862130 - Maint - Strc/Impr/Grnds	452,358	452,212	476,153	400,000	(76,153)		
862150 - Memberships	-	510	439	2,255	1,816		
862170 - Office Expense	12,300	9,695	9,910	8,000	(1,910)		
862185 - Medical/Dental Svcs	424	3,617	2,356	3,080	724		
862187 - Education & Training	23,632	2,367	3,018	22,000	18,982		
862189 - Prof/Spec Svcs - Other	-	66,196	34,370	135,000	100,630		
862190 - Publ/Legal Notice	2,876	1,509	1,532	2,500	968		
862200 - Rent/Lease Equip	918	2,143	12,051	15,000	2,949		
862220 - Small Tool/Instrument	9,477	9,644	8,221	19,000	10,779		
862230 - Info Tech Equip	6,608	2,270	1,050	42,064	41,014		
862239 - Spec Dept Expense	11,453	12,602	55,991	23,700	(32,291)		
862250 - Trans/Travel	44,742	40,931	36,934	42,000	5,066		
862253 - Travel Out of County	243	5,065	1,154	12,500	11,346		
862260 - Utilities	944,629	1,041,756	1,177,547	1,200,000	22,453		
<b>Total Services &amp; Supplies</b>	<b>1,733,352</b>	<b>1,897,506</b>	<b>2,076,073</b>	<b>2,181,912</b>	<b>105,837</b>		

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont) Function: General Government Activity: Legislative & Administrative					
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Other Charges</b>					
863113 Pmt Other Gov Agency	-	-	329,952	<b>275,000</b>	(54,952)
<b>Total Other Charges</b>	<b>-</b>	<b>-</b>	<b>329,952</b>	<b>275,000</b>	<b>(54,952)</b>
<b>Fixed Assets</b>					
864370 - Equipment	15,867	3,638	-	<b>36,625</b>	36,625
<b>Total Fixed Assets</b>	<b>15,867</b>	<b>3,638</b>	<b>-</b>	<b>36,625</b>	<b>36,625</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(492,022)	(597,154)	(587,269)	<b>(832,749)</b>	(245,480)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(492,022)</b>	<b>(597,154)</b>	<b>(587,269)</b>	<b>(832,749)</b>	<b>(245,480)</b>
<b>Total Net Appropriations</b>	<b>2,978,753</b>	<b>3,130,692</b>	<b>3,698,508</b>	<b>4,084,360</b>	<b>385,852</b>
<b>Total Net County Cost</b>	<b>2,834,620</b>	<b>2,974,044</b>	<b>3,551,417</b>	<b>3,929,870</b>	<b>378,453</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 230 vehicles in the County fleet. 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 2.1 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

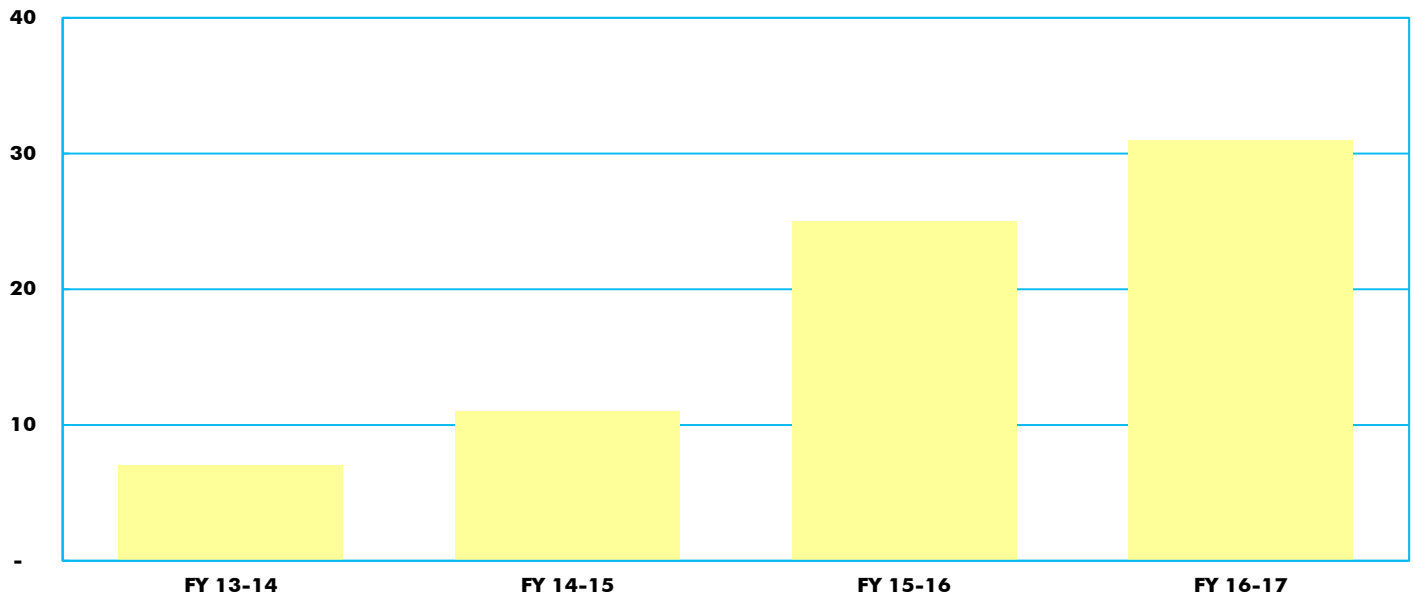
- Diagnostics
- Pool Vehicle Tracking and Renting
- Vehicle Maintenance
- Vehicle Safety

#### ACCOMPLISHMENTS IN FY 2016-17

- Continued environmental compliance of underground storage tank (UST) with installation of new monitoring alarm.
- Integration of new diagnostic tools to improve efficiencies and vehicle repair time.
- Acquisition and installation of a new service lift in Bay 1 and 2 allowing mechanics to service larger vehicles; installation of updated vehicle wheel alignment system.
- Promoted Auto Mechanic to Auto Mechanic III.
- Auctioned 35 surplus vehicles for \$34,750.

#### GOALS FOR FY 2017-18

- Move toward a "greener" and alternative fuel fleet through vehicle acquisition and installation of electric vehicle charging stations. Mendocino County General Plan August 2009 - Policy DE-134: Facilitate the increased use of electric vehicles by providing opportunities for vehicle charging at County facilities and investigate methods to develop them at other locations as well.
- Train mechanics on best preventative and operational maintenance practices for hybrid and alternative fuel vehicles.
- Achieve master mechanic status in ASE certification program for both garage mechanics.
- Continue with periodic auctions of surplus vehicles to keep secured parking lot open for pool cars.
- Manage fleet assets and identify aging vehicles with high mileage and maintenance costs for surplus/replacement.

**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. The budget includes four fixed asset acquisitions consisting of a islander card upgrade system, a lube distribution system, a heavy duty hydraulic lift, and an air compressor all of which are funded with one-time money.

# 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		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from					
Prior Year					
<b>Revenues</b>					
826276 - Interfund - Garage	22,176	32,299	11,426	<b>30,051</b>	18,625
827600 - Other Sales	4,855	2,175	1,358	<b>15,026</b>	13,668
827700 - Other	495	659	2,494	-	(2,494)
<b>Total Revenues</b>	<b>27,527</b>	<b>35,133</b>	<b>15,278</b>	<b>45,077</b>	<b>29,799</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	181,123	159,656	203,985	<b>218,506</b>	14,521
861013 - Overtime Reg Emp	91	181	-	-	-
861021 - Co Cont Retirement	44,876	44,817	56,625	<b>57,654</b>	1,029
861022 - Co Cont OASDI	10,392	9,370	12,044	<b>11,520</b>	(524)
861023 - Co Cont Medicare	2,430	2,191	2,817	<b>2,694</b>	(123)
861024 - Co Cont Retire Incr	16,309	17,355	20,577	<b>17,314</b>	(3,263)
861030 - Co Cont Health Ins	37,504	27,399	33,008	<b>29,128</b>	(3,880)
861031 - Co Cont Unemp Ins	2,198	1,412	2,407	<b>898</b>	(1,509)
861035 - Co Cont Workers Comp	14,728	15,649	21,601	<b>8,325</b>	(13,276)
<b>Total Salaries &amp; Employee Benefits</b>	<b>309,652</b>	<b>278,030</b>	<b>353,064</b>	<b>346,039</b>	<b>(7,025)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	175	142	-	<b>625</b>	625
862090 - Household Expense	4,897	4,451	4,203	<b>4,635</b>	432
862101 - Insurance - General	6,121	5,369	10,820	<b>2,457</b>	(8,363)
862120 - Maint - Equip	-	-	-	<b>2,500</b>	2,500
862150 - Memberships	-	357	902	<b>2,500</b>	1,598
862170 - Office Expense	6,324	5,512	4,187	<b>4,500</b>	313
862176 - Fuel Expense	468,546	409,426	432,956	<b>539,431</b>	106,475
862185 - Medical & Dental Svcs	-	175	-	-	-
862187 - Education & Training	-	-	-	<b>3,000</b>	3,000
862220 - Small Tool/Instrument	983	686	4,456	<b>7,000</b>	2,544
862230 - Info Tech Equip	-	-	-	<b>1,600</b>	1,600
862239 - Spec Dept Expense	244,659	-	260,580	<b>274,903</b>	14,323
862250 - Trans/Travel	229	244,147	482	<b>500</b>	18
862253 - Travel Out of County	-	219	-	<b>4,500</b>	4,500
<b>Total Services &amp; Supplies</b>	<b>731,933</b>	<b>670,484</b>	<b>718,586</b>	<b>848,151</b>	<b>129,565</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	44,452	<b>52,000</b>	7,548
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>44,452</b>	<b>52,000</b>	<b>7,548</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(1,145,520)	(1,074,248)	(1,162,684)	<b>(1,201,113)</b>	(38,429)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(1,145,520)</b>	<b>(1,074,248)</b>	<b>(1,162,684)</b>	<b>(1,201,113)</b>	<b>(38,429)</b>
<b>Total Net Appropriations</b>	<b>(103,935)</b>	<b>(125,734)</b>	<b>(46,582)</b>	<b>45,077</b>	<b>91,659</b>
<b>Total Net County Cost</b>	<b>(131,462)</b>	<b>(160,867)</b>	<b>(61,860)</b>	<b>-</b>	<b>61,860</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 maintenance costs or repairs. The Executive Office monitors and is responsible for this budget. In accordance with County Policy No. 33 - *Reserve for Major Repair and Maintenance of Facilities*, the County endeavors to fund 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. This amount is dependent upon available funding. 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 unidentified each year and funding for the continued Americans with Disabilities Act (ADA) retrofits for the removal of barriers to disabled access in County facilities.

### GOALS FOR FY 2017-18

- Complete Phase II of III of Administration roof replacement.
- Complete Phase I for Public Health roof replacement.
- Complete design, bid and award contract for WISC (*Willits Integrated Services Center*) roof replacement.
- Installation of electric vehicle charging stations in Ukiah, Willits and Fort Bragg.
- Design and evaluate renewable energy projects, roof mounted and canopy solar, at Ukiah and Willits facilities.

### ACCOMPLISHMENTS IN FY 2016-17

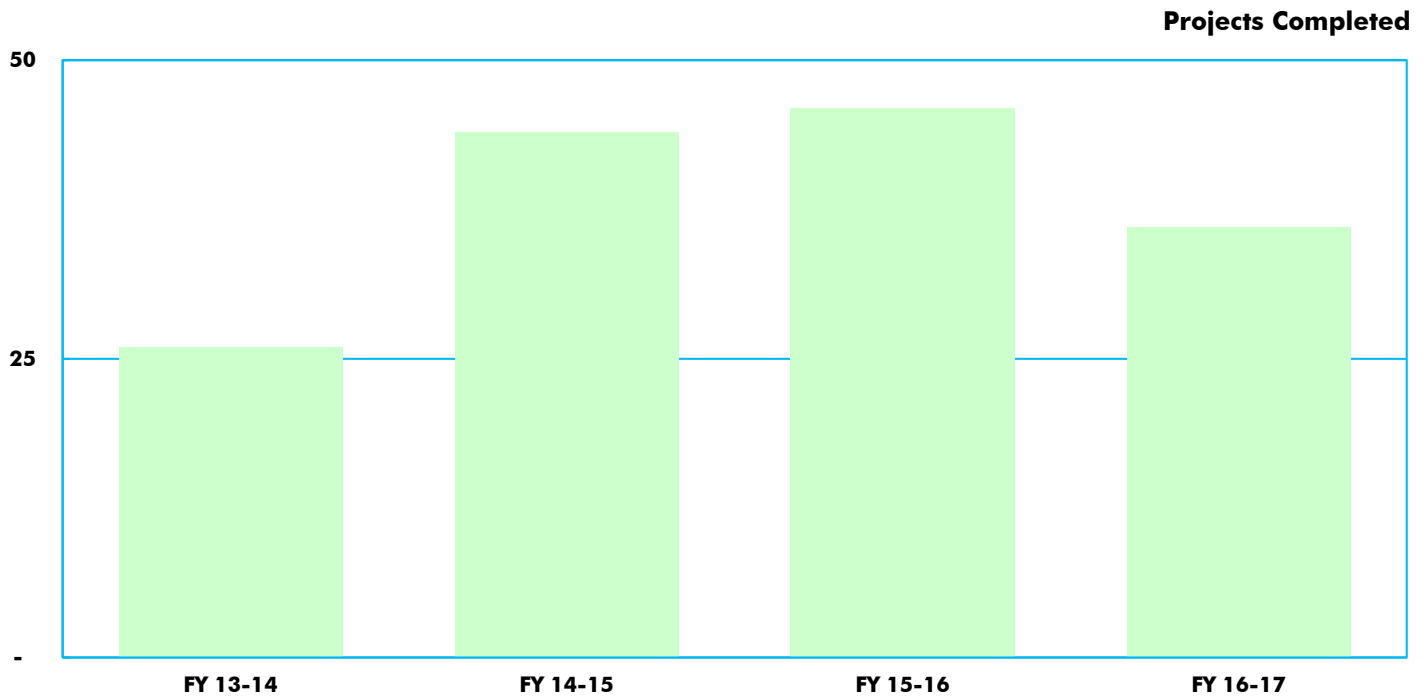
- Continuing efforts with Planning and Building Services, developed Annual Facility Permit Process in accordance with Board adopted Resolution No. 15-161.
- Continued roof and HVAC assessment and replacement plan.
- Identification and trimming and/or removal of hazardous and drought stressed trees.
- Continued installation of drought tolerant, native landscaping at County facilities.
- Continued efforts on addressing maintenance and operational concerns at Animal Shelter.

# 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 budget includes additional funding for the structural improvements detailed in the *Goals for FY 2017-18*. 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	5,122	7,785	1,914	-	(1,914)
825490 - State Other	90,411	69,567	-	-	-
826390 - Other Charges	100,342	24,700	-	-	-
827600 - Other Sales	1,315	60	120	-	(120)
827802 - Oper Transfer In	1,603,088	2,333,459	2,098,361	4,097,244	1,998,883
<b>Total Revenues</b>	<b>1,800,278</b>	<b>2,435,571</b>	<b>2,100,395</b>	<b>4,097,244</b>	<b>1,996,849</b>
<b>Services &amp; Supplies</b>					
862130 - Maint - Strc/Impr/Grnds	281,731	137,908	185,000	50,000	(135,000)
862170 - Office Expense	950	126	84	-	(84)
862189 - Prof/Spec Svcs - Other	3,146	-	-	-	-
862239 - Spec Dept Expense	-	658	-	-	-
<b>Total Services &amp; Supplies</b>	<b>285,827</b>	<b>138,692</b>	<b>185,084</b>	<b>50,000</b>	<b>(135,084)</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	1,917,391	890,536	4,300,000	7,294,899	2,994,899
<b>Total Fixed Assets</b>	<b>1,917,391</b>	<b>890,536</b>	<b>4,300,000</b>	<b>7,294,899</b>	<b>2,994,899</b>
<b>Total Net Appropriations</b>	<b>2,203,218</b>	<b>1,029,228</b>	<b>4,485,084</b>	<b>7,344,899</b>	<b>2,859,815</b>
<b>Total Fund Balance Contribution</b>	<b>402,940</b>	<b>(1,406,343)</b>	<b>2,384,689</b>	<b>3,247,655</b>	<b>862,966</b>

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer



## BU 1712 - Capital Projects

### BUDGET UNIT OVERVIEW

The Capital Project budget 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 is reserved exclusively for the upcoming expansion project at the Mendocino County Jail. Over the past several of years the Board has set aside \$1 million to be used for local cash match for the project. 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 2021. The project will include two stand-alone buildings. The first is a visitor center that will accommodate both family and attorney visitation. The second building will be a Special Needs Housing Unit with 60-beds and associated program and recreational spaces, a central control system, and medical, dental and mental health services clinic spaces. No other capital projects will be administered through this budget unit until the jail project is completed.

### SUMMARY OF MAJOR ACCOUNTS

#### Fixed Assets

Acct. 4365 Construction in progress project costs.

### CHANGES IN BUDGET FROM PRIOR YEAR

Carryover from FY 2016-17 - Jail construction cash match.

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1300 Capital Projects	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	(155)	1,132	76	-	(76)
825670 - Federal Other	30,286	-	-	-	-
827802 - Operating Transfer In	-	416,000	416,000	-	(416,000)
<b>Total Revenues</b>	<b>30,131</b>	<b>417,132</b>	<b>416,076</b>	<b>-</b>	<b>(416,076)</b>
<b>Fixed Assets</b>					
864365 - Constr in Progress	30,286	-	-	1,000,000	1,000,000
<b>Total Fixed Assets</b>	<b>30,286</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Total Net Appropriations</b>	<b>30,286</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Total Fund Balance Contribution</b>	<b>155</b>	<b>(417,132)</b>	<b>(416,076)</b>	<b>1,000,000</b>	<b>1,416,076</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

#### ACCOMPLISHMENTS IN FY 2016-17

- County finance system web – enabled interface enhancement for improved functionality, ease of use and future expansion.
- Point and Pay – new credit vendor for collection of property tax payments online, successfully implemented including automated posting back to property system for labor free daily balancing.
- iSubpoena interface – for electronic based officer subpoena system.
- New property system – Significant progress toward phase zero data migration, modification to business license portion of the agreement in order to expedite cannabis tax collection.
- City of Willits network and computer systems updated to County standards.

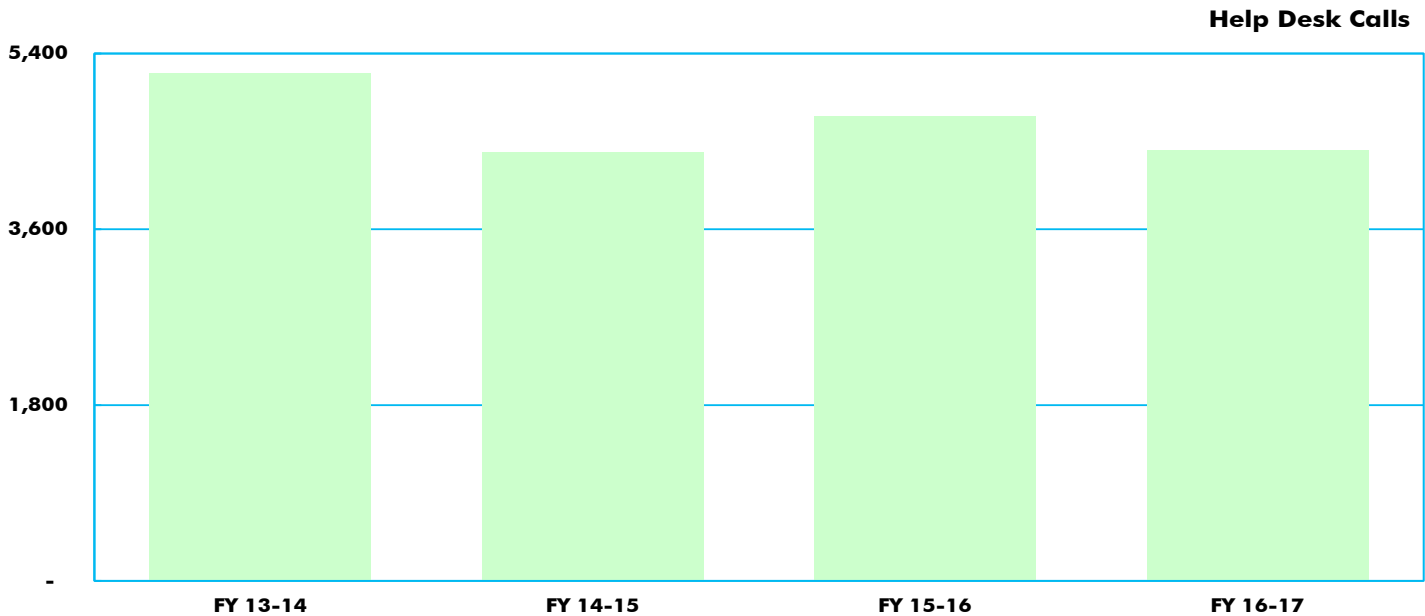
#### GOALS FOR FY 2017-18

- Completion of phase zero data migration for the new property system.
- Implementation of three (3) cannabis based software packages that require IT involvement.
- Continue to keep Legacy Property System running.
- Update the County's financial system to Version 11 to provide needed additional functionality.
- Update data center storage and backup systems to accommodate future expansion.

# EXECUTIVE OFFICE

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

## PERFORMANCE INDICATORS



## 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

Increased *Salary & Employee Benefits* due to negotiated wage increases.

**BUDGET UNIT DETAIL** Schedule 9

Function: General Government

Activity: Legislative &amp; Administrative

Fund: 1100 County General

Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
<b>Revenues</b>					
823110 - Crim Just Const Fund	12,800	10,600	14,000	14,000	-
826392 - Data Processing Svc	107,495	160,778	136,493	234,982	98,489
827600 - Other Sales	250	-	-	-	-
<b>Total Revenues</b>	<b>120,545</b>	<b>171,378</b>	<b>150,493</b>	<b>248,982</b>	<b>98,489</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,026,384	1,113,833	1,207,855	1,384,016	176,161
861012 - Extra Help	-	7,258	25,000	5,000	(20,000)
861013 - Overtime Reg Emp	18,029	26,720	25,000	20,000	(5,000)
861021 - Co Cont Retirement	265,064	317,439	344,476	403,002	58,526
861022 - Co Cont OASDI	62,002	67,787	65,496	80,550	15,054
861023 - Co Cont Medicare	14,501	15,959	15,318	18,884	3,566
861024 - Co Cont Retire Incr	99,796	130,409	128,367	132,439	4,072
861030 - Co Cont Health Ins	128,776	140,203	141,192	207,991	66,799
861031 - Co Cont Unemp Ins	6,469	7,433	7,433	5,157	(2,276)
861035 - Co Cont Workers Comp	51,105	49,987	49,987	53,466	3,479
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,672,127</b>	<b>1,877,028</b>	<b>2,010,124</b>	<b>2,310,505</b>	<b>300,381</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	8,687	6,917	10,200	10,200	-
862061 - Comm Lease	205,127	229,214	247,526	257,340	9,814
862062 - Comm Microwave	2,231	2,613	2,000	2,000	-
862101 - Insurance - General	5,567	5,678	5,678	13,193	7,515
862120 - Maint - Equip	377,738	362,640	391,637	389,500	(2,137)
862170 - Office Expense	11,854	10,331	8,001	8,000	(1)
862187 - Education & Training	27,468	9,686	35,000	35,000	-
862189 - Prof/Spec Svcs - Other	5,606	31,786	91,809	169,000	77,191
862220 - Small Tool/Instrument	2,976	6,772	10,000	10,000	-
862230 - Info Tech Equip	26,346	21,888	25,000	25,000	-
862239 - Spec Dept Expense	12,805	29,470	30,000	30,000	-
862250 - Trans/Travel	10,967	12,961	10,000	10,000	-
862253 - Travel Out of County	7	7	2,500	2,500	-
<b>Total Services &amp; Supplies</b>	<b>697,377</b>	<b>729,963</b>	<b>869,351</b>	<b>961,733</b>	<b>92,382</b>
<b>Fixed Assets</b>					
864370 - Equipment	61,368	38,943	61,133	101,700	40,567
<b>Total Fixed Assets</b>	<b>61,368</b>	<b>38,943</b>	<b>61,133</b>	<b>101,700</b>	<b>40,567</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	(276,730)	(222,155)	(209,777)	(143,532)	66,245
<b>Total Expend Transfer &amp; Reimb</b>	<b>(276,730)</b>	<b>(222,155)</b>	<b>(209,777)</b>	<b>(143,532)</b>	<b>66,245</b>
<b>Total Net Appropriations</b>	<b>2,154,142</b>	<b>2,423,779</b>	<b>2,730,831</b>	<b>3,230,406</b>	<b>499,575</b>
<b>Total Net County Cost</b>	<b>2,033,597</b>	<b>2,252,401</b>	<b>2,580,338</b>	<b>2,981,424</b>	<b>401,086</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, and one 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.

### GOALS FOR FY 2017-18

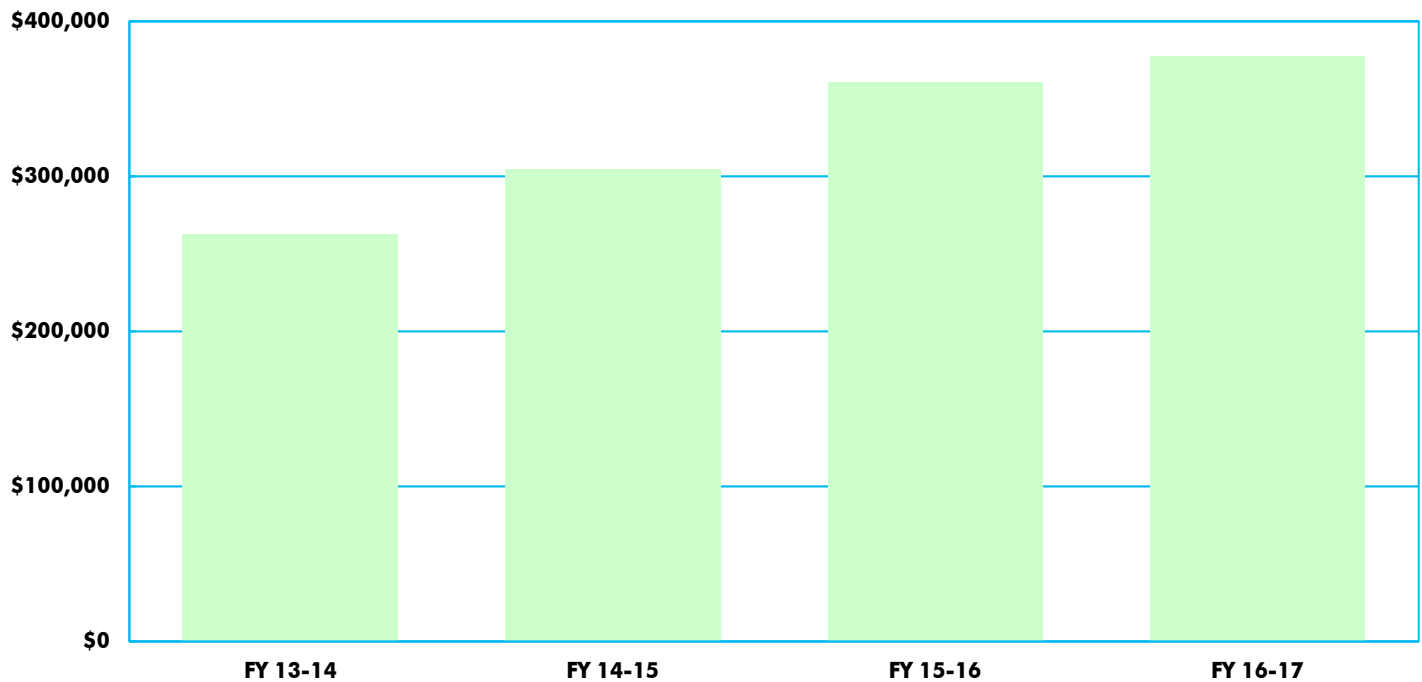
- On-going evaluation to ensure high quality services are being provided to the public, the Court and criminal justice agencies in Mendocino County.

### ACCOMPLISHMENTS IN FY 2016-17

- 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.

## PERFORMANCE INDICATORS

## Legal Fees Paid



## SUMMARY OF MAJOR ACCOUNTS

## Revenues

Acct. 3110 Revenue from the Criminal Justice Improvement Fund.

## Services &amp; 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.

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection

Activity: Judicial

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823110 - Crim Just Const Fund	181,200	167,000	219,600	219,600	-
<b>Total Revenues</b>	<b>181,200</b>	<b>167,000</b>	<b>219,600</b>	<b>219,600</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862183 - Legal Fees	304,850	390,670	362,887	350,000	(12,887)
<b>Total Services &amp; Supplies</b>	<b>304,850</b>	<b>390,670</b>	<b>362,887</b>	<b>350,000</b>	<b>(12,887)</b>
<b>Total Net Appropriations</b>	<b>304,850</b>	<b>390,670</b>	<b>362,887</b>	<b>350,000</b>	<b>(12,887)</b>
<b>Total Net County Cost</b>	<b>123,650</b>	<b>223,670</b>	<b>143,287</b>	<b>130,400</b>	<b>(12,887)</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. MCWA adopted an independent identity as a separate County department until 2011, at which point it was again integrated into an existing department, 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

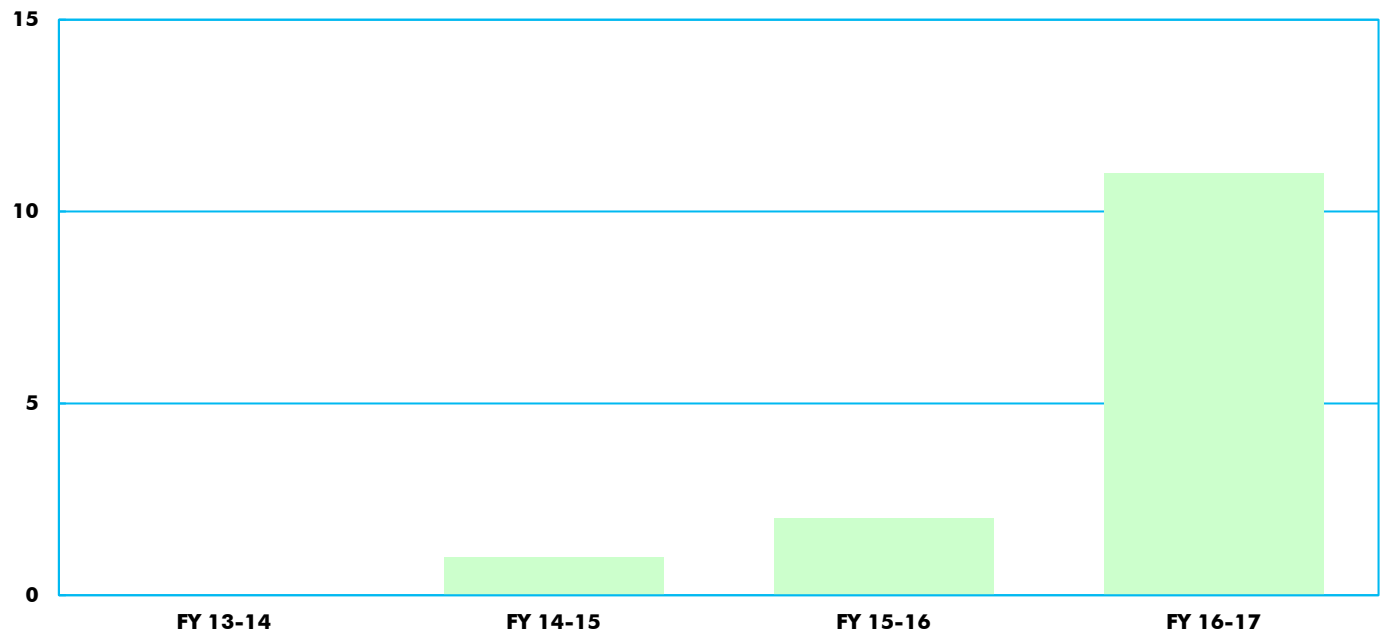
- Proposition 1 Grant Management
- Ukiah Valley Basin Groundwater Sustainability Agency

#### GOALS FOR FY 2017-18

- Continue implementing the Water Agency Action Plan collaboratively with various County departments, contractors and community partners.
- Remain in compliance with the NPDES MS4 permit.
- Administer the Proposition 1 Sustainable Groundwater Planning Grant Program for the development of a Groundwater Sustainability Plan for the Ukiah Valley Basin.
- Administer the Proposition 1 Stormwater Resource Plan Grant to develop the Coastal Mendocino Stormwater Resource Plan.
- Participate in the development of the Russian River Watershed Stormwater Resource Plan.
- Participate and administer the Ukiah Valley Basin Groundwater Sustainability Agency.

#### ACCOMPLISHMENTS IN FY 2016-17

- Implemented facilitation support services effort for the Ukiah Valley Basin Groundwater Sustainability Agency (GSA) formation process.
- Successful creation of the Ukiah Valley Basin Groundwater Sustainability Agency.
- Administration of two Proposition 1 grants totaling \$4424,990 over three years.
- Continued compliance with the NPDES (*National Pollutant Discharge Elimination System*) MS4 Phase II Permit.

**PERFORMANCE INDICATORS****Number of SGMA Meetings****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 CASGEM (*California Statewide Groundwater Elevation Monitoring*) Program participation and Water Agency Support Services.

**CHANGES IN BUDGET FROM PRIOR YEAR**

827801 – Additional Proposition 1 Grant Funding that will offset the development of a Coastal Mendocino Stormwater Resources Plan.

863113 – Additional funding for U.S. Geological Study of the Russian River Watershed in coordination with the Sonoma County Water Agency. Additional funding for the Eel River Watershed Study in coordination with the Inland Water and Power Commission.



# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 0326 - Water Agency

BUDGET UNIT DETAIL Schedule 15				Function: -	Activity: -
Fund: 3260 Mendo Co Water Agency	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	126,665	131,590	131,506	134,000	2,494
821120 - Curr Unsec Prop Tax	4,157	4,345	4,298	5,000	702
821130 - Supplemental Roll Tax	942	1,413	1,489	1,000	(489)
821210 - Prior Secured Prop Tax	(232)	(168)	10	150	140
821220 - Prior Unsec Prop Tax	283	193	97	190	93
821600 - Timber Yield Tax	1,151	1,316	1,186	1,000	(186)
824100 - Interest	284	806	823	500	(323)
825481 - Homeowner Exemption	1,313	1,275	1,236	1,000	(236)
826390 - Other Charges	7,680	-	-	300	300
827700 - Other	14	-	-	-	-
827801 - Grant Revenue	118	-	170,000	225,000	55,000
827802 - Oper Transfer In	-	150,000	-	-	-
<b>Total Revenues</b>	<b>142,376</b>	<b>290,770</b>	<b>310,644</b>	<b>368,140</b>	<b>57,496</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	16,533	-	35,477	36,589	1,112
861013 - Overtime Reg Emp	94	-	-	-	-
861021 - Co Cont Retirement	2,093	-	9,500	10,758	1,258
861022 - Co Cont OASDI	697	-	1,662	1,813	151
861023 - Co Cont Medicare	241	-	503	521	18
861024 - Co Cont Retire Incr	663	-	4,127	3,809	(318)
861030 - Co Cont Health Ins	-	-	2,438	2,084	(354)
861031 - Co Cont Unemp Ins	43	-	-	-	-
861035 - Co Cont Workers Comp	301	284	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>20,666</b>	<b>284</b>	<b>53,707</b>	<b>55,574</b>	<b>1,867</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	194	149	250	150	(100)
862101 - Insurance - General	333	130	135	133	(2)
862150 - Memberships	21,456	23,374	2,000	7,500	5,500
862170 - Office Expense	850	865	900	850	(50)
862187 - Education & Training	-	129	-	129	129
862189 - Prof/Spec Svcs - Other	68,123	149,209	248,615	282,000	33,385
862239 - Spec Dept Expense	1,833	-	3,000	3,000	-
862250 - Trans/Travel	-	1,985	-	-	-
862253 - Travel Out of County	-	-	100	300	200
<b>Total Services &amp; Supplies</b>	<b>92,789</b>	<b>175,841</b>	<b>255,000</b>	<b>294,062</b>	<b>39,062</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	19,812	-	25,000	27,500	2,500
<b>Total Other Charges</b>	<b>19,812</b>	<b>-</b>	<b>25,000</b>	<b>27,500</b>	<b>2,500</b>
<b>Total Net Appropriations</b>	<b>133,266</b>	<b>176,125</b>	<b>333,707</b>	<b>377,136</b>	<b>43,429</b>
<b>Total Fund Balance Contribution</b>	<b>(9,109)</b>	<b>(114,645)</b>	<b>23,063</b>	<b>8,996</b>	<b>(14,067)</b>



## 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. Beginning in FY 2017-18, replacement costs will be calculated and recommended for use with certain vehicle categories.

The Executive Office is currently piloting a program utilizing five 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

The Board of Supervisors funded the replacement of over approximately 37 vehicles in FY 2016-17 in accordance with the County's Capital Improvement Plan. As the vehicle fleet ages, maintenance costs increase. Re-establishment of the vehicle replacement fund program will be recommended for certain vehicle categories beginning in FY 2017-18.

### CHANGES IN BUDGET FROM PRIOR YEAR

Increased for replacement of certain vehicle categories.

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: 7110 Vehicle Replacement	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	429	1,400	-	-	-
827802 - Operating Transfer In	290,000	361,173	120,000	382,000	262,000
<b>Total Operating Revenues</b>	<b>290,429</b>	<b>362,573</b>	<b>120,000</b>	<b>382,000</b>	<b>262,000</b>
<b>Operating Expenses</b>					
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	1,152	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>1,152</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fixed Assets</b>					
864370 - Equipment	54,535	513,388	120,000	382,000	262,000
<b>Total Fixed Assets</b>	<b>54,535</b>	<b>513,388</b>	<b>120,000</b>	<b>382,000</b>	<b>262,000</b>
<b>Total Operating Expenses</b>	<b>55,687</b>	<b>513,388</b>	<b>120,000</b>	<b>382,000</b>	<b>262,000</b>
<b>Operating Income (Loss)</b>	<b>55,687</b>	<b>(150,815)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Change in Net Assets</b>	<b>234,742</b>	<b>(150,815)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets - Beginning Balance</b>	<b>(7,996)</b>	<b>226,746</b>	<b>75,931</b>	<b>75,931</b>	<b>-</b>
<b>Net Assets - Ending Balance</b>	<b>226,746</b>	<b>75,931</b>	<b>75,931</b>	<b>75,931</b>	<b>-</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

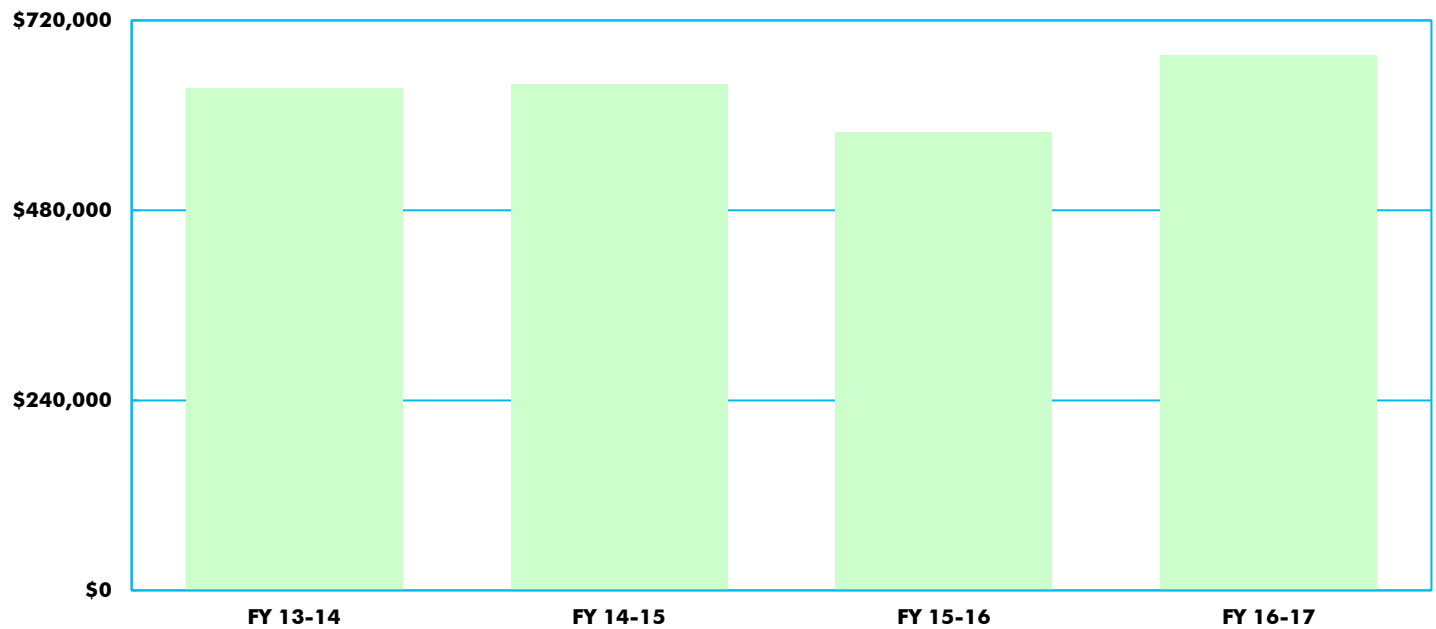
- Authorized Driver Program
- Claims Investigation & Processing
- Facility Safety Inspections
- Incident/Accident Investigation
- Insurance Programs
- Threat Assessments
- Tort Litigation Management & Administration
- Safety Education

#### ACCOMPLISHMENTS IN FY 2016-17

- Coordinated two major facility mold/water losses.
- Completed County insurance renewals.
- Presented a comprehensive Risk Update to the Board of Supervisors on April 4, 2017.
- Completed all facility inspections, including Department of Transportation yards.
- Completed semi-annual CSAC-EIA (*California State Association of Counties-Excess Insurance Authority*) Liability Audit.

#### GOALS FOR FY 2017-18

- Streamline claims processing with integration of paperless filing system.
- Update Risk Management procedures binder to reflect numerous organizational changes.
- Develop a robust evacuation and safety drill calendar.
- Work on cost recovery mechanisms for jail vandalism claims.
- Address any safety or hazard concerns that arise.

**PERFORMANCE INDICATORS****General Ledger Premiums****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.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer

BU 0713 - General Liability Insurance - Risk Management

BUDGET UNIT DETAIL Schedule 10				Function: -	Activity: -
Fund: General Liability Insurance - Risk Mgmt.	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	4,696	6,104	4,000	4,500	500
826401 - I.S.F. Services	1,536,787	1,404,541	1,426,030	1,541,074	115,044
<b>Total Operating Revenues</b>	<b>1,541,483</b>	<b>1,410,645</b>	<b>1,430,030</b>	<b>1,545,574</b>	<b>115,544</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	123,618	112,358	101,246	101,566	320
861013 - Overtime Reg Emp	14	-	-	-	-
861021 - Co Cont Retirement	26,691	17	17,834	18,748	914
861022 - Co Cont OASDI	7,213	20,422	5,688	5,757	69
861023 - Co Cont Medicare	1,687	6,751	1,415	1,417	2
861024 - Co Cont Retire Incr	10,337	1,579	7,360	6,637	(723)
861030 - Co Cont Health Ins	21,462	8,851	13,817	14,548	731
861031 - Co Cont Unemp Ins	171	17,475	141	141	-
861035 - Co Cont Workers Comp	-	141	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>191,194</b>	<b>167,594</b>	<b>147,501</b>	<b>148,814</b>	<b>1,313</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,223	1,559	940	1,200	260
862101 - Insurance - General	673,990	687,539	636,219	701,190	64,971
862150 - Memberships	825	535	650	650	-
862170 - Office Expense	11,813	8,685	3,520	3,520	-
862183 - Legal Fees	263,700	263,700	263,700	263,700	-
862187 - Education & Training	3,132	2,625	2,500	2,500	-
862189 - Prof/Spec Svcs - Other	2,289	7,911	57,500	10,000	(47,500)
862230 - Info Tech Equip	36	-	-	-	-
862233 - Veh Collision Repair	9,924	26,021	20,000	30,000	10,000
862250 - Trans/Travel	3,783	2,321	1,500	2,000	500
862253 - Travel Out of County	465	3,676	1,000	2,000	1,000
<b>Total Services &amp; Supplies</b>	<b>971,179</b>	<b>1,004,572</b>	<b>987,529</b>	<b>1,016,760</b>	<b>29,231</b>
<b>Other Charges</b>					
863320 - Judgement/Damages	218,854	140,854	350,000	350,000	-
<b>Total Other Charges</b>	<b>218,854</b>	<b>140,854</b>	<b>350,000</b>	<b>350,000</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	135,000	-	30,000	30,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>135,000</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
<b>Total Operating Expenses</b>	<b>1,381,227</b>	<b>1,448,020</b>	<b>1,485,030</b>	<b>1,545,574</b>	<b>60,544</b>
<b>Operating Income (Loss)</b>	<b>160,256</b>	<b>(37,375)</b>	<b>(55,000)</b>	<b>-</b>	<b>55,000</b>
<b>Change in Net Assets</b>	<b>160,256</b>	<b>(37,375)</b>	<b>(55,000)</b>	<b>-</b>	<b>55,000</b>
<b>Net Assets - Beginning Balance</b>	<b>1,504,261</b>	<b>1,664,517</b>	<b>1,627,142</b>	<b>1,572,142</b>	<b>55,000</b>
<b>Net Assets - Ending Balance</b>	<b>1,664,517</b>	<b>1,627,142</b>	<b>1,572,142</b>	<b>1,572,142</b>	<b>-</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

- Ergonomics
- Return to Work Program

#### GOALS FOR FY 2017-18

- Meet quarterly with Workers' Compensation TPA (*Third Party Administrator*) to review claims.
- Review claims trends to determine department needs and possible trainings.
- Research available programs to streamline the County's Workers' Compensation program and reduce overhead costs.
- Encourage proactive ergonomic practices County-wide.
- Utilize web based training in partnership with California State Association of Counties Excess Insurance Authority (CSAC-EIA) to mitigate future losses.

#### ACCOMPLISHMENTS IN FY 2016-17

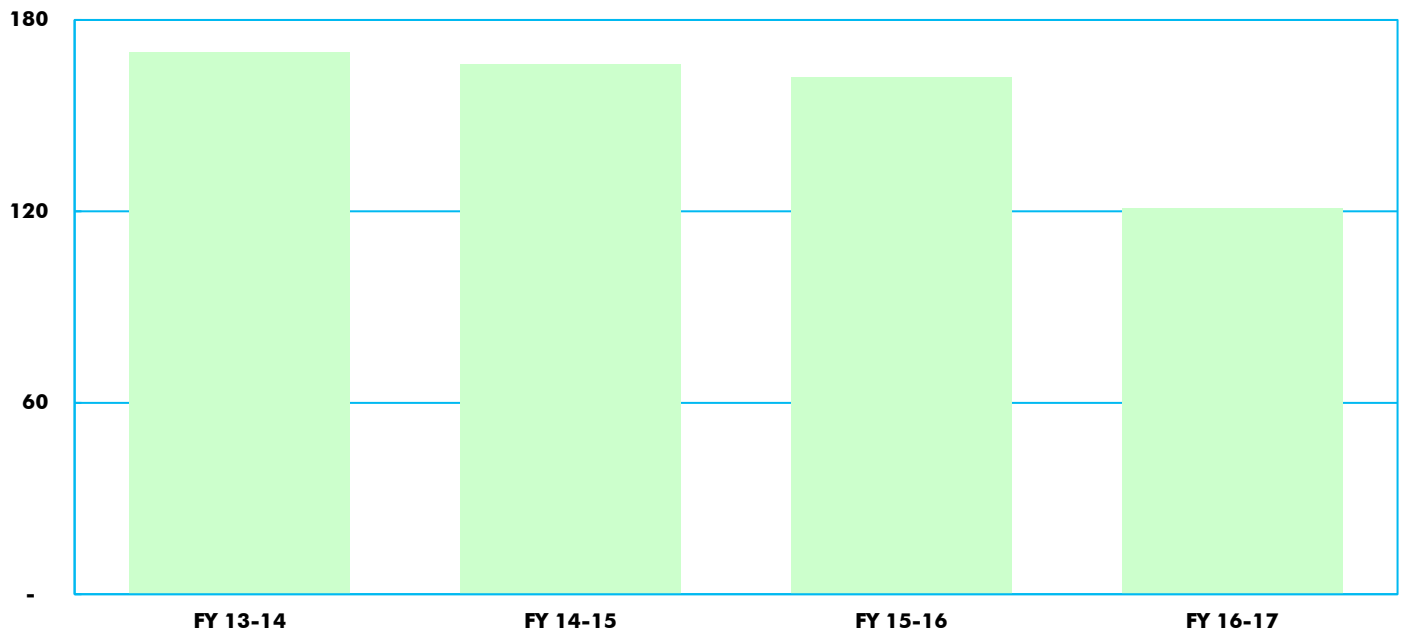
- Provided temporary modified duty accommodation for employees.
- Presented comprehensive Risk report the Board of Supervisors.
- Met with Workers' Compensation Third Party Administrator (TPA) to review claims.
- Purchased loss prevention equipment for Health and Human Services Agency and the Sheriff's Office.
- Continued process towards paperless claim processing.

# EXECUTIVE OFFICE

CARMEL J. ANGELO, Chief Executive Officer  
BU 0714 - Workers' Compensation

## PERFORMANCE INDICATORS

### Claims



## 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.



**BUDGET UNIT DETAIL** Schedule 9

Function: - Activity: -

<b>Fund: 7140 Workers' Compensation</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>Operating Revenues</b>					
824100 - Interest	(2,937)	(2,493)	1,418	<b>3,000</b>	1,582
825810 - Other Govt Aid	422,899	-	-	-	-
826401 - I.S.F. Services	4,100,488	4,287,541	4,507,149	<b>4,899,870</b>	392,721
<b>Total Operating Revenues</b>	<b>4,520,450</b>	<b>4,285,048</b>	<b>4,508,567</b>	<b>4,902,870</b>	<b>394,303</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	135,869	34,647	68,262	<b>71,394</b>	3,132
861012 - Extra Help	-	-	-	<b>20,000</b>	20,000
861013 - Overtime Reg Emp	9	-	-	-	-
861021 - Co Cont Retirement	32,463	4,331	14,331	<b>15,656</b>	1,325
861022 - Co Cont OASDI	7,753	1,980	4,014	<b>4,201</b>	187
861023 - Co Cont Medicare	1,813	463	969	<b>1,005</b>	36
861024 - Co Cont Retire Incr	12,714	1,964	5,827	<b>5,445</b>	(382)
861030 - Co Cont Health Ins	26,085	7,505	8,802	<b>9,276</b>	474
861031 - Co Cont Unemp Ins	171	141	141	<b>141</b>	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>216,877</b>	<b>51,031</b>	<b>102,346</b>	<b>127,118</b>	<b>24,772</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	-	601	<b>940</b>	339
862102 - Workers Comp	4,090,492	4,204,023	4,084,338	<b>4,773,292</b>	688,954
862120 - Maint - Equip	1,750	-	-	-	-
862170 - Office Expense	2,958	985	5,011	<b>3,520</b>	(1,491)
862187 - Education & Training	125	-	2,500	<b>1,000</b>	(1,500)
862189 - Prof/Spec Svcs - Other	30,860	7,000	22,220	<b>15,000</b>	(7,220)
862239 - Spec Dept Expense	937	471	-	-	-
862250 - Trans/Travel	18	95	1,500	<b>1,000</b>	(500)
862253 - Travel Out of County	-	-	1,000	<b>1,000</b>	-
<b>Total Services &amp; Supplies</b>	<b>4,127,140</b>	<b>4,212,574</b>	<b>4,117,170</b>	<b>4,795,752</b>	<b>678,582</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	50,000	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Operating Expenses</b>	<b>4,394,017</b>	<b>4,263,605</b>	<b>4,219,516</b>	<b>4,922,870</b>	<b>703,354</b>
<b>Operating Income (Loss)</b>	<b>126,434</b>	<b>21,443</b>	<b>289,051</b>	<b>(20,000)</b>	<b>(309,051)</b>
<b>Change in Net Assets</b>	<b>126,434</b>	<b>21,443</b>	<b>289,051</b>	<b>(20,000)</b>	<b>(309,051)</b>
<b>Net Assets - Beginning Balance</b>	<b>115,463</b>	<b>241,897</b>	<b>263,340</b>	<b>552,391</b>	<b>309,051</b>
<b>Net Assets - Ending Balance</b>	<b>241,897</b>	<b>263,340</b>	<b>552,391</b>	<b>532,391</b>	<b>20,000</b>



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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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	-	-	-	-
Total Operating Transfers In	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	160,213	179,420	183,772	<b>191,501</b>	7,729
Total Services & Supplies	29,698	38,712	44,899	<b>49,411</b>	4,512
<b>Total Operating Expenditures</b>	<b>189,912</b>	<b>218,132</b>	<b>228,671</b>	<b>240,912</b>	<b>12,241</b>
Total Intrafund Transfers	-	-	-	-	-
Total Operating Transfers Out	-	-	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>189,912</b>	<b>218,132</b>	<b>228,671</b>	<b>240,912</b>	<b>12,241</b>
<b>NCC/Use of Fund Balance</b>	<b>189,912</b>	<b>218,132</b>	<b>228,671</b>	<b>240,912</b>	<b>12,241</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Farm Advisor	240,912	-	240,912
<b>Total: General Fund</b>	<b>240,912</b>	<b>-</b>	<b>240,912</b>
<b>% of General Fund</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0.4%</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>240,912</b>	<b>-</b>	<b>240,912</b>
<b>% of Total Budget</b>	<b>0.1%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Farm Advisor	3	3	3
<b>Total: General Fund</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>3</b>	<b>3</b>	<b>3</b>



## BU 6210 - Farm Advisor

### DEPARTMENT OVERVIEW

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.

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.

### PROGRAM OVERVIEW

- Food Systems
- Forests and Wildland Ecology
- Livestock and Natural Resources
- Master Gardener Program
- Pomology
- Viticulture and Plant Science
- Youth Development

### ACCOMPLISHMENTS IN FY 2016-17

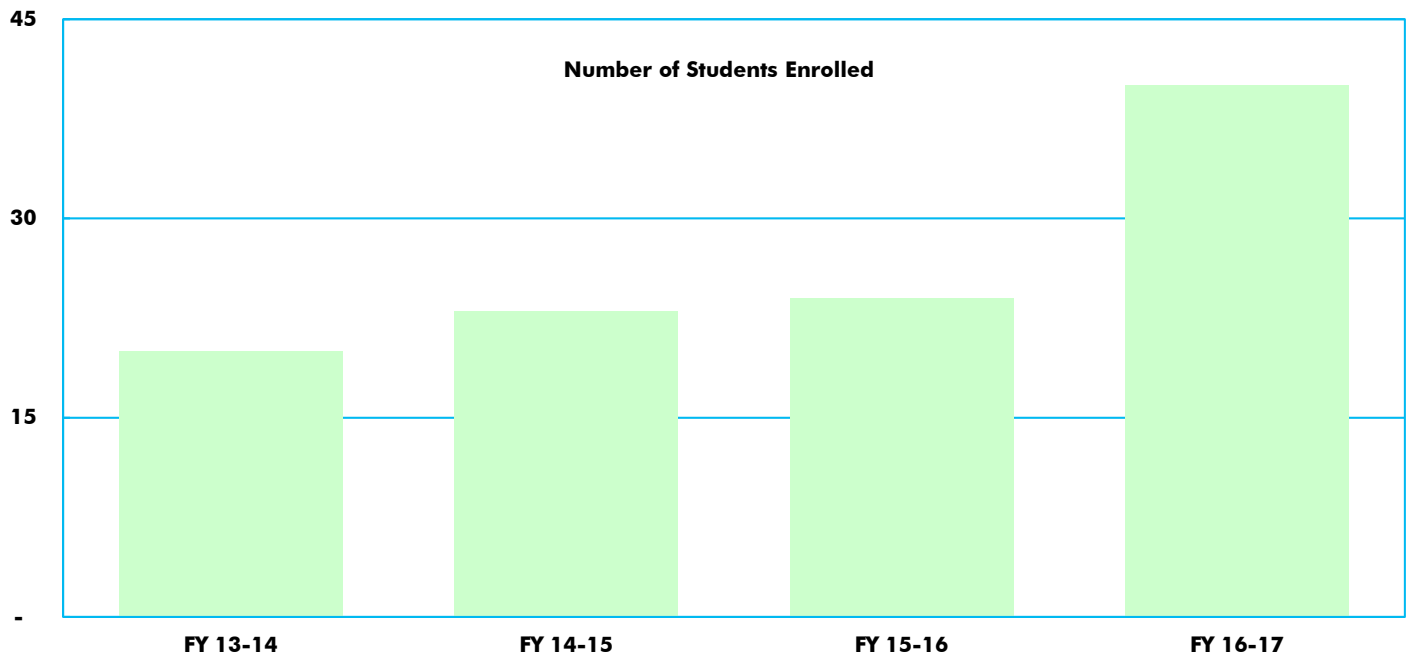
- Helped plan and host the 4<sup>th</sup> Redwood Science Symposium.
- Conducted the Farm Advisor's largest Sheep Shearing School with 40 students.
- Obtained a CDFA grant to do research on relative efficacy of copper compounds to reduce Ice Nucleating Bacterial populations.
- Completed the Wild Pig phone application to identify locations of damage within the state.
- Oversaw the operation of eleven 4-H clubs.

### GOALS FOR FY 2017-18

- Build relationships with more schools in Mendocino County with the goal of having more afterschool programs while growing the program.
- Establish a 4-H Expansion and Review Committee to expand the reach of 4-H to diverse and underserved youth.
- Work with the Hopland Research and Extension Center to conduct a Sheep Shearing School in 2018.
- Add a Dairy Farm Advisor to support the Dairy industry in Mendocino County.
- Complete the evaluation of Mediterranean Wine Grape Cultivars.

## PERFORMANCE INDICATORS

### Growth of Sheep Shearing School



## 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

No significant changes.



# FARM ADVISOR

GLENN McGOURTY, Interim Director

BU 6210 - Farm Advisor

BUDGET UNIT DETAIL Schedule 9		Function: Education		Activity: Agricultural Education	
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	68,819	105,247	123,177	<b>130,505</b>	7,328
861012 - Extra Help	35,901	10,475	-	-	-
861013 - Overtime Reg Emp	787	441	-	-	-
861021 - Co Cont Retirement	16,701	20,323	21,567	<b>22,700</b>	1,133
861022 - Co Cont OASDI	3,858	6,108	7,216	<b>7,340</b>	124
861023 - Co Cont Medicare	1,432	1,586	1,687	<b>1,716</b>	29
861024 - Co Cont Retire Incr	5,203	7,220	7,186	<b>6,247</b>	(939)
861030 - Co Cont Health Ins	20,035	20,112	20,035	<b>20,035</b>	-
861031 - Co Cont Unemp Ins	2,676	2,777	2,300	<b>2,342</b>	42
861035 - Co Cont Workers Comp	4,802	5,131	604	<b>616</b>	12
<b>Total Salaries &amp; Employee Benefits</b>	<b>160,213</b>	<b>179,420</b>	<b>183,772</b>	<b>191,501</b>	<b>7,729</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	7,199	6,075	7,440	<b>6,990</b>	(450)
862101 - Insurance - General	1,599	1,482	1,428	<b>1,520</b>	92
862120 - Maint - Equip	-	46	1,500	<b>1,500</b>	-
862150 - Memberships	915	704	1,217	<b>1,217</b>	-
862170 - Office Expense	9,549	6,937	10,903	<b>10,053</b>	(850)
862189 - Prof/Spec Svcs - Other	(506)	15,226	14,501	<b>14,501</b>	-
862239 - Spec Dept Expense	227	375	600	<b>600</b>	-
862250 - Trans/Travel	9,275	7,867	7,310	<b>12,430</b>	5,120
862253 - Travel Out of County	1,439	-	-	<b>600</b>	600
<b>Total Services &amp; Supplies</b>	<b>29,698</b>	<b>38,712</b>	<b>44,899</b>	<b>49,411</b>	<b>4,512</b>
<b>Total Net Appropriations</b>	<b>189,912</b>	<b>218,132</b>	<b>228,671</b>	<b>240,912</b>	<b>12,241</b>
<b>Total Net County Cost</b>	<b>189,912</b>	<b>218,132</b>	<b>228,671</b>	<b>240,912</b>	<b>12,241</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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Appropriations - All Funds</b>					
Total Services & Supplies	73,005	67,868	70,683	<b>92,210</b>	21,527
<b>Total Operating Expenditures</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>
<b>Total Net Appropriations</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>
<b>NCC/Use of Fund Balance</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Grand Jury	92,210	-	92,210
<b>Total: General Fund</b>	<b>92,210</b>	-	<b>92,210</b>
<b>% of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.2%</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>92,210</b>	-	<b>92,210</b>
<b>% of Total Budget</b>	<b>0.0%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Grand Jury	-	-	-
<b>Total: General Fund</b>	-	-	-
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	-	-	-
<b>TOTAL: ALL FUNDS</b>	-	-	-

The Superior Court  
of California  
Mendocino County

## BU 2060 - Grand Jury

### 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 changes from last year.

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Services &amp; Supplies</b>					
862060 - Communications	983	760	800	800	-
862101 - Insurance - General	2,577	2,167	2,215	2,336	121
862110 - Jury & Witness Expense	24,265	20,170	25,943	38,050	12,107
862170 - Office Expense	3,931	3,354	2,457	3,357	900
862187 - Education & Training	2,120	2,300	2,800	3,000	200
862189 - Prof/Spec Svcs - Other	-	-	1,000	1,000	-
862239 - Spec Dept Exp	-	55	-	-	-
862250 - Trans/Travel	39,128	38,916	34,987	42,167	7,180
862253 - Travel Out of County	-	146	481	1,500	1,019
<b>Total Services &amp; Supplies</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>
<b>Total Net Appropriations</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>
<b>Total Net County Cost</b>	<b>73,005</b>	<b>67,868</b>	<b>70,683</b>	<b>92,210</b>	<b>21,527</b>

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BU 5010-Grant 0433	SHP/STEP	377
BU 5010-Grant 0436	Family Dependency Drug Court	378
BU 5010-Grant 0475	Transitional Housing	379
BU 5130	CalWORKS/Foster Care-Adoptions	380
BU 5170	In-Home Supportive Services	383
BU 5190	General Assistance	386



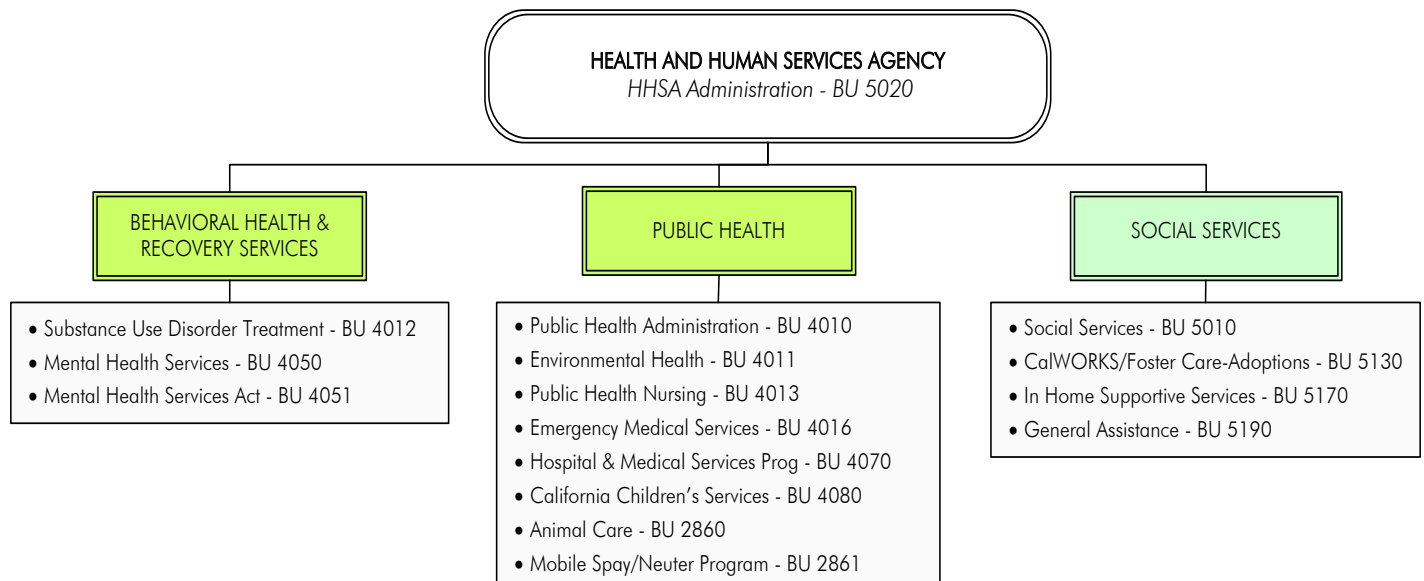
*The vision of the Health and Human Services Agency is: Healthy People, Healthy Communities.*

*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.*



## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(87,507,183)	(95,235,681)	(94,587,064)	(118,270,624)	(23,683,560)
Total Operating Transfers In	(500,000)	(3,471,915)	(3,506,636)	(4,489,312)	(982,676)
<b>Total Revenues</b>	<b>(88,007,183)</b>	<b>(98,707,596)</b>	<b>(98,093,700)</b>	<b>(122,759,936)</b>	<b>(24,666,236)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	34,876,602	38,333,978	40,140,771	44,592,669	4,451,898
Total Services & Supplies	10,753,223	13,356,232	15,022,161	23,717,627	8,695,466
Total Other Charges	49,510,703	50,898,401	53,828,997	61,720,043	7,891,046
Total Fixed Assets	158,001	335,336	663,477	1,415,500	752,023
<b>Total Operating Expenditures</b>	<b>95,298,529</b>	<b>102,923,947</b>	<b>109,655,406</b>	<b>131,445,839</b>	<b>21,790,433</b>
Total Intrafund Transfers	(4,669,714)	(5,521,202)	(9,189,967)	(8,388,959)	801,008
Total Operating Transfers Out	1,191,340	3,554,899	4,721,968	7,436,766	2,714,798
<b>Total Transfers &amp; Reimb.</b>	<b>(3,478,373)</b>	<b>(1,966,303)</b>	<b>(4,467,999)</b>	<b>(952,193)</b>	<b>3,515,806</b>
<b>Total Net Appropriations</b>	<b>91,820,156</b>	<b>100,957,644</b>	<b>105,187,407</b>	<b>130,493,646</b>	<b>25,306,239</b>
<b>NCC/Use of Fund Balance</b>	<b>3,812,973</b>	<b>2,250,048</b>	<b>7,093,707</b>	<b>7,733,710</b>	<b>640,003</b>



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

SUMMARY BY PROGRAM			
GENERAL FUND	Approps.	Revenues	NCC
Animal Care	1,296,417	(712,500)	583,917
Public Health Admin.	1,778,656	(1,637,875)	140,781
Environmental Health	2,600,751	(2,457,798)	142,953
SUDT	2,416,919	(2,158,642)	258,277
Public Health Nursing	2,167,945	(1,942,996)	224,949
Emergency Medical Svcs.	833,640	(477,906)	355,734
Hospital & Medical Svcs.	5,249,804	(7,027,371)	(1,777,567)
CA Children's Services	1,165,160	(1,074,926)	90,234
Social Services	47,547,905	(46,448,444)	1,099,461
HHS Admin	319,122	(319,122)	-
CalWORKS/FosterCare	27,245,772	(25,504,485)	1,741,287
In-Home Support Svcs.	4,415,693	(2,781,657)	1,634,036
General Assistance	583,294	(55,924)	527,370
<b>Total: General Fund</b>	<b>97,621,078</b>	<b>(92,599,646)</b>	<b>5,021,432</b>
<b>% of General Fund</b>	<b>49.5%</b>	<b>47.6%</b>	<b>8.6%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Mobile Spay-Neuter	94,326	(54,950)	39,376
Comm. Transformation	-	-	-
Tobacco Education Svc.	299,999	(300,000)	(1)
Food Handler Cert.	32,560	(32,560)	-
Local Enf.-Solid Waste	114,903	(19,423)	95,480
Gang Awareness & Prev.	154,982	(154,982)	-
Sub Abuse-Crime Prev.	-	-	-
Rural Comm. Murals	-	-	-
STOP Act	50,000	(50,000)	-
AT HOME	-	-	-
WIC	1,149,316	(1,117,045)	32,271
HLth Res. Svcs. Admin.	207,146	(182,049)	25,097
Bioterrorism Act	235,167	(230,379)	4,788
HIV Services	18,032	(29,435)	(11,403)
Mental Health Services	23,369,515	(23,340,673)	28,842
Mental Health Svcs. Act	7,066,622	(4,584,794)	2,481,828
SHP-STEP	80,000	(64,000)	16,000
Fmly. Depend. Drug Crt.	-	-	-
Area Agency on Aging	-	-	-
Transitional Housing	-	-	-
<b>Total: Other Funds</b>	<b>32,872,568</b>	<b>(30,160,290)</b>	<b>2,712,278</b>
<b>TOTAL: ALL FUNDS</b>	<b>130,493,646</b>	<b>(122,759,936)</b>	<b>7,733,710</b>
<b>% of Total Budget</b>	<b>47.5%</b>	<b>46.7%</b>	

FTE FUNDED BY PROGRAM			
GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Animal Care	9.0	9.0	10.0
Public Health Admin	16.0	16.0	17.0
Environmental Health	20.6	20.6	22.6
SUDT	32.0	32.0	32.0
Public Health Nursing	20.0	19.0	22.0
Emergency Medical Svcs.	1.0	1.0	1.0
CA Children's Services	9.0	9.0	9.0
Social Services	406.0	409.0	407.0
HHS Administration	14.0	11.0	18.0
<b>Total: General Fund</b>	<b>527.6</b>	<b>526.6</b>	<b>538.6</b>
OTHER FUNDS			
Dept. Programs			
WIC	12.2	12.2	12.2
Gang Awareness & Prev.	1.0	1.0	1.0
Tobacco Education Svc.	1.0	1.0	1.0
Bioterrorism Act	2.0	2.0	2.0
HIV Services	1.0	1.0	1.0
STOP Act	-	-	-
Mental Health Services	67.0	67.0	64.0
Mental Health Svcs. Act	-	-	-
<b>Total: Other Funds</b>	<b>84.2</b>	<b>84.2</b>	<b>81.2</b>
<b>TOTAL: ALL FUNDS</b>	<b>611.8</b>	<b>610.8</b>	<b>619.8</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 and Information Services.

#### PROGRAM OVERVIEW

- Administration - HHS
- Behavioral Health & Recovery Services
- Public Health
- Social Services

#### GOALS FOR FY 2017-18

- Increase employee engagement and retention.
- Increase fiscal leveraging strategies that improve service delivery and provide financial sustainability.
- Improve integration and collaboration through new initiatives and shared funding mechanisms.
- Improve internal and external communications to increase efficiency and transparency.
- Assure employees have the necessary tools and resources to do their jobs well.

#### ACCOMPLISHMENTS IN FY 2016-17

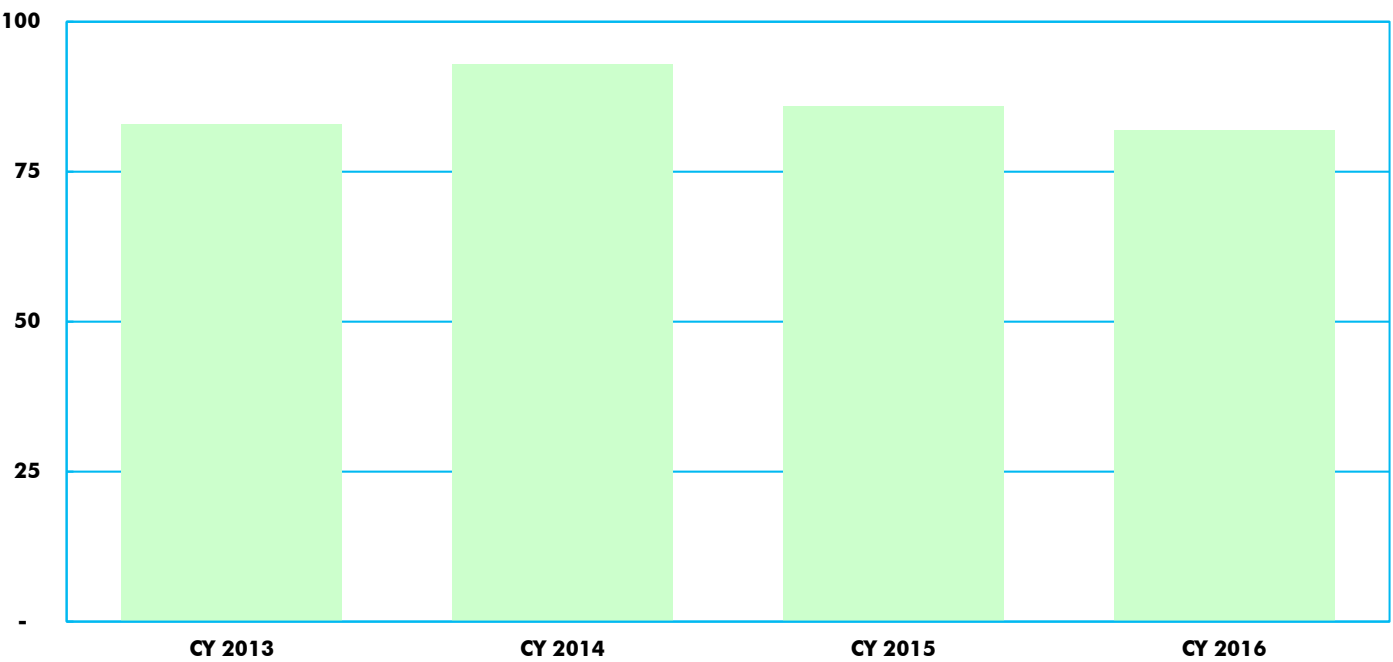
- Completed staff survey resulting in increased employee engagement and development of Agency goals.
- Improved internal communications through developing various mechanisms for employee input; engaging managers and supervisors; and, leading forums for all employees in Fort Bragg, Willits, and two Ukiah locations.
- Increased collaboration with community partners through HHS's advisory boards and community collaboratives focused on improving mental health, housing, childhood trauma, and family well-being.
- Improved financial transparency and developed new fiscal leveraging strategies that promote financial sustainability.
- Leveraged over 100 funding sources and more than 300 employees to provide excellent community support and response to essential community needs.
- Streamlined internal processes to expedite hiring of staff.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5020 - Health and Human Services Administration

## PERFORMANCE INDICATORS

FTEs Retired or Terminated



## 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

Budget Unit 5020-Health and Human Services Administration increased due to the need to add staff that will be 100% leveraged and offset through additional funding.

# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825541 - Federal AFDC	-	57,764	-	319,122	319,122
<b>Total Revenues</b>	<b>-</b>	<b>57,764</b>	<b>-</b>	<b>319,122</b>	<b>319,122</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	863,463	936,141	1,277,703	1,100,467	(177,236)
861012 - Extra Help	-	2,887	2,647	15,000	12,353
861013 - Overtime Reg Emp	4,254	4,934	9,242	5,000	(4,242)
861021 - Co Cont Retirement	195,228	243,667	349,121	308,654	(40,467)
861022 - Co Cont OASDI	50,482	55,872	75,661	63,257	(12,404)
861023 - Co Cont Medicare	12,128	13,100	17,734	14,985	(2,749)
861024 - Co Cont to Ret Increment	71,424	96,209	127,542	93,486	(34,056)
861030 - Co Cont Health Ins	101,784	137,103	216,277	221,413	5,136
861031 - Co Cont Unemp Ins	609	706	1,341	1,109	(232)
861035 - Co Cont Workers Comp	14,544	7,514	1,525	1,891	366
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,313,918</b>	<b>1,498,133</b>	<b>2,078,793</b>	<b>1,825,262</b>	<b>(253,531)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	5,694	6,620	8,101	12,500	4,399
862090 - Household Expense	229	182	646	500	(146)
862101 - Insurance - General	1,318	1,416	1,684	2,719	1,035
862120 - Maintenance - Equip	52	-	941	-	(941)
862130 - Maint Strc/Imp/Grnds	-	1,648	547	-	(547)
862150 - Memberships	111	-	544	3,000	2,456
862170 - Office Expense	4,272	13,738	11,058	20,000	8,942
862171 - Paper Supplies	17	104	803	2,000	1,197
862172 - Office Expense-FedEx/U	-	-	70	-	(70)
862181 - Auditing/Fiscal Svc	-	-	-	500	500
862182 - Data Processing Svcs	-	-	453	3,000	2,547
862183 - Legal Fees	-	-	-	1,000	1,000
862187 - Education & Training	5,425	8,491	14,651	15,000	349
862188 - Printing	551	-	-	2,500	2,500
862189 - Prof/Spec Svcs - Other	28,956	35,402	28,877	50,000	21,123
862190 - Publ/Legal Notice	3,519	193,856	467	2,000	1,533
862210 - Rent/Lease - Bldg Grnds	1,375	1,275	2,753	4,000	1,247
862230 - Info Tech Equip	198	148	1,523	15,000	13,477
862239 - Spec Dept Expense	19,303	680,321	435,796	1,017,517	581,721
862250 - Trans/Travel	1,304	1,986	1,283	2,500	1,217
862253 - Travel Out of County	1,930	4,965	12,730	20,000	7,270
862260 - Utilities	682	482	245	6,000	5,755
<b>Total Services &amp; Supplies</b>	<b>74,936</b>	<b>950,634</b>	<b>523,172</b>	<b>1,179,736</b>	<b>656,564</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>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	-	-	-	<b>5,000</b>	5,000
864370 - Equipment	-	-	-	<b>5,000</b>	5,000
<b>Total Fixed Assets</b>	-	-	-	<b>10,000</b>	<b>10,000</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(1,388,854)	(2,391,003)	(2,601,965)	<b>(2,695,876)</b>	(93,911)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(1,388,854)</b>	<b>(2,391,003)</b>	<b>(2,601,965)</b>	<b>(2,695,876)</b>	<b>(93,911)</b>
<b>Total Net Appropriations</b>	-	<b>57,764</b>	-	<b>319,122</b>	<b>319,122</b>
<b>Total Net County Cost</b>	-	-	-	-	-



## 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 and 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Completed UC Davis Veterinary School Capacity for Care Consultation analysis of shelter facilities & procedures.
- 2,267 animals were placed through adoptions, return to owners and transfers to rescue organizations resulting in a live release rate of 90%.
- Performed 843 spay & neuter surgeries on shelter animals and an additional, 451 spay & neuter surgeries on client animals.
- Conducted onsite assessment & enrichment training to staff, volunteers and partnering rescue organizations on the *Dogs Playing for Life* methods.

#### GOALS FOR FY 2017-18

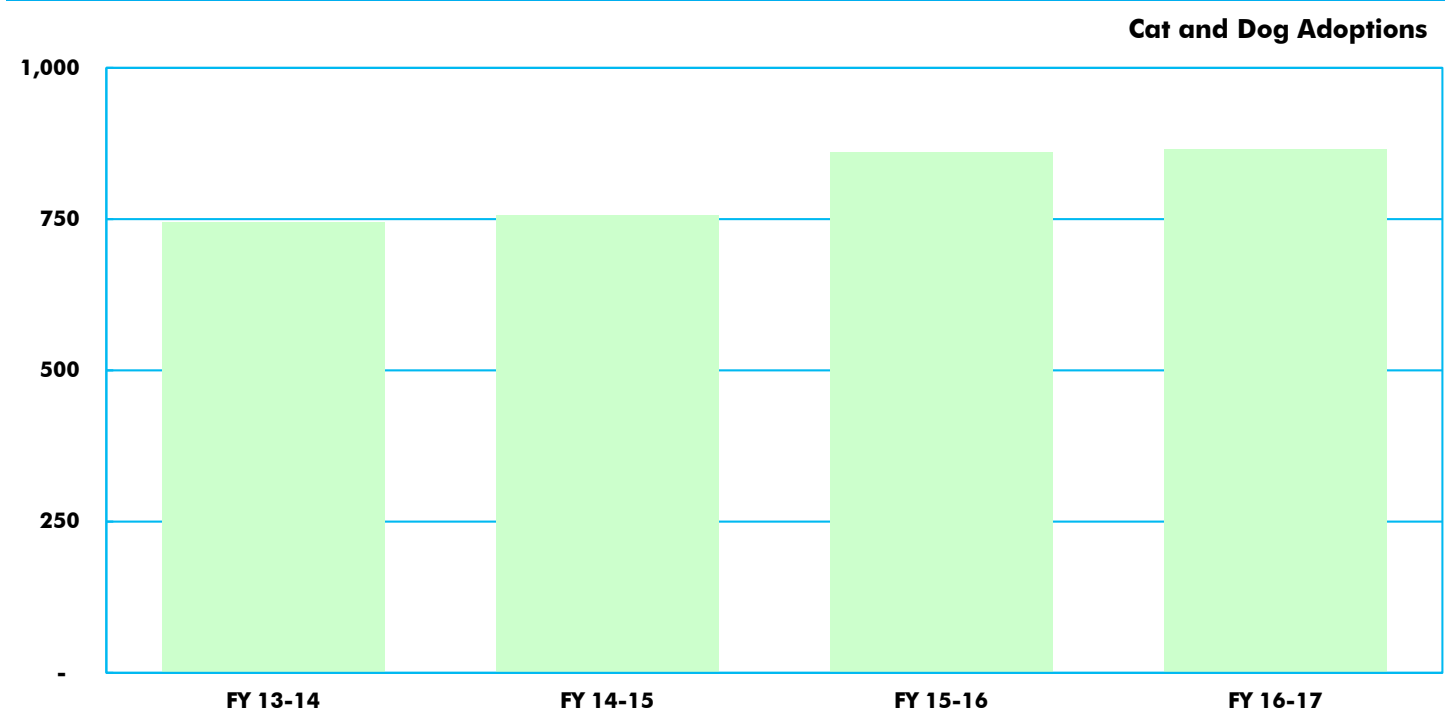
- Complete shelter repairs as recommended by the UC Davis Capacity and Care Consultation.
- Implement strategies recommended from the UC Davis Capacity and Care Consultation to ensure the comfort of animals while in care.
- Construct several on-site livestock and horse short-term boarding areas.
- Hold several Spay & Neuter Clinics with partner organizations prior to birthing season that will prevent hundreds of dogs & cats from being born and entering the shelter.
- Upgrade the Animal Shelter computer software.



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 2860 - Animal Care

## PERFORMANCE INDICATORS



## 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, Willits, and Fort Bragg.
- 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

The clinic has budgeted for a second part-time extra-help Registered Veterinary Technician and additional medical supplies. An increase in services has resulted in an increased revenue projection of fees for these services.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 2860 - Animal Care

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection

Activity: Other Protection

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822100 - Animal License	296,471	276,804	275,000	<b>305,000</b>	30,000
826240 - Humane Services	153,453	141,753	125,000	<b>170,000</b>	45,000
826241 - Incinerator Service	7,538	5,766	1,500	<b>1,500</b>	-
826242 - Dom Animal Care	83,142	102,595	103,000	<b>128,000</b>	25,000
826390 - Other Charges	56,007	63,258	74,116	<b>101,500</b>	27,384
827600 - Other Sales	924	2,095	350	<b>500</b>	150
827700 - Other	14,200	-	38	<b>-</b>	(38)
827707 - Donation	1,591	2,823	7,000	<b>6,000</b>	(1,000)
827802 - Oper Transfer In	-	-	22,000	<b>-</b>	(22,000)
<b>Total Revenues</b>	<b>613,326</b>	<b>595,094</b>	<b>608,004</b>	<b>712,500</b>	<b>104,496</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	222,028	289,933	327,565	<b>407,872</b>	80,307
861012 - Extra Help	61,803	81,432	146,422	<b>144,128</b>	(2,294)
861013 - Overtime Reg Emp	4,260	4,099	11,031	<b>-</b>	(11,031)
861021 - Co Cont Retirement	58,090	81,605	97,334	<b>119,330</b>	21,996
861022 - Co Cont OASDI	13,357	17,258	19,650	<b>23,749</b>	4,099
861023 - Co Cont Medicare	4,023	5,225	6,806	<b>6,734</b>	(72)
861024 - Co Cont Retire Incr	21,856	32,850	36,199	<b>36,737</b>	538
861030 - Co Cont Health Ins	43,777	54,229	58,519	<b>62,900</b>	4,381
861031 - Co Cont Unemp Ins	4,561	5,160	4,540	<b>3,784</b>	(756)
861035 - Co Cont Workers Comp	73,383	75,467	62,711	<b>60,771</b>	(1,940)
<b>Total Salaries &amp; Employee Benefits</b>	<b>507,139</b>	<b>647,258</b>	<b>770,777</b>	<b>866,005</b>	<b>95,228</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,855	2,321	2,350	<b>5,175</b>	2,825
862101 - Insurance - General	8,834	8,600	8,249	<b>8,597</b>	348
862120 - Maintenance Equip	2,784	925	700	<b>4,500</b>	3,800
862140 - Med Dntl & Lab Supplies	68,362	91,085	100,100	<b>84,000</b>	(16,100)
862150 - Memberships	140	140	416	<b>2,500</b>	2,084
862170 - Office Expense	41,353	19,118	18,356	<b>20,200</b>	1,844
862185 - Medical/Dental Svcs	1,210	589	700	<b>3,000</b>	2,300
862187 - Education & Training	-	590	2,745	<b>4,500</b>	1,755
862189 - Prof/Spec Svcs - Other	39,525	48,272	78,000	<b>122,750</b>	44,750
862190 - Publ/Legal Notice	3,371	-	150	<b>2,000</b>	1,850
862239 - Spec Dept Expense	124,543	144,482	191,000	<b>170,690</b>	(20,310)
862250 - Trans/Travel	4,581	2,148	1,500	<b>5,000</b>	3,500
862253 - Travel Out of County	2,234	1,433	-	<b>1,500</b>	1,500
862260 - Utilities	-	-	-	<b>6,000</b>	6,000
<b>Total Services &amp; Supplies</b>	<b>298,792</b>	<b>319,703</b>	<b>404,266</b>	<b>440,412</b>	<b>36,146</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 2860 - Animal Care

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)		Function: Public Protection		Activity: Other Protection	
<b>Financing Sources and Uses</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	-	7,106	-	-	-		
<b>Total Fixed Assets</b>	<b>-</b>	<b>7,106</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Expend Transfer &amp; Reimb</b>							
865380 - Intrafund Transfers	-	-	-	(10,000)	(10,000)		
865802 - Operating Transfer Out	-	4,876	-	-	-		
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>4,876</b>	<b>-</b>	<b>(10,000)</b>	<b>(10,000)</b>		
<b>Total Net Appropriations</b>	<b>805,932</b>	<b>978,943</b>	<b>1,175,043</b>	<b>1,296,417</b>	<b>121,374</b>		
<b>Total Net County Cost</b>	<b>192,605</b>	<b>383,849</b>	<b>567,039</b>	<b>583,917</b>	<b>16,878</b>		



## BU 2861 - Mobile Spay and Neuter Program

### BUDGET UNIT OVERVIEW

The Animal Care Services (ACS) Mobile Spay and Neuter Program (Care-A-Van) is designed to have a positive impact on the lives of dogs and cats in Mendocino County by providing quality, low-cost spay/neuter services, vaccinations, and education outreach in the outlying areas of Mendocino County.

#### PROGRAM OVERVIEW

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

#### ACCOMPLISHMENTS IN FY 2016-17

- Completed 45 community support trips throughout Mendocino County.
- Administered 1,216 vaccinations to animals via the Care-A-Van.
- Conducted three rabies vaccination clinics in Ukiah, Fort Bragg and Manchester.
- Participated with the Animal Shelter Clinic in preemptive birthing season cat spay and neuter event in March 2017, resulting in 117 cats being spayed or neutered.

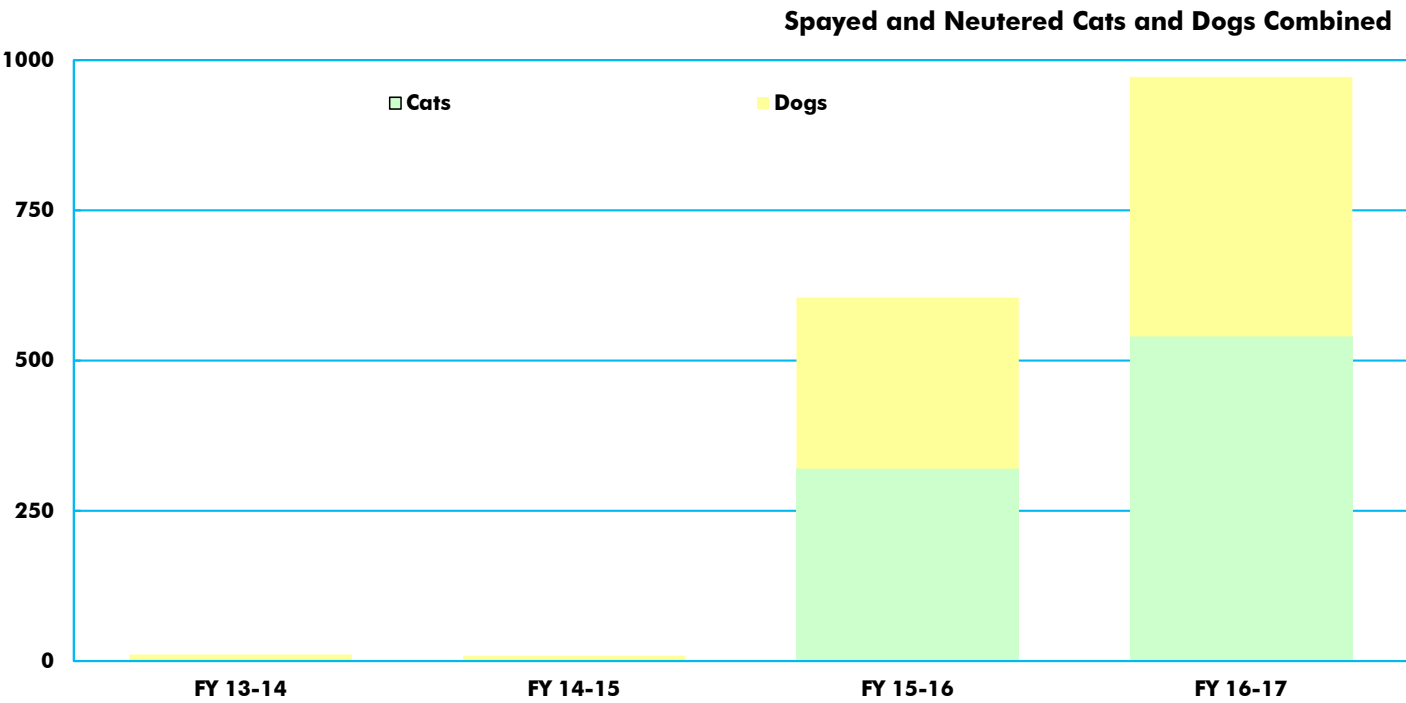
#### GOALS FOR FY 2017-18

- Continue to work with local tribes in providing animal related services and responsible pet ownership educational programs.
- Increase Care-A-Van presence by 20% in outlying areas of the County by working with Spay Neuter Assistance Program (SNAP) to provide low cost surgery & vaccinations to Mendocino County residents.
- Participate in future rabies vaccination clinics for pet owners that are low income and in rural areas of the county.
- Participate in numerous preemptive spay & neuter birthing season events with the Animal Shelter Clinic.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 2861 - Mobile Spay and Neuter Program

## PERFORMANCE INDICATORS



## 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

It is anticipated that the Care-A-Van will increase its services by 20% in FY 2017-18, resulting in an increase in the budget for medical supplies. It is also anticipated that there will be a 20% increase in revenue of fees for these services.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 2861 - Mobile Spay and Neuter Program

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection		Activity: Other Protection	
<b>Fund: 1213 Mobile Spay/Neuter Program</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
824100 - Interest	136	162	200	<b>200</b>	-
826390 - Other Charges	-	27,808	40,000	<b>54,000</b>	14,000
827707 - Donation	-	4,256	800	<b>750</b>	(50)
<b>Total Revenues</b>	<b>136</b>	<b>32,226</b>	<b>41,000</b>	<b>54,950</b>	<b>13,950</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	-	50	3,000	<b>76</b>	(2,924)
862120 - Maintenance - Equip	-	624	28,000	<b>3,000</b>	(25,000)
862140 - Med Dntl & Lab Supls	(1,016)	21,013	5	<b>42,000</b>	41,995
862170 - Office Expense	-	189	10,000	-	(10,000)
862189 - Prof/Spec Svcs - Other	-	6,025	-	<b>24,250</b>	24,250
862194 - A-87 Costs	-	-	350	-	(350)
862239 - Spec Dept Expense	-	19,396	5	<b>23,000</b>	22,995
862250 - Trans/Travel	-	548	-	<b>2,000</b>	2,000
862253 - Travel Out of County	-	7	-	-	-
<b>Total Services &amp; Supplies</b>	<b>(1,016)</b>	<b>47,852</b>	<b>41,360</b>	<b>94,326</b>	<b>52,966</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	20,500	-	(20,500)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>20,500</b>	<b>-</b>	<b>(20,500)</b>
<b>Total Net Appropriations</b>	<b>(1,016)</b>	<b>47,852</b>	<b>61,860</b>	<b>94,326</b>	<b>32,466</b>
<b>Total Fund Balance Contribution</b>	<b>(1,153)</b>	<b>15,626</b>	<b>20,860</b>	<b>39,376</b>	<b>18,516</b>



## BU 4010 - Public Health Administration

### BUDGET UNIT OVERVIEW

Public Health Administration works closely with the public to promote and safeguard the health and wellness of the people of Mendocino County. This organization is responsible for the oversight of all Public Health programs through policy development, leadership, fiscal management and technical assistance. In addition to oversight, Public Health Administration includes: vital statistics; medical marijuana identification cards; disaster preparedness; and the Prevention and Planning Unit (PAPU) which uses evidence-based best practices to address individual, social and environmental factors that underlie and contribute to chronic disease in Mendocino County.

#### PROGRAM OVERVIEW

- Administration, Fiscal and Staff Resources
- Active Transportation Program - Grant
- Healthy Kids Mendocino Car Seat Program - Grant
- Opioid Safe Use Coalition - Grant
- Public Health Accreditation
- SNAP-Ed - Grant
- Strategic Prevention Framework Partnerships for Success - Grant
- Tobacco Education Services - Grant 0453

#### ACCOMPLISHMENTS IN FY 2016-17

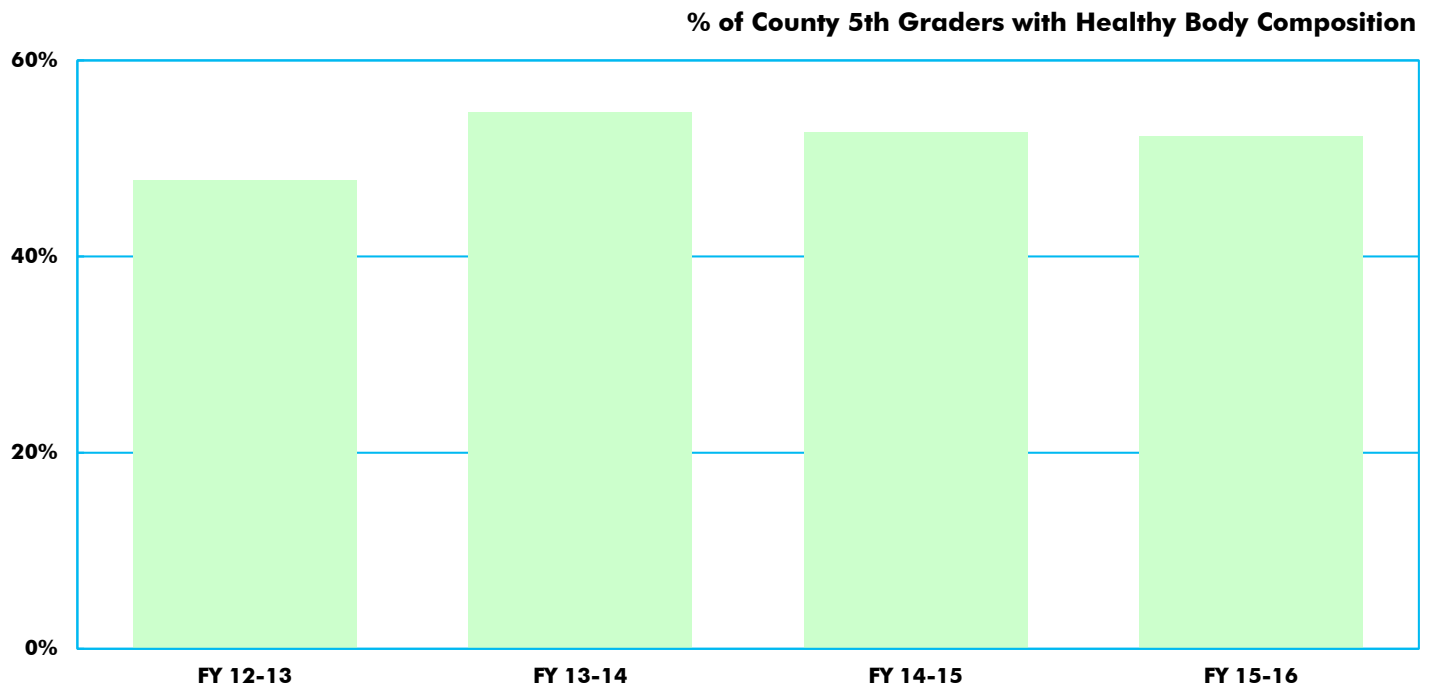
- Completed the Community Health Needs Assessment (CHNA) to determine key factors to set priorities and goals to improve local health within our community.
- Initiated the Community Health Improvement Project (CHIP) to address the five identified priorities (Poverty, Housing, Mental Health, Childhood Obesity & Family Wellness, and Childhood Trauma) for improving Health in Mendocino County.
- Obtained Public Health Accreditation, with an approved Quality Improvement Plan.
- Collaborated with community partners to provide educational booths at public venues such as the Heroes of Health and Safety event.

#### GOALS FOR FY 2017-18

- To continue collaborating with community partners and members to address the five identified priorities in the Community Health Improvement Project.
- To successfully recruit and fill the position of the Public Health Director with a highly qualified candidate to ensure continuity of services within our community.
- To continue evaluating the community health needs and address the needs through innovative opportunities.
- To ensure ongoing training opportunities to staff, partners and clients to continue improving the local health of our community.



## PERFORMANCE INDICATORS



## 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 HHSA 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 budget changes.

# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823204 - Misc Court Fine	940	1,364	1,000	1,000	-
825150 - Motor Vehicle in Lieu	950,822	1,132,054	(36,223)	719,117	755,340
825341 - Realignment Hlth Svcs	(232,461)	-	1,116,655	-	(1,116,655)
825670 - Federal Other	253,698	444,327	275,000	280,000	5,000
825810 - Other Gov't Aid	-	47,345	42,000	107,265	65,265
826263 - Health - Vital Stats	44,780	46,781	48,000	46,000	(2,000)
826390 - Other Charges	296,323	210,955	219,965	354,743	134,778
827400 - Prior Year Revenue	-	621	-	-	-
827600 - Other Sales	2,846	3,253	3,025	2,500	(525)
827700 - Other	-	-	2,250	1,000	(1,250)
827707 - Donation	-	-	200	-	(200)
827801 - Grant Revenue	81,694	3,703	40,000	126,250	86,250
<b>Total Revenues</b>	<b>1,398,642</b>	<b>1,890,403</b>	<b>1,711,872</b>	<b>1,637,875</b>	<b>(73,997)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	614,643	808,446	862,740	1,152,848	290,108
861012 - Extra Help	80,364	10,721	-	-	-
861013 - Overtime Reg Emp	6,192	8,411	1,548	7,500	5,952
861021 - Co Cont Retirement	158,381	239,576	247,829	345,590	97,761
861022 - Co Cont OASDI	34,948	47,610	50,701	69,103	18,402
861023 - Co Cont Medicare	9,284	11,298	11,876	16,161	4,285
861024 - Co Cont Retire Incr	60,780	99,539	97,316	111,369	14,053
861030 - Co Cont Health Ins	101,096	139,021	128,165	163,378	35,213
861031 - Co Cont Unemp Ins	2,622	1,807	1,393	1,621	228
861035 - Co Cont Workers Comp	23,483	29,191	42,570	51,140	8,570
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,091,793</b>	<b>1,395,620</b>	<b>1,444,138</b>	<b>1,918,710</b>	<b>474,572</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	13,813	12,479	8,678	10,495	1,817
862101 - Insurance - General	110,459	84,017	17,348	114,922	97,574
862109 - Insurance - Other	781	-	9,315	9,500	185
862120 - Maint - Equip	-	93	-	750	750
862130 - Maint - Strc Impr & Grnds	-	-	-	1,200	1,200
862150 - Memberships	6,124	6,564	9,764	7,300	(2,464)
862170 - Office Expense	16,479	18,164	27,447	21,264	(6,183)
862185 - Medical & Dental Svcs	128	-	-	-	-
862187 - Education & Training	3,664	4,277	18	5,000	4,982
862189 - Prof/Spec Svcs - Other	186,383	353,156	386,950	409,027	22,077
862190 - Publ/Legal Notice	1,951	34	1,500	1,000	(500)
862210 - Rent/Lease - Bldg Grnds	75	1,142	1,000	-	(1,000)
862230 - Info Tech Equip	5,042	2,692	913	6,000	5,087
862239 - Spec Dept Expense	544,126	628,899	525,493	712,084	186,591

# 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>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
862250 - Trans/Travel	5,168	8,225	6,850	<b>15,182</b>	8,332
862253 - Travel Out of County	20,469	11,753	7,095	<b>18,495</b>	11,400
862260 - Utilities	9,590	(3,233)	7,450	<b>9,700</b>	2,250
<b>Total Services &amp; Supplies</b>	<b>924,251</b>	<b>1,128,262</b>	<b>1,009,821</b>	<b>1,341,919</b>	<b>332,098</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(609,285)	(624,108)	(751,200)	<b>(1,529,735)</b>	(778,535)
865802 - Oper Transfer Out	6,700	-	37,362	<b>32,362</b>	(5,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(602,585)</b>	<b>(624,108)</b>	<b>(713,838)</b>	<b>(1,497,373)</b>	<b>(783,535)</b>
<b>Total Net Appropriations</b>	<b>1,413,459</b>	<b>1,899,774</b>	<b>1,740,121</b>	<b>1,763,256</b>	<b>23,135</b>
<b>Total Net County Cost</b>	<b>14,817</b>	<b>9,371</b>	<b>28,249</b>	<b>125,381</b>	<b>97,132</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## 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 sustainability planning.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2016
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: California Department of Transportation
- Continuity of Grant: Possible on-going annual allocation.
- Grant Restrictions and Provisions: This grant allows for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Grant	\$ 105,065
Total	\$ 105,065

#### Expenditures

Salaries & Benefits	\$ 90,125
Services & Supplies	4,000
Indirect Costs	10,940
Total	\$ 105,065

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	.88	100%	0%
Program Administrator	.05	100%	0%



## 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 in the community. 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.

### GRANT INFORMATION

- Grant Inception Date: May 2016
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: Public Health Realignment Funds
- Continuity of Grant: One time allocation.
- Grant Restrictions and Provisions: This grant allows for 15% of direct costs, excluding costs for subcontracts.

### GRANT BUDGET

#### Revenue

Grant	\$ 14,900
Total	\$ 14,900

#### Expenditures

Services & Supplies	\$ 14,900
Total	\$ 14,900

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 - Opioid Safe Use Coalition Grant

### GRANT OVERVIEW (Included in BU 4010)

The purpose of this grant is to help reduce the complications related to opioid misuse in Mendocino County. Activities focus on developing and improving health information exchange, examining local treatment resources and developing additional access to non-opioid alternatives for chronic pain management.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2016
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: Partnership HealthPlan of California
- Continuity of Grant: One time allocation.
- Grant Restrictions and Provisions: This grant allows for 15% of direct costs, excluding costs for subcontracts.

### GRANT BUDGET

#### Revenue

Grant	\$ 27,250
Total	\$ 27,250

#### Expenditures

Salaries & Benefits	\$ 25,403
Indirect Costs	1,148
Total	\$ 26,551

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 Manager	.10	100%	0%
Staff Assistant III	.20	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) will begin July 1, 2017, and will focus on efforts to decrease prescription drug misuse among youth aged 12-25. The project will implement prevention strategies to reduce social access to pharmaceutical drugs and increase public understanding of the risks associated with their use.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2017
- Current Grant Period: July 1, 2017 - June 30, 2018
- 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	\$ 59,833
Services & Supplies	34,706
Indirect Costs	13.-59
Total	\$ 107,598

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 Manager	.10	100%	0%
Program Specialist	.45	100%	0%
Staff Assistant III	.20	100%	0%



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 4010 - Supplemental Nutrition Assistance Program Education-Grant

### 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 among 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 Women, Infants, and Children (WIC), food banks, homeless shelters and to clients in Substance Use Disorder Treatment (SUDT).

### GRANT INFORMATION

- Grant Inception Date: November 1, 2011
- Current Grant Period: October 1, 2017 - September 30, 2018
- Source of Funds: United States Department of Agriculture through California Department of Public 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 13.8%.

### GRANT BUDGET

#### Revenue

Grant	\$ 293,620
Total	\$ 293,620

#### Expenditures

Salaries & Benefits	\$ 214,034
Services & Supplies	77,885
Indirect Costs	21,890
Total	\$ 313,809

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	.50	100%	0%
Sr. Program Specialist	1.35	100%	0%
Sr. Public Health Analyst	.05	100%	0%
Staff Assistant III	.10	100%	0%

## GRANT OVERVIEW (Previously administered by BU 4010)

Public Health Services was awarded the Community Transformation (CA4Health) Grant to implement programs under the Community Transformation Initiative, (CA4Health in California), to reduce chronic diseases by promoting healthier community environments and healthy lifestyles, especially among population groups experiencing the greatest burden of chronic disease. This grant ended in FY 2014-15.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4350 Community Transformation	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825670 - Federal Other	175,114	-	-	-	-
827801 - Grant Revenue	-	-	-	-	-
<b>Total Revenues</b>	<b>175,114</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	31,110	-	-	-	-
861021 - Co Cont Retirement	6,276	-	-	-	-
861022 - Co Cont OASDI	1,311	-	-	-	-
861023 - Co Cont Medicare	440	-	-	-	-
861024 - Co Cont Retire Incr	2,474	-	-	-	-
861030 - Co Cont Health Ins	2,768	-	-	-	-
861031 - Co Cont Unemp Ins	31	-	-	-	-
861035 - Co Cont Workers Comp	285	-	-	-	-
<b>Salaries &amp; Employee Benefits</b>	<b>44,694</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	80	-	-	-	-
862170 - Office Expense	2,025	-	-	-	-
862189 - Prof/Spec Svcs - Other	35,441	-	-	-	-
862210 - Rent/Lease Bldg Grds	250	-	-	-	-
862239 - Spec Dept Expense	23,286	-	-	-	-
862250 - Trans/Travel	535	-	-	-	-
862260 - Utilities	336	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>61,954</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>106,648</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>(68,466)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## 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.

### GRANT INFORMATION

- Grant Inception Date: January 1, 1990
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: California Department of Public Health, California Tobacco Control Program
- Continuity of Grant: Three-year grant funding cycle, ongoing.
- 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	\$ 300,000
Total	\$ 300,000

#### Expenditures

Salaries & Benefits	\$ 98,828
Special Department Expense	182,541
- Salaries & Benefits	
- Services & Supplies	
Other Costs	18,630
Total	\$ 299,999

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	1.00	100%	0%
Program Administrator*	.25	100%	0%
Staff Assistant III*	.15	100%	0%
*These positions are allocated in Budget Unit 4010 - Public Health Administration			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0453 - Tobacco Education Services-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4530 Tobacco Education	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	125,250	150,000	159,554	300,000	140,446
827820 - Grant Interest	91	(12)	-	-	-
<b>Total Revenues</b>	<b>125,341</b>	<b>149,988</b>	<b>159,554</b>	<b>300,000</b>	<b>140,446</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	74,344	67,869	75,722	59,058	(16,664)
861021 - Co Cont Retirement	18,623	18,905	21,344	17,446	(3,898)
861022 - Co Cont OASDI	4,208	3,820	4,364	3,390	(974)
861023 - Co Cont Medicare	984	893	1,021	793	(228)
861024 - Co Cont Retire Incr	6,208	6,979	7,368	4,801	(2,567)
861030 - Co Cont Health Ins	18,503	16,569	16,645	13,263	(3,382)
861031 - Co Cont Unemp Ins	125	142	71	55	(16)
861035 - Co Cont Workers Comp	1,500	1,036	24	22	(2)
<b>Total Salaries &amp; Employee Benefits</b>	<b>124,494</b>	<b>116,213</b>	<b>126,559</b>	<b>98,828</b>	<b>(27,731)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	157	143	120	120	-
862101 - Insurance - General	349	262	272	311	39
862150 - Memberships	641	534	500	500	-
862170 - Office Expense	895	658	300	650	350
862187 - Education & Training	370	200	800	426	(374)
862189 - Prof/Spec Svcs - Other	2,513	807	6,000	15,000	9,000
862190 - Publ/Legal Notice	55	55	-	-	-
862210 - Rent/Lease Bldg Grds	-	-	25	-	(25)
862239 - Spec Dept Expense	26,164	25,512	20,728	182,541	161,813
862250 - Trans/Travel	281	241	750	881	131
862253 - Travel Out of County	355	1,965	3,500	742	(2,758)
862260 - Utilities	404	260	-	-	-
<b>Total Services &amp; Supplies</b>	<b>32,183</b>	<b>30,637</b>	<b>32,995</b>	<b>201,171</b>	<b>168,176</b>
<b>Total Net Appropriations</b>	<b>156,678</b>	<b>146,850</b>	<b>159,554</b>	<b>299,999</b>	<b>140,445</b>
<b>Total Fund Balance Contribution</b>	<b>31,337</b>	<b>(3,138)</b>	<b>-</b>	<b>(1)</b>	<b>(1)</b>



BU 4011 - Environmental Health

BUDGET UNIT OVERVIEW

The Division of Environmental Health (DEH) provides a wide variety of environmental health services in several different program areas in order to safeguard the public from disease and health hazards related to water, food, sewage, hazardous materials, solid waste, body art and other environmental exposures. DEH conducts numerous inspections, issues permits for various activities, responds to citizen complaints, and works closely with other organizations to provide mandated services to the public.

**PROGRAM OVERVIEW**

- Food Handler Certification - BU 0412
- LEA Solid Waste - BU 0452
- Ocean Water Monitoring - Grant
- Waste Tire Program - Grant

ACCOMPLISHMENTS IN FY 2016-17

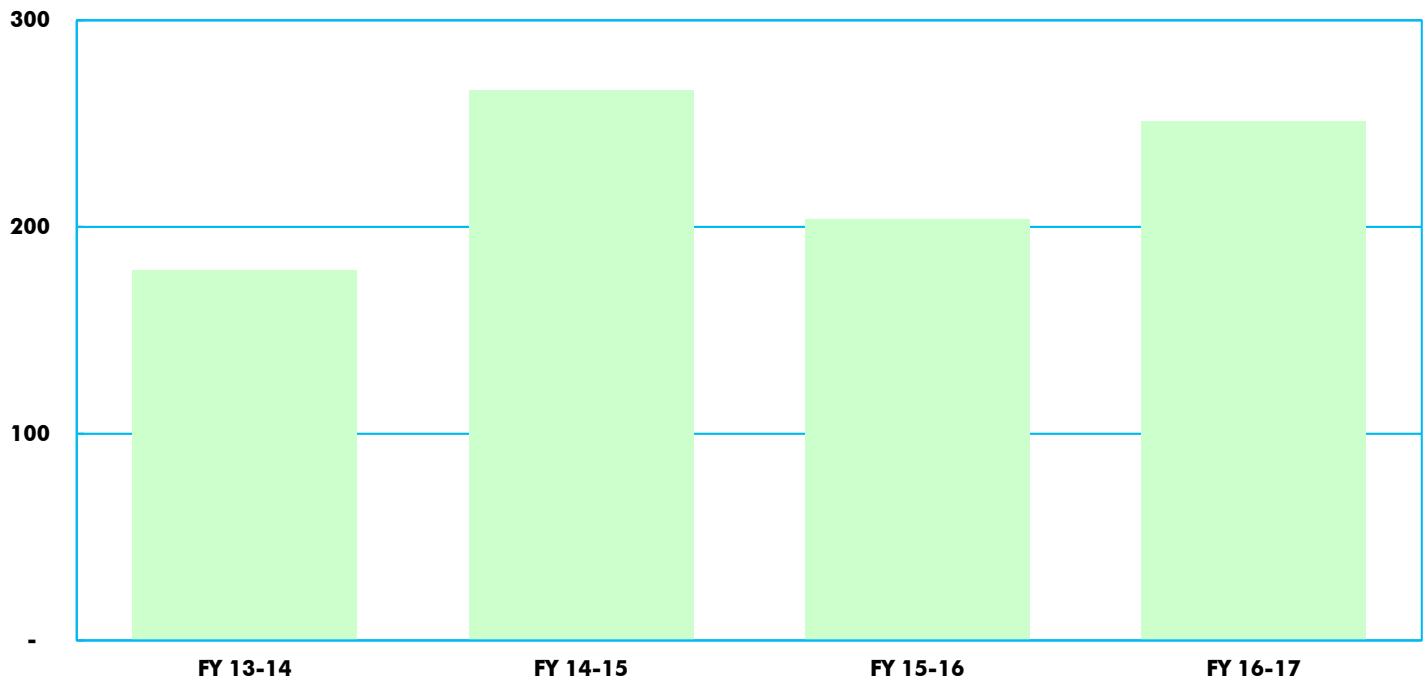
- The Land Use Team reviewed 156 septic designs, issued 126 septic permits, 251 water well permits, and reviewed 408 building permits.
- The Hazardous Materials Team responded to 18 hazardous material leaks and spills, performed emergency response drills with local fire departments, and conducted a myriad of required inspections to ensure community health and safety.
- The Consumer Protection Team conducted 1,477 inspections of community food facilities, public events, public pools and spas, and small public water systems; and reviewed major and minor plans for 34 new and existing food facilities to ensure compliance with regulatory standards.
- Environmental Health staff also sampled wild mussels to monitor levels of domoic acid and paralytic shellfish poisoning, and informed the communities of the south coast about a rabies outbreak in wild foxes.

GOALS FOR FY 2017-18

- Train staff and the community to increase awareness of health risks related to hazardous materials.
- Participate in Cannabis Enforcement Team.
- Develop inspection protocol for inspection of cannabis-infused edibles.

## PERFORMANCE INDICATORS

### Well Permits Issued



## 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 changes.

# 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			2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses			Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues								
822606 - Land Use Fee			314,661	285,945	300,000	466,926	166,926	
825150 - Motor Vehicle in Lieu			832,917	290,878	(8,471)	-	8,471	
825341 - Realignment Hlth Svcs			(429,926)	-	281,863	821,458	539,595	
825490 - State Other			12,450	5,373	16,813	20,000	3,187	
825670 - Federal Other			24,596	-	28,999	30,000	1,001	
826283 - Consumer Protect Prog			432,994	455,871	441,115	430,000	(11,115)	
826315 - Solid Waste Fee			78,750	79,173	75,000	75,000	-	
826390 - Other Charges			480,057	495,588	504,645	614,364	109,719	
827400 - Prior Year Revenue			-	610	-	-	-	
827700 - Other			294	793	100	50	(50)	
827802 - Oper Transfer In			-	-	-	-	-	
Total Revenues			1,746,793	1,614,231	1,640,064	2,457,798	817,734	
Salaries & Employee Benefits								
861011 - Regular Employees			823,113	920,734	892,951	1,225,924	332,973	
861012 - Extra Help			29,350	29,184	25,686	68,129	42,443	
861013 - Overtime Reg Emp			22,312	33,086	30,682	16,246	(14,436)	
861021 - Co Cont Retirement			214,307	264,293	248,876	365,267	116,391	
861022 - Co Cont OASDI			47,993	54,417	52,611	73,853	21,242	
861023 - Co Cont Medicare			12,139	13,654	13,188	18,764	5,576	
861024 - Co Cont Retire Incr			82,411	110,284	98,575	119,413	20,838	
861030 - Co Cont Health Ins			131,649	144,057	138,222	181,711	43,489	
861031 - Co Cont Unemp Ins			7,973	4,920	3,286	832	(2,454)	
861035 - Co Cont Workers Comp			36,697	32,465	10,877	6,332	(4,545)	
Total Salaries & Employee Benefits			1,407,945	1,607,094	1,514,954	2,076,471	561,517	
Services & Supplies								
862050 - Clothing/Pers Items			-	-	-	-	-	
862060 - Communications			4,453	4,741	4,662	6,600	1,938	
862101 - Insurance - General			8,748	7,838	7,253	7,128	(125)	
862120 - Maint - Equip			1,050	-	-	3,000	3,000	
862130 - Maint Strc/Impr/Grnds			-	-	-	-	-	
862150 - Memberships			174	712	1,000	1,950	950	
862170 - Office Expense			33,678	48,907	24,750	22,850	(1,900)	
862185 - Medical/Dental Svcs			235	378	350	950	600	
862187 - Education & Training			7,827	5,367	1,895	24,700	22,805	
862189 - Prof/Spec Svcs - Other			114,116	16,848	15,037	85,000	69,963	
862190 - Publ/Legal Notice			63	828	950	1,100	150	
862210 - Rent/Lease - Bldg & Grnds			-	-	-	500	500	
862220 - Small Tools & Instrmnt			-	-	-	500	500	
862230 - Info Tech Equip			16,749	845	4,904	6,400	1,496	
862239 - Spec Dept Expense			247,329	103,730	164,608	203,252	38,644	
862250 - Trans/Travel			39,584	37,989	45,000	46,750	1,750	
862253 - Travel Out of County			11,443	7,889	9,500	29,000	19,500	
Total Services & Supplies			485,448	236,072	279,909	439,680	159,771	



# 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
Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
<b>Fixed Assets</b>					
864370 - Equipment	-	-	187,863	<b>90,000</b>	(97,863)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>187,863</b>	<b>90,000</b>	<b>(97,863)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(690)	(17,924)	(2,220)	-	2,220
865802 - Oper Transfer Out	-	-	25,000	<b>10,000</b>	(15,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(690)</b>	<b>(17,924)</b>	<b>22,780</b>	<b>10,000</b>	<b>(12,780)</b>
<b>Total Net Appropriations</b>	<b>1,892,703</b>	<b>1,825,242</b>	<b>2,005,506</b>	<b>2,616,151</b>	<b>610,645</b>
<b>Total Net County Cost</b>	<b>145,910</b>	<b>211,011</b>	<b>365,442</b>	<b>158,353</b>	<b>(207,089)</b>

TAMMY MOSS CHANDLER, Director



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, 2017 - June 30, 2018
- 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			



## BU 4011 - Waste Tire Program Grant

### GRANT OVERVIEW (Included in BU 4011)

The CalEPA Department of Resources Recycling and Recovery (CalRecycle) administers the Waste Tire Enforcement grant program which provides funding for the enforcement of waste tire permitting, hauling, storage laws and regulations. The grant helps ensure that waste tires generated in Mendocino County are stored responsibly pending proper disposal or recycling.

### GRANT INFORMATION

- Grant Inception Date: July 1, 2006
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: CalRecycle
- 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	\$ 24,630
Total	\$ 24,630

#### Expenditures

Services & Supplies	\$ 24,630
Total	\$ 24,630

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 Program

### 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, 2017 - June 30, 2018
- Source of Funds: Fees and realignment.
- Continuity of Grant: Possible on-going annual.
- Grant Restrictions and Provisions: This grant does not allow indirect or overhead cost.

### GRANT BUDGET

#### Financing Sources

Other Charges	\$ 32,560
Total	\$ 32,560

#### Expenditures

Services & Supplies	\$ 32,560
Total	\$ 32,560

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4120 Food Handler Certification	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	22,068	27,638	25,000	32,560	7,560
827801 - Grant Revenue	20,260	-	-	-	-
<b>Total Revenues</b>	<b>42,328</b>	<b>27,638</b>	<b>25,000</b>	<b>32,560</b>	<b>7,560</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	5,603	9,921	7,000	7,000	-
862187 - Education & Training	3,033	3,212	600	600	-
862239 - Spec Dept Expense	8,944	25,333	65,608	24,960	(40,648)
<b>Total Services &amp; Supplies</b>	<b>17,580</b>	<b>38,466</b>	<b>73,208</b>	<b>32,560</b>	<b>(40,648)</b>
<b>Total Net Appropriations</b>	<b>17,580</b>	<b>38,466</b>	<b>73,208</b>	<b>32,560</b>	<b>(40,648)</b>
<b>Total Fund Balance Contribution</b>	<b>(24,748)</b>	<b>10,828</b>	<b>48,208</b>	<b>-</b>	<b>(48,208)</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, 2017 - June 30, 2018
- 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, however does include the maximum amount.

### GRANT BUDGET

#### Financing Source

Grant	\$ 19,423
Fund Balance Contribution	95,480
Total	\$ 114,903

#### Expenditures

Special Department Expense	
- Salaries & Benefits	\$ 95,480
- Other Costs (Services & Supplies)	19,423
Total	\$ 114,903

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Environmental Health Technician*	1.00	100%	0%
Environmental Health Manager*	.10	100%	0%
*Positions allocated in Budget Unit 4011- Environmental Health			

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4520 LEA Solid Waste	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	10,109	48,355	-	19,423	19,423
827820 - Grant Interest	965	1,270	-	-	-
<b>Total Revenues</b>	<b>11,073</b>	<b>49,625</b>	<b>-</b>	<b>19,423</b>	<b>19,423</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	1,178	3,694	18,424	114,903	96,479
<b>Total Services &amp; Supplies</b>	<b>1,178</b>	<b>3,694</b>	<b>18,424</b>	<b>114,903</b>	<b>96,479</b>
<b>Total Net Appropriations</b>	<b>1,178</b>	<b>3,694</b>	<b>18,424</b>	<b>114,903</b>	<b>96,479</b>
<b>Total Fund Balance Contribution</b>	<b>(9,896)</b>	<b>(45,931)</b>	<b>18,424</b>	<b>95,480</b>	<b>77,056</b>



## BU 4012 - Substance Use Disorder Treatment

### GRANT OVERVIEW

Behavioral Health and Recovery Services, Substance Use Disorder Treatment (SUDT), formerly Alcohol and Other Drug Programs, assist individuals who have substance use disorders to create and maintain a healthy and balanced lifestyle, free of alcohol and other drug abuse. The treatment approach is client centered, trauma informed, and strength based, empowering individuals to determine unique solutions that fit their specific circumstances. SUDT services are provided in individual and group settings. Individual counseling may include sessions focused on assessment, treatment planning, crisis, collateral sessions with family members, and discharge planning.

### PROGRAM OVERVIEW

- AT HOME - BU 0494-Grant
- Coalition Gang Awareness & Prevention - BU 0431-Grant
- Family Dependency Drug Court
- Outpatient Treatment
- STOP Act - Grant 0491
- WINDO

### ACCOMPLISHMENTS IN FY 2016-17

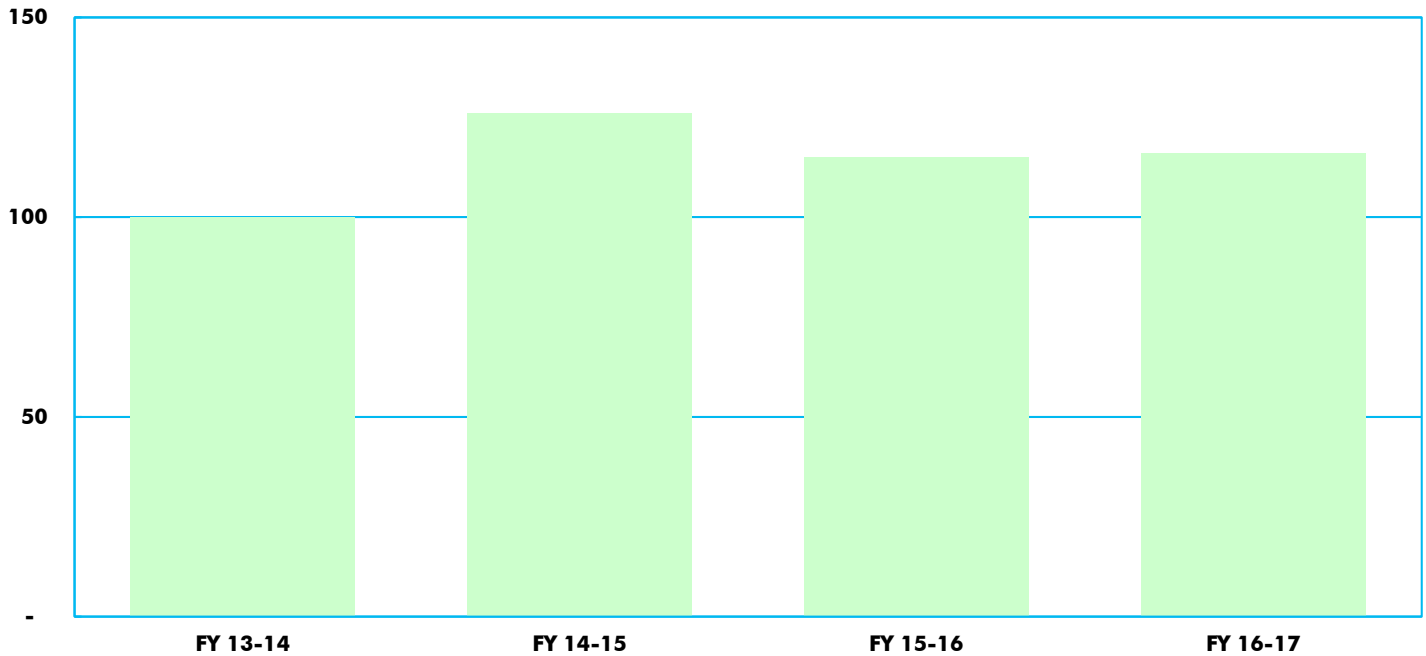
- Served 244 adolescents and 379 adult clients.
- Active participation in Behavioral Health Court, a collaboration of the Mendocino Partners Against Recidivism and Mental Health Services Act.
- Initiation of Behavioral Health & Recovery Services integration between Substance Use Disorder Treatment and Mental Health Services.
- Successfully implemented the Responsible Alcohol Merchant Award (RAMA) program in Willits.
- SafeRx Mendocino Opioid Coalition created safe prescribing practices for all Emergency Rooms in Mendocino County and primary care physicians.

### GOALS FOR FY 2017-18

- Obtain Drug Medi-Cal Waiver regionalization with Partnership Health Plan to cover Substance Use Disorder Treatment Services.
- Development of a Substance Use Disorder Treatment Crisis/Urgent Response Counselor.
- Focus on community education about substance use disorders and treatment options.
- Work with Ukiah Unified School District regarding risk to LGBTQ Youth creating a Safe Campus environment utilizing Resiliency and Mindfulness training.
- SafeRx Mendocino Opioid Coalition will implement Naloxone use for law enforcement in at least one jurisdiction (Fort Bragg) and expand community education through special events and social media to preserve and save lives.

## PERFORMANCE INDICATORS

### Clients Whom Completed Treatment



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 3206 Court fines.

Acct. 5393 Substance Abuse Prevention and Treatment (SAPT).

### 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

The budget for Substance Use Disorder Treatment includes no significant additional changes from the prior year.



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4012 - Substance Use Disorder Treatment

BUDGET UNIT DETAIL Schedule 9			Function: Health & Sanitation		Activity: Health
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
823205 - Drug/Alcohol Fine	21,510	16,578	18,462	<b>16,500</b>	(1,962)
823206 - Co Alcohol Educ	16,281	12,473	7,000	-	(7,000)
823207 - Drug Abuse Educ	5,179	6,050	4,022	-	(4,022)
825341 - Realignment Hlth Svcs	543,923	-	24,258	-	(24,258)
825342 - Realignment Mental Health	-	522,595	431,923	<b>645,930</b>	214,007
825344 - 2011 Realign Pub Safety	-	57,337	54,538	<b>49,174</b>	(5,364)
825393 - State Aid - Drug & Alc	708,823	941,800	1,117,944	<b>1,122,406</b>	4,462
825490 - State Other	-	52	-	-	-
825670 - Federal Other	11,207	1,708	-	-	-
826265 - Drug Diversion Svc	25,284	9,984	17,045	<b>20,000</b>	2,955
826348 - Driving Under Infl	19,042	19,139	17,890	<b>17,890</b>	-
826390 - Other Charges	-	-	8,142	-	(8,142)
827700 - Other	2,025	-	-	<b>196,742</b>	196,742
827802 - Operating Transfers	-	23,873	139,014	-	(139,014)
827805 - Medi-Cal	28,460	22,430	51,300	<b>90,000</b>	38,700
<b>Total Revenues</b>	<b>1,381,732</b>	<b>1,634,019</b>	<b>1,891,538</b>	<b>2,158,642</b>	<b>267,104</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	800,662	858,910	1,045,028	<b>1,273,735</b>	228,707
861012 - Extra Help	30,320	14,043	12,152	-	(12,152)
861013 - Overtime Reg Emp	3,825	5,004	1,637	-	(1,637)
861021 - Co Cont Retirement	224,125	256,830	294,347	<b>371,164</b>	76,817
861022 - Co Cont OASDI	46,796	50,781	61,177	<b>75,143</b>	13,966
861023 - Co Cont Medicare	11,382	12,084	14,417	<b>17,575</b>	3,158
861024 - Co Cont Retire Incr	87,054	106,276	108,935	<b>119,317</b>	10,382
861030 - Co Cont Health Ins	166,606	152,548	189,614	<b>218,263</b>	28,649
861031 - Co Cont Unemp Ins	6,699	5,719	7,493	<b>7,164</b>	(329)
861035 - Co Cont Workers Comp	80,844	116,933	173,042	<b>278,623</b>	105,581
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,458,313</b>	<b>1,579,128</b>	<b>1,907,842</b>	<b>2,360,984</b>	<b>453,142</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	7,235	6,681	4,266	<b>4,972</b>	706
862090 - Household Expense	3,128	4,529	3,385	<b>2,800</b>	(585)
862101 - Insurance - General	6,498	6,085	5,855	<b>6,180</b>	325
862109 - Insurance Other	3,368	-	3,723	<b>25,509</b>	21,786
862120 - Maintenance-Equipment	-	82	-	-	-
862130 - Maint Strc/Impr/Grnds	1,279	2,511	1,991	<b>1,700</b>	(291)
862140 - Med Dntl & Lab Supls	10,660	11,936	18,372	<b>1,500</b>	(16,872)
862150 - Memberships	6,978	14,574	11,500	<b>11,500</b>	-
862170 - Office Expense	15,257	16,989	19,266	<b>13,500</b>	(5,766)
862185 - Medical/Dental Svcs	4,192	346	2,221	<b>2,200</b>	(21)
862187 - Education & Training	404	270	2,138	<b>300</b>	(1,838)
862189 - Prof/Spec Svcs - Other	73,577	94,332	103,140	<b>322,498</b>	219,358

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4012 - Substance Use Disorder Treatment

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation			Activity: Health
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
862190 - Publ/Legal Notice	6,008	2,886	2,000	<b>3,000</b>	1,000
862230 - Info Tech Equip	269	3,617	2,500	<b>2,500</b>	-
862239 - Spec Dept Expense	184,325	196,325	319,709	<b>354,530</b>	34,821
862250 - Trans/Travel	4,349	8,088	13,593	<b>10,900</b>	(2,693)
862253 - Travel Out of County	1,138	5,748	8,550	<b>8,500</b>	(50)
862260 - Utilities	17,908	17,746	15,423	<b>15,750</b>	327
<b>Total Services &amp; Supplies</b>	<b>346,573</b>	<b>392,745</b>	<b>537,632</b>	<b>787,839</b>	<b>250,207</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	31,952	-	(31,952)
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>31,952</b>	<b>-</b>	<b>(31,952)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(381,123)	(439,508)	(532,918)	<b>(731,904)</b>	(198,986)
865802 - Oper Transfer Out	-	(18,441)	35,401	-	(35,401)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(381,123)</b>	<b>(457,949)</b>	<b>(497,517)</b>	<b>(731,904)</b>	<b>(234,387)</b>
<b>Total Net Appropriations</b>	<b>1,423,762</b>	<b>1,513,924</b>	<b>1,979,909</b>	<b>2,416,919</b>	<b>437,010</b>
<b>Total Net County Cost</b>	<b>42,031</b>	<b>(120,095)</b>	<b>88,371</b>	<b>258,277</b>	<b>169,906</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, 2017 - September 29, 2018
- Source of Funds: Substance Abuse and Mental Health Services Administration
- Continuity of Grant: On-going annual allocation.
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs with the maximum negotiated for the indirect cost rate agreement. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 154,982
Total	\$ 154,982

#### Expenditures

Salaries & Benefits	\$ 88,317
Services & Supplies	44,586
Indirect Costs	22,079
Total	\$ 154,982

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist	.67	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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825670 - Federal Other	-	66,230	-	-	-
826390 - Other Charges	-	-	-	29,982	29,982
827801 - Grant Revenue	-	125,000	125,000	125,000	-
<b>Total Revenues</b>	<b>-</b>	<b>191,230</b>	<b>125,000</b>	<b>154,982</b>	<b>29,982</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	20,699	37,600	43,382	56,780	13,398
861012 - Extra Help	21,818	-	-	-	-
861021 - Co Cont Retirement	5,884	10,380	12,165	16,773	4,608
861022 - Co Cont OASDI	1,455	2,246	2,590	3,399	809
861023 - Co Cont Medicare	130	525	606	795	189
861024 - Co Cont Retire Incr	1,991	3,709	4,053	4,616	563
861030 - Co Cont Health Ins	3,283	4,492	4,763	5,954	1,191
861031 - Co Cont Unemp Ins	92	(17)	-	-	-
861035 - Co Cont Workers Comp	718	160	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>56,070</b>	<b>59,095</b>	<b>67,559</b>	<b>88,317</b>	<b>20,758</b>
<b>Services &amp; Supplies</b>					
862150 - Memberships	-	300	300	300	-
862170 - Office Expense	543	972	3,180	961	(2,219)
862187 - Education & Training	-	-	-	400	400
862188 - Printing	-	-	-	300	300
862189 - Prof/Spec Svcs - Other	50,913	35,581	39,114	38,864	(250)
862239 - Spec Dept Expense	9,429	8,225	8,579	15,582	7,003
862250 - Trans/Travel	1,309	261	750	411	(339)
862253 - Travel Out of County	-	311	5,518	9,847	4,329
<b>Total Services &amp; Supplies</b>	<b>62,195</b>	<b>45,650</b>	<b>57,441</b>	<b>66,665</b>	<b>9,224</b>
<b>Total Net Appropriations</b>	<b>118,265</b>	<b>104,745</b>	<b>125,000</b>	<b>154,982</b>	<b>29,982</b>
<b>Total Fund Balance Contribution</b>	<b>118,265</b>	<b>(86,485)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES 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.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4310 Sub Abuse/Crime Prevention	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827820 - Grant Interest	45	54	-	-	-
<b>Total Revenues</b>	<b>45</b>	<b>54</b>	-	-	
<b>Services &amp; Supplies</b>					
862170 - Office Expense	114	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>114</b>	-	-	-	-
<b>Total Net Appropriations</b>	<b>114</b>	-	-	-	-
<b>Total Fund Balance Contribution</b>	<b>69</b>	<b>(54)</b>	-	-	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0490 - Rural Community Murals-Grant

## GRANT OVERVIEW (Previously administered by BU 4012)

The purpose of the Rural Murals Project was to reduce substance abuse among youth and strengthen the Mendocino County Asset Building Coalition. This grant ended in FY 2011-12.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4900 Rural Community Murals	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Services &amp; Supplies</b>					
862170 - Office Expense	54	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>54</b>	-	-	-	-
<b>Total Net Appropriations</b>	<b>54</b>	-	-	-	-
<b>Total Fund Balance Contribution</b>	<b>54</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: September 30, 2017 - September 29, 2018
- Source of Funds: Substance Abuse and Mental Health Services Administration
- Continuity of Grant: Year 1 of 5 years of funding with re-application.
- Grant Restrictions and Provisions: This grant does allow for indirect or overhead costs with the maximum negotiated for the indirect cost rate agreement. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 50,000
Total	\$ 50,000

#### Expenditures

Special Department Expense	
- Salaries & Benefits	\$ 25,950
Other Costs (Services & Supplies)	23,350
Travel	700
Total	\$ 50,000

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr. Program Specialist*	.25	100%	0%
*Position is allocated in Budget Unit 4012 - Substance Use Disorder Treatment			



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0491 - STOP Act-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4910 STOP Act	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	63,525	33,012	48,258	50,000	1,742
<b>Total Revenues</b>	<b>63,525</b>	<b>33,012</b>	<b>48,258</b>	<b>50,000</b>	<b>1,742</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	8,531	10,704	10,845	-	(10,845)
861021 - Co Cont Retirement	1,114	2,972	3,041	-	(3,041)
861022 - Co Cont OASDI	259	640	648	-	(648)
861023 - Co Cont Medicare	592	150	151	-	(151)
861024 - Co Cont Retire Incr	351	1,056	1,013	-	(1,013)
861030 - Co Cont Health Ins	519	1,259	1,191	-	(1,191)
861031 - Co Cont Unemp Ins	28	25	11	-	(11)
861035 - Co Cont Workers Comp	252	185	84	-	(84)
<b>Total Salaries &amp; Employee Benefits</b>	<b>11,646</b>	<b>16,991</b>	<b>16,984</b>	<b>-</b>	<b>(16,984)</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	70	322	1,427	845	(582)
862189 - Prof/Spec Svcs - Other	21,997	19,363	20,000	22,505	2,505
862239 - Spec Dept Expense	3,047	4,567	9,346	25,950	16,604
862250 - Trans/Travel	-	-	501	700	199
<b>Total Services &amp; Supplies</b>	<b>25,114</b>	<b>24,252</b>	<b>31,274</b>	<b>50,000</b>	<b>18,726</b>
<b>Total Net Appropriations</b>	<b>36,761</b>	<b>41,243</b>	<b>48,258</b>	<b>50,000</b>	<b>1,742</b>
<b>Total Fund Balance Contribution</b>	<b>(26,765)</b>	<b>8,231</b>	<b>-</b>	<b>-</b>	<b>-</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0494 - AT HOME-Grant

## GRANT OVERVIEW (Previously administered by BU 4012)

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.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL <small>Schedule 9</small>				Function: -	Activity: -
<b>Fund: 4940 At Home</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
827801 - Grant Revenue	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	-	-	-	-
861021 - Co Cont Retirement	-	-	-	-	-
861022 - Co Cont OASDI	-	-	-	-	-
861023 - Co Cont Medicare	-	-	-	-	-
861024 - Co Cont Retire Incr	-	-	-	-	-
861030 - Co Cont Health Ins	-	-	-	-	-
861031 - Co Cont Unemp Ins	42	-	-	-	-
861035 - Co Cont Workers Comp	(42)	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	22	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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 of 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 including the treatment of individuals with active tuberculosis and other communicable diseases.

#### PROGRAM OVERVIEW

- Bioterrorism Act - BU 0478
- Health Resources Services Administration - BU 0442
- HIV Services - BU 0488
- Maternal Child Health Program - BU 0419
- Women, Infants, and Children (WIC) - BU 0418

#### ACCOMPLISHMENTS IN FY 2016-17

- Application to become a Healthy Families America site successfully submitted.
- Nine nursing staff members/supervisors were trained in Healthy Families America Core Training in Home Visitor Modules.
- Five supervisors and four parenting facilitators/coaches were trained in Growing Great Kids Prenatal to 36 Months Parenting and Child Development Curriculum tier 1 certification.
- Maternal Child and Adolescent Health Director, Supervising Public Health Nurse, and Senior Public Health Nurse successfully recruited and hired.

#### GOALS FOR FY 2017-18

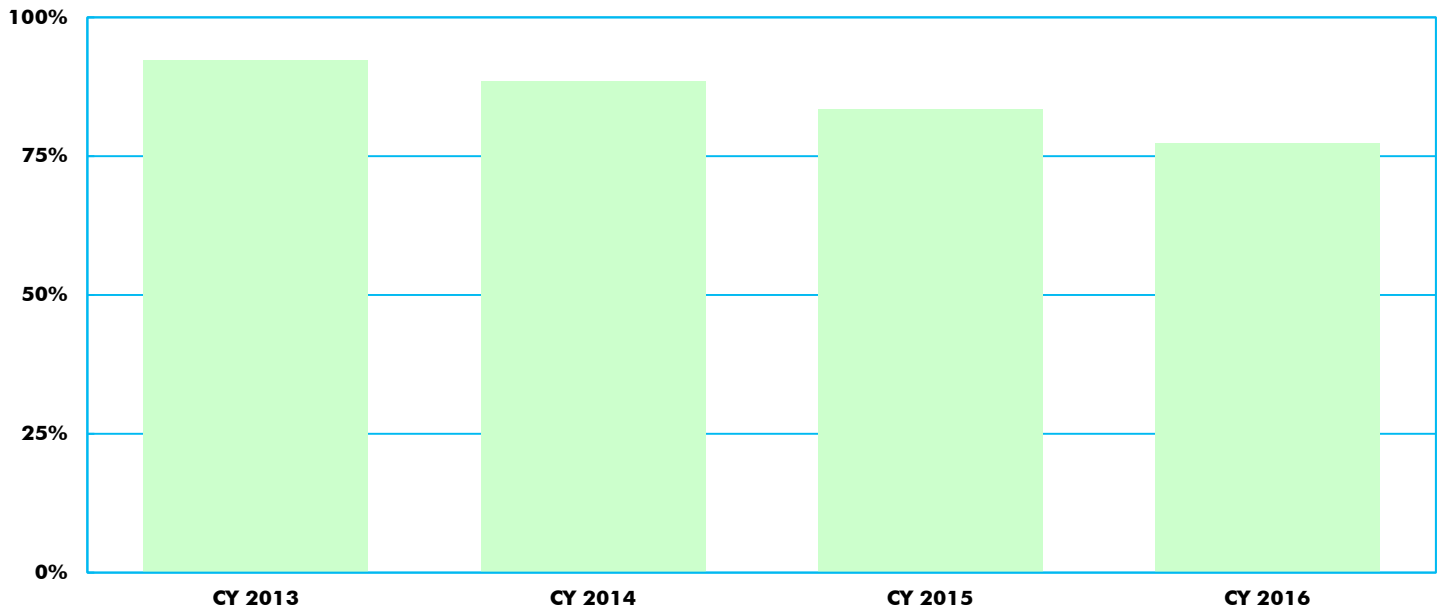
- Continue community collaboration process for Healthy Families America site development.
- Provide health education to support chronic disease prevention and wellness through home visiting services, immunizations, communicable disease control, communication with providers and schools, community education campaigns, and health fairs.
- Double the number of providers using the California Reportable Disease Information Exchange (Cal-REDIE) system for reporting of communicable diseases.
- Increase the number of kindergarten students who are current on school mandated immunizations by the end of the 2017-18 kindergarten enrollment period.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4013 - Public Health Nursing

## PERFORMANCE INDICATORS

**Percent of Kingergartner 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

Increased *Salary & Employee Benefits* due to negotiated wage increases.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 4013 - Public Health Nursing

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation Activity: Health

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824200 - Rent/Concession	3,000	3,000	3,000	<b>3,000</b>	-
825150 - Motor Vehicle in Lieu	636,487	908,322	(33,394)	-	33,394
825341 - Realignment Hlth Svcs	149,566	-	1,104,760	<b>1,541,596</b>	436,836
825490 - State Other	307,681	323,296	361,615	<b>364,431</b>	2,816
826300 - Nursing Fee	7,806	10,678	11,100	<b>11,000</b>	(100)
826390 - Other Charges	-	-	350	-	(350)
827700 - Other	(450)	8,409	7,550	<b>19,469</b>	11,919
827707 - Donation	3,240	2,379	3,500	<b>3,500</b>	-
827802 - Oper Transfer In	-	-	6,623	-	(6,623)
<b>Total Revenues</b>	<b>1,107,330</b>	<b>1,256,084</b>	<b>1,465,104</b>	<b>1,942,996</b>	<b>477,892</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	581,498	570,354	622,730	<b>915,408</b>	292,678
861012 - Extra Help	-	10,789	696	-	(696)
861013 - Overtime Reg Emp	7,525	17,547	23,540	<b>22,016</b>	(1,524)
861021 - Co Cont Retirement	152,638	166,783	176,928	<b>279,710</b>	102,782
861022 - Co Cont OASDI	34,207	34,449	38,285	<b>56,473</b>	18,188
861023 - Co Cont Medicare	8,036	8,217	8,902	<b>13,207</b>	4,305
861024 - Co Cont Retire Incr	56,931	68,123	69,787	<b>88,394</b>	18,607
861030 - Co Cont Health Ins	114,922	93,387	90,325	<b>122,897</b>	32,572
861031 - Co Cont Unemp Ins	5,572	4,047	3,070	<b>1,179</b>	(1,891)
861035 - Co Cont Workers Comp	83,502	102,158	133,055	<b>90,064</b>	(42,991)
<b>Total Salaries &amp; Employee Benefits</b>	<b>1,044,831</b>	<b>1,075,854</b>	<b>1,167,318</b>	<b>1,589,348</b>	<b>422,030</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	8,913	5,634	7,619	<b>9,125</b>	1,506
862090 - Household Expense	7,857	7,861	6,075	<b>8,700</b>	2,625
862101 - Insurance - General	24,282	18,144	3,305	<b>3,608</b>	303
862109 - Insurance Other	2,344	-	22,357	<b>22,357</b>	-
862120 - Maint - Equip	-	42	-	-	-
862130 - Maint Strc/Impr/Grnds	1,624	1,109	1,713	<b>2,000</b>	287
862140 - Med Dntl & Lab Supls	25,632	15,253	10,819	<b>21,500</b>	10,681
862150 - Memberships	1,100	2,050	1,550	<b>1,600</b>	50
862170 - Office Expense	10,648	8,403	7,520	<b>7,400</b>	(120)
862185 - Medical/Dental Svcs	114	248	235	<b>750</b>	515
862187 - Education & Training	1,815	3,654	3,057	<b>8,100</b>	5,043
862189 - Prof/Spec Svcs - Other	20,400	20,400	45,741	<b>23,000</b>	(22,741)
862190 - Publ/Legal Notice	1,345	3,219	1,095	<b>2,000</b>	905
862230 - Info Tech Equip	2,697	-	-	-	-

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4013 - Public Health Nursing

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Health & Sanitation			Activity: Health
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
862239 - Spec Dept Expense	146,242	129,771	135,746	<b>214,980</b>	79,234
862250 - Trans/Travel	6,325	4,575	6,441	<b>10,500</b>	4,059
862253 - Travel Out of County	7,954	5,652	5,271	<b>13,100</b>	7,829
862260 - Utilities	12,638	11,126	10,838	<b>13,000</b>	2,162
<b>Total Services &amp; Supplies</b>	<b>281,929</b>	<b>237,141</b>	<b>269,382</b>	<b>361,720</b>	<b>92,338</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	5,518	152,193	113,850	<b>117,834</b>	3,984
<b>Total Other Charges</b>	<b>5,518</b>	<b>152,193</b>	<b>113,850</b>	<b>117,834</b>	<b>3,984</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	93,714	<b>100,000</b>	6,286
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>93,714</b>	<b>100,000</b>	<b>6,286</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	(30,000)	<b>(73,604)</b>	(43,604)
865802 - Oper Transfer Out	-	17,107	75,790	<b>72,647</b>	(3,143)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>17,107</b>	<b>45,790</b>	<b>(957)</b>	<b>(46,747)</b>
<b>Total Net Appropriations</b>	<b>1,332,279</b>	<b>1,482,295</b>	<b>1,690,054</b>	<b>2,167,945</b>	<b>477,891</b>
<b>Total Net County Cost</b>	<b>224,949</b>	<b>226,211</b>	<b>224,950</b>	<b>224,949</b>	<b>(1)</b>



## 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: October 1, 2017 - September 30, 2018
- 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 only, no benefits. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 1,117,045
Total	\$ 1,117,045

#### Expenditures

Salaries & Benefits	\$ 944,971
Indirect Costs	101,347
Services & Supplies	204,343
Total	\$ 1,250,661

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Community Health Worker II	1.00	100%	0%
Health Program Eligibility Worker	8.00	100%	0%
Nutritionist	1.65	100%	0%
Program Specialist II	.50	100%	0%
Sr. Program Manager	1.00	100%	0%
Staff Assistant II	1.00	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)	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	918,663	897,214	968,060	1,117,045	148,985
<b>Total Revenues</b>	<b>918,663</b>	<b>897,214</b>	<b>968,060</b>	<b>1,117,045</b>	<b>148,985</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	494,192	461,258	482,572	588,024	105,452
861012 - Extra Help	-	4,492	-	-	-
861013 - Overtime Reg Emp	3,883	3,256	-	-	-
861021 - Co Cont Retirement	103,912	109,060	106,300	144,811	38,511
861022 - Co Cont OASDI	22,926	21,192	21,631	28,745	7,114
861023 - Co Cont Medicare	6,897	6,486	6,694	8,225	1,531
861024 - Co Cont Retire Incr	38,720	45,191	42,102	45,359	3,257
861030 - Co Cont Health Ins	76,715	73,015	66,720	76,315	9,595
861031 - Co Cont Unemp Ins	1,164	1,500	1,579	1,549	(30)
861035 - Co Cont Workers Comp	29,818	33,322	42,045	51,943	9,898
<b>Total Salaries &amp; Employee Benefits</b>	<b>778,227</b>	<b>758,772</b>	<b>769,643</b>	<b>944,971</b>	<b>175,328</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	32,630	26,551	26,600	20,480	(6,120)
862090 - Household Expense	1,115	1,272	1,250	1,759	509
862101 - Insurance - General	1,907	1,647	1,565	1,599	34
862130 - Maint - Strc/Impr/Grnds	282	229	280	280	-
862140 - Med Dntl & Lab Suppl	-	-	1,200	1,200	-
862150 - Memberships	450	400	600	600	-
862170 - Office Expense	9,666	6,986	8,973	20,222	11,249
862185 - Medical/Dental Svcs	200	86	-	-	-
862187 - Education & Training	2,130	1,325	3,250	2,950	(300)
862189 - Prof/Spec Svcs - Other	-	525	-	2,500	2,500
862190 - Publ/Legal Notice	732	-	500	500	-
862230 - Info Tech Equip	316	334	500	500	-
862239 - Spec Dept Expense	131,883	116,695	128,899	130,489	1,590
862250 - Trans/Travel	14,166	10,034	13,500	11,800	(1,700)
862253 - Travel Out of County	2,379	4,341	4,550	4,466	(84)
862260 - Utilities	6,342	6,338	6,750	5,000	(1,750)
<b>Total Services &amp; Supplies</b>	<b>204,198</b>	<b>176,763</b>	<b>198,417</b>	<b>204,345</b>	<b>5,928</b>
<b>Total Net Appropriations</b>	<b>982,425</b>	<b>935,535</b>	<b>968,060</b>	<b>1,149,316</b>	<b>181,256</b>
<b>Total Fund Balance Contribution</b>	<b>63,762</b>	<b>38,321</b>	<b>-</b>	<b>32,271</b>	<b>32,271</b>



## BU 0419- Maternal Child Health Program Grant

### GRANT OVERVIEW (Included in BU 4013)

This grant is used to assess the health needs of women of childbearing age, children and adolescents, and to assure (especially those with low income) access to quality maternal, child and adolescent health services. Maternal, Child, Adolescent Health (MCAH) develops systems with the goal to help protect and improve the health of California's reproductive age women, infants, children, adolescents, and their families. To accomplish this mission, MCAH maintains partnerships, contracts, and agreements with State, Federal, and local agencies in both public and private sectors.

### GRANT INFORMATION

- Grant Inception Date: Unknown (prior to 2000)
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: California Department of Public Health (Federal funds)
- Continuity of Grant: State distributes Federal Title V funds and processes claims for Federal Title XIX matching funds to local dollars.
- Grant Restrictions and Provisions: The grant does allow for indirect or overhead costs. The maximum amount of up to 14.4% of salaries is included in this budget.

### GRANT BUDGET

#### Revenue

Grant	\$ 1,079,909
Total	\$ 1,079,909

#### Expenditures

Salaries & Benefits	\$ 906,656
Services & Supplies	119,253
Indirect Costs	54,000
Total	\$ 179,909

County Match Required: No

Independent Audit Required: No

This grant is included in Budget Unit 4013's Schedule 9.

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Community Health Serv Specialist II	3	100%	0%
Public Health Nurse	2	100%	0%
Sr. Program Manager	1	100%	0%
Sr. Program Specialist	1	100%	0%
Supervising Public Health Nurse	2	100%	0%

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0442 - Health Resources Services Administration - Grant

### GRANT OVERVIEW

(Administered by BU 4013)

The Health Resources Services Administration (HRSa) 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, 2017 - June 30, 2018
- 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	\$ 136,390
Operating Transfer In	45,659
Fund Balance Contribution	<u>25,097</u>
Total	\$ 207,146

#### Expenditures

Salaries & Benefits	\$ 147,789
Other Costs (Services & Supplies)	42,235
Indirect Costs	<u>17,122</u>
Total	\$ 207,146

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Administrator*	.70	100%	0%
*Position allocated in Budget Unit 4013 - Public Health Nursing			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0442 - Health Resources Services Administration-Grant

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4420 Health Resources Svcs Admin	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	165,772	139,397	143,658	136,390	(7,268)
827820 - Grant Interest	151	172	-	-	-
827802 - Operating Transfer In	-	-	-	45,659	45,659
<b>Total Revenues</b>	<b>165,923</b>	<b>139,569</b>	<b>143,658</b>	<b>182,049</b>	<b>38,391</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	42,319	48,186	42,423	68,639	26,216
861021 - Co Cont Retirement	10,836	13,799	14,788	20,178	5,390
861022 - Co Cont OASDI	2,421	2,771	3,047	3,984	937
861023 - Co Cont Medicare	566	648	713	932	219
861024 - Co Cont Retire Incr	4,239	5,929	6,096	7,144	1,048
861030 - Co Cont Health Ins	8,095	9,220	9,947	13,263	3,316
861031 - Co Cont Unemp Ins	106	111	-	-	-
861035 - Co Cont Workers Comp	6,894	12,509	24,422	33,649	9,227
<b>Total Salaries &amp; Employee Benefits</b>	<b>75,475</b>	<b>93,173</b>	<b>101,436</b>	<b>147,789</b>	<b>46,353</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	1	1	-	-	-
862170 - Office Expense	350	90	-	1,000	1,000
862189 - Prof/Spec Svcs - Other	70,238	21,068	6,422	33,235	26,813
862239 - Spec Dept Expense	18,551	12,051	25,801	22,122	(3,679)
862250 - Trans/Travel	71	-	-	1,000	1,000
862253 - Travel Out of County	424	52	-	2,000	2,000
862260 - Utilities	224	365	-	-	-
<b>Total Services &amp; Supplies</b>	<b>89,860</b>	<b>33,627</b>	<b>32,223</b>	<b>59,357</b>	<b>27,134</b>
<b>Total Net Appropriations</b>	<b>165,335</b>	<b>126,800</b>	<b>133,659</b>	<b>207,146</b>	<b>73,487</b>
<b>Total Fund Balance Contribution</b>	<b>(588)</b>	<b>(12,769)</b>	<b>(9,999)</b>	<b>25,097</b>	<b>35,096</b>

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## BU 0478 - Bioterrorism Act Grant

### GRANT OVERVIEW (Administered by BU 4013)

The Public Health Emergency Preparedness (PHEP) 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, 2017 - June 30, 2018
- 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

Other Charges	\$ 20,000
Grant	210,379
Fund Balance Contribution	4,788
Total	\$ 235,167

#### Expenditures

Salaries & Benefits	\$ 124,273
Special Department Expense	
- Services & Supplies	47,305
Operating Transfer Out	45,659
Indirect Costs	17,930
Total	\$ 235,167

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Program Administrator*	.30	100%	0%
Sr. Program Specialist	1.00	100%	0%
*This position is allocated in Budget Unit 4013 - Public Health Nursing			

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 0478 - Bioterrorism Act-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4780 Bioterrorism Act	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826390 - Other Charges	-	-	-	20,000	20,000
827801 - Grant Revenue	234,421	238,112	212,609	210,379	(2,230)
827820 - Grant Interest	462	(728)	-	-	-
<b>Total Revenues</b>	<b>234,883</b>	<b>237,384</b>	<b>212,609</b>	<b>230,379</b>	<b>17,770</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	79,645	67,578	79,377	51,730	(27,647)
861013 - Overtime Reg Emp	21	-	-	-	-
861021 - Co Cont Retirement	21,969	21,260	22,536	15,209	(7,327)
861022 - Co Cont OASDI	4,299	3,898	4,718	3,207	(1,511)
861023 - Co Cont Medicare	1,037	912	1,103	750	(353)
861024 - Co Cont Retire Incr	8,605	9,118	9,421	5,385	(4,036)
861030 - Co Cont Health Ins	11,512	10,280	9,270	5,931	(3,339)
861031 - Co Cont Unemp Ins	259	206	141	111	(30)
861035 - Co Cont Workers Comp	8,454	13,651	28,043	41,950	13,907
<b>Total Salaries &amp; Employee Benefits</b>	<b>135,800</b>	<b>126,903</b>	<b>154,609</b>	<b>124,273</b>	<b>(30,336)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,480	1,558	-	-	-
862101 - Insurance - General	210	196	200	214	14
862170 - Office Expense	2,657	967	-	2,000	2,000
862189 - Prof/Spec Svcs - Other	35,987	44,683	25,478	13,466	(12,012)
862210 - Rent/Lease Bldg Grds	1,675	2,633	-	-	-
862239 - Spec Dept Expense	52,414	78,482	32,022	47,305	15,283
862250 - Trans/Travel	32	144	-	250	250
862253 - Travel Out of County	326	432	-	2,000	2,000
862260 - Utilities	560	439	-	-	-
<b>Total Services &amp; Supplies</b>	<b>95,340</b>	<b>129,534</b>	<b>57,700</b>	<b>65,235</b>	<b>7,535</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	-	45,659	45,659
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,659</b>	<b>45,659</b>
<b>Total Net Appropriations</b>	<b>231,140</b>	<b>256,437</b>	<b>212,309</b>	<b>235,167</b>	<b>22,858</b>
<b>Total Fund Balance Contribution</b>	<b>(3,742)</b>	<b>19,053</b>	<b>(300)</b>	<b>4,788</b>	<b>5,088</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 to 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 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 medication and the Office of AIDS Health Insurance Premium Program (OA-HIPP) is a program that pays monthly health, dental and vision insurance premiums for eligible clients and their family members.

### GRANT INFORMATION

- Grant Inception Date: April 1, 1987
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: State 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	\$ 29,435
Total	\$ 29,435

#### Expenditures

Salaries & Benefits	\$ 11,655
Services & Supplies	1,167
Indirect Costs	4,708
Total	\$ 18,032

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Public Health Lab Technician	.2	100%	0%



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0488 - HIV Services-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

<b>Fund: 4880 Family Planning</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	483	-	-	-	-
827800 - Other	-	307	-	-	-
827801 - Grant Revenue	11,507	14,005	14,435	<b>29,435</b>	15,000
827805 - Medi-Cal	142	-	-	-	-
<b>Total Revenues</b>	<b>12,132</b>	<b>14,312</b>	<b>14,435</b>	<b>29,435</b>	<b>15,000</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	6,456	5,401	7,067	<b>7,050</b>	(17)
861021 - Co Cont Retirement	1,510	1,585	2,069	<b>2,135</b>	66
861022 - Co Cont OASDI	334	317	417	<b>413</b>	(4)
861023 - Co Cont Medicare	81	74	98	<b>97</b>	(1)
861024 - Co Cont Retire Incr	590	679	852	<b>756</b>	(96)
861030 - Co Cont Health Ins	1,027	914	1,191	<b>1,191</b>	-
861031 - Co Cont Unemp Ins	38	33	21	<b>13</b>	(8)
861035 - Co Cont Workers Comp	534	467	295	-	(295)
<b>Total Salaries &amp; Employee Benefits</b>	<b>10,569</b>	<b>9,470</b>	<b>12,010</b>	<b>11,655</b>	<b>(355)</b>
<b>Services &amp; Supplies</b>					
862060 Communications	-	-	-	<b>75</b>	75
862101 - Insurance - General	1,140	1,133	1,133	<b>1,094</b>	(39)
862140 - Med Dntl & Lab Suppl	(157)	(244)	-	-	-
862170 - Office Expense	32	-	250	<b>250</b>	-
862239 - Spec Dept Expense	6,828	6,257	942	<b>4,708</b>	3,766
862250 - Trans/Travel	-	6	100	<b>250</b>	150
<b>Total Services &amp; Supplies</b>	<b>7,843</b>	<b>7,152</b>	<b>2,425</b>	<b>6,377</b>	<b>3,952</b>
<b>Total Net Appropriations</b>	<b>18,412</b>	<b>16,622</b>	<b>14,435</b>	<b>18,032</b>	<b>3,597</b>
<b>Total Fund Balance Contribution</b>	<b>6,280</b>	<b>2,310</b>	<b>-</b>	<b>(11,403)</b>	<b>(11,403)</b>



## BU 4016 - Emergency Medical Services

### BUDGET UNIT OVERVIEW

Mendocino County's Emergency Medical Services serves in collaboration with Coastal Valleys Emergency Medical Services (EMS) Agency, 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 Valleys 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 education levels for certifications, monitoring response times by providers, and ambulance inspections.

#### PROGRAM OVERVIEW

- Coastal Valley EMS Region
- Dispatch
- EMS System

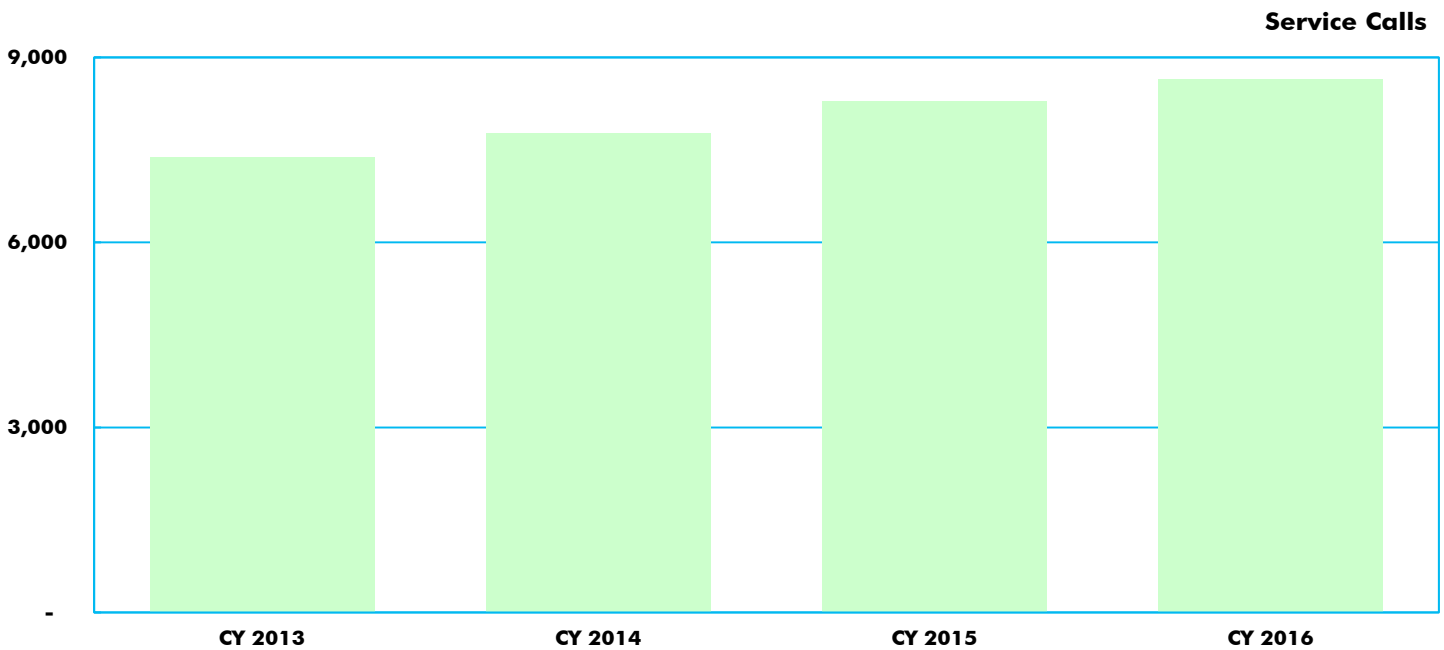
#### ACCOMPLISHMENTS IN FY 2016-17

- Continued participation on the following committees: Emergency Medical Care Committee (EMCC); EMCC Education and Continuous Quality Improvement (CQI) sub-committees; Mendocino County Fire Chiefs' Association; local Department Operation Center (DOC) meetings, and the Exclusive Operating Area (EOA) Oversight Group meetings.
- Ongoing representation of Mendocino County with the State EMS Authority through EMS commission, Emergency Medical Services Administrators Association of California (EMSAAC) and other collaborative groups to enhance partnerships.
- Created *Save Lives Mendocino*, a multi-agency effort with a goal of teaching every 7th grade student in Mendocino County Hands-Only CPR training.
- Reviewed and revised the County Ambulance provisions under the Mendocino County Medical Response ordinance (Chapter 9.05).

#### GOALS FOR FY 2017-18

- Assist with development of partnership opportunities to provide Advanced Life Support care to rural communities in Mendocino County.
- Implement CPR training throughout the County.
- Distribute an Automated External Defibrillator (AED) to every school in Mendocino County.
- Continue the work plan with The Abaris Group to create and release a Request for Proposal to secure an inland exclusive operating area for ambulance services for Mendocino County.

## 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

Proposition 172 funds were removed to separate funding to support Fire Districts from the Emergency Medical Services as these are dedicated funds.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4016 - Emergency Medical Services

BUDGET UNIT DETAIL Schedule 9		Function: Health & Sanitation		Activity: Health	
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	169,579	176,386	134,239	<b>175,000</b>	40,761
821120 - Curr Unsec Prop Tax	5,551	5,810	7,671	<b>5,900</b>	(1,771)
821130 - Supplemental Roll Tax	1,258	1,889	1,961	<b>300</b>	(1,661)
821210 - Prior Sec Prop Tax	(309)	(225)	13	<b>(500)</b>	(513)
821220 - Prior Unsec Prop Tax	378	258	173	<b>200</b>	27
821510 - Sales Tax-Public Safety	-	-	509,003	-	(509,003)
821700 - Hwy Prop Rental	-	-	-	<b>10</b>	10
823204 - Misc Court Fine	155,057	111,256	120,398	<b>152,987</b>	32,589
825472 - County Hospital	-	-	-	<b>40,000</b>	40,000
825481 - Homeowner Exemption	1,753	1,704	1,103	<b>1,500</b>	397
826361 - EMS Per Call Fee	26,629	26,549	17,934	<b>22,000</b>	4,066
826390 - Other Charges	134,926	129,576	84,502	<b>80,000</b>	(4,502)
827700 - Other	466	551	170	<b>509</b>	339
<b>Total Revenues</b>	<b>495,288</b>	<b>453,754</b>	<b>877,167</b>	<b>477,906</b>	<b>(399,261)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	11,499	-	-	-	-
861021 - Co Cont Retirement	3,056	-	-	-	-
861022 - Co Cont OASDI	679	-	-	-	-
861023 - Co Cont Medicare	159	-	-	-	-
861024 - Co Cont Retire Incr	1,196	-	-	-	-
861030 - Co Cont Health Ins	1,431	-	-	-	-
861031 - Co Cont Unemp Ins	320	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>18,340</b>	-	-	-	-
<b>Services &amp; Supplies</b>					
862060 - Communications	1,646	1,205	1,365	<b>1,650</b>	285
862101 - Insurance - General	376	353	335	<b>351</b>	16
862120 - Maint Equip	-	127	207	<b>2,000</b>	1,793
862140 - Med Dntl & Lab Supls	8,781	4,020	5,946	<b>6,023</b>	77
862170 - Office Expense	315	28	50	<b>20</b>	(30)
862185 - Medical & Dental Svcs	71,363	-	-	-	-
862187 - Education & Training	3,320	-	-	-	-
862189 - Prof/Spec Svcs - Other	58,752	48,300	30,000	<b>24,500</b>	(5,500)
862230 - Info Tech Equip	1,323	-	-	-	-
862239 - Spec Dept Expense	5,635	13,258	1,000	<b>2,766</b>	1,766
862250 - Trans/Travel	-	-	-	<b>100</b>	100

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4016 - Emergency Medical Services

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Health & Sanitation			Activity: Health
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
862253 - Travel Out of County	-	-	-	<b>100</b>	100
862260 - Utilities	570	550	500	<b>500</b>	-
<b>Total Services &amp; Supplies</b>	<b>152,080</b>	<b>67,841</b>	<b>39,403</b>	<b>38,010</b>	<b>(1,393)</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	473,102	336,657	884,264	<b>798,130</b>	(86,134)
863119 - Supp/Care - Other	-	-	40,639	<b>40,000</b>	(639)
863280 - Contr Other Agency	219,514	99,500	99,947	<b>107,500</b>	7,553
<b>Total Other Charges</b>	<b>692,615</b>	<b>436,157</b>	<b>1,024,850</b>	<b>945,630</b>	<b>(79,220)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	-	<b>(150,000)</b>	(150,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(150,000)</b>	<b>(150,000)</b>
<b>Total Net Appropriations</b>	<b>863,036</b>	<b>503,998</b>	<b>1,064,253</b>	<b>833,640</b>	<b>(230,613)</b>
<b>Total Net County Cost</b>	<b>367,748</b>	<b>50,244</b>	<b>187,086</b>	<b>355,734</b>	<b>168,648</b>



## BU 4050 - Mental Health Services

### BUDGET UNIT OVERVIEW

Mental Health Services serves the people of Mendocino County whose lives are affected by serious and chronic mental illness. Mental Health strives to support our community through a dual focused approach. The first is to deliver services in a respectful, responsive, and efficient manner with sensitivity to cultural diversity. Our clients are supported in the effort to maximize independent living and to improve their quality of life through community-based treatment. The second focus for Mental Health is to educate individuals, families and the community about mental illness and the opportunity borne of treatment and recovery.

County staff and the Administrative Service Organization (ASO), strive to manage fiscal resources effectively; while ensuring that productivity and efficiency result in maximum benefits and support for all concerned.

#### PROGRAM OVERVIEW

- Access Line
- Lanterman-Petris-Short Conservatorship Case Management and Placement
- Medication Support Services
- Mental Health CalWORKS
- Mental Health Services - BU 4050
- Mental Health Services Probation
- Mobile Outreach Prevention Services
- Psychiatric Emergency Services
- Quality Assurance & Quality Improvement
- Wraparound Services

#### ACCOMPLISHMENTS IN FY 2016-17

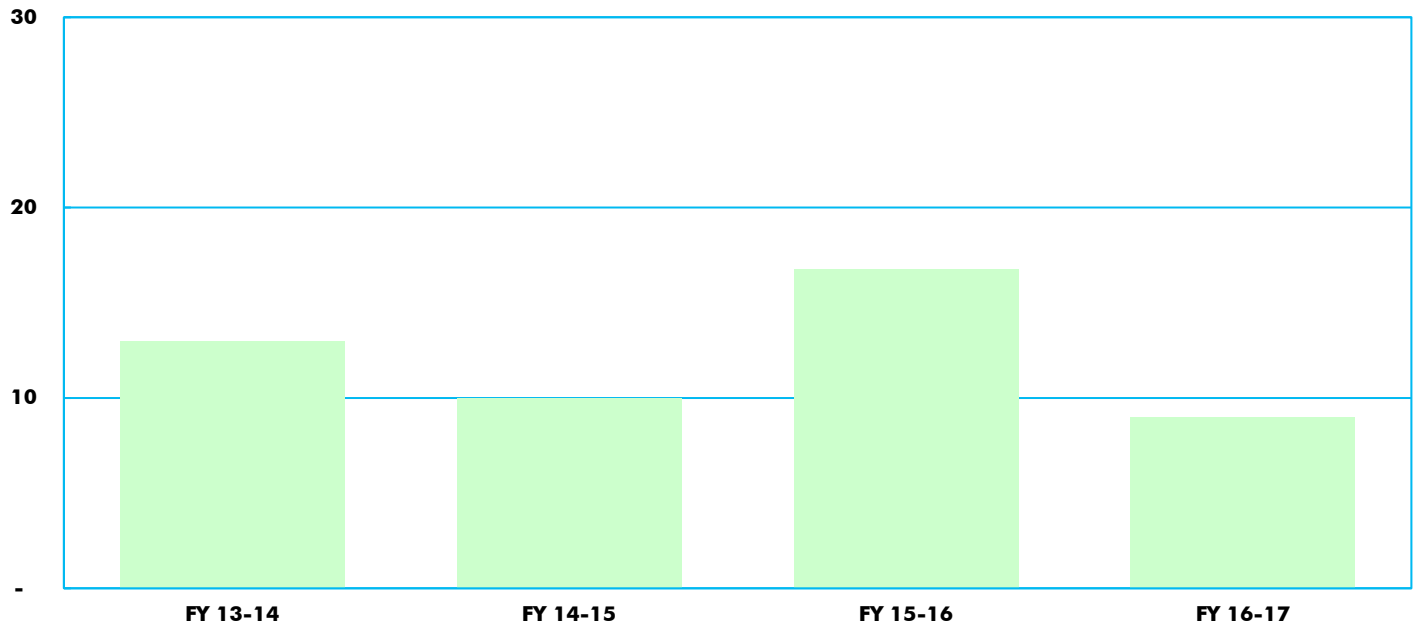
- Initiation of pilot project with South Coast and Sonoma County to assess and evaluate individuals in crisis.
- Transition of psychiatric Medication Support Services for Adults 25 years and Older to County.
- Collaboration with community partners on the development of Memorandum of Understanding and enhanced relationships.
- Enhanced integration and collaboration among Adult and Children and Youth Services.
- Held first *Promotores Community Health Worker Training*.

#### GOALS FOR FY 2017-18

- Open Crisis Residential Treatment Facility in County.
- Expansion of Mobile Outreach and Prevention Services.
- Expand Specialty Mental Health Services and Medication Support Services.
- Apply for grants to enhance and expand mental health services and housing opportunities.
- Outreach and Education to the community about Specialty Mental Health Services through community events, forums, and educational materials.

## PERFORMANCE INDICATORS

### Average Days from Request to Assessment



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5330 State Sales Tax revenue distribution - Realignment 2011 for community specialty mental health services managed by two Administrative Services Organizations (ASOs).
- Acct. 5331 Medi-Cal revenue generated by the ASOs subcontractor network, County administration and the Katie A. program foster care program.
- Acct. 5342 Realignment 1991 revenue for Mental Health/Child Welfare Services, Katie A. program, 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. 3164 ASOs 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

A total of 6 FTE are being transferred from BU 4050-Mental Health to BU 5010-Social Services: Family & Children's Services (FCS) to provide support for foster care and related programs. These positions will be able to leverage more funds through being in BU 5010.



# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	(9,192)	(21,576)	(21,000)	(21,000)	-
825150 - Motor Vehicle in Lieu	69,887	135,407	-	-	-
825330 - State Aid Mental Hlth	5,927,352	6,091,544	5,583,569	5,972,366	388,797
825331 - Medi-Cal Mental Hlth	6,524,342	5,648,526	7,515,559	7,375,708	(139,851)
825342 - Realignment Mental Hlth	3,635,782	4,015,713	4,005,794	4,180,046	174,252
825344 - 2011 Realign Pub Safety	-	34,013	135,702	117,940	(17,762)
825490 - State Other	25,235	-	-	-	-
826290 - Mental Health Svc	70	-	175	-	(175)
826390 - Other Charges	59,927	924,755	278,122	1,214,301	936,179
827600 - Other Sales	457	171	125	-	(125)
827700 - Other	9,636	2,480	35,000	12,000	(23,000)
827800 - Other	-	-	(1,087,947)	-	1,087,947
827802 - Oper Transfer In	500,000	3,132,868	3,338,999	4,489,312	1,150,313
<b>Total Revenues</b>	<b>16,743,495</b>	<b>19,963,901</b>	<b>19,784,098</b>	<b>23,340,673</b>	<b>3,556,575</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,724,992	1,616,338	1,686,548	2,195,390	508,842
861012 - Extra Help	64,898	13,717	52,019	86,376	34,357
861013 - Overtime Reg Emp	13,372	13,636	22,500	-	(22,500)
861021 - Co Cont Retirement	446,923	471,386	492,505	656,721	164,216
861022 - Co Cont OASDI	100,705	94,898	100,869	131,532	30,663
861023 - Co Cont Medicare	24,496	22,391	24,136	32,015	7,879
861024 - Co Cont Retire Incr	170,596	194,751	184,833	203,690	18,857
861030 - Co Cont Health Ins	351,474	300,723	299,643	369,220	69,577
861031 - Co Cont Unemp Ins	26,460	20,041	15,699	9,340	(6,359)
861035 - Co Cont Workers Comp	171,578	128,904	128,569	138,928	10,359
<b>Total Salaries &amp; Employee Benefits</b>	<b>3,095,494</b>	<b>2,876,785</b>	<b>3,007,321</b>	<b>3,823,212</b>	<b>815,891</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	24,789	24,540	20,940	27,900	6,960
862080 - Food	552	791	1,932	3,100	1,168
862090 - Household Expense	3,480	539	755	1,300	545
862101 - Insurance - General	30,452	26,466	34,591	25,363	(9,228)
862109 - Insurance Other	33,841	-	1,863	2,000	137
862120 - Maint - Equip	-	147	-	-	-
862130 - Maint Strc Impr & Grnds	56,589	61,928	65,000	65,000	-
862140 - Med Dntl & Lab Supls	11,352	16	6,000	15,000	9,000
862150 - Memberships	6,306	5,806	5,341	5,535	194
862170 - Office Expense	57,800	48,926	50,882	58,800	7,918
862182 - Data Processing Svcs	35,402	41,425	23,000	25,300	2,300
862185 - Medical/Dental Svcs	186,492	45,742	451,316	553,600	102,284
862187 - Education & Training	4,953	8,691	4,280	7,500	3,220

# 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	
		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
862189 - Prof/Spec Svcs - Other		156,354	272,995	321,985	271,901	(50,084)	
862190 - Publ/Legal Notice		5,324	6,018	21,000	29,500	8,500	
862194 - A-87 Costs		-	-	246,789	299,814	53,025	
862210 - Rent/Lease - Bldg Grnds		422	80	30	30	-	
862230 - Info Tech Equip		59,911	63,117	69,727	70,000	273	
862239 - Spec Dept Expense		327,375	263,426	313,114	397,186	84,072	
862250 - Trans/Travel		27,755	28,178	28,500	33,870	5,370	
862253 - Travel Out of County		21,323	23,304	11,000	23,800	12,800	
862260 - Utilities		34,917	47,136	35,300	41,000	5,700	
Total Services & Supplies		1,085,387	969,271	1,713,345	1,957,499	244,154	
Other Charges							
863113 - Pmt Other Gov Agency		284,788	621,369	276,458	250,000	(26,458)	
863160 - Accute Hospitalization		14,100	32,616	-	-	-	
863161 - Non-Accute Hospitalization		45,666	43,188	50,000	50,000	-	
863162 - Residential Care		186,504	(30,778)	2,286,000	1,800,000	(486,000)	
863280 - Contr to Other Agncs		13,872,762	15,497,481	14,558,254	15,350,381	792,127	
863310 - Interest		-	-	-	-	-	
Total Other Charges		14,403,819	16,163,876	17,170,712	17,450,381	279,669	
Fixed Assets							
864370 - Equipment		25,235	-	40,000	40,000	-	
Total Fixed Assets		25,235	-	40,000	40,000	-	
Expend Transfer & Reimb							
865380 - Intrafund Transfer		(1,156,953)	-	(700,000)	-	700,000	
865802 - Oper Transfer Out		294,323	186,097	100,970	98,423	(2,547)	
Total Expend Transfer & Reimb		(862,630)	186,097	(599,030)	98,423	697,453	
Total Net Appropriations		17,747,306	20,196,029	21,332,348	23,369,515	2,037,167	
Total Fund Balance Contribution		1,003,810	232,128	1,548,250	28,842	(1,519,408)	



## BU 4051 - Mental Health Services Act

### BUDGET UNIT OVERVIEW

Mental Health Services Act (MHSA) funds five components to support the continuum of public mental health services. The five components 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. Community Services and Supports focus on the continuity of care to specialty mental health services. Prevention and Early Intervention supports early recognition and intervention of severe and persistent mental health issues to reduce the severity and impact of the negative outcomes of severe mental illness. Workforce Education and Training ensures the ability to continue to improve and develop the strengths of the workforce with an emphasis on client focused recovery, and improving the access for underserved groups. Innovation programs contribute to the development of new practices in mental health programs for the State of California. Capital Facilities and Technology Needs helps develop the infrastructure of the mental health system. The Behavioral Health and Recovery Services MHSA team oversees the facilitation of all community planning processes and the monitoring of data within these services.

#### PROGRAM OVERVIEW

- Capital Facilities and Technology Needs
- Community Services and Supports
- CSS - FSPs
- CSS - MHSA Housing Component
- Innovation
- Prevention and Early Intervention
- Workforce Education and Training

#### ACCOMPLISHMENTS IN FY 2016-17

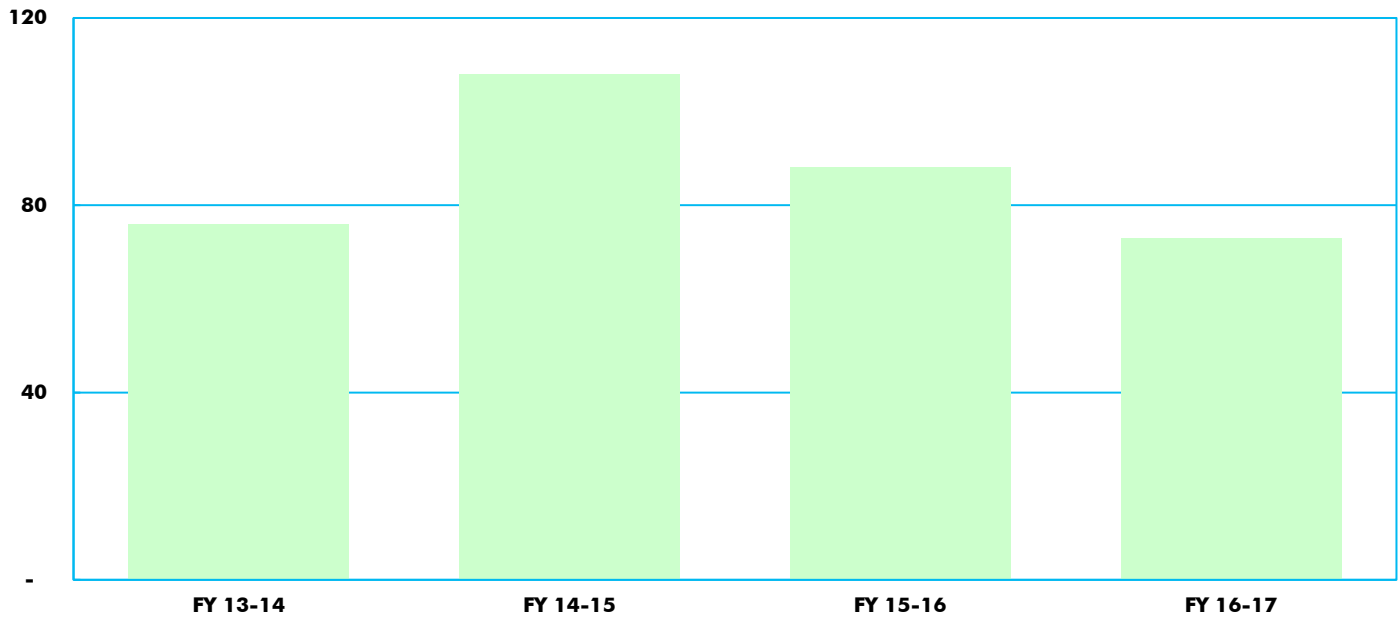
- Submission of Innovation Project - Round Valley Crisis Response - to the Mental Health Services Oversight and Accountability Commission.
- Identification of location and contract with Rural Community Housing Development Corporation to develop MHSA Housing.
- Expansion of Cultural Responsiveness Workforce Education and Training.
- Provided Safe Talk, Applied Suicide Intervention Skills Training, and Wellness Recovery Action Trainings.
- Coastal Seniors received MHSA funding for a Friendly Visitor Program.

#### GOALS FOR FY 2017-18

- Approval & Initiation of MHSA Innovation Project with Mental Health Services Oversight and Accountability Commission.
- Break ground on MHSA Housing Development project.
- Increase the number of Workforce Education and Trainings provided to the community.
- Finalize MHSA Technology and Electronic Health Record integration upgrades (CFTN).
- Expansion of CSS programs.

## PERFORMANCE INDICATORS

### Full Service Partnership Clients Served



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2187 Training of staff, peer support members, parent partners, clients and community members.
- Acct. 2239 Capital facilities and technological needs for Electronic Health Records Meaningful Use compliance.

### Expenditure Transfer & Reimbursement

- Acct. 5802 Transfer of Mental Health Services Act funds to Budget Unit 4050-Mental Health Services for distribution to Administrative Services Organizations (ASOs).

## 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 4051 - Mental Health Services Act

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Health & Sanitation		Activity: Mental Health	
Fund: 1223 Mental Health Service		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from					Prior Year
<b>Revenues</b>					
824100 - Interest	14,254	22,469	26,401	<b>26,401</b>	-
825330 - State Aid Mental Hlth	5,690,527	4,702,207	4,197,934	<b>4,558,393</b>	360,459
<b>Total Revenues</b>	<b>5,704,781</b>	<b>4,724,676</b>	<b>4,224,335</b>	<b>4,584,794</b>	<b>360,459</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	101,729	90,323	94,824	-	(94,824)
861013 - Overtime Reg Emp	487	409	14	-	(14)
861021 - Co Cont Retirement	22,877	21,564	24,170	-	(24,170)
861022 - Co Cont OASDI	5,925	5,199	4,986	-	(4,986)
861023 - Co Cont Medicare	1,386	1,216	1,287	-	(1,287)
861024 - Co Cont Retire Incr	8,950	9,272	9,895	-	(9,895)
861030 - Co Cont Health Ins	18,967	19,490	18,290	-	(18,290)
861031 - Co Cont Unemp Ins	3,662	4,424	2,707	-	(2,707)
861035 - Co Cont Workers Comp	267	4,461	-	<b>1,916</b>	1,916
<b>Total Salaries &amp; Employee Benefits</b>	<b>164,250</b>	<b>156,358</b>	<b>156,173</b>	<b>1,916</b>	<b>(154,257)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	-	250	<b>250</b>	-
862080 - Food	772	393	2,000	<b>2,250</b>	250
862101 - Insurance - General	1,262	984	1,141	<b>529</b>	(612)
862150 - Memberships	1,497	1,497	1,497	<b>1,497</b>	-
862170 - Office Expense	98	639	4,250	<b>7,500</b>	3,250
862182 - Data Processing Svcs	2,400	-	75,000	<b>125,000</b>	50,000
862187 - Education & Training	320	7,530	210,000	<b>207,967</b>	(2,033)
862189 - Prof/Spec Svcs - Other	44,067	123,346	1,779,500	<b>1,839,500</b>	60,000
862190 - Publ/Legal Notice	-	-	12,943	<b>(6,117)</b>	(19,060)
862230 - Info Tech Equip	1,368	25,771	125,000	<b>100,000</b>	(25,000)
862239 - Spec Dept Expense	842,403	32,242	551,609	<b>1,073,691</b>	522,082
862250 - Trans/Travel	552	1,253	2,600	<b>2,000</b>	(600)
862253 - Travel Out of County	72	431	3,600	<b>4,500</b>	900
<b>Total Services &amp; Supplies</b>	<b>894,812</b>	<b>194,086</b>	<b>2,769,390</b>	<b>3,358,567</b>	<b>589,177</b>
<b>Other Charges</b>					
863124 - GR-SSI-SSP Applicants	396	-	5,000	<b>25,000</b>	20,000
863280 - Contr to Other Agncs	2,910,764	-	-	-	-
<b>Total Other Charges</b>	<b>2,911,160</b>	<b>-</b>	<b>5,000</b>	<b>25,000</b>	<b>20,000</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	-	-	<b>32,000</b>	32,000
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,000</b>	<b>32,000</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	503,492	2,816,262	2,937,816	<b>3,649,139</b>	711,323
<b>Total Expend Transfer &amp; Reimb</b>	<b>503,492</b>	<b>2,816,262</b>	<b>2,937,816</b>	<b>3,649,139</b>	<b>711,323</b>
<b>Total Net Appropriations</b>	<b>4,473,714</b>	<b>3,166,706</b>	<b>5,868,379</b>	<b>7,066,622</b>	<b>1,198,243</b>
<b>Total Fund Balance Contribution</b>	<b>(1,231,068)</b>	<b>(1,557,970)</b>	<b>1,644,044</b>	<b>2,481,828</b>	<b>837,784</b>



## BU 4070 - Hospital & Medical Services Program

### BUDGET UNIT OVERVIEW

The Hospital and Medical Services Program provides funding for participation in the County Medical Services Program (CMSP) serving the County's medically indigent population using vehicle license fees. Health and Human Services Agency maximizes re-alignment funds by participating in the Inter-governmental Transfer (IGT) opportunity with Partnership HealthPlan of California to access additional Medi-Cal funding to provide services to Medi-Cal eligible beneficiaries.

### GOALS FOR FY 2017-18

- Implement a second Mobile Outreach Program in partnership with the Mendocino County Sheriff's Office.
- Leverage IGT funding to expand and enhance services within our community to increase access to Medi-Cal.
- Implement CMSP's County Wellness & Prevention Pilot Project (McWAP) to increase CMSP enrollment and enrollee participation in the primary care benefit; decrease mental health crises addressed in hospital emergency departments and decrease California Welfare and Institution Code, Section (WIC §) 5150 arrests over a three year project period.

### ACCOMPLISHMENTS IN FY 2016-17

- Leveraged funding to support the Emergency Winter Shelters in Ukiah and Fort Bragg through efforts to link clients with Medi-Cal and access Medi-Cal services.
- Applied and was awarded a CMSP County Wellness & Prevention Pilot Project grant to address the Social Determinants of Health (SDOH) and five areas identified in Public Health's Accreditation Community Health Improvement Project (CHIP).
- Developed and executed contracts with partners as outlined in the CMSP County Wellness & Prevention Pilot Project grant proposal with community based organizations.

### SUMMARY OF MAJOR ACCOUNTS

#### Services & Supplies

Acct. 2189 Provides multiple contracts for Medi-Cal services.

Acct. 2239 Payments to State to draw down funds.

#### Other Charges

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

No significant change in budget from the previous fiscal year.

# 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		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues							
825341 - Realignment Hlth Svcs		429,538	1,332,464	1,321,688	2,775,695	1,454,007	
825473 - Non-County Hosp		60,222	-	76,000	76,000	-	
825475 - EMS - Physician Svcs		177,263	359,346	300,000	300,000	-	
825670 - Federal Other		988,104	1,152,404	2,114,778	3,875,676	1,760,898	
Total Revenues		1,655,127	2,844,214	3,812,466	7,027,371	3,214,905	
Services & Supplies							
862170 - Office Expense		-	2	-	-	-	
862189 - Prof/Spec Svcs - Other		13,235	52,928	112,027	-	(112,027)	
862239 - Spec Dept Expense		429,538	1,332,464	1,296,945	4,204,059	2,907,114	
Total Services & Supplies		442,773	1,385,394	1,408,972	4,204,059	2,795,087	
Other Charges							
863113 - Pmt Other Gov Agency		-	-	-	247,572	247,572	
863152 - Non-Co Contract Hosp		225,137	-	76,000	76,000	-	
863154 - Physician Svcs - EMS		259,920	111,774	300,000	300,000	-	
Total Other Charges		485,057	111,774	376,000	623,572	247,572	
Expend Transfer & Reimb							
865802 - Oper Transfer Out		-	125,000	375,000	422,173	47,173	
Total Expend Transfer & Reimb		-	125,000	375,000	422,173		
Total Net Appropriations		927,830	1,622,168	2,159,972	5,249,804	3,042,659	
Total Net County Cost		(727,297)	(1,222,046)	(1,652,494)	(1,777,567)	(172,246)	





## BU 0482 - Wellness and Prevention Pilot Program Grant

### GRANT OVERVIEW

The goal of the Wellness and Prevention Pilot Program, funded by County Medical Services Program (CMSP), is to implement local level wellness and prevention activities and expand CMSP and other public program enrollment. The project encompasses two primary strategies: 1) Expand Community Resiliency Model training to include providers and staff all primary health clinics throughout the county with the goal of reducing the prevalence of mental health crises; and 2) Provide outreach and enrollment services to hard-to-reach populations likely to be eligible for CMSP and other appropriate public programs.

### GRANT INFORMATION

- Grant Inception Date: April 1, 2017
- Current Grant Period: April 1, 2017 - December 31, 2017
- Source of Funds: County Medical Services Program Governing Board
- Continuity of Grant: Three Year Grant

### GRANT BUDGET

#### Revenue

Grant	\$ 75,000
Total	\$ 75,000

#### Expenditures

Salaries & Benefits	\$ 9,631
Other Charges	63,569
Services & Supplies	1,445
Total	\$ 74,645

County Match Required: No

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Sr Public Health Analyst*	.08	100%	0%
Sr Program Specialist*	.05	100%	0%
*Positions allocated in Budget Unit 4070 - Hospital and Medical Services Program			

# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	-	-	75,000	75,000
<b>Total Revenues</b>	-	-	-	75,000	75,000
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	-	-	7,794	7,794
861013 - Overtime Reg Emp	-	-	-	-	-
861021 - Co Cont Retirement	-	-	-	1,168	1,168
861022 - Co Cont OASDI	-	-	-	468	468
861023 - Co Cont Medicare	-	-	-	109	109
861024 - Co Cont Retire Incr	-	-	-	92	92
861030 - Co Cont Health Ins	-	-	-	-	-
861031 - Co Cont Unemp Ins	-	-	-	-	-
861035 - Co Cont Workers Comp	-	-	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	-	-	-	9,631	9,631
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	-	-	-	1,445	1,445
862253 - Travel Out of County	-	-	-	-	-
<b>Total Services &amp; Supplies</b>	-	-	-	1,445	1,445
<b>Other Charges</b>					
863280 - Contr Other Agency	-	-	-	63,569	63,569
<b>Total Other Charges</b>	-	-	-	63,569	63,569
<b>Total Net Appropriations</b>	-	-	-	74,645	74,645
<b>Total Fund Balance Contribution</b>	-	-	-	(355)	(355)



## BU 4080 - California Children's Services

### BUDGET UNIT OVERVIEW

California Children's Services (CCS) strives to assure the health of Mendocino County's children through access to specialty services for all children. In partnership with health care providers, staff works to ensure that quality services are available to children in the community. Eligible clients are those residents of California under 21 years of age, who have a health problem which is covered by CCS and who meet financial criteria.

#### PROGRAM OVERVIEW

- California Children's Services - BU 4080
- Child Health and Disability Prevention - Grant
- Healthcare Program for Children in Foster Care - Grant

#### ACCOMPLISHMENTS IN FY 2016-17

- Maintained the budgeted staffing level for CCS care coordination to be able to serve an average daily census of 435 clients/families.
- Continued to participate in planning sessions to implement the transition of case management to Managed Care Medi-Cal.
- Increased the Child Health and Disability Prevention list of available healthcare services through the addition of three new providers.
- The Health Care Program for Children in Foster Care provided case management and consultation for 241 infants, children and youth. These services included oversight of psychotropic medications for foster children.

#### GOALS FOR FY 2017-18

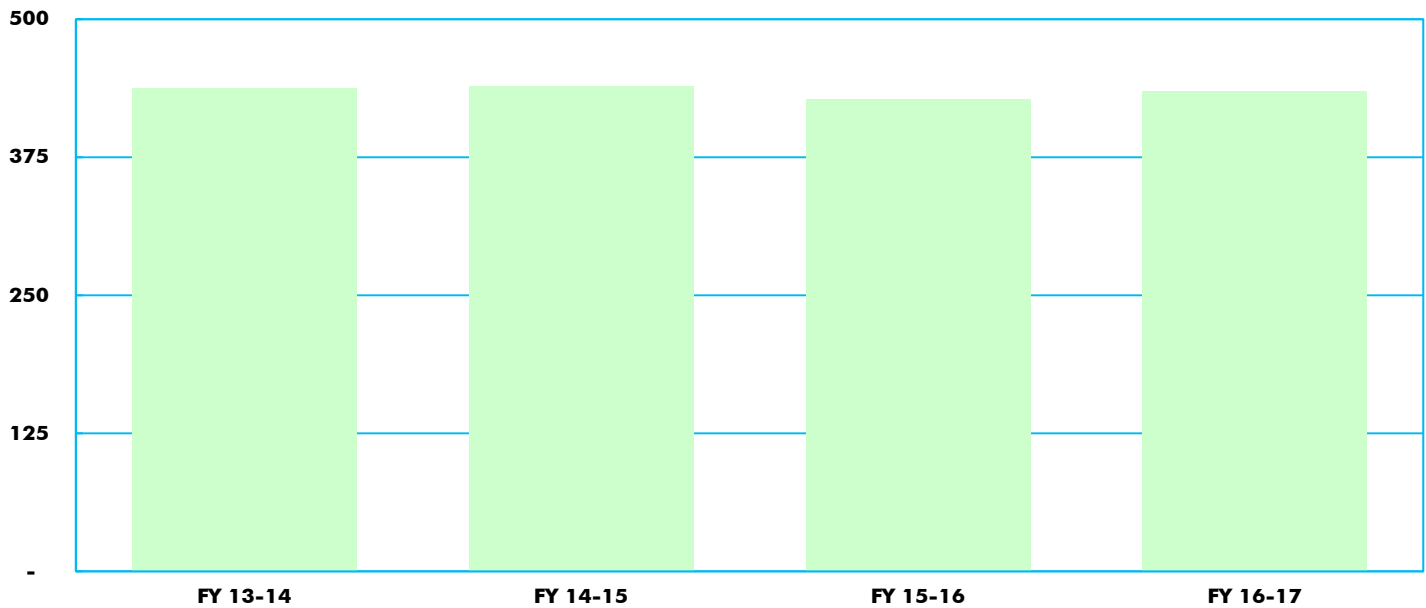
- Continue to plan for the transition of case management to Managed Care Medi-Cal in collaboration with Partnership HealthPlan of California (PHC). The implementation date for Mendocino County is tentatively set for January of 2019.
- Continue to recruit additional healthcare providers to provide services to all eligible children and youth regardless of citizenship status.

# 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 Public Health Officer.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 4080 - California Children's Services

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation

Activity: CCS

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825250 - State Aid CCS	563,092	736,231	681,920	<b>795,390</b>	113,470
825341 - Realignment Hlth Svcs	137,112	(134,758)	-	<b>51,671</b>	51,671
825490 - State Other	183,109	193,632	174,040	<b>227,265</b>	53,225
826330 - CA Children's Svcs	680	640	1,013	<b>600</b>	(413)
826390 - Other Charges	-	-	189	-	(189)
<b>Total Revenues</b>	<b>883,993</b>	<b>795,745</b>	<b>857,162</b>	<b>1,074,926</b>	<b>217,764</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	317,819	374,727	332,307	<b>410,797</b>	78,490
861012 - Extra Help	(6,924)	5,296	14,268	-	(14,268)
861013 - Overtime Reg Emp	1,454	-	-	-	-
861021 - Co Cont Retirement	82,100	91,361	82,657	<b>112,039</b>	29,382
861022 - Co Cont OASDI	18,380	20,326	19,154	<b>22,146</b>	2,992
861023 - Co Cont Medicare	4,200	5,136	4,718	<b>5,685</b>	967
861024 - Co Cont Retire Incr	31,943	38,762	33,362	<b>36,349</b>	2,987
861030 - Co Cont Health Ins	64,658	65,424	50,043	<b>71,246</b>	21,203
861031 - Co Cont Unemp Ins	2,256	462	564	<b>1,031</b>	467
861035 - Co Cont Workers Comp	118,184	112,760	74,394	<b>55,099</b>	(19,295)
<b>Total Salaries &amp; Employee Benefits</b>	<b>634,070</b>	<b>714,254</b>	<b>611,467</b>	<b>714,392</b>	<b>102,925</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,228	2,066	1,466	<b>3,600</b>	2,134
862101 - Insurance - General	3,493	5,730	3,130	<b>3,309</b>	179
862109 - Insurance Other	879	-	932	<b>932</b>	-
862120 - Maintenance-Equipment	-	15	-	-	-
862150 - Memberships	500	500	500	<b>500</b>	-
862170 - Office Expense	6,013	6,161	5,642	<b>7,100</b>	1,458
862185 - Medical/Dental Svcs	32	2,249	-	<b>9,000</b>	9,000
862187 - Education & Training	-	50	603	<b>2,500</b>	1,897
862189 - Prof/Spec Svcs - Other	57,519	723	623	<b>1,500</b>	877
862190 - Publ/Legal Notice	-	109	47	-	(47)
862230 - Info Tech Equip	751	1,519	-	<b>1,000</b>	1,000
862239 - Spec Dept Expense	89,346	120,584	77,554	<b>148,244</b>	70,690
862250 - Trans/Travel	464	1,353	1,054	<b>2,000</b>	946
862253 - Travel Out of County	16,256	14,413	20,209	<b>42,750</b>	22,541
862260 - Utilities	3,018	2,916	2,829	<b>3,000</b>	171
<b>Total Services &amp; Supplies</b>	<b>180,499</b>	<b>158,388</b>	<b>114,589</b>	<b>225,435</b>	<b>110,846</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>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	159,748	13,427	212,773	<b>212,773</b>	-
<b>Total Other Charges</b>	<b>159,748</b>	<b>13,427</b>	<b>212,773</b>	<b>212,773</b>	-
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	-	-	-	<b>12,560</b>	12,560
865802 - Operating Transfer	-	-	8,657	-	(8,657)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>8,657</b>	<b>12,560</b>	<b>12,560</b>
<b>Total Net Appropriations</b>	<b>974,317</b>	<b>886,069</b>	<b>947,486</b>	<b>1,165,160</b>	<b>226,331</b>
<b>Total Net County Cost</b>	<b>90,324</b>	<b>90,324</b>	<b>90,324</b>	<b>90,234</b>	<b>8,567</b>



## 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, 2017 - June 30, 2018
- 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	\$ 227,265
Total	\$ 227,265

#### Expenditures

Salaries & Benefits	\$ 226,205
Services & Supplies	928
Indirect Costs	17,605
Total	\$ 244,738

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
Program Administrator	.75	100%	0%
Sr. Program Manager	.22	100%	0%
Staff Assistant II	1.00	100%	0%



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director



## 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.

### GRANT INFORMATION

- Grant Inception Date: June 1, 1975
- Current Grant Period: July 1, 2017 - June 30, 2018
- 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	\$ 33,091
Total	\$ 33,091

#### Expenditures

Salaries & Benefits	\$ 32,959
Services & Supplies	132
Indirect Costs	8,657
Total	\$ 41,748

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
Program Administrator	.25	100%	0%
Sr. Program Manager	.03	100%	0%



## 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. 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.

BU 5010 - Employment and Family Assistance Services (EFAS) administers public assistance programs, including the California Work Opportunity and Responsibility to Kids (CalWORKs) employment and training program, CalFresh, and Medi-Cal. EFAS plans, delivers, coordinates and administers a range of state, federal and local programs that address the county's health and welfare needs for community members and their families.

EFAS includes the Community Outreach Unit that manages a variety of programs, including Covered Mendocino and Healthy Kids Mendocino, which work collaboratively with community partners to ensure that Mendocino County residents are able to access health insurance coverage through Medi-Cal or Covered California in a manner that is seamless, efficient and local. The Community Outreach Unit also facilitates other local coalitions, such as Food for All Mendocino, which works with dozens of community partners, including FIRST5 Mendocino, school districts, hospitals, Federally Qualified Health Centers (FQHC), and Family Resource Centers (FRC).

#### PROGRAM OVERVIEW

- CalFresh
- CalWORKs
- CalWORKs Job Services:
  - CalWORKs Housing Support
  - Expanded Subsidized Employment
  - Family Stabilization
- Communications
- County Medical Services Program (CMSP)
- Medi-Cal

#### GOALS FOR FY 2017-18

- Increase staff in effort to meet continued growth in case services to the community.
- Evaluate staff needs to ensure ergonomic needs are met to minimize injury and ensure ongoing community support.
- Collaborate with local businesses to expand Subsidized Employment opportunities for participants.
- Evaluate innovative opportunities to expand access to services for community members and reduce reapplication for benefits.

#### ACCOMPLISHMENTS IN FY 2016-17

- Partnered with community partners throughout Mendocino County to provide outreach and application support to community members in an effort to increase access affordable health care coverage.
- Provided Medi-Cal supports to 34,019 individuals.
- Increased supports through collaborative efforts such as the Kiwanis Club's weekend food program to provide access to healthy food options to families.
- Partnered with multiple county partners such as The Sandbox, Mendocino Coast Hospitality Center and Redwood Quality Management to increase job skills and opportunities through on-the-job training programs leading to full-time employment.

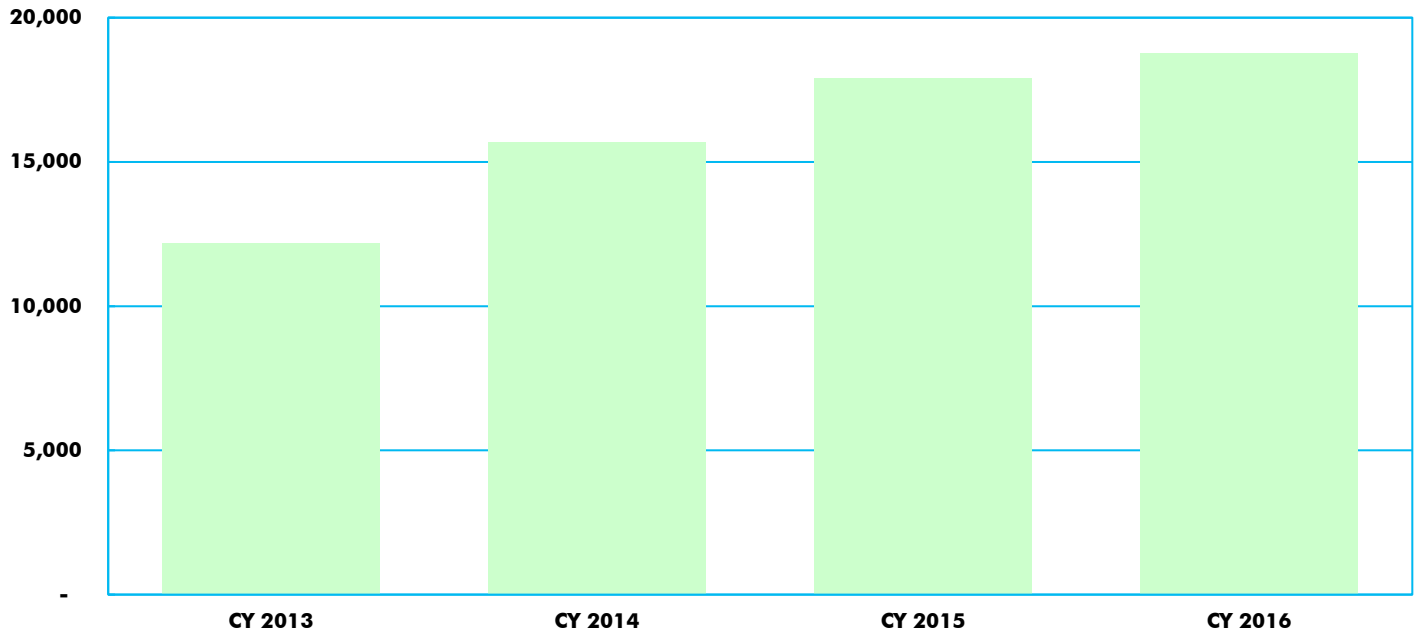
# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 5010 - Social Services: Employment and Family Services

## PERFORMANCE INDICATORS

### Employment & Family Assistance Services



## 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, lawsuit settlements, 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

There is increased funding due to increase in staff activities generating federal financial participation allocation. These supports will continue to provide increased services to the community in adherence with mandated services.



## 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
- Foster Care Nursing
- Independent Living Skills
- Interstate Compact on the Placement of Children Administration
- Permanency Placement
- Probate Guardianships for Nonrelatives
- Quality Assurance / Case Reviews
- Resource Family Approval
- Step-Parent Adoptions
- Supportive Transition
- Ukiah and Willits Family Resource Centers
- Wraparound Services

#### GOALS FOR FY 2017-18

- Fill vacant positions with qualified staff to support the provision of essential and mandated services.
- Continue to work with U.C. Davis to implement the Organizational Assessment recommendations to enhance the functioning of Family & Children's Services and the effective provision of services to the community.
- Fully develop the new Differential Response program to enhance early intervention supports in our community.
- Implement effective recruitment and marketing strategies to increase available foster homes in Mendocino County to care for children and youth locally who need out-of-home placement.

#### ACCOMPLISHMENTS IN FY 2016-17

- Created and staffed a new unit to implement the Resource Family Approval program, a newly mandated process, effective on January 1, 2017. The Resource Family Approval process assesses and approves foster caregivers for child welfare and juvenile probation youth placed in out-of-home care.
- Issued smartphones and tablets to social workers to allow them to document in real time, expediting processing and time frames.
- Continued efforts to recruit and retain quality staff to provide essential and mandated services.
- Designed a new prevention and intervention strategy to reduce the recurrence of maltreatment and re-entry to foster care through the implementation of Differential Response. Issued Request for Proposal, received bids, selected qualifying service providers throughout the County, and drafted contracts.

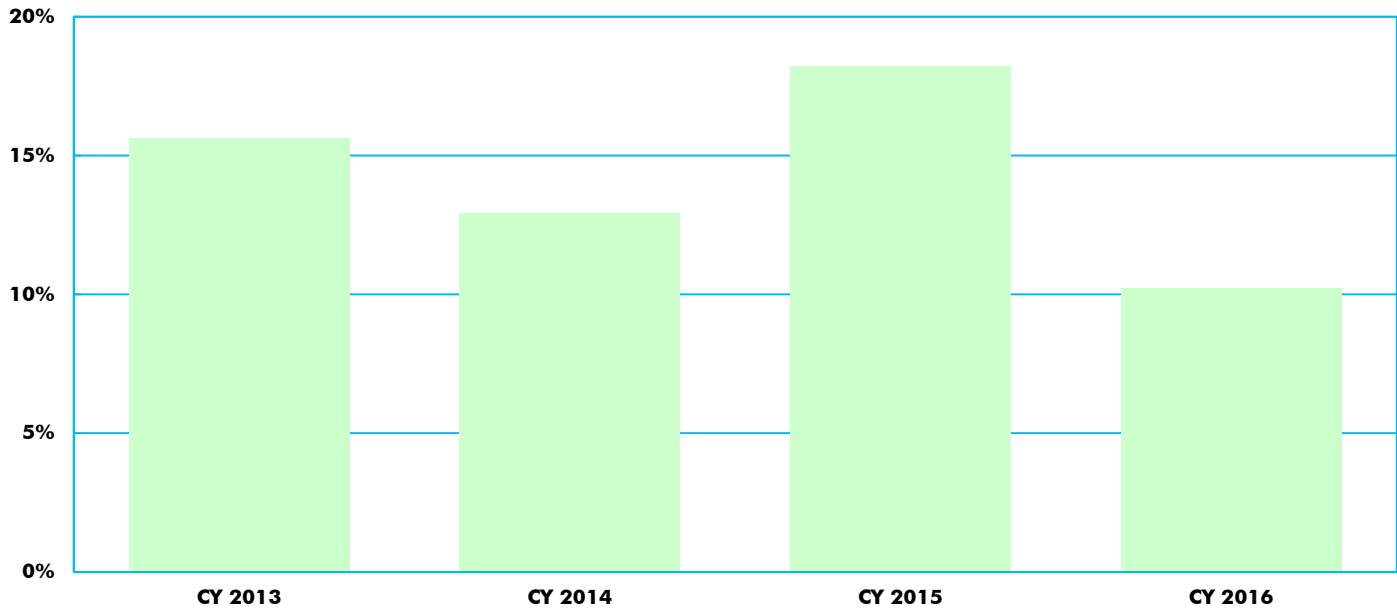
# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 5010 - Social Services: Family and Children's Services

## PERFORMANCE INDICATORS

**% of Children with Recurrence of Maltreatment within 12 months**



## 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, lawsuit settlements, 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

The budget for Family and Children's Services includes additional service vehicles to efficiently address current workforce needs and additional staff to assist in the implementation and oversight of new programs and services. These costs are funded with Non-General Fund dollars.



## 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 that address the County's health and welfare needs for adults and their families. Adult and Aging Services provides a vital service for older adults and disabled persons through Adult Protective Services, and administers other critical programs such as Public Guardian, Public Conservator, and Veterans Services in coordination with other budgeted adult service programs, such as In-Home Supportive Services and General Assistance.

#### PROGRAM OVERVIEW

- Adult Protective Services
- Continuum of Care
- General Assistance / General Relief / Long Term Med-Cal Care
- In Home Supportive Services
- Public Administrator / Public Guardian / Public Conservator

#### ACCOMPLISHMENTS IN FY 2016-17

- Increased collaboration with community partners to engage and employ participants in the General Assistance Program successfully employing more than 80 participants.
- Increased vehicles to improve staff ability to engage and complete home assessments and to continue to ensure supports to the vulnerable members of our community.
- Collaborated with community partners and the Board of Supervisors to fund emergency winter shelters in Ukiah and Fort Bragg.
- Partnered with the Animal Shelter to host the *Pets for Vets* event resulting in many successful pet adoptions by local veterans and their families.

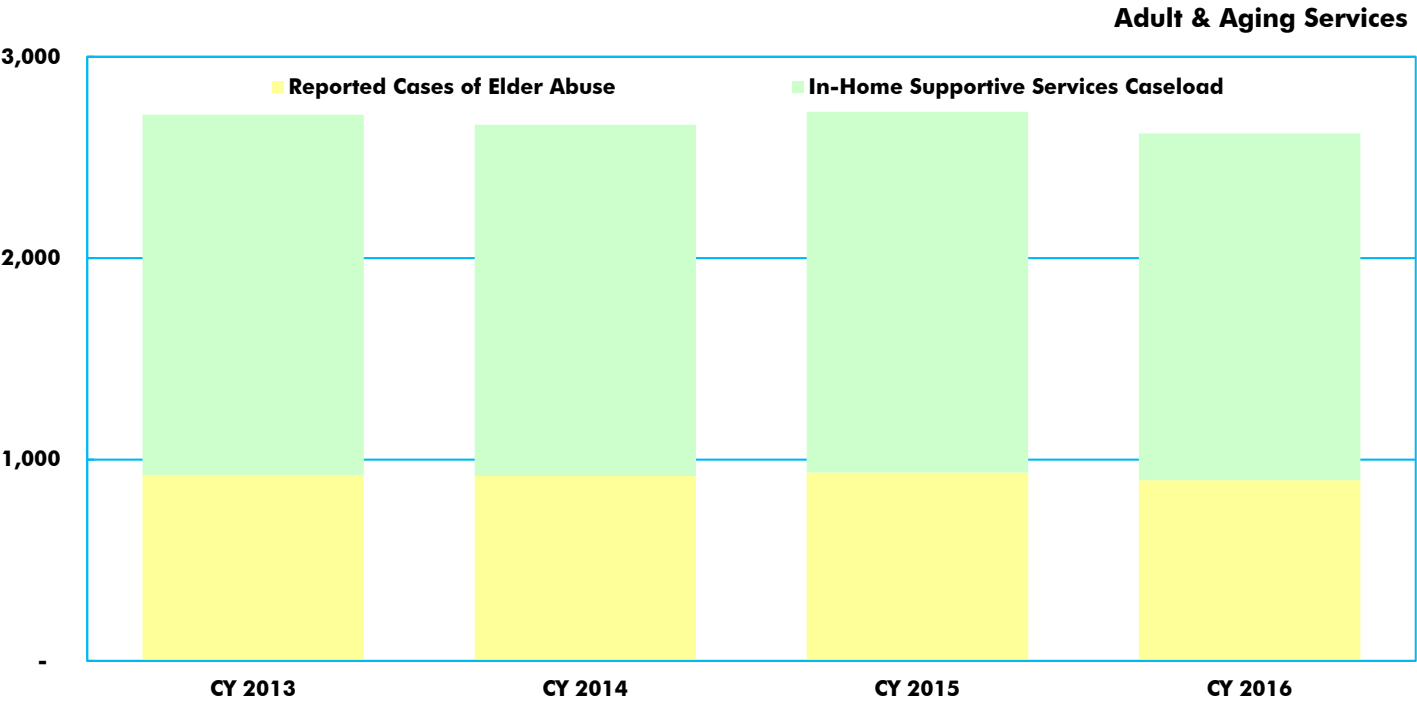
#### GOALS FOR FY 2017-18

- Collaborate with local partners and community members to continue to address issues of chronic homelessness.
- Increase collaboration with local law enforcement to ensure supportive responses by Adult Protective Services staff when receiving reports of abuse or neglect.
- Increase outreach to veterans in our community through expansion of programs such as *Pets for Vets* and ID cards.
- Collaborate with local law enforcement to initiate a "Take Me Home" program to quickly identify and address the needs of individuals with dementia.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5010 - Social Services: Adult and Aging Services

## PERFORMANCE INDICATORS



## 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, lawsuit settlements, 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

The budget for Adult and Aging Services includes remodeling work areas to efficiently address current workforce needs. These costs are funded with Non-General Fund dollars.



# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 5010 - Social Services

## BUDGET UNIT DETAIL Schedule 9

Function: Public Assistance Activity: Administration

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823300 - Forfeiture & Penalty	-	-	-	<b>7,000</b>	7,000
824200 - Rent/Concession	3,000	2,750	5,303	-	(5,303)
825150 - Motor Vehicle in Lieu	352,131	-	297,863	<b>297,863</b>	-
825210 - State Welfare Admin	3,803,065	4,265,469	5,112,724	<b>5,524,803</b>	412,079
825341 - Realignment Hlth Svcs	5,954,896	7,713,787	6,008,979	<b>6,428,000</b>	419,021
825343 - Realignment Pub Assist	5,247,638	3,842,063	2,171,245	<b>4,501,548</b>	2,330,303
825470 - State Aid Veterans	77,682	118,538	106,687	<b>108,000</b>	1,313
825490 - State Other	122,369	87,616	-	-	-
825510 - Federal Welfare Admin	12,190,175	11,029,160	12,194,735	<b>17,717,544</b>	5,522,809
825520 - Health Related Funds	3,874,762	8,318,558	8,870,560	<b>11,616,686</b>	2,746,126
826230 - Estate Fee - Pub Admin	11,329	46,808	13,908	<b>60,000</b>	46,092
826380 - Collection Fee	54,303	14,462	60,619	<b>55,000</b>	(5,619)
826390 - Other Charges	153,181	68,364	183,260	<b>60,000</b>	(123,260)
826391 - Conservator Svc Fee	53,627	31,705	80,641	<b>72,000</b>	(8,641)
827400 - Prior Year Revenue	-	70	-	-	-
827700 - Other	3,256	4,689	-	-	-
827802 - Oper Transfer In	-	315,174	-	-	-
<b>Total Revenues</b>	<b>31,901,413</b>	<b>35,859,213</b>	<b>35,106,524</b>	<b>46,448,444</b>	<b>11,341,920</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	13,103,990	14,350,170	14,641,541	<b>14,169,607</b>	(471,934)
861012 - Extra Help	134,573	53,805	156,698	<b>160,000</b>	3,302
861013 - Overtime Reg Emp	454,977	779,516	854,660	<b>850,000</b>	(4,660)
861021 - Co Cont Retirement	3,486,557	4,112,932	4,157,765	<b>5,085,989</b>	928,224
861022 - Co Cont OASDI	789,451	887,337	909,226	<b>988,723</b>	79,497
861023 - Co Cont Medicare	186,599	208,306	214,958	<b>231,233</b>	16,275
861024 - Co Cont Retire Incr	1,345,385	1,728,693	1,646,617	<b>1,669,312</b>	22,695
861030 - Co Cont Health Ins	2,512,666	2,536,474	2,543,669	<b>3,722,289</b>	1,178,620
861031 - Co Cont Unemp Ins	65,857	50,352	59,618	<b>54,344</b>	(5,274)
861035 - Co Cont Workers Comp	823,479	895,292	1,048,436	<b>1,069,039</b>	20,603
<b>Total Salaries &amp; Employee Benefits</b>	<b>22,903,533</b>	<b>25,602,877</b>	<b>26,233,188</b>	<b>28,000,536</b>	<b>1,767,348</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	135,433	170,852	193,027	<b>212,300</b>	19,273
862090 - Household Expense	391,592	460,482	471,782	<b>518,000</b>	46,218
862101 - Insurance - General	233,423	268,049	311,564	<b>242,079</b>	(69,485)
862110 - Jury/Witness Expense	(335)	(470)	(70)	<b>1,000</b>	1,070
862120 - Maint - Equip	74,784	74,225	84,283	<b>125,000</b>	40,717
862130 - Maint Strc/Imp/Grnds	77,603	95,547	117,881	<b>197,400</b>	79,519
862150 - Memberships	28,876	30,283	54,868	<b>52,000</b>	(2,868)
862170 - Office Expense	270,137	352,585	420,417	<b>335,000</b>	(85,417)
862171 - Paper Supplies	35,218	37,995	41,476	<b>45,000</b>	3,524
862172 - Office Exp - Fedex/UPS	13,781	13,817	15,725	<b>18,000</b>	2,275
862181 - Auditing/Fiscal Svc	15,996	16,245	25,293	<b>20,000</b>	(5,293)

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 5010 - Social Services

BUDGET UNIT DETAIL		Schedule 9 (cont.)		Function: Public Assistance		Activity: Administration	
		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
862182 - Data Processing Svcs		229,315	424,454	392,876	461,100	68,224	
862183 - Legal Fees		-	-	9	5,000	4,991	
862185 - Medical/Dental Svcs		10,191	10,281	13,120	10,300	(2,820)	
862187 - Education & Training		14,178	18,800	27,269	77,125	49,856	
862188 - Printing		153,204	111,040	174,990	105,000	(69,990)	
862189 - Prof/Spec Svcs - Other		101,645	112,140	119,355	270,693	151,338	
862190 - Publ/Legal Notice		115,924	47,910	15,091	41,000	25,909	
862194 A-87 Costs		-	-	-	1,000,000	1,000,000	
862200 - Rent/Lease - Equip		4,605	4,180	5,879	6,000	121	
862210 - Rent/Lease - Bldg Grnds		194,886	210,301	275,218	331,320	56,102	
862230 - Info Tech Equip		89,107	275,075	159,284	425,000	265,716	
862239 - Spec Dept Expense		1,012,314	2,005,634	1,335,550	2,784,995	1,449,445	
862250 - Trans/Travel		163,699	218,330	272,976	230,000	(42,976)	
862253 - Travel Out of County		184,445	224,636	252,726	230,000	(22,726)	
862260 - Utilities		224,737	216,310	228,846	285,000	56,154	
Total Services & Supplies		3,774,757	5,398,701	5,009,435	8,028,312	3,018,877	
Other Charges							
863112 - Pmt to Private Inst		98	11,520	1,858,216	1,962,489	104,273	
863115 - Svc Connected Exp		258,288	301,269	310,814	357,930	47,116	
863116 - Child Care Svcs - MOE		244,971	315,147	461,485	405,327	(56,158)	
863118 - Family Svcs		2,645,134	3,172,525	1,443,661	3,579,858	2,136,197	
863121 - Independent Living		27,595	22,870	24,155	52,811	28,656	
863126 - Cal-Learn Prog Svcs		-	99	1,251	10,000	8,749	
863131 - Family Preservation		120,257	161,589	95,156	260,433	165,277	
863132 - Family Track		367,077	427,820	195,073	647,746	452,673	
863133 - Office of Educ Contract		1,223,805	1,530,134	1,787,330	1,500,000	(287,330)	
863135 - Job Alliance Prog Svc		250,675	323,626	516,974	795,000	278,026	
863138 - Welfare to Work 15%		363,084	549,490	323,764	883,000	559,236	
863140 - IHSS - PA		5,705	-	2,266	25,000	22,734	
Total Other Charges		5,506,688	6,816,089	7,020,145	10,479,594	3,459,449	
Fixed Assets							
864360 - Structure/Improvement		-	-	-	899,500	899,500	
864370 - Equipment		132,766	328,230	309,948	244,000	(65,948)	
Total Fixed Assets		132,766	328,230	309,948	1,143,500	833,552	
Expend Transfer & Reimb							
865380 - Intrafund Transfer		(1,132,807)	(2,048,659)	(4,571,664)	(3,210,400)	1,361,264	
865802 - Oper Transfer Out		386,825	423,998	1,105,472	3,106,363	2,000,891	
Total Expend Transfer & Reimb		(745,982)	(1,624,661)	(3,466,192)	(104,037)	3,362,155	
Total Net Appropriations		31,571,762	36,521,236	35,106,524	47,547,905	12,441,381	
Total Net County Cost		(329,651)	662,023	-	1,099,461	1,099,461	



## BU 0433 - SHP/STEP Grant

### GRANT OVERVIEW (Administered by BU 5010)

Supportive Housing Program/Seamless Transitional Empowerment Program (SHP/STEP) contracts with two community resource centers serving as points of entry for service delivery for homeless families and individuals in Fort Bragg and Ukiah. Transitions in the Continuum of Care have led to implementation of Coordinated Entry, shifting intake for homeless services from multiple providers completing referrals for services to a single entry point completing a full evaluation and set of referrals. This shift focuses effort to house individuals first and support additional needs once housing is attained. The Continuum of Care also supports the Homeless Management Information System and Point In Time event in effort to continue to meet Housing and Urban Development mandates.

### GRANT INFORMATION

- Grant Inception Date: September 1, 1995
- Current Grant Period: September 1, 2017 - August 31, 2018
- Source of Funds: U.S. Department of Housing and Urban Development
- Continuity of Grant: Grants review annually.
- Grant Restrictions and Provisions: The grant allows for indirect or overhead costs, and a maximum of negotiated indirect cost. The budget does include the maximum amount.

### GRANT BUDGET

#### Revenue

Grant	\$ 64,000
Total	\$ 64,000

#### Expenditures

Services & Supplies	\$ 80,000
Total	\$ 80,000

County Match Required: Yes

County Match Amount: \$ 16,000

Independent Audit Required: No

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

BUDGET UNIT DETAIL Schedule 9				Function: - Activity: -	
Fund: 4330 Supportive Housing	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	238,008	46,878	64,000	17,122
<b>Total Revenues</b>	-	238,008	46,878	64,000	17,122
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	180,247	177,254	46,878	80,000	33,122
<b>Total Services &amp; Supplies</b>	180,247	177,254	46,878	80,000	33,122
<b>Total Net Appropriations</b>	180,247	177,254	46,878	80,000	33,122
<b>Total Fund Balance Contribution</b>	180,247	(60,754)	-	16,000	16,000

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 0436 - Family Dependency Drug Court - Grant

## GRANT OVERVIEW (Previously administered by BU 5010)

This grant was used to fund the Family Dependency Drug Court (FDDC). FDDC is a collaborative effort of the Health and Human Services Agency – Child Welfare Services (CWS) and Substance Use Disorder Treatment Program(formerly AODP), the Superior Court of Mendocino County, County Counsel, the Administrative Office of the Courts (AOC) and the local defense bar. While the grant ended in FY 2014-15, the program continues through the collaborative funding of the organizations detailed above.

The State Controller’s office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL <small>Schedule 9</small>				Function: - Activity: -	
Fund: 4360 Dependency Drug Court	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	-	-	-	-
<b>Total Revenues</b>	-	-	-	-	-
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	90	-	-	-	-
862189 - Prof/Spec Svcs - Other	4,232	-	-	-	-
862253 - Travel Out of County	(46)	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>4,276</b>	-	-	-	-
<b>Other Charges</b>					
863115 - Svc Connected Exp	27,535	-	-	-	-
863118 - Family Services	3,283	-	-	-	-
<b>Total Other Charges</b>	<b>30,818</b>	-	-	-	-
<b>Total Net Appropriations</b>	<b>35,094</b>	-	-	-	-
<b>Total Fund Balance Contribution</b>	<b>35,094</b>	-	-	-	-



## BU 0475 - Transitional Housing Grant

### GRANT OVERVIEW

(Previously Administrated by BU 5010)

Transitional Housing Support provided transitional housing units for homeless families with children and homeless, disabled individuals participating in Supportive Housing program (SHP) and Seamless Transitional Empowerment Program (STEP). The Mendocino Coast Hospitality Center and Ford Street provided housing and program operations including property management.

This grant ended in Mendocino County on August 31, 2016, and was not renewed for FY 2016-17 by the United States Department of Housing and Urban Development (HUD) in alignment with their funding priorities.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4750 Transitional Housing	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	153,405	-	-	-
<b>Total Revenues</b>	-	<b>153,405</b>	-	-	-
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	125,817	120,428	-	-	-
<b>Total Services &amp; Supplies</b>	<b>125,817</b>	<b>120,428</b>	-	-	-
<b>Total Net Appropriations</b>	<b>125,817</b>	<b>120,428</b>	-	-	-
<b>Total Fund Balance Contribution</b>	<b>125,817</b>	<b>(32,977)</b>	-	-	-



## BU 5130 - CalWORKs/Foster Care-Adoptions

### BUDGET UNIT OVERVIEW

CalWORKs, foster care for children and adoptions services are mandated and primarily funded by the Federal and State Governments to provide financial support to children and their families who are unable to support themselves. CalWORKs is a public assistance program that provides cash aid and services to eligible families that have a child(ren) in the home. Specific eligibility requirements include an applicant's citizenship, age, income, resources, assets and other factors. Families that apply and qualify for ongoing assistance receive money each month to help pay for housing, 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

#### ACCOMPLISHMENTS IN FY 2016-17

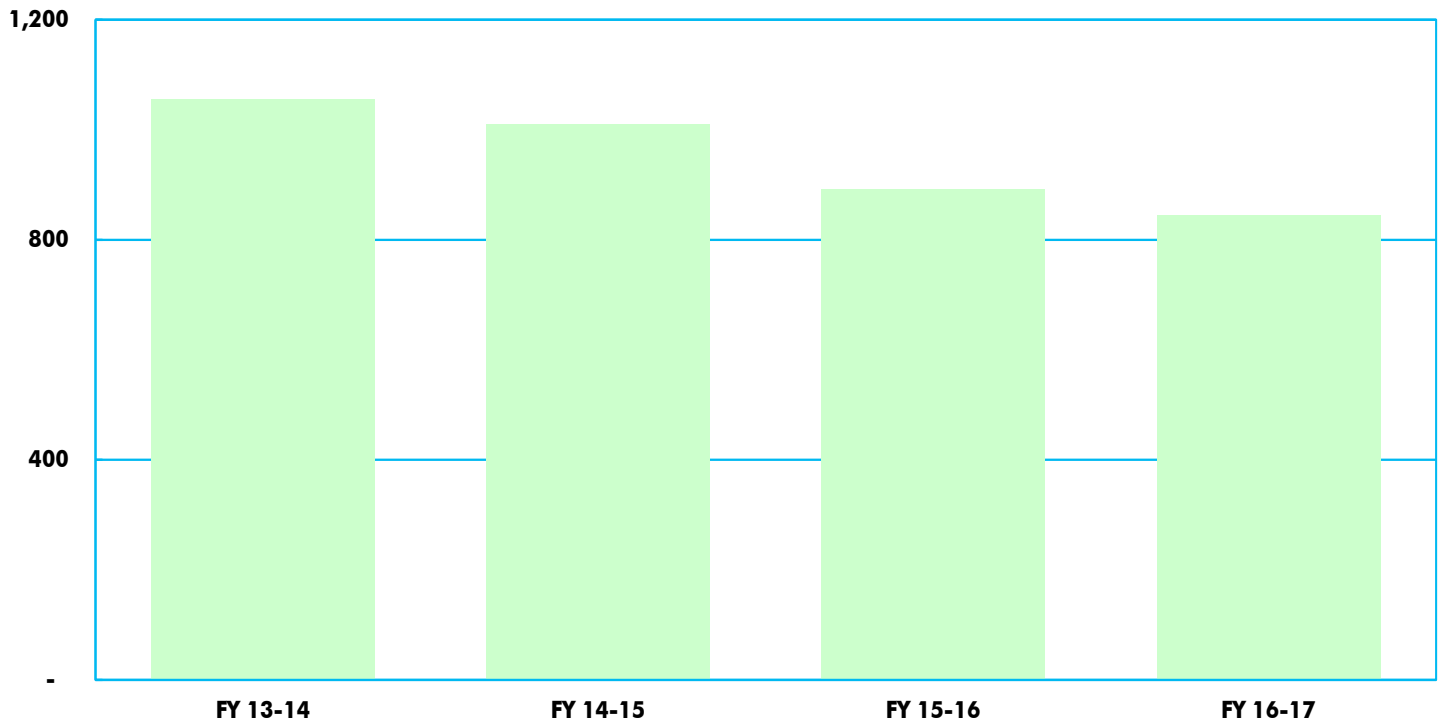
- Continued to issue foster care and adoption assistance payments for both Social Services and Probation, while converting all cases to the new Continuum of Care Reform Phase I rate structure.
- Continued to ensure current and former foster youth received Medi-Cal benefits.
- Expanded use of exemplar reports to increase Work Participation Rates engaging participants in approved activities to ensure timely access to services.
- Increased employment opportunities through collaborative expansion of the Expanded Subsidized Employment program successfully employing more than 20 participants.

#### GOALS FOR FY 2017-18

- Fill all vacant positions with quality staff to support the provision of timely and accurate payments.
- Ensure all Adoption Assistance Program payments are in compliance with State and Federal regulations.
- Ensure the timely and accurate conversion of all foster and group care rate payments under the Continuum of Care Reform Phase 2 rate structure.
- Maximize resources to expand the Family Stabilization program to remove barriers participants face in attaining self-sufficiency.
- Increase collaboration with realtors to expand opportunities for permanent housing for CalWORKs participants through full utilization of the CalWORKs Housing Support Program.

## PERFORMANCE INDICATORS

### Welfare to Work Participants



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5343 Sales Tax distribution of 1991 and 2011 Realignment revenues for state mandated programs.
- Acct. 5541 Federal revenue provided to respond to federally mandated entitlement programs.

### 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

The increase in payments for foster care based on the Continuum of Care Reform rate structures resulted in significant increases in the entitlements, however, these payments are primarily Federal and State funding with minimal impact to the General Fund.



# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825241 - State AFDC	4,853,025	5,238,113	3,677,921	<b>4,587,534</b>	909,613
825341 - State Realignment Hlth Svcs	-	-	-	<b>6,098,516</b>	6,098,516
825343 - Realignment Pub Assist	5,874,122	8,525,735	9,078,966	<b>4,736,419</b>	(4,342,547)
825541 - Federal AFDC	7,923,652	7,444,286	8,680,918	<b>10,082,016</b>	1,401,098
<b>Total Revenues</b>	<b>18,650,798</b>	<b>21,208,134</b>	<b>21,437,805</b>	<b>25,504,485</b>	<b>4,066,680</b>
<b>Other Charges</b>					
863111 - Pub Assistance Pmt	7,360,075	6,836,557	6,733,241	<b>7,462,200</b>	728,959
863115 - Svc Connected Exp	1,537,832	119,473	-	-	-
863122 - Aid Adopted Children	4,731,245	5,020,008	4,472,472	<b>4,814,640</b>	342,168
863125 - Sev Emotionally Disturbed	671	98,779	-	-	-
863127 - Foster Care Payment	7,457,359	10,841,636	12,122,481	<b>14,968,932</b>	2,846,451
<b>Total Other Charges</b>	<b>21,087,182</b>	<b>22,916,453</b>	<b>23,328,194</b>	<b>27,245,772</b>	<b>3,917,578</b>
<b>Total Net Appropriations</b>	<b>21,087,182</b>	<b>22,916,453</b>	<b>23,328,194</b>	<b>27,245,772</b>	<b>3,917,578</b>
<b>Total Net County Cost</b>	<b>2,436,383</b>	<b>1,708,319</b>	<b>1,890,389</b>	<b>1,741,287</b>	<b>(149,102)</b>



## 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. These programs include Public Authority and Quality Assurance. The Public Authority works to provide orientations and caregiver referrals as well as ensuring all required background clearances and processes are followed. Quality Assurance coordinates random case reviews to ensure accuracy and prevent fraud within the program. 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
- Program Integrity
- Public Authority
- Quality Assurance

#### ACCOMPLISHMENTS IN FY 2016-17

- Assisted 1,722 clients in remaining in their homes through support from the In-Home Supportive Services program. These clients provide employment to 1,479 care providers throughout Mendocino County.
- Increased the number of available vehicles to improve staff ability to engage and complete home assessments in effort to continue to ensure supports to the vulnerable members of our community.
- Implemented new case management methods to improve renewal rates and ensure timely client visits.
- Maintained records on 1,479 care providers to ensure compliance with background clearances and orientation requirements.

#### GOALS FOR FY 2017-18

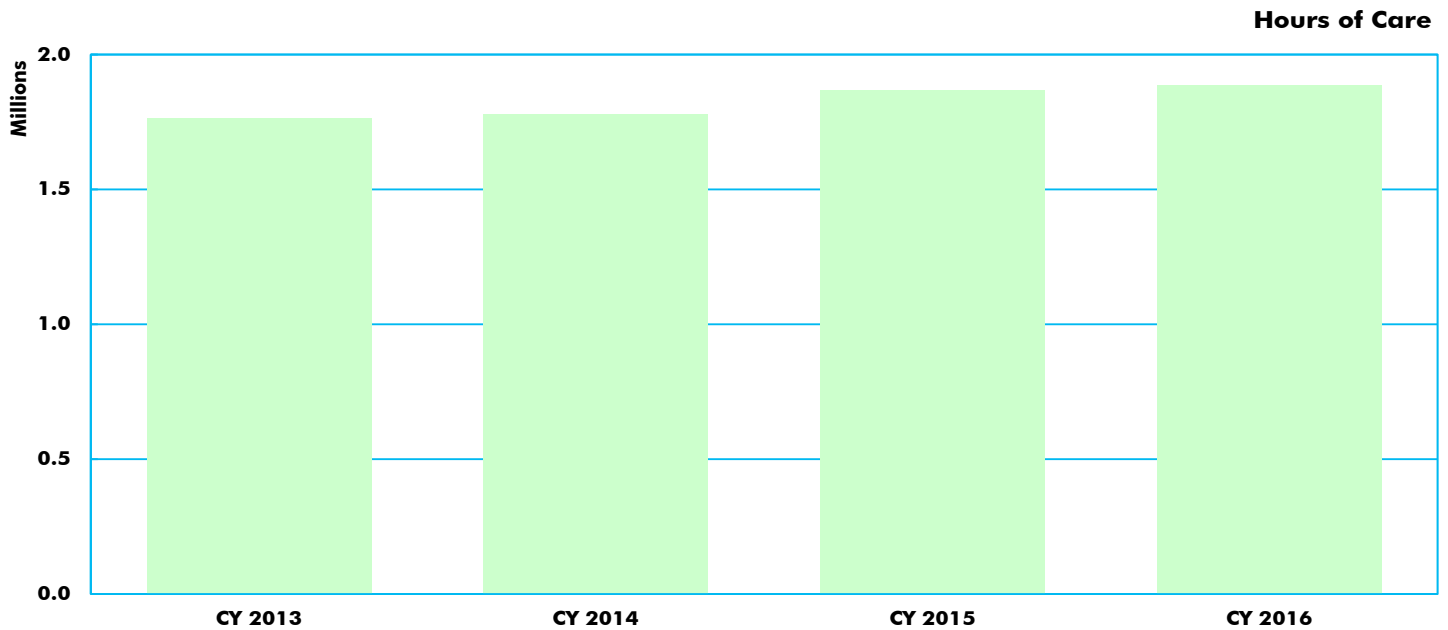
- Maintain renewal rates in excess of the state minimum of 80% to ensure ongoing supports to eligible clients.
- Collaborate with local partners and community members to increase available care providers.
- Increase communication and enhancement efforts to clients and providers through a regular newsletter focusing on IHSS best care practices for providers and clients.
- Evaluate and redesign provider orientation training to increase skill sets and educate providers regarding upcoming changes in regulations.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director

BU 5170 - In-Home Supportive Services

## PERFORMANCE INDICATORS



## 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.

### Services & Supplies

- Acct. 2189 Health benefits for eligible IHSS providers.

### Other Charges

- Acct. 3139 State mandated Maintenance of Effort (MOE).

## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for In-Home Supportive Services includes remodeling work areas to efficiently address current workforce needs. These costs are funded with Non-General Fund dollars.

# 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	
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
825210 - State Welfare Admin	438,668	292,612	173,744	<b>134,490</b>	(39,254)
825343 - Realignment Pub Assist	3,023,994	2,969,882	2,491,877	<b>2,491,877</b>	-
825510 - Federal Welfare Admin	470,694	313,627	167,140	<b>155,290</b>	(11,850)
<b>Total Revenues</b>	<b>3,933,356</b>	<b>3,576,121</b>	<b>2,832,761</b>	<b>2,781,657</b>	<b>(51,104)</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	860,408	782,637	293,000	<b>328,000</b>	35,000
862239 - Spec Dept Exp	-	260,617	-	-	-
<b>Total Services &amp; Supplies</b>	<b>860,408</b>	<b>1,043,254</b>	<b>293,000</b>	<b>328,000</b>	<b>35,000</b>
<b>Other Charges</b>					
863139 - In-Home Supp Svcs	3,701,020	3,802,857	4,019,078	<b>4,087,693</b>	68,615
<b>Total Other Charges</b>	<b>3,701,020</b>	<b>3,802,857</b>	<b>4,019,078</b>	<b>4,087,693</b>	<b>68,615</b>
<b>Total Net Appropriations</b>	<b>4,561,428</b>	<b>4,846,111</b>	<b>4,312,078</b>	<b>4,415,693</b>	<b>103,615</b>
<b>Total Net County Cost</b>	<b>628,072</b>	<b>1,269,990</b>	<b>1,479,317</b>	<b>1,634,036</b>	<b>154,719</b>



BU 5190 - General Assistance

BUDGET UNIT OVERVIEW

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. 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 - BU 5190

GOALS FOR FY 2017-18

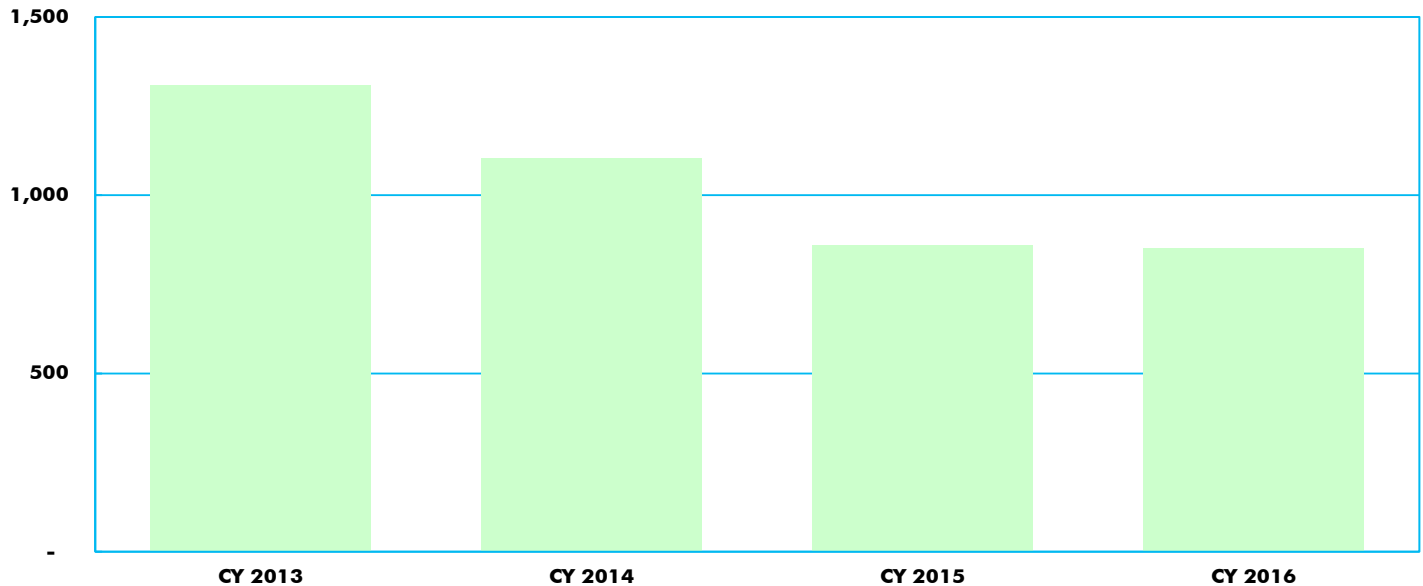
- Continue to expand skills of staff to further assist clients in successful applications for Social Security benefits.
- Complete scanning all case documents to enable an electronic case management record system. This process will expedite access of client records.

ACCOMPLISHMENTS IN FY 2016-17

- Collaborated with local partners and community members to increase employment engagement activities resulting 80 clients gaining employment.
- Increased access to Job Skill classes resulting in expansion of skill sets for participants to obtain additional job opportunities.
- Provided staff training to enhance skills in an effort to increase support to clients when applying for Social Security Disability benefits.
- Completed transition of the General Assistance case management into the C-IV database to ensure accurate and timely issuance of benefits to clients using the Electronic Benefits Transaction cards.

## PERFORMANCE INDICATORS

### Active Caseload



## 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

The budget for the General Assistance program is reduced as a result of increasing Medi-Cal billing related services and supports to offset costs previously paid through the County General Fund.

# HEALTH AND HUMAN SERVICES AGENCY

TAMMY MOSS CHANDLER, Director  
BU 5190 - General Assistance

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Assistance		Activity: General Assistance	
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
822600 - Other Permit	1,764	1,952	-	-	-
827704 - General Relief Refund	40,181	68,626	60,348	<b>55,924</b>	(4,424)
<b>Total Revenues</b>	<b>41,945</b>	<b>70,578</b>	<b>60,348</b>	<b>55,924</b>	<b>(4,424)</b>
<b>Services &amp; Supplies</b>					
862186 - Indigent Burial	32,957	37,821	57,500	<b>51,500</b>	(6,000)
862189 - Prof/Spec Svcs - Other	1,525	1,610	-	-	-
862239 - Spec Dept Expense	9,137	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>43,618</b>	<b>39,431</b>	<b>57,500</b>	<b>51,500</b>	<b>(6,000)</b>
<b>Other Charges</b>					
863112 - Pmt to Private Inst	302,767	318,180	375,395	<b>360,434</b>	(14,961)
863115 - Sercie Connected Expense	-	-	22,500	-	(22,500)
863119 - Supp/Care - Other	115,943	85,647	80,250	<b>85,680</b>	5,430
863124 - GR-SSI-SSP Applicants	108,367	81,748	80,250	<b>85,680</b>	5,430
<b>Total Other Charges</b>	<b>527,077</b>	<b>485,575</b>	<b>558,395</b>	<b>531,794</b>	<b>(26,601)</b>
<b>Total Net Appropriations</b>	<b>570,696</b>	<b>525,006</b>	<b>615,895</b>	<b>583,294</b>	<b>(32,601)</b>
<b>Total Net County Cost</b>	<b>528,750</b>	<b>454,428</b>	<b>555,547</b>	<b>527,370</b>	<b>(28,177)</b>



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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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(13,668,915)	(13,680,293)	(13,528,251)	<b>(13,787,526)</b>	(259,275)
Total Operating Transfers In	(188,596)	(250,978)	(288,209)	<b>(361,867)</b>	(73,658)
<b>Total Revenues</b>	<b>(13,857,511)</b>	<b>(13,931,271)</b>	<b>(13,816,460)</b>	<b>(14,149,393)</b>	<b>(332,933)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,194,050	1,397,567	1,618,969	<b>2,484,483</b>	865,514
Total Services & Supplies	11,894,861	11,754,847	12,979,035	<b>14,179,709</b>	1,200,674
<b>Total Operating Expenditures</b>	<b>13,088,910</b>	<b>13,152,414</b>	<b>14,598,004</b>	<b>16,664,192</b>	<b>2,066,188</b>
Total Intrafund Transfers	-	(100,401)	(223,466)	<b>(944,253)</b>	(720,787)
Total Operating Transfers Out	190,931	250,978	326,068	<b>361,867</b>	35,799
<b>Total Transfers &amp; Reimb.</b>	<b>190,931</b>	<b>150,577</b>	<b>102,602</b>	<b>(582,386)</b>	<b>(684,988)</b>
<b>Total Net Appropriations</b>	<b>13,279,841</b>	<b>13,302,991</b>	<b>14,700,606</b>	<b>16,081,806</b>	<b>1,381,200</b>
<b>NCC/Use of Fund Balance</b>	<b>(577,669)</b>	<b>(628,280)</b>	<b>884,146</b>	<b>1,932,413</b>	<b>1,048,267</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Human Resources	1,322,741	(12,526)	1,310,215
Employee Wellness	361,867	(361,867)	-
<b>Total: General Fund</b>	<b>1,684,608</b>	<b>(374,393)</b>	<b>1,310,215</b>
<b>% of General Fund</b>	<b>0.9%</b>	<b>0.2%</b>	<b>2.3%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Health Insurance	14,397,198	(13,775,000)	622,198
Retirement Insurance	-	-	-
<b>Total: Other Funds</b>	<b>14,397,198</b>	<b>(13,775,000)</b>	<b>622,198</b>
<b>TOTAL: ALL FUNDS</b>	<b>16,081,806</b>	<b>(14,149,393)</b>	<b>1,932,413</b>
<b>% of Total Budget</b>	<b>5.8%</b>	<b>5.4%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Human Resources	10	9	20
Employee Wellness	1	1	1
<b>Total: General Fund</b>	<b>11</b>	<b>10</b>	<b>21</b>
OTHER FUNDS			
Dept. Programs			
Health Insurance	4	3	4
Retirement Insurance	-	-	-
<b>Total: Other Funds</b>	<b>4</b>	<b>3</b>	<b>4</b>
<b>TOTAL: ALL FUNDS</b>	<b>15</b>	<b>13</b>	<b>25</b>

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, 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, as the Equal Opportunity (EEO) Officer, as the 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

### ACCOMPLISHMENTS IN FY 2016-17

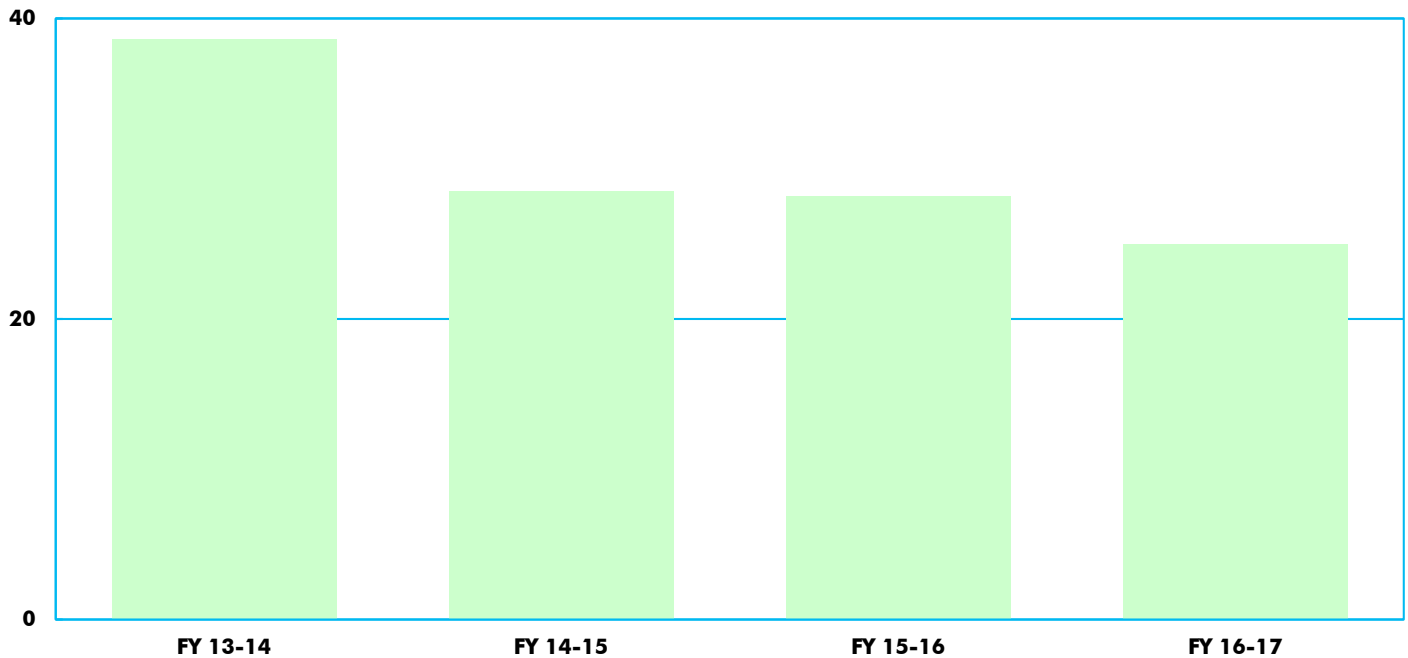
- Implementation of a comprehensive New Employee Orientation.
- Integration of NEOGov and Munis to streamline staffing requests.
- Continued development and expansion of Leadership Initiative activities.
- Updated Human Resources related County policies.
- In calendar year 2016, HR processed 707 staffing requests; conducted 344 recruitments; screened 5,556 employment applications; conducted 344 employment exams; prepared 368 certifications; processed 229 new hires, 175 promotions, 17 demotions, 18 transfers, and 216 terminations; processed 130 Special Request forms, and completed 6 classification studies.

### GOALS FOR FY 2017-18

- Successfully negotiate labor agreements with 8 employee bargaining units.
- Continue to provide meaningful and productive Leadership Initiative activities, and increase employee participation.
- Continue expansion of the NEOGov system with implementation of the electronic certification process and preparation for the performance based employee evaluation program.
- Continue to implement processes to reach the 24-day performance measure goal for recruitment.
- Develop and implement a training program for qualifications appraisal panel members.

## 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

The budget includes costs for 10 FTE positions formerly in Health and Human Services Agency Budget Unit 5020 and additional costs to improve recruitment and retention efforts.

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, Director

BU 1320 - Human Resources

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from					
Prior Year					
<b>Revenues</b>					
826390 - Other Charges	-	-	-	12,526	12,526
827600 - Other Sales	495	80	-	-	-
<b>Total Revenues</b>	<b>495</b>	<b>80</b>	<b>-</b>	<b>12,526</b>	<b>12,526</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	386,525	460,938	540,558	972,079	431,521
861012 - Extra Help	13,088	15,164	12,702	15,000	2,298
861013 - Overtime Reg Emp	45	14	2,051	-	(2,051)
861021 - Co Cont Retirement	95,511	131,536	150,171	312,275	162,104
861022 - Co Cont OASDI	22,566	25,712	31,441	61,975	30,534
861023 - Co Cont Medicare	5,467	6,432	7,433	14,495	7,062
861024 - Co Cont Retire Incr	35,756	55,123	58,298	101,907	43,609
861030 - Co Cont Health Ins	68,629	96,984	108,810	162,926	54,116
861031 - Co Cont Unemp Ins	2,045	1,690	883	610	(273)
861035 - Co Cont Workers Comp	3,780	5,293	4,093	6,092	1,999
<b>Total Salaries &amp; Employee Benefits</b>	<b>633,411</b>	<b>798,886</b>	<b>916,440</b>	<b>1,647,359</b>	<b>730,919</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,764	1,721	1,600	1,800	200
862101 - Insurance - General	1,916	1,887	1,997	2,267	270
862120 - Maint - Equip	637	4,492	-	-	-
862150 - Memberships	7,105	10,180	10,505	10,087	(418)
862170 - Office Expense	27,385	26,150	25,286	25,000	(286)
862185 - Medical & Dental Svcs	-	(70)	-	-	-
862187 - Education & Training	5,669	9,968	15,281	16,000	719
862189 - Prof/Spec Svcs - Other	214,158	451,155	385,641	440,181	54,540
862190 - Publ/Legal Notice	4,831	6,076	50,154	100,000	49,846
862239 - Spec Dept Expense	2,837	7,374	16,286	16,100	(186)
862250 - Trans/Travel	1,073	875	1,390	1,700	310
862253 - Travel Out of County	2,057	6,394	5,500	6,500	1,000
<b>Total Services &amp; Supplies</b>	<b>269,432</b>	<b>526,202</b>	<b>513,640</b>	<b>619,635</b>	<b>105,995</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	-	(100,401)	(223,466)	(944,253)	(720,787)
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>(100,401)</b>	<b>(223,466)</b>	<b>(944,253)</b>	<b>(720,787)</b>
<b>Total Net Appropriations</b>	<b>902,843</b>	<b>1,224,687</b>	<b>1,206,614</b>	<b>1,322,741</b>	<b>116,127</b>
<b>Total Net County Cost</b>	<b>902,348</b>	<b>1,224,607</b>	<b>1,206,614</b>	<b>1,310,215</b>	<b>103,601</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, dental, vision, and prescription drug 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).

#### PROGRAM OVERVIEW

- Health Insurance - BU 0715

#### GOALS FOR FY 2017-18

- 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.
- Continue to effectively monitor and manage medical claim costs.
- Review and improve the County's employee leave tracking program.

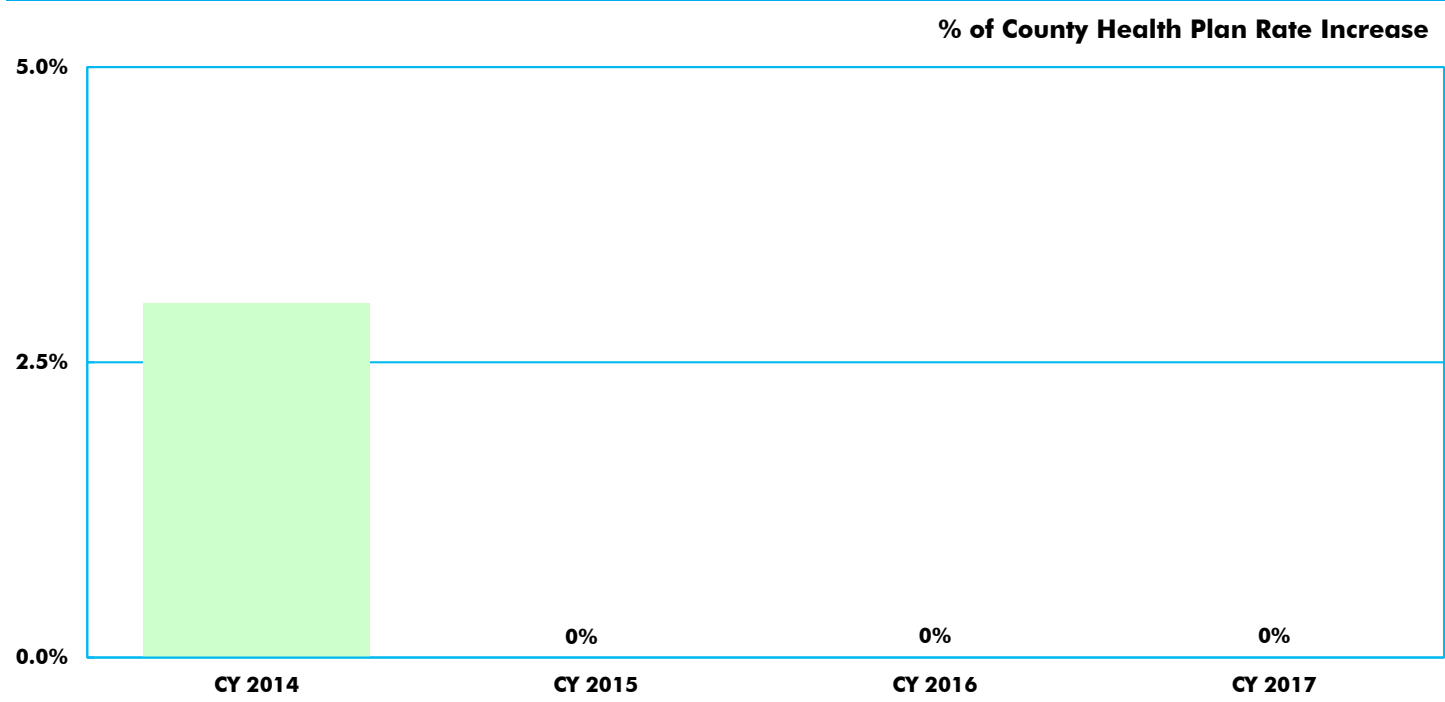
#### ACCOMPLISHMENTS IN FY 2016-17

- Increased the number of employee health benefit training sessions.
- Increased employee participation at annual Open Enrollment events.
- Implemented the Medical Expense Reimbursement Plan (MERP) allowing eligible employees to save money on their health care.
- Successfully prepared and delivered Affordable Care Act forms 1094 and 1095 to County employees and the IRS in compliance with Federal regulations.
- Contracted with AirMedCare Network to include Air Ambulance Services to County employees and their families enrolled in the County's health plan.

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, 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

Budget includes annual estimated increase in medical claims.



# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, Director

BU 0715 - Health Insurance

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 7150 Health Insurance	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	21,103	30,883	28,251	-	(28,251)
826401 - I.S.F. Services	13,595,069	13,649,330	13,500,000	13,775,000	275,000
<b>Total Operating Revenues</b>	<b>13,616,171</b>	<b>13,680,213</b>	<b>13,528,251</b>	<b>13,775,000</b>	<b>246,749</b>
<b>Operating Expenses</b>					
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	292,726	292,619	372,288	417,228	44,940
861013 - Overtime Reg Emp	22	-	-	-	-
861021 - Co Cont Retirement	74,643	-	106,223	123,046	16,823
861022 - Co Cont OASDI	16,314	84,969	20,104	23,711	3,607
861023 - Co Cont Medicare	4,031	16,970	5,112	5,787	675
861024 - Co Cont Retire Incr	29,284	3,969	43,527	43,231	(296)
861030 - Co Cont Health Ins	39,186	36,483	51,445	54,620	3,175
861031 - Co Cont Unemp Ins	1,452	48,323	1,328	222	(1,106)
861035 - Co Cont Workers Comp	-	1,103	-	-	-
<b>Total Salaries &amp; Employee Benefits</b>	<b>457,659</b>	<b>484,436</b>	<b>600,027</b>	<b>667,845</b>	<b>67,818</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	520	400	1,550	1,550	-
862101 - Insurance - General	923,525	846,314	841,836	952,100	110,264
862120 - Maint - Equip	2,277	5,332	59	500	441
862150 - Memberships	-	-	79	250	171
862170 - Office Expense	11,185	9,756	7,000	16,000	9,000
862187 - Education & Training	1,823	4,687	1,200	5,000	3,800
862189 - Prof/Spec Svcs - Other	556,589	572,610	608,277	651,442	43,165
862239 - Spec Dept Expense	9,990,889	9,651,507	10,813,437	11,734,644	921,207
862250 - Trans/Travel	170	174	1,750	1,500	(250)
862253 - Travel Out of County	500	1,132	4,500	4,500	-
<b>Total Services &amp; Supplies</b>	<b>11,487,478</b>	<b>11,091,912</b>	<b>12,279,688</b>	<b>13,367,486</b>	<b>1,087,798</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	190,931	250,978	326,068	361,867	35,799
<b>Total Expend Transfer &amp; Reimb</b>	<b>190,931</b>	<b>250,978</b>	<b>326,068</b>	<b>361,867</b>	<b>35,799</b>
<b>Total Operating Expenses</b>	<b>12,136,068</b>	<b>11,827,326</b>	<b>13,205,783</b>	<b>14,397,198</b>	<b>1,191,415</b>
<b>Operating Income (Loss)</b>	<b>1,480,104</b>	<b>1,852,887</b>	<b>322,468</b>	<b>(622,198)</b>	<b>(944,666)</b>
<b>Change in Net Assets</b>	<b>1,480,104</b>	<b>1,852,887</b>	<b>322,468</b>	<b>(622,198)</b>	<b>(944,666)</b>
<b>Net Assets - Beginning Balance</b>	<b>7,073,201</b>	<b>8,553,305</b>	<b>10,406,192</b>	<b>10,728,660</b>	<b>322,468</b>
<b>Net Assets - Ending Balance</b>	<b>8,553,305</b>	<b>10,406,192</b>	<b>10,728,660</b>	<b>10,106,462</b>	<b>(622,198)</b>

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, Director

BU 0716 - Retirement Health Insurance

## BUDGET OVERVIEW (Previously administered by BU 1320)

The Human Resources Department was charged with administering the Mendocino County Non-Medicare Eligible Retiree self-insured health plan which provides medical, prescription and Wellness coverage. The plan was administered by the Human Resources Department, a medical third party administrator, a prescription drug administrator, and a health plan consultant. The plan terminated on December 31, 2013.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 7160 Retiree Health Insurance	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Operating Revenues</b>					
824100 - Interest	24	-	-	-	-
826401 - I.S.F. Services	52,224	-	-	-	-
827802 - Operating Transfer In	(52,335)	-	-	-	-
<b>Total Operating Revenues</b>	<b>(86)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Income (Loss)</b>	<b>(86)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Change in Net Assets</b>	<b>(86)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets - Beginning Balance</b>	<b>86</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets - Ending Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Wellness Program participation increased 2.9% to 75.5%.
- Flu shot participation increased 5.5% to 20.9%.
- Biometric Screening participation increased 1.3% to 65.6%.
- Countywide Challenge participation increased 4% to 47.9%.

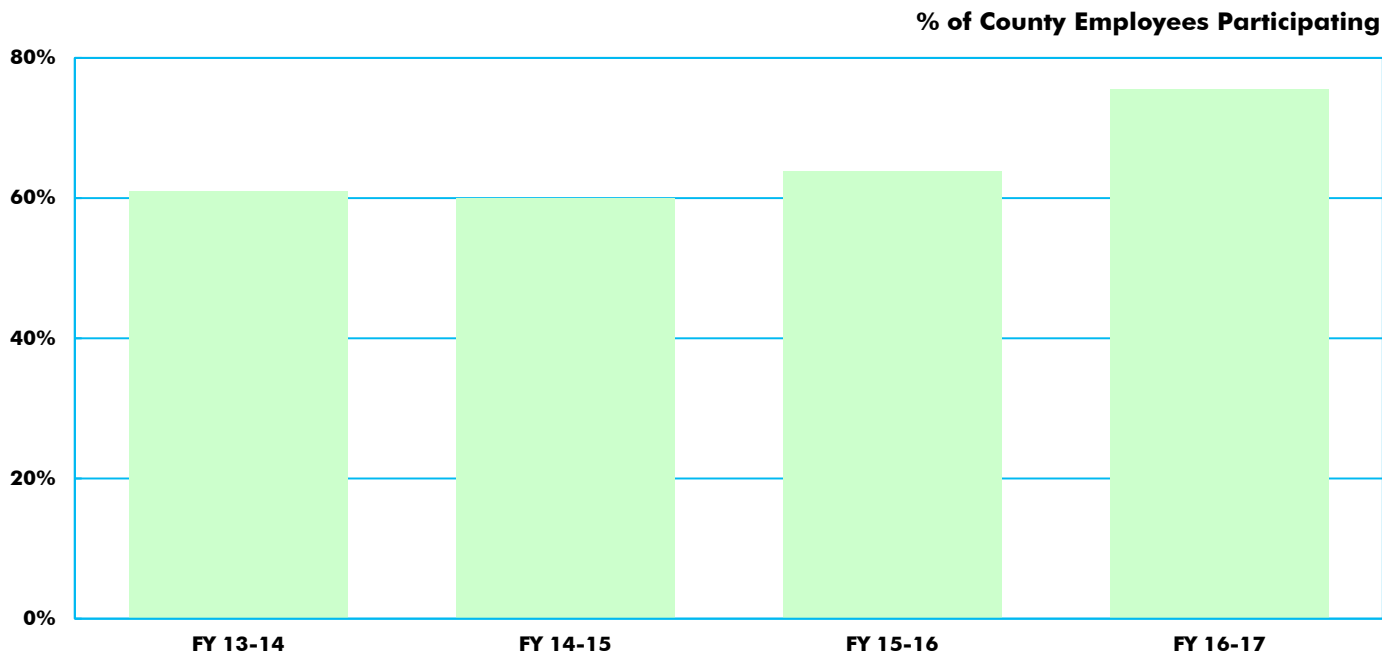
#### GOALS FOR FY 2017-18

- Increase Health Risk Assessment participation.
- Restructure the Employee Wellness Advisory Committee (EWAC) to become a Countywide Wellness Champion Network.
- Assign an employee Wellness Champion to each department to disseminate information, advocate and promote wellness activities.
- Continue to offer on-site training in locations accessible to all employees.
- Transition incentive program to a calendar year basis.

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, 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

Increase in budget due to an increase in Wellness program activity participation.

# HUMAN RESOURCES DEPARTMENT

HEIDI DUNHAM, Director

BU 4025 - Employee Wellness

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation

Activity: Health

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827802 - Oper Transfer In	240,931	250,978	288,209	361,867	73,658
<b>Total Revenues</b>	<b>240,931</b>	<b>250,978</b>	<b>288,209</b>	<b>361,867</b>	<b>73,658</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	61,368	65,986	60,255	103,031	42,776
861013 - Overtime Reg Emp	13	-	-	-	-
861021 - Co Cont Retirement	16,041	19,735	18,138	31,053	12,915
861022 - Co Cont OASDI	3,622	3,880	3,484	6,041	2,557
861023 - Co Cont Medicare	847	907	813	1,413	600
861024 - Co Cont Retire Incr	6,286	8,472	7,279	10,743	3,464
861030 - Co Cont Health Ins	8,948	9,797	11,906	16,921	5,015
861031 - Co Cont Unemp Ins	1,354	1,380	603	55	(548)
861035 - Co Cont Workers Comp	4,499	4,088	24	22	(2)
<b>Total Salaries &amp; Employee Benefits</b>	<b>102,979</b>	<b>114,245</b>	<b>102,502</b>	<b>169,279</b>	<b>66,777</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	154	166	250	300	50
862101 - Insurance - General	1,456	1,039	113	139	26
862120 - Maint - Equip	156	329	200	200	-
862140 - Med Dntl & Lab Supls	706	-	710	710	-
862150 - Membership	695	-	365	365	-
862170 - Office Expense	16,018	11,579	15,500	16,932	1,432
862187 - Education & Training	495	652	250	1,500	1,250
862189 - Prof/Spec Svcs - Other	114,717	119,468	162,469	165,142	2,673
862239 - Spec Dept Expense	1,835	2,448	5,500	5,500	-
862250 - Trans/Travel	926	189	200	800	600
862253 - Travel Out of County	793	863	150	1,000	850
<b>Total Services &amp; Supplies</b>	<b>137,952</b>	<b>136,733</b>	<b>185,707</b>	<b>192,588</b>	<b>6,881</b>
<b>Total Net Appropriations</b>	<b>240,931</b>	<b>250,978</b>	<b>288,209</b>	<b>361,867</b>	<b>73,658</b>
<b>Total Net County Cost</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



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*The mission of the Mendocino County Library is to enrich lives through free and equitable access to materials and programs centered on education, culture, and entertainment.*



## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
<b>Revenues - All Funds</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>	<b>Prior Year</b>
Revenues	(1,805,856)	(1,809,758)	(2,010,858)	<b>(1,975,000)</b>	35,858
Total Operating Transfers In	(1,231,003)	(1,255,598)	(1,255,598)	<b>(1,300,241)</b>	(44,643)
<b>Total Revenues</b>	<b>(3,036,859)</b>	<b>(3,065,356)</b>	<b>(3,266,456)</b>	<b>(3,275,241)</b>	<b>(8,785)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,669,428	1,844,181	1,740,117	<b>2,221,694</b>	481,577
Total Services & Supplies	990,352	888,752	1,064,990	<b>1,360,525</b>	295,535
Total Fixed Assets	34,589	7,633	46,000	-	(46,000)
<b>Total Operating Expenditures</b>	<b>2,694,370</b>	<b>2,740,566</b>	<b>2,851,107</b>	<b>3,582,219</b>	<b>731,112</b>
Total Operating Transfers Out	61,172	-	35,000	<b>140,000</b>	105,000
<b>Total Transfers &amp; Reimb.</b>	<b>61,172</b>	<b>-</b>	<b>35,000</b>	<b>140,000</b>	<b>105,000</b>
<b>Total Net Appropriations</b>	<b>2,755,542</b>	<b>2,740,566</b>	<b>2,886,107</b>	<b>3,722,219</b>	<b>836,112</b>
<b>NCC/Use of Fund Balance</b>	<b>(281,317)</b>	<b>(324,790)</b>	<b>(380,349)</b>	<b>446,978</b>	<b>827,327</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
N/A	-	-	-
<b>Total: General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>% of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
Library	3,722,219	(3,275,241)	446,978
<b>Total: Other Funds</b>	<b>3,722,219</b>	<b>(3,275,241)</b>	<b>446,978</b>
<b>TOTAL: ALL FUNDS</b>	<b>3,722,219</b>	<b>(3,275,241)</b>	<b>446,978</b>
<b>% of Total Budget</b>	<b>1.4%</b>	<b>1.2%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
N/A	-	-	-
<b>Total: General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
Library	29.05	29.05	33.05
<b>Total: Other Funds</b>	<b>29.05</b>	<b>29.05</b>	<b>33.05</b>
<b>TOTAL: ALL FUNDS</b>	<b>29.05</b>	<b>29.05</b>	<b>33.05</b>



## BU 6110 - Library

### DEPARTMENT OVERVIEW

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

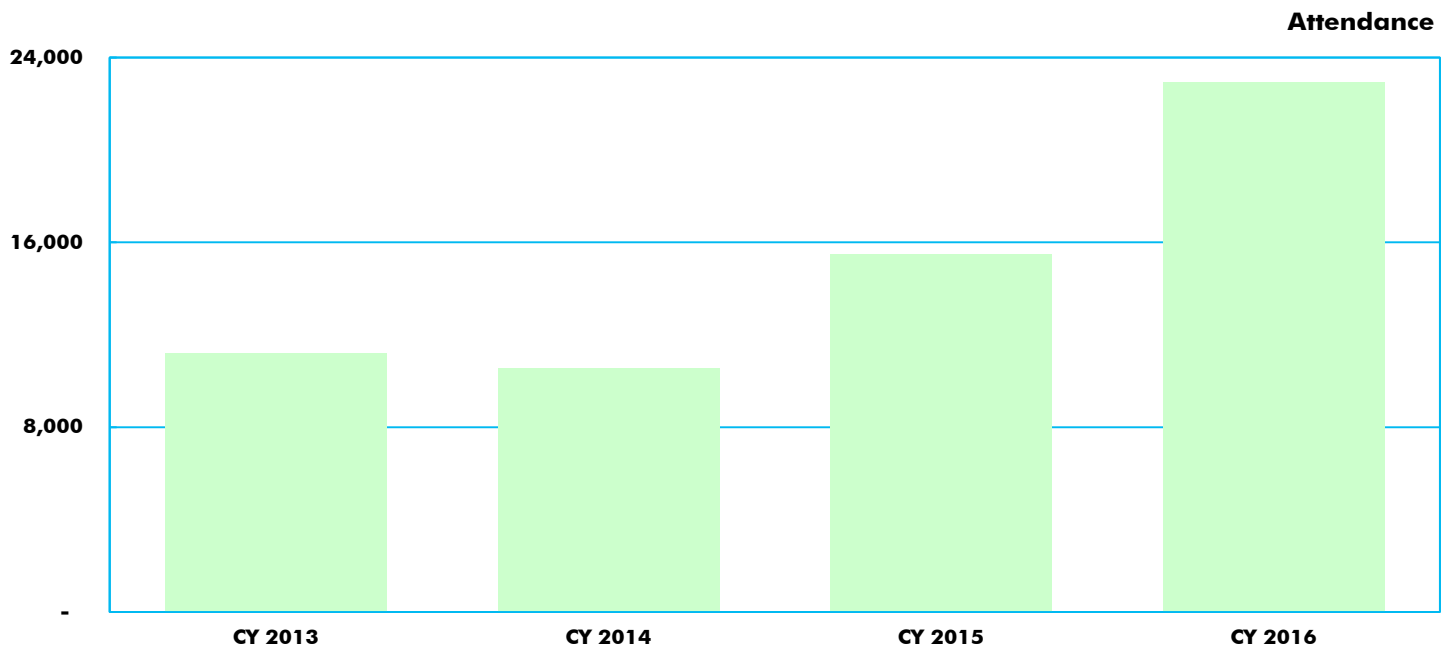
#### ACCOMPLISHMENTS IN FY 2016-17

- Created first New Book Festival to provide popular titles instantly to the community: next one in fall.
- Initiated the 1,000 Books before Kindergarten program Countywide at all branches and the bookmobile.
- Initiated Countywide Seed Libraries at all branches & bookmobile to provide seed sharing throughout our community.
- Continued increasing programming and outreach at all Library branches.

#### GOALS FOR FY 2017-18

- Complete the update of the County Library website that will provide better service, information and outcome for patrons.
- Strengthen Library collection through updating and replacing collections at each branch and being current with literature and multi-media trends.
- Focus on outreach and bringing the Library to all of Mendocino County
- Begin process of developing a strategic plan for the Library.
- Engage in robust staff recruitment program to provide quality library services throughout Mendocino County.

## PERFORMANCE INDICATORS



## 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 &amp; Supplies

- Acct. 2189 Material delivery, circulation and catalog system, Information Services reimbursement, and security guard.
- Acct. 2194 A-87 Costs.
- Acct. 2210 Rent for Round Valley Branch Library.
- Acct. 2239 Library materials, books, periodicals, downloadable materials, digital databases, and program expenses.
- Acct. 2253 Transportation out of county for training, conferences and meetings.

## Expenditure Transfer &amp; Reimbursement

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

## CHANGES IN BUDGET FROM PRIOR YEAR

There are two major changes in the Library's budget for FY 2017-18. The first is an increase in *Salaries and Benefits* by approximately \$275,000. The second increase is to *Professional and Special Services* which is increased by \$55,000. The library pays for delivery services to Northnet, and there is a known increase of 7.5% this year.

BUDGET UNIT DETAIL Schedule 9			Function: Education		Activity: Library Services	
Fund: 1205 County Library	2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues						
821500 - Sales & Use Tax	1,722,748	1,738,996	1,927,128	1,900,000	(27,128)	
824100 - Interest	5,156	7,268	15,000	12,000	(3,000)	
826370 - Library Services	62,227	47,961	56,730	50,000	(6,730)	
827400 - Prior Year Revenue	-	61	-	-	-	
827600 - Other Sales	7,665	7,328	8,000	8,000	-	
827700 - Other	626	5	-	-	-	
827707 - Donation	4,700	8,139	4,000	5,000	1,000	
827801 - Grant Revenue	2,735	-	-	-	-	
827802 - Oper Transfer In	1,231,003	1,255,598	1,255,598	1,300,241	44,643	
Total Revenues	3,036,859	3,065,356	3,266,456	3,275,241	8,785	
Salaries & Employee Benefits						
861011 - Regular Employees	983,070	1,111,283	1,024,996	1,332,924	307,928	
861012 - Extra Help	49,206	44,691	84,375	80,000	(4,375)	
861013 - Overtime Reg Emp	21,810	13,417	14,847	20,000	5,153	
861021 - Co Cont Retirement	216,757	259,518	240,592	326,369	85,777	
861022 - Co Cont OASDI	51,951	57,390	52,241	67,283	15,042	
861023 - Co Cont Medicare	14,590	16,296	15,828	18,663	2,835	
861024 - Co Cont Retire Incr	80,658	102,167	88,856	101,247	12,391	
861030 - Co Cont Health Ins	183,151	171,560	161,963	216,388	54,425	
861031 - Co Cont Unemp Ins	15,138	13,090	10,972	7,656	(3,316)	
861035 - Co Cont Workers Comp	53,098	54,769	45,447	51,164	5,717	
Total Salaries & Employee Benefits	1,669,428	1,844,181	1,740,117	2,221,694	481,577	
Services & Supplies						
862060 - Communications	21,392	18,535	12,000	20,000	8,000	
862090 - Household Expense	44,244	45,129	45,000	59,520	14,520	
862101 - Insurance - General	19,637	19,424	20,521	20,779	258	
862120 - Maint - Equip	10,212	7,609	5,000	10,000	5,000	
862130 - Maint - Strc/Impr/Grnds	47,855	44,446	45,000	44,000	(1,000)	
862150 - Memberships	2,602	2,781	1,250	3,000	1,750	
862170 - Office Expense	34,768	35,490	35,000	40,000	5,000	
862185 - Medical/Dental Svcs	1,364	1,795	1,750	1,500	(250)	
862187 - Education & Training	4,062	721	5,000	10,000	5,000	
862189 - Prof/Spec Svcs - Other	170,031	160,476	130,000	215,000	85,000	
862190 - Publ/Legal Notice	5,220	714	2,000	2,000	-	
862194 - A-87 Costs	181,035	151,533	230,869	243,126	12,257	
862210 - Rents &Leases - Bldg Grnds	21,600	21,600	21,600	21,600	-	
862230 - Info Tech Equip	40,483	29,382	10,000	15,000	5,000	
862239 - Spec Dept Expense	299,303	261,835	400,000	550,000	150,000	
862250 - Trans/Travel	18,930	14,934	25,000	25,000	-	
862253 - Travel Out of County	8,964	10,256	5,000	10,000	5,000	
862260 - Utilities	58,650	62,092	70,000	70,000	-	
Total Services & Supplies	990,352	888,752	1,064,990	1,360,525	295,535	

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Education		Activity: Library Services	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Fixed Assets</b>					
864370 - Equipment	34,589	7,633	46,000	-	(46,000)
<b>Total Fixed Assets</b>	<b>34,589</b>	<b>7,633</b>	<b>46,000</b>	<b>-</b>	<b>(46,000)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	61,172	-	35,000	140,000	105,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>61,172</b>	<b>-</b>	<b>35,000</b>	<b>140,000</b>	<b>105,000</b>
<b>Total Net Appropriations</b>	<b>2,755,542</b>	<b>2,740,566</b>	<b>2,886,107</b>	<b>3,722,219</b>	<b>836,112</b>
<b>Total Fund Balance Contribution</b>	<b>(281,317)</b>	<b>(324,790)</b>	<b>(380,349)</b>	<b>446,978</b>	<b>827,327</b>



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*The mission of the Mendocino County Museum is to "Tell the Story" of the people and places in Mendocino County by preserving the heritage and history of local communities and the region, and presenting that heritage through a public museum, archives, educational programs and events, and grassroots publications.*



## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(134,531)	(110,491)	(11,256)	(9,432)	1,824
Total Operating Transfers In	-	-	(6,787)	-	6,787
<b>Total Revenues</b>	<b>(134,531)</b>	<b>(110,491)</b>	<b>(18,042)</b>	<b>(9,432)</b>	<b>8,610</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	326,178	344,558	351,620	449,936	98,316
Total Services & Supplies	216,694	228,182	197,120	210,740	13,620
<b>Total Operating Expenditures</b>	<b>542,871</b>	<b>572,740</b>	<b>548,740</b>	<b>660,676</b>	<b>111,936</b>
<b>Total Net Appropriations</b>	<b>542,871</b>	<b>572,740</b>	<b>548,740</b>	<b>660,676</b>	<b>111,936</b>
<b>NCC/Use of Fund Balance</b>	<b>408,340</b>	<b>462,249</b>	<b>530,698</b>	<b>651,244</b>	<b>120,546</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Museum	660,676	(9,432)	651,244
<b>Total: General Fund</b>	<b>660,676</b>	<b>(9,432)</b>	<b>651,244</b>
<b>% of General Fund</b>	<b>0.3%</b>	<b>0.0%</b>	<b>1.1%</b>
<b>OTHER FUNDS</b>	<b>Approps.</b>	<b>Revenues</b>	<b>Use of FBA</b>
Museum Special Projects	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>660,676</b>	<b>(9,432)</b>	<b>651,244</b>
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
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>			
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>



## BU 7110 - Museum

### DEPARTMENT OVERVIEW

The goal of the Mendocino County Museum is to discover history and "Tell the Story" of the people and places of Mendocino County by preserving the history of local communities and the region, and presenting that heritage through a public museum, archives, educational programs and events, and grassroots publications. Staff provides diverse services ranging from coordinating and crafting short-term and long-term exhibits, hosting educational and entertaining events, guiding school and tour groups, coordinating activities with Roots of Motive Power and Mendocino College, running the Museum Gift Shop, and managing the artifact and archive collections 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.

### PROGRAM OVERVIEW

- Museum - BU 7110

### GOALS FOR FY 2017-18

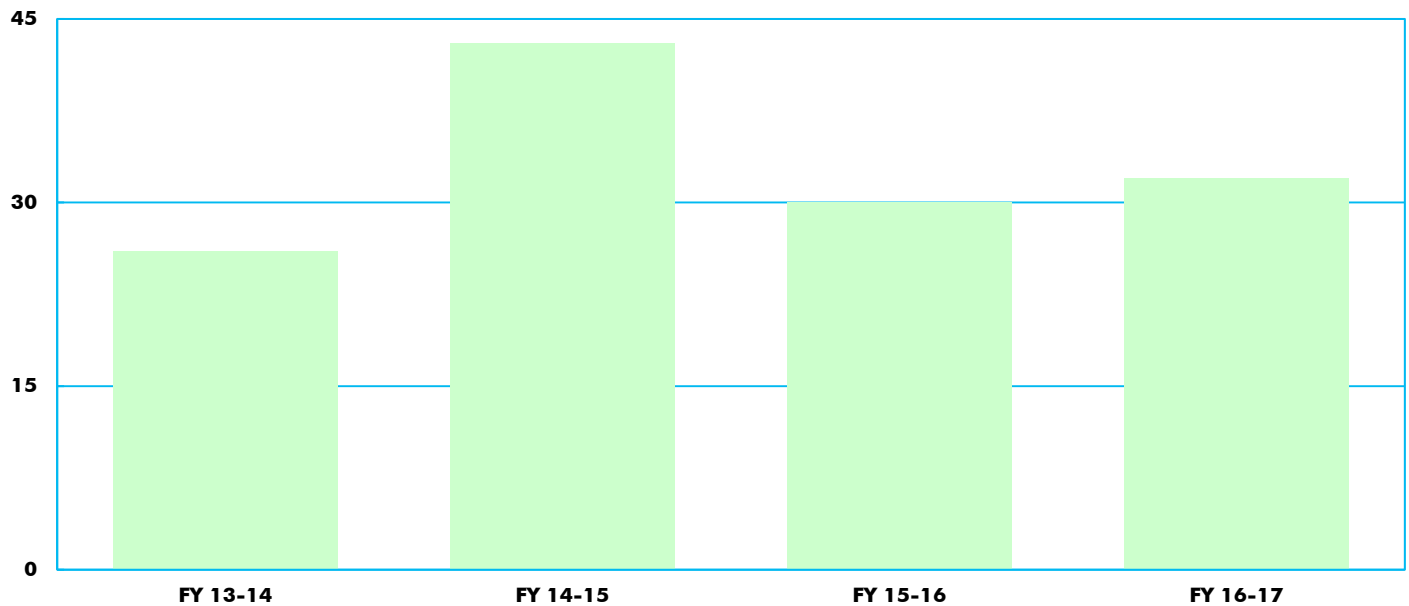
- Complete remediation, restoration, and furnishing of Artifact/Archive Storage Building; relocate all Museum's collections into organized, environmentally-controlled space.
- Complete specialized conservation treatment of textile and leather collections and re-house and locate in a separate environmentally-controlled space within storage building.
- Resume project to inventory, clean, and rehouse all artifacts documenting them in Past Perfect museum software and re-locating into the completed Artifact/Archive building.
- Maintain comprehensive and ongoing pest management program to protect collections.
- Refurbish one major ongoing exhibit each year, cleaning, checking for stability, updating signage, and rearranging.
- Develop monograph on Museum's artifact collections and update monograph on Museum's archival holdings.

### ACCOMPLISHMENTS IN FY 2016-17

- Mold remediation and reconstruction and roof replacement occurred in three stages, encompassing the Education Wing, Main Building, and Artifacts/Archives Building; Museum was closed June through October 2016.
- Entire textile collection was inventoried, inspected, and prepared for specialized conservation treatment.
- Veterans Memorial Bench was funded and installed by Mendocino County Veterans Groups; dedicated in November 2016.
- *Second Shift: 100 Years of Housework in Mendocino County* exhibit opened in November 2016; associated programming in 2017.
- Fourth Season of *Mendocino County Museum Road Show* held in April 2017; six shows in five venues around the County.
- Education Day 2017 in April focused on Second Shift exhibit; featured hands-on household chores.
- *Main Street Then & Now* exhibit opened June 2017 depicting Willits Main Street over the past century.

## PERFORMANCE INDICATORS

## Days of Museum Programming



## SUMMARY OF MAJOR ACCOUNTS

## Revenues

Acct. 4200 Provides funding from Mendocino College for classroom rentals.

## Services &amp; Supplies

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

Major contract for specialized conservation treatment services for Museum textile and leather collections.

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Recreation & Culture			Activity: Culture
<b>Fund: 1100 County General</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
824200 - Rent/Concession	9,312	9,432	9,432	<b>9,432</b>	-
<b>Total Revenues</b>	<b>9,312</b>	<b>9,432</b>	<b>9,432</b>	<b>9,432</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	170,723	180,119	174,005	<b>232,628</b>	58,623
861012 - Extra Help	45,291	37,572	60,022	<b>73,282</b>	13,260
861013 - Overtime Reg Emp	3,441	3,017	1,500	-	(1,500)
861021 - Co Cont Retirement	42,948	51,960	50,043	<b>68,689</b>	18,646
861022 - Co Cont OASDI	10,025	10,683	10,257	<b>13,404</b>	3,147
861023 - Co Cont Medicare	3,033	3,043	4,223	<b>3,135</b>	(1,088)
861024 - Co Cont Retire Incr	15,318	20,183	18,616	<b>20,984</b>	2,368
861030 - Co Cont Health Ins	31,024	31,915	30,139	<b>36,088</b>	5,949
861031 - Co Cont Unemp Ins	2,531	3,714	2,560	<b>1,330</b>	(1,230)
861035 - Co Cont Workers Comp	1,844	2,352	255	<b>396</b>	141
<b>Total Salaries &amp; Employee Benefits</b>	<b>326,178</b>	<b>344,558</b>	<b>351,620</b>	<b>449,936</b>	<b>98,316</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	6,753	3,689	3,300	<b>3,500</b>	200
862090 - Household Expense	4,121	11,506	6,000	<b>8,000</b>	2,000
862101 - Insurance - General	17,955	18,009	16,718	<b>19,289</b>	2,571
862170 - Office Expense	10,619	4,820	12,000	<b>7,000</b>	(5,000)
862189 - Prof/Spec Svcs - Other	28,933	40,976	114,000	<b>136,000</b>	22,000
862200 - Rent/Lease - Equip	-	432	-	-	-
862239 - Spec Dept Expense	120	168	1,000	-	(1,000)
862250 - Trans/Travel	1,407	1,544	1,600	<b>1,951</b>	351
862253 - Travel Out of County	255	356	5,000	-	(5,000)
862260 - Utilities	27,668	30,492	36,000	<b>35,000</b>	(1,000)
<b>Total Services &amp; Supplies</b>	<b>97,831</b>	<b>111,992</b>	<b>195,618</b>	<b>210,740</b>	<b>15,122</b>
<b>Total Net Appropriations</b>	<b>424,009</b>	<b>456,550</b>	<b>547,238</b>	<b>660,676</b>	<b>113,438</b>
<b>Total Net County Cost</b>	<b>414,697</b>	<b>447,118</b>	<b>537,806</b>	<b>651,244</b>	<b>113,438</b>

## BUDGET UNIT OVERVIEW

Budget Unit 7112 - Museum Special Projects - was established to collect donations, admission fees, interest from endowments and trusts, Museum Shop income, earnings from Grassroots Publications, and revenue from Mendocino County Museum events. All funds in this budget unit are non-tax-derived and dedicated to supporting public programming at the Museum, particularly in the areas of Education, Exhibits and Events.

Donations cannot be used other than as detailed by estate plans and other donor stipulations. The original 1972 agreement for the Mendocino County Museum and the County stipulates that income generated through admissions, sales, fund-raising and donations is to be retained by the Museum specifically for Museum projects and programs to serve the public.

The State Controller's office requires a Schedule 9 be included in the budget book for three consecutive years of inactivity.

## CHANGES IN BUDGET FROM PRIOR YEAR

Use of this budget unit was discontinued in FY 2016-17. Responsibility for both external income from admissions, Museum store retail sales, fee and ticket revenues, and donations, and associated expenses for education, events, and exhibits, was transferred to the nonprofit Mendocino Museum Community Partners at the beginning of July 2016. Carry-over of the prior year fund balance and close-out activity occurred during this year with the result that, at the end of June 2017, the account has been zeroed out.

BUDGET UNIT DETAIL Schedule 9		Function: Recreation & Culture			Activity: Culture
Fund: 1215 Museum Spec Projects	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	44	9	(30)	-	30
827600 - Other Sales	124,175	15,000	1,854	-	(1,854)
827707 - Donation	1,000	86,050	-	-	-
827802 - Oper Transfer In	-	-	6,787	-	(6,787)
<b>Total Revenues</b>	<b>125,219</b>	<b>101,059</b>	<b>8,610</b>	<b>-</b>	<b>(8,610)</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	118,048	112,492	1,502	-	(1,502)
862250 - Trans/Travel	-	851	-	-	-
862253 - Travel Out of County	814	2,847	-	-	-
<b>Total Services &amp; Supplies</b>	<b>118,863</b>	<b>116,190</b>	<b>1,502</b>	<b>-</b>	<b>(1,502)</b>
<b>Total Net Appropriations</b>	<b>118,863</b>	<b>116,190</b>	<b>1,502</b>	<b>-</b>	<b>(1,502)</b>
<b>Total Fund Balance Contribution</b>	<b>(6,356)</b>	<b>15,131</b>	<b>(7,108)</b>	<b>-</b>	<b>7,108</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.*



## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(4,064,084)	(3,636,859)	(4,901,521)	(5,216,849)	(315,328)
Total Operating Transfers In	(177,103)	9,021	(306,286)	(16,000)	290,286
<b>Total Revenues</b>	<b>(4,241,187)</b>	<b>(3,627,838)</b>	<b>(5,207,807)</b>	<b>(5,232,849)</b>	<b>(25,042)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,723,672	2,973,431	3,345,570	3,933,381	587,811
Total Services & Supplies	2,711,199	3,180,405	4,401,135	3,693,909	(707,226)
Total Fixed Assets	36,031	10,923	-	-	-
<b>Total Operating Expenditures</b>	<b>5,470,901</b>	<b>6,164,759</b>	<b>7,746,705</b>	<b>7,627,290</b>	<b>(119,415)</b>
Total Intrafund Transfers	-	-	(35,000)	-	35,000
Total Operating Transfers Out	177,103	306,153	34,750	65,750	31,000
<b>Total Transfers &amp; Reimb.</b>	<b>177,103</b>	<b>306,153</b>	<b>(250)</b>	<b>65,750</b>	<b>66,000</b>
<b>Total Net Appropriations</b>	<b>5,648,004</b>	<b>6,470,912</b>	<b>7,746,455</b>	<b>7,693,040</b>	<b>(53,415)</b>
<b>NCC/Use of Fund Balance</b>	<b>1,406,817</b>	<b>2,843,074</b>	<b>2,538,648</b>	<b>2,460,191</b>	<b>(78,457)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Economic Development	629,914	-	629,914
Planning & Bldg Services	4,859,973	(3,138,779)	1,721,194
<b>Total: General Fund</b>	<b>5,489,887</b>	<b>(3,138,779)</b>	<b>2,351,108</b>
<b>% of General Fund</b>	<b>2.8%</b>	<b>1.6%</b>	<b>4.0%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Fish & Game Commission	59,953	(35,320)	24,633
CDBG	1,830,200	(1,830,200)	-
CDBG-Program Income	130,000	(130,000)	-
Workforce Investment Act	-	-	-
Plan & Bldg-Special Fund	183,000	(98,550)	84,450
<b>Total: Other Funds</b>	<b>2,203,153</b>	<b>(2,094,070)</b>	<b>109,083</b>
<b>TOTAL: ALL FUNDS</b>	<b>7,693,040</b>	<b>(5,232,849)</b>	<b>2,460,191</b>
<b>% of Total Budget</b>	<b>2.8%</b>	<b>2.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Planning & Bldg Services	41	40	43
<b>Total: General Fund</b>	<b>41</b>	<b>40</b>	<b>43</b>
OTHER FUNDS			
Dept. Programs			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>41</b>	<b>40</b>	<b>43</b>

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim 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 workforce development.

The Department prepares, updates, and implements plans and regulations which guide and shape local development. These include the County General Plan, Comprehensive Airport Land Use Plans, zoning, building, and subdivision ordinances. The Department is also responsible for surface mining activities.

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. Additional services include the assignment of parcel addresses, preparation of mapping products, and population census information.

The Department also provides staff support for the Workforce Development Board (WDB) that oversees Workforce Innovation and Opportunity Act (WIOA) programs, preparing participants for the labor force.

### PROGRAM OVERVIEW

- Community Development Block Grant - Grant 0402
- Comm Developmnt 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
- Workforce Investment Act - Grant 0413

### ACCOMPLISHMENTS IN FY 2016-17

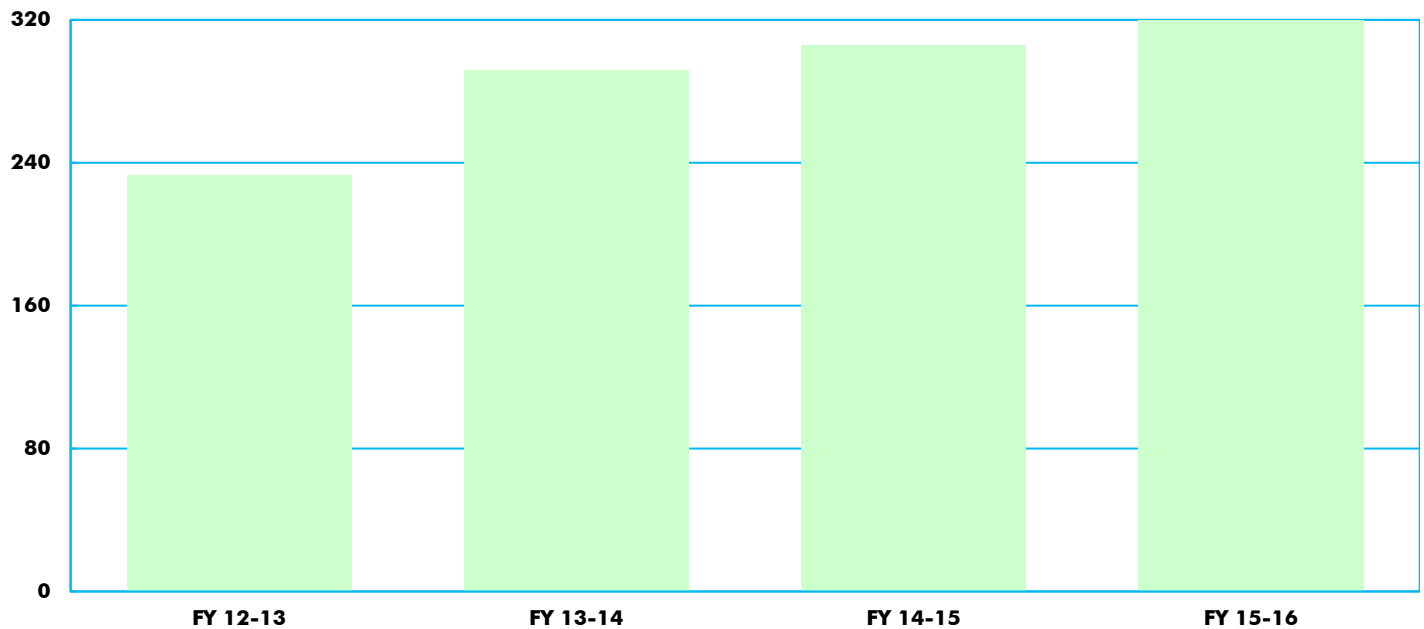
- Adopted two new ordinances related to the 2016 Building Codes and Property Addresses.
- Adopted the Medical Cannabis Cultivation Regulations (MCCR) and amended County Code Chapter 20.242; updated Williamson Act Policies and Procedures to be compatible with the MCCR.
- Streamlined the Planning Division fee schedule and consolidated 360 fees into 47 fees.
- Expanded web portal to allow licensed contractors to schedule inspection online for permits issued.
- Continued focused effort to close backlogged code enforcement cases while addressing new issues.

### GOALS FOR FY 2017-18

- Clarify and simplify the Building Division fee schedule.
- Begin issuing re-roofs, electrical, and other over-the-counter permits online.
- Continue focused effort to close backlogged code enforcement cases while addressing new issues.
- Continue digital archiving of accumulated building permits, blueprints, planning application files, project plans, and administrative records.
- Implement Board of Supervisors approved Planning Division Work Plan.

## PERFORMANCE INDICATORS

### Planning Applications (excludes Business Licenses)



## 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 to offset the cost of Workforce Development staffing, and 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, plancheck 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 expenditures for municipal advisory councils, permit/project refunds, abatement of nuisance properties, field staff kits, recruitment advertising, and furniture replacement.

### Transfers

Acct. 5380	Reimbursement from CDBG program for the cost of administering the program.
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## CHANGES IN BUDGET FROM PRIOR YEAR

The budget for Planning and Building Services includes an expected revenue increase due to the updated Planning Fee Schedule, and anticipated increase in cannabis related activities.

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 2851 - Planning and Building Services

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Other Protection
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
822250 - Mobile Hm Setup Fee	13,873	10,539	9,800	10,745	945
822300 - Constr Permit	740,064	677,395	780,916	982,758	201,842
822500 - Zoning Permit	57,342	44,688	42,161	320,670	278,509
822600 - Other Permit	9,991	11,535	8,693	47,647	38,954
822605 - Variance/Use Permit	94,242	82,538	65,900	435,802	369,902
822609 - Coastal Zone Permit	83,052	86,106	86,809	136,650	49,841
823300 - Forfeiture & Penalty	94,876	64,209	58,904	100,004	41,100
825490 - State Other	-	2,800	-	-	-
825810 - Other Govt Aid	-	-	-	216,000	216,000
826180 - Planning/Engineering	56,159	54,468	93,952	105,358	11,406
826184 - Environ Impact Report	1,420	2,840	-	-	-
826185 - General Plan Amend	8,068	-	2,689	16,046	13,357
826186 - Other Permit Fee	58,224	85,898	26,677	48,848	22,171
826187 - Abandoned Veh Abate	923	22,713	31,300	36,272	4,972
826188 - Gen Plan Maint	182,807	153,998	230,849	326,599	95,750
826390 - Other Charges	332,629	354,197	701,952	333,870	(368,082)
827400 - Prior Year Revenue	-	12	-	-	-
827600 - Other Sales	4,561	7,660	3,156	5,510	2,354
827700 - Other	-	12	-	-	-
827802 - Operating Transfer In	-	(9,021)	10,000	16,000	6,000
<b>Total Revenues</b>	<b>1,738,230</b>	<b>1,652,587</b>	<b>2,153,758</b>	<b>3,138,779</b>	<b>985,021</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,672,039	1,800,911	2,040,567	2,287,365	246,798
861012 - Extra Help	15,167	23,571	35,420	50,586	15,166
861013 - Overtime Reg Emp	6,988	2,848	6,073	-	(6,073)
861021 - Co Cont Retirement	413,179	483,747	552,281	645,242	92,961
861022 - Co Cont OASDI	99,062	106,816	121,324	128,706	7,382
861023 - Co Cont Medicare	23,388	25,323	28,887	129,146	100,259
861024 - Co Cont Retire Incr	149,647	191,892	203,321	221,950	18,629
861030 - Co Cont Health Ins	240,524	236,380	280,008	399,366	119,358
861031 - Co Cont Unemp Ins	7,526	4,886	6,684	5,123	(1,561)
861035 - Co Cont Workers Comp	96,153	97,057	71,005	65,897	(5,108)
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,723,672</b>	<b>2,973,431</b>	<b>3,345,570</b>	<b>3,933,381</b>	<b>587,811</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	8,845	25,018	8,714	7,800	(914)
862101 - Insurance - General	77,763	59,095	26,995	69,018	42,023
862120 - Maint - Equip	30,225	27,160	45,000	38,500	(6,500)
862150 - Memberships	1,777	1,725	1,987	3,000	1,013
862170 - Office Expense	79,701	80,387	51,000	53,045	2,045
862187 - Education & Training	4,660	8,578	12,750	41,500	28,750
862189 - Prof/Spec Svcs - Other	156,947	455,930	524,655	517,000	(7,655)
862190 - Publ/Legal Notice	21,316	17,102	14,000	15,750	1,750
862210 - Rent/Lease - Bldg Grnds	2,950	-	1,200	1,200	-

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 2851 - Planning and Building Services

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Protection		Activity: Other Protection	
	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>
862230 - Info Tech Equip	7,069	-	5,400	<b>8,400</b>	3,000
862239 - Spec Dept Expense	171,987	18,215	75,000	<b>100,129</b>	25,129
862250 - Trans/Travel	52,994	51,148	51,005	<b>55,500</b>	4,495
862253 - Travel Out of County	13,933	6,243	12,000	<b>15,750</b>	3,750
<b>Total Services &amp; Supplies</b>	<b>630,167</b>	<b>750,601</b>	<b>829,706</b>	<b>926,592</b>	<b>96,886</b>
<b>Fixed Assets</b>					
864370 - Equipment	23,172	-	-	-	-
<b>Total Fixed Assets</b>	<b>23,172</b>	-	-	-	-
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfers	-	-	(35,000)	-	35,000
865802 - Oper Transfer Out	177,103	-	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>177,103</b>	-	<b>(35,000)</b>	-	<b>35,000</b>
<b>Total Net Appropriations</b>	<b>3,554,114</b>	<b>3,724,032</b>	<b>4,140,276</b>	<b>4,859,973</b>	<b>719,697</b>
<b>Total Net County Cost</b>	<b>1,815,884</b>	<b>2,071,445</b>	<b>1,986,518</b>	<b>1,721,194</b>	<b>(265,324)</b>

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director



## BU 0402 - Community Development Block Grant

### GRANT OVERVIEW (Administered in BU 2851)

The Community Development Block Grant (CDBG) Program is funded by the Federal Department of Housing & Urban Development (HUD). The County accesses CDBG grants on a competitive basis through the State Department of Housing & Community Development (HCD).

Recent activities the County has successfully funded through CDBG include: 1) Business loan program, which provides gap financing (loans) in conjunction with other financial sources, to retain or expand businesses and subsequently create or retain jobs; 2) Microenterprise (small business) training to individuals or businesses; 3) Special studies related to economic development and housing; 4) Housing rehabilitation; and 5) Home-buyer assistance.

The County's CDBG Program is administered by Planning and Building Services through multiple sub-recipients such as the Community Development Commission of Mendocino County (CDC).

### GRANT INFORMATION

- Grant Inception Date: Multiple
- Current Grant Period: January 23, 2013 - March 31, 2018
- Source of Funds: State of California, Department of Housing and Community Development (HUD)
- Continuity of Grant: Application accepted by the State on a yearly basis.
- Grant Restrictions and Provisions: Grant does allow for indirect or overhead costs, with an approved plan. The budget includes the maximum amount, which is limited to 7.5% of the grant.

### GRANT BUDGET

#### Revenue

Grant	\$ 1,830,200
Total	\$ 1,830,200

#### Expenditures

Services & Supplies	\$ 1,790,200
Oper Transfer Out	40,000
Total	\$ 1,830,200

County Match Required: Yes

County Match Amount: Various amounts as adopted by Resolution of the Board of Supervisors per application's activities; the source of matching funds is from the collection of loan repayments from CDBG programs, in-kind services, funding from private sources, and/or interagency agreements with service providers.

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 0402 - Community Development Block-Grant

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4020 Comm Dev Block Grant-CDBG	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	186,446	404,551	1,530,200	<b>1,830,200</b>	300,000
<b>Total Revenues</b>	<b>186,446</b>	<b>404,551</b>	<b>1,530,200</b>	<b>1,830,200</b>	<b>300,000</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	205,223	404,552	1,515,200	<b>1,790,200</b>	275,000
<b>Total Services &amp; Supplies</b>	<b>205,223</b>	<b>404,552</b>	<b>1,515,200</b>	<b>1,790,200</b>	<b>275,000</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	15,000	<b>40,000</b>	25,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>40,000</b>	<b>25,000</b>
<b>Total Net Appropriations</b>	<b>205,223</b>	<b>404,552</b>	<b>1,530,200</b>	<b>1,830,200</b>	<b>300,000</b>
<b>Total Fund Balance Contribution</b>	<b>18,778</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>

NASH GONZALEZ, Interim 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
- 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	\$ 130,000
Total	\$ 130,000
Expenditures	
Services & Supplies	\$ 120,250
Oper Transfer Out	9,750
Total	\$ 130,000
County Match Required: No	
Independent Audit Required: Yes	

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			



# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 0404 - Community Development Block-Grant Program Income

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4040 CDBG Program Income	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	742,641	554,041	130,000	<b>130,000</b>	-
827820 - Grant Interest	940	3,847	-	-	-
<b>Total Revenues</b>	<b>743,581</b>	<b>557,888</b>	<b>130,000</b>	<b>130,000</b>	-
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	177,713	-	120,250	<b>120,250</b>	-
862239 - Spec Dept Expense	-	404,551	-	-	-
<b>Total Services &amp; Supplies</b>	<b>177,713</b>	<b>404,551</b>	<b>120,250</b>	<b>120,250</b>	-
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	-	9,750	<b>9,750</b>	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>-</b>	<b>9,750</b>	<b>9,750</b>	-
<b>Total Net Appropriations</b>	<b>177,713</b>	<b>404,551</b>	<b>130,000</b>	<b>130,000</b>	-
<b>Total Fund Balance Contribution</b>	<b>(565,868)</b>	<b>(153,337)</b>	<b>-</b>	<b>-</b>	-

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director



## 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825490 - State Other	50,000	50,000	119,065	-	(119,065)
827801 - Grant Revenue	1,263,526	884,680	905,892	-	(905,892)
827802 - Operating Transfer In	177,103	-	296,286	-	(296,286)
<b>Total Revenues</b>	<b>1,490,629</b>	<b>934,680</b>	<b>1,321,243</b>	<b>-</b>	<b>(1,321,243)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	-	-	350	-	(350)
862101 - Insurance General	-	28	-	-	-
862150 - Memberships	2,065	1,250	1,850	-	(1,850)
862170 - Office Expense	470	3,133	3,304	-	(3,304)
862182 - Data Processing Services	315	44	500	-	(500)
862187 - Education & Training	1,410	1,991	4,050	-	(4,050)
862189 - Prof/Spec Svcs - Other	1,234,524	696,745	816,610	-	(816,610)
862190 - Publ/Legal Notice	-	-	800	-	(800)
862210 - Rents and Leases	-	-	13,092	-	(13,092)
862239 - Spec Dept Expense	-	226,946	470,987	-	(470,987)
862250 - Trans/Travel	32	305	700	-	(700)
862253 - Travel Out of County	4,186	6,210	9,000	-	(9,000)
<b>Total Services &amp; Supplies</b>	<b>1,243,001</b>	<b>936,652</b>	<b>1,321,243</b>	<b>-</b>	<b>(1,321,243)</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	315,174	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>315,174</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>1,243,001</b>	<b>1,251,826</b>	<b>1,321,243</b>	<b>-</b>	<b>(1,321,243)</b>
<b>Total Fund Balance Contribution</b>	<b>(247,628)</b>	<b>317,146</b>	<b>-</b>	<b>-</b>	<b>-</b>



## 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)

#### ACCOMPLISHMENTS IN FY 2016-17

- Completed joint Comprehensive Economic Development Strategy (CEDS) with the SMEDD.
- 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).

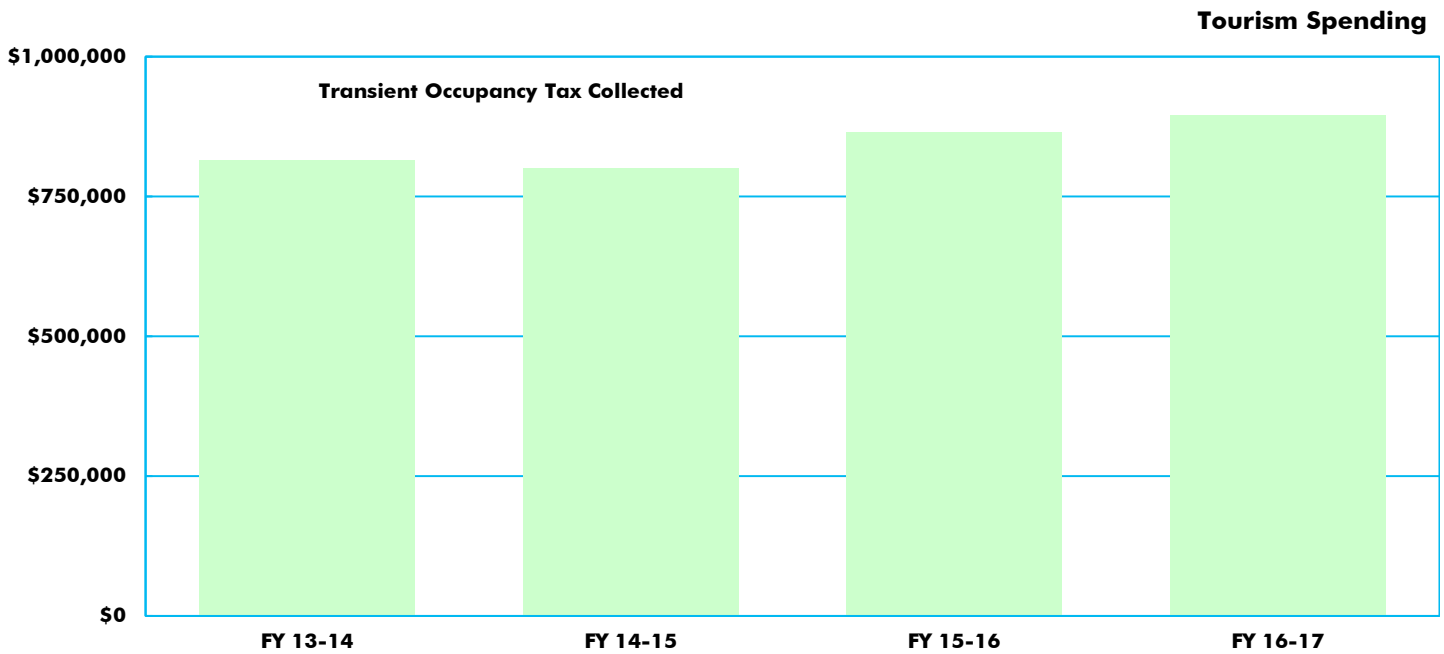
#### GOALS FOR FY 2017-18

- Begin implementation of the Comprehensive Economic Development Strategy (CEDS) with the SMEDD.
- Continue to support tourism in the County through BID involvement.
- Update the Economic & Demographic Profile for the County.

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director  
BU 1810 - Economic Development

## PERFORMANCE INDICATORS



## 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 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 the operations of the Community Development Block Grant (CDBG) activities.

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Services & Supplies					Change from Prior Year
862150 - Memberships		80	80	670	670
862189 - Prof/Spec Svcs - Other		349,551	-	471,900	626,914
862239 - Spec Dept Expense		-	560,623	18,388	-
862250 - Trans/Travel		570	9,800	-	2,330
862253 - Travel Out of County		-	-	300	-
<b>Total Services &amp; Supplies</b>		<b>350,201</b>	<b>570,503</b>	<b>491,258</b>	<b>629,914</b>
<b>Total Net Appropriations</b>		<b>350,201</b>	<b>570,503</b>	<b>491,258</b>	<b>629,914</b>
<b>Total Net County Cost</b>		<b>350,201</b>	<b>570,503</b>	<b>491,258</b>	<b>629,914</b>



## 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 2016-17

- 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.

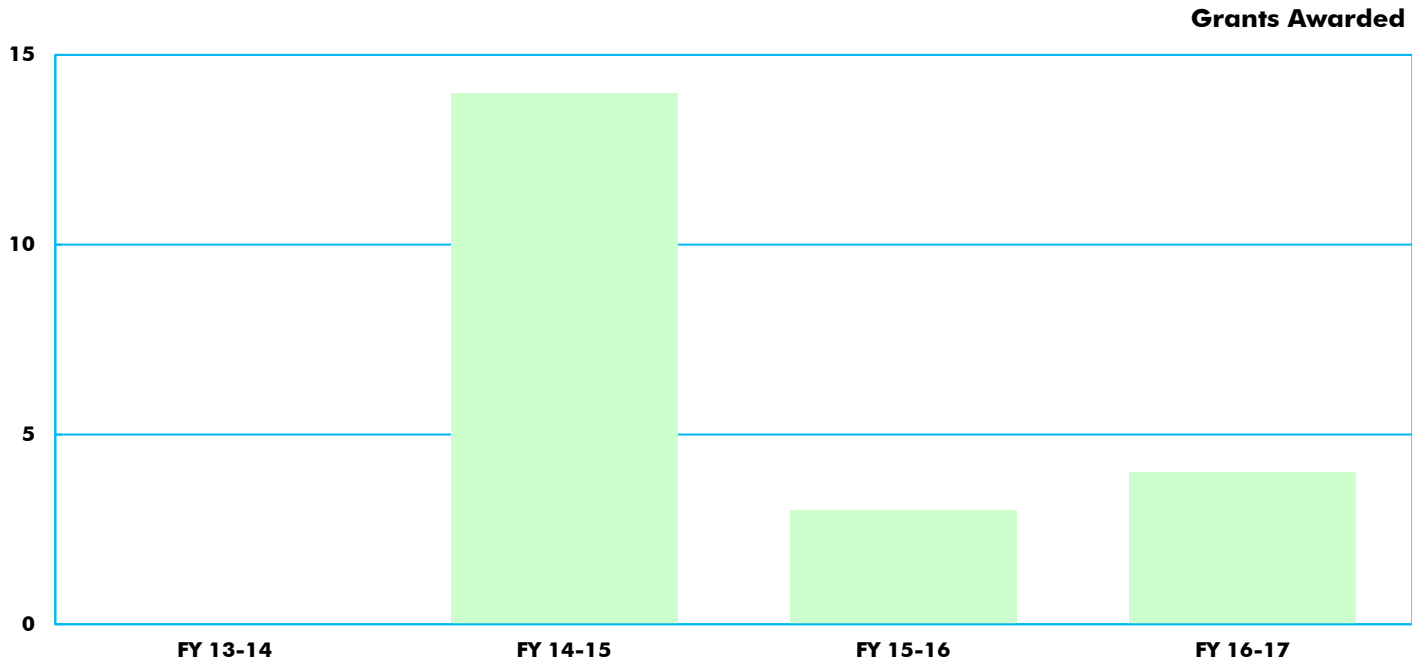
#### GOALS FOR FY 2017-18

- Continue to support public education and research through the Commission website and public lecture series.
- 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 the allocation of collected fines and forfeitures in the form of grants to local community based organizations to benefit fish and/or game.

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim 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 Maintenance costs for water truck to propagate native fish in County waterways, and mileage reimbursements for commissioners travel to meetings.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 2840 - Fish and Game Commission

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection		Activity: Other Protection	
<b>Fund: 1206 Fish &amp; Game</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
823200 - Other Court Fine	26,732	24,975	12,000	<b>35,000</b>	23,000
824100 - Interest	428	462	390	<b>320</b>	(70)
827700 - Other	-	500	-	<b>-</b>	-
<b>Total Revenues</b>	<b>27,160</b>	<b>25,937</b>	<b>12,390</b>	<b>35,320</b>	<b>22,930</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	721	556	178	<b>353</b>	175
862170 - Office Expense	-	260	500	<b>500</b>	-
862189 - Prof/Spec Svcs - Other	6,321	5,500	6,000	<b>6,000</b>	-
862239 - Spec Dept Expense	34,171	40,000	50,000	<b>50,000</b>	-
862250 - Trans/Travel	2,112	237	300	<b>3,100</b>	2,800
<b>Total Services &amp; Supplies</b>	<b>43,325</b>	<b>46,553</b>	<b>56,978</b>	<b>59,953</b>	<b>2,975</b>
<b>Total Net Appropriations</b>	<b>43,325</b>	<b>46,553</b>	<b>56,978</b>	<b>59,953</b>	<b>2,975</b>
<b>Total Fund Balance Contribution</b>	<b>16,165</b>	<b>20,616</b>	<b>44,588</b>	<b>24,633</b>	<b>(19,955)</b>

# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director



## 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) Micrographic/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
- Micrographic/Document Imaging Fund

#### ACCOMPLISHMENTS IN FY 2016-17

- Complete digital archiving of older paper records with the established electronic interface to access digitized files.
- Continued building inspection staff education and training.

#### GOALS FOR FY 2017-18

- Continue digital archiving of paper files and establish policy for future acceptance of electronic records.
- Continue building inspection staff education and training.

#### 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

The proposed budget for the Planning and Building Services - Special Fund is a status quo budget that proposes a net funding draw of \$84,450 to fund unit programs in FY 2017-18 compared to \$109,757 in the FY 2016-17 approved budget.



# PLANNING AND BUILDING SERVICES

NASH GONZALEZ, Interim Director

BU 2852 - Planning and Building Services - Special Fund

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Protection		Activity: Other Protection	
<b>Fund: 1222 General Plan Update</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
824100 - Interest	1,723	1,993	2,800	<b>1,200</b>	(1,600)
826184 - Environ Impact Report	-	-	185	<b>50,000</b>	49,815
826260 - Micrographic Fee	24,668	22,719	27,030	<b>22,050</b>	(4,980)
826264 - AB717 Educ/Training	28,493	27,265	30,201	<b>25,000</b>	(5,201)
826390 - Other Charges	258	218	-	<b>300</b>	300
<b>Total Revenues</b>	<b>55,141</b>	<b>52,195</b>	<b>60,216</b>	<b>98,550</b>	<b>38,334</b>
<b>Services &amp; Supplies</b>					
862187 - Education & Training	5,217	2,997	8,500	<b>8,500</b>	-
862189 - Prof/Spec Svcs - Other	36,453	63,737	50,000	<b>100,000</b>	50,000
862239 - Spec Dept Expense	19,007	-	-	<b>50,000</b>	50,000
862253 - Travel Out of County	891	259	8,000	<b>8,500</b>	500
<b>Total Services &amp; Supplies</b>	<b>61,568</b>	<b>66,993</b>	<b>66,500</b>	<b>167,000</b>	<b>100,500</b>
<b>Fixed Assets</b>					
864370 - Equipment	12,859	10,923	-	<b>-</b>	-
<b>Total Fixed Assets</b>	<b>12,859</b>	<b>10,923</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	-	(9,021)	10,000	<b>16,000</b>	6,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>-</b>	<b>(9,021)</b>	<b>10,000</b>	<b>16,000</b>	<b>6,000</b>
<b>Total Net Appropriations</b>	<b>74,427</b>	<b>68,895</b>	<b>76,500</b>	<b>183,000</b>	<b>106,500</b>
<b>Total Fund Balance Contribution</b>	<b>19,286</b>	<b>16,700</b>	<b>16,284</b>	<b>84,450</b>	<b>68,166</b>



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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.*

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(3,135,332)	(4,039,627)	(4,885,795)	(4,942,481)	(56,686)
<b>Total Revenues</b>	<b>(3,135,332)</b>	<b>(4,039,627)</b>	<b>(4,885,795)</b>	<b>(4,942,481)</b>	<b>(56,686)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	6,081,952	6,503,331	6,867,394	7,033,225	165,831
Total Services & Supplies	1,396,862	1,515,863	1,595,055	2,110,643	515,588
Total Other Charges	277,799	292,459	254,556	258,494	3,938
Total Fixed Assets	132,925	31,534	-	60,000	60,000
<b>Total Operating Expenditures</b>	<b>7,889,538</b>	<b>8,343,187</b>	<b>8,717,005</b>	<b>9,462,362</b>	<b>745,357</b>
Total Intrafund Transfers	(134,695)	(134,695)	(169,227)	(169,227)	-
<b>Total Transfers &amp; Reimb.</b>	<b>(134,695)</b>	<b>(134,695)</b>	<b>(169,227)</b>	<b>(169,227)</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>7,754,843</b>	<b>8,208,492</b>	<b>8,547,778</b>	<b>9,293,135</b>	<b>745,357</b>
<b>NCC/Use of Fund Balance</b>	<b>4,619,510</b>	<b>4,168,865</b>	<b>3,661,983</b>	<b>4,350,654</b>	<b>688,671</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Juvenile Hall	3,076,057	(804,058)	2,271,999
Probation	5,778,584	(3,889,726)	1,888,858
<b>Total: General Fund</b>	<b>8,854,641</b>	<b>(4,693,784)</b>	<b>4,160,857</b>
<b>% of General Fund</b>	<b>4.5%</b>	<b>2.4%</b>	<b>7.2%</b>
<b>OTHER FUNDS</b>			
	Approps.	Revenues	Use of FBA
Juvenile Justice Crime Prev	438,494	(248,697)	189,797
<b>Total: Other Funds</b>	<b>438,494</b>	<b>(248,697)</b>	<b>189,797</b>
<b>TOTAL: ALL FUNDS</b>	<b>9,293,135</b>	<b>(4,942,481)</b>	<b>4,350,654</b>
<b>% of Total Budget</b>	<b>3.4%</b>	<b>1.9%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Juvenile Hall	28.8	28.8	28.8
Probation	47.0	47.0	49.0
<b>Total: General Fund</b>	<b>75.8</b>	<b>75.8</b>	<b>77.8</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>75.8</b>	<b>75.8</b>	<b>77.8</b>

# PROBATION DEPARTMENT

KEVIN KELLEY, Interim 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 lower level parolees from the California Department of Correction and Rehabilitation as a result of the Public Safety Realignment Act (Assembly Bill 109). The Department's services to the community include recommending sanctions to the court, enforcing court orders, assisting victims, 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 protection of victim's rights.

#### PROGRAM OVERVIEW

- Juvenile Hall - BU 2550
- Juvenile Justice Crime Prevention Act (JJCPA) - BU 2561
- Probation - BU 2560

#### GOALS FOR FY 2017-18

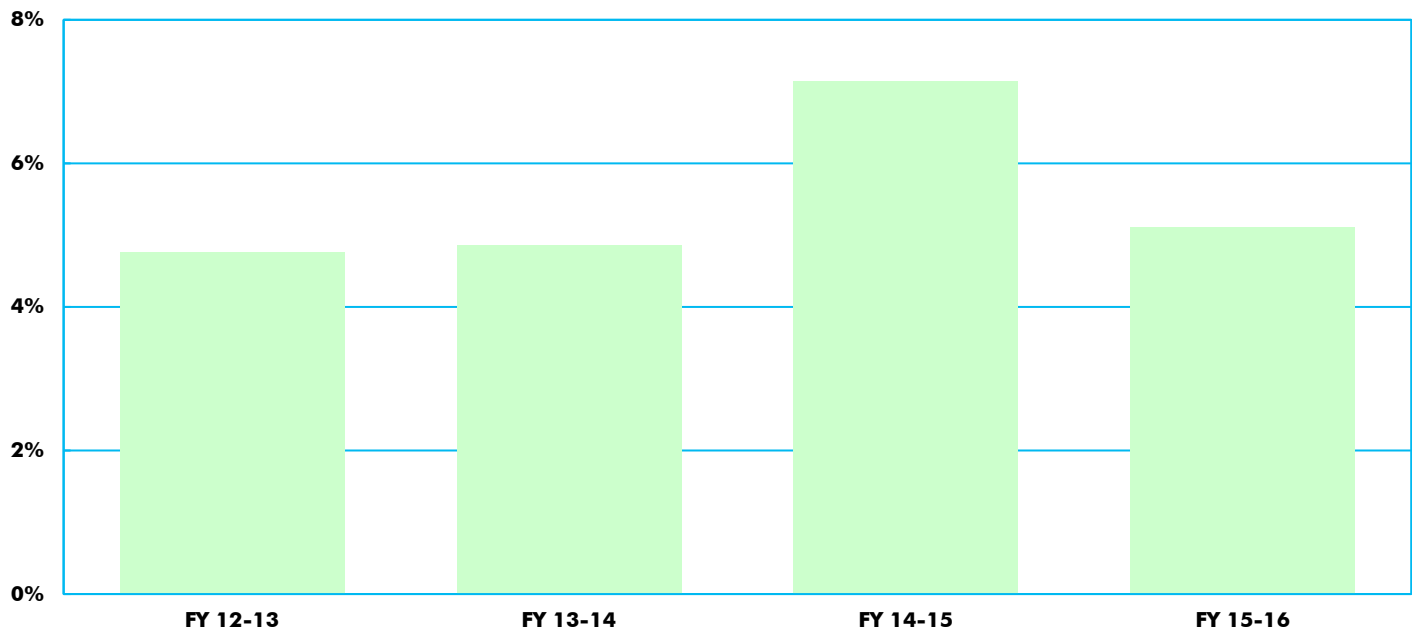
- Complete reviews of Lexipol Policies & Procedures Manual and finalize implementation of manual.
- Implement Case Management System and new Risk Assessment Tool (replacing current tool which is being discontinued).
- Implement Strengthening Families program, which is a 14-week intervention designed for families with substance-involved parents or youth, behavioral issues, justice, mental health or corrections involvement.
- Complete implementation of partial department reorganization which was approved in FY 2016-17.
- Pursue implementation of Targeted Case Management (TCM) which may result in additional Federal revenues.

#### ACCOMPLISHMENTS IN FY 2016-17

- Expanded Day Reporting Center services provided by GEO Reentry Services (previously known as B.I.) to Fort Bragg/Coastal clientele.
- Implemented AB403 Continuum of Care Reform for juveniles classified as at-risk for out-of-home placement.
- Submitted Proposition 47 Grant Application to address services for individuals in the justice system for substance abuse disorders, mental health disorders, and co-occurring disorders.
- Received approval for a partial department reorganization to add an Assistant Chief Probation Officer, reclassifying 2 Deputy Probation Officer III positions to Supervising DPO's, and reclassifying the remaining 4 DPO III positions to Leads.

## PERFORMANCE INDICATORS

### Adult Return to Prison Rate



## 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 Rural Gang Unit.
- 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 BI Incorporated to operate the Day Reporting Center; contracts with Mendocino County Youth Project to conduct drug and alcohol programs; contract for sex offender psychological services; 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

While there is a decrease in revenues to be received from AB109 Realignment Funds and YOBG funds, these decreases are offset by the reduction of one contract which normally would have been reimbursed by AB109 Realignment Funds and an increase in Children System of Care (CSOC) funds which were previously reimbursed by YOBG Funds.

# PROBATION DEPARTMENT

KEVIN KELLEY, Interim Chief Probation Officer

BU 2560 - Probation

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Detention
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821510 - Sales Tax - Public Safety	-	-	672,465	<b>715,208</b>	42,743
823110 - Crim Just Const Fund	33,000	30,400	40,000	<b>30,000</b>	(10,000)
823204 - Misc Court Fine	5,741	2,734	3,767	<b>5,000</b>	1,233
823310 - Asset Forfeiture	-	57,028	-	-	-
825210 - State Welfare Admin	-	-	25,494	-	(25,494)
825341 - Realignment Hlth Svcs	91,002	91,002	91,002	<b>91,002</b>	-
825344 - 2011 Realignment Pub Sfty	1,146,204	1,268,978	1,227,852	<b>1,353,020</b>	125,168
825398 - SB90 Reimb	2,251	-	-	-	-
825489 - State Youthful Offender	144,177	153,009	205,000	<b>155,880</b>	(49,120)
825490 - State Other	1,055,654	1,084,242	1,095,892	<b>1,050,616</b>	(45,276)
825510 - Fed Welfare Admin	187,077	-	-	-	-
825518 - Title IV-E	(133,847)	220,179	187,190	<b>200,000</b>	12,810
826118 - Cite Process Fee	123	147	285	<b>300</b>	15
826226 - Adult Prob Supervision	160,740	185,883	173,019	<b>165,000</b>	(8,019)
826227 - Adult Prob Diversion	12,976	12,202	9,028	<b>12,000</b>	2,972
826228 - Adult Prob Pre-Sentence	42,587	49,453	42,107	<b>45,000</b>	2,893
826268 - Work Furlough	4,052	4,030	1,952	<b>3,000</b>	1,048
826270 - Elec Monitor Fee	96	-	-	-	-
826385 - Drug Testing Prog	14,207	22,328	17,175	<b>17,700</b>	525
826390 - Other Charges	61,020	39,626	39,664	<b>40,000</b>	336
826399 - Collection Service	10,306	7,343	5,146	<b>6,000</b>	854
827700 - Other	-	15	-	-	-
<b>Total Revenues</b>	<b>2,837,366</b>	<b>3,228,599</b>	<b>3,837,038</b>	<b>3,889,726</b>	<b>52,688</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	2,085,496	2,208,830	2,286,048	<b>2,478,902</b>	192,854
861012 - Extra Help	42,272	53,673	15,483	-	(15,483)
861013 - Overtime Reg Emp	60,812	59,589	84,671	<b>50,000</b>	(34,671)
861021 - Co Cont Retirement	659,392	751,769	836,645	<b>890,440</b>	53,795
861022 - Co Cont OASDI	124,341	132,530	139,559	<b>143,368</b>	3,809
861023 - Co Cont Medicare	29,692	31,711	32,967	<b>34,045</b>	1,078
861024 - Co Cont Retire Incr	222,703	284,322	285,468	<b>287,068</b>	1,600
861030 - Co Cont Health Ins	413,866	393,801	425,522	<b>414,698</b>	(10,824)
861031 - Co Cont Unemp Ins	8,999	7,405	5,620	<b>6,173</b>	553
861035 - Co Cont Workers Comp	175,618	164,303	116,729	<b>107,933</b>	(8,796)
<b>Total Salaries &amp; Employee Benefits</b>	<b>3,823,191</b>	<b>4,087,933</b>	<b>4,228,712</b>	<b>4,412,627</b>	<b>183,915</b>



# PROBATION DEPARTMENT

KEVIN KELLEY, Interim Chief Probation Officer

BU 2560 - Probation

## BUDGET UNIT DETAIL Schedule 9 (cont.)

Function: Public Protection Activity: Detention

Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
<b>Services &amp; Supplies</b>					
862050 - Clothing & Personal	7,359	6,629	5,895	5,500	(395)
862060 - Communications	4,326	3,495	13,611	20,484	6,873
862101 - Insurance - General	11,641	11,042	15,484	15,847	363
862120 - Maint - Equip	1,104	-	-	5,000	5,000
862150 - Memberships	2,404	870	3,996	4,000	4
862170 - Office Expense	48,464	49,056	51,870	54,000	2,130
862187 - Education & Training	76,965	49,534	65,000	50,000	(15,000)
862189 - Prof/Spec Svcs - Other	784,470	807,792	822,276	1,115,760	293,484
862190 - Publ & Legal Notices	1,565	-	-	2,000	2,000
862200 - Rent/Lease - Equip	-	-	-	1,000	1,000
862230 - Info Tech Equipment	-	926	2,500	2,500	-
862232 - Law Enf Supply & Svcs	23,708	15,847	27,653	40,000	12,347
862239 - Spec Dept Expense	86,066	124,522	106,148	119,453	13,305
862250 - Trans/Travel	47,171	41,737	42,128	47,500	5,372
862253 - Travel Out of County	7,531	4,215	6,166	7,500	1,334
<b>Total Services &amp; Supplies</b>	<b>1,102,773</b>	<b>1,115,665</b>	<b>1,162,727</b>	<b>1,490,544</b>	<b>327,817</b>
<b>Fixed Assets</b>					
864370 - Equipment	132,925	31,534	-	-	-
<b>Total Fixed Assets</b>	<b>132,925</b>	<b>31,534</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(90,055)	(90,055)	(124,587)	(124,587)	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>(90,055)</b>	<b>(90,055)</b>	<b>(124,587)</b>	<b>(124,587)</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>4,968,834</b>	<b>5,145,077</b>	<b>5,266,852</b>	<b>5,778,584</b>	<b>511,732</b>
<b>Total Net County Cost</b>	<b>2,131,468</b>	<b>1,916,478</b>	<b>1,429,814</b>	<b>1,888,858</b>	<b>459,044</b>



## 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. Youth are detained in the Juvenile Hall pending their Juvenile Court Hearings, while serving short-term commitments, or awaiting out-of-home placement in a foster/group home, camp or other institution. The Juvenile Hall houses up to 40 youths and as mandated, it is operated with as homelike an environment as possible. This includes providing food, clothing, and personal hygiene items, as well as medical, psychiatric, and dental services. A number of services are provided during the youth's temporary stay: secure physical care; assessment and treatments services; a comprehensive school program implemented in cooperation with the Mendocino County Office of Education (MCOE); medical services provided by the Mendocino County Health and Human Services; Alcoholics/Narcotics Anonymous; and religious services.

#### PROGRAM OVERVIEW

- Juvenile Corrections
- Food Services
- Health Services

#### ACCOMPLISHMENTS IN FY 2016-17

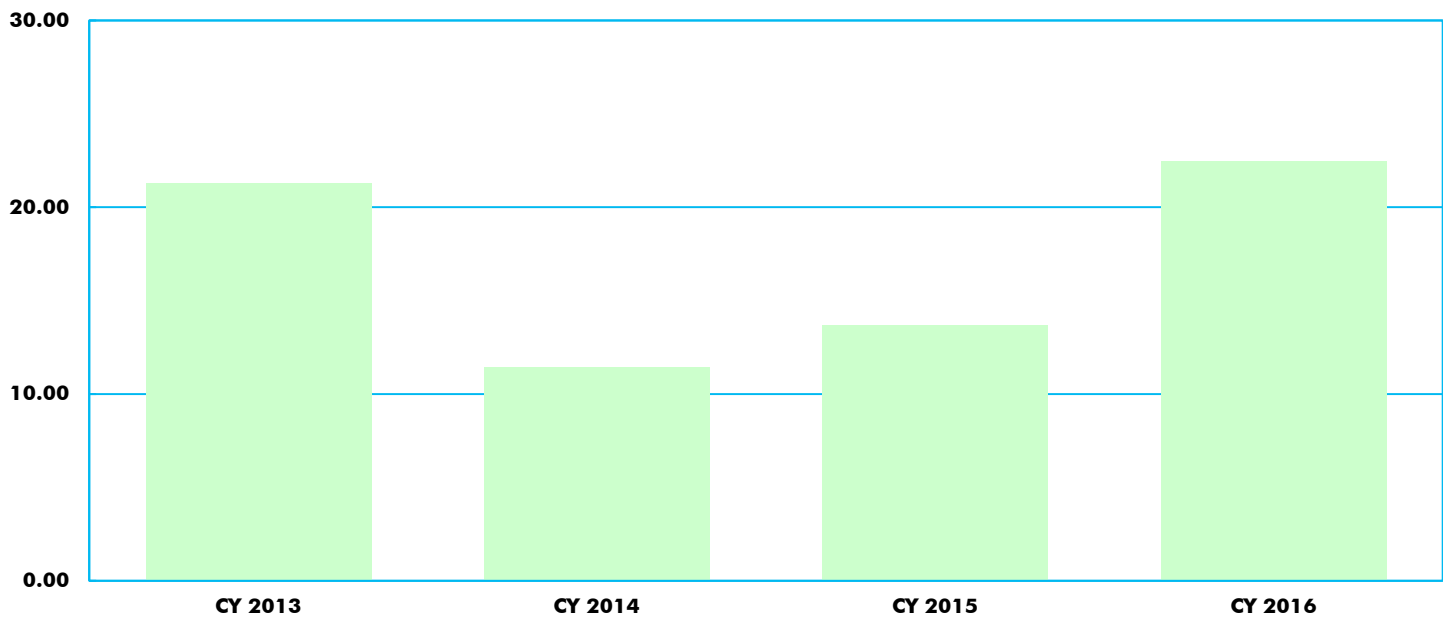
- Implemented the MAYSI-2 (mental health screening & assessment) tool. This tool identifies a youth's needs (substance use, trauma-related problems, and suicide ideation). It is a first step in identifying those who need immediate attention and further assessment for mental health needs.
- Increased contracted mental health services to be more responsive to the needs of detained youth. Lake County is sharing the extra cost for the increased services.
- Transitioned Juvenile Corrections Officer staff from 8 to 12 hour shifts to provide improved staffing coverage, reduce overtime expenses, and be in line with the standard shift models throughout the State.
- Completed all annual staff training.

#### GOALS FOR FY 2017-18

- Upgrade video surveillance system throughout facility to replace out-of-date, non-upgradeable system that has exceeded its useful life.
- Working in consultation with the Sheriff's Office, implement Mindful Meditation and Yoga programs for youth.
- Implement the EDOVO secure tablet education system. This system is designed for the educational and rehabilitative needs of incarcerated individuals.
- Complete implementation of the Mendo Mutts Matter program. This program is designed to work with shelter dogs to make them adoptable pets.
- Continue recruitment of extra-help Juvenile Corrections Officers to provide coverage during periods of training, vacations, leaves, etc.

## PERFORMANCE INDICATORS

Average Daily Population



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5433 Youthful Offender Block Grant funds, to be used to fund CORE training for extra-help corrections counselors.
- Acct. 6346 Charges to parents to recover the cost of incarceration.

### Services & Supplies

- Acct. 2090 Kitchen, laundry, maintenance and cleaning supplies required in the operation of Juvenile Hall.
- Acct. 2189 Contracted counseling services provided by the Mendocino County Youth Project. Pre-employment 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 S.T.O.P. funding for counseling services provided under contract with the Mendocino County Youth Project.

## CHANGES IN BUDGET FROM PRIOR YEAR

No significant changes.

# PROBATION DEPARTMENT

KEVIN KELLEY, Interim Chief Probation Officer

BU 2550 - Juvenile Hall

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Detention
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825464 - State Brkfst/Lunch Prog	14,402	29,860	36,524	<b>40,000</b>	3,476
825489 - State Youthful Offender	-	8,360	35,724	<b>34,058</b>	(1,666)
826346 - Support in Juv Hall	34,020	24,745	18,662	<b>30,000</b>	11,338
826390 - Other Charges	-	477,103	701,804	<b>700,000</b>	(1,804)
<b>Total Revenues</b>	<b>48,422</b>	<b>540,068</b>	<b>792,714</b>	<b>804,058</b>	<b>11,344</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,102,525	1,105,092	1,229,889	<b>1,307,148</b>	77,259
861012 - Extra Help	76,408	95,475	105,527	<b>102,438</b>	(3,089)
861013 - Overtime Reg Emp	187,592	280,691	253,426	<b>150,000</b>	(103,426)
861021 - Co Cont Retirement	348,881	382,698	449,458	<b>473,154</b>	23,696
861022 - Co Cont OASDI	74,728	80,273	83,800	<b>75,030</b>	(8,770)
861023 - Co Cont Medicare	18,611	20,284	21,247	<b>17,731</b>	(3,516)
861024 - Co Cont Retire Incr	113,695	142,830	153,575	<b>154,296</b>	721
861030 - Co Cont Health Ins	248,576	229,700	254,875	<b>253,416</b>	(1,459)
861031 - Co Cont Unemp Ins	9,132	6,875	5,855	<b>4,590</b>	(1,265)
861035 - Co Cont Workers Comp	78,614	71,480	81,030	<b>82,795</b>	1,765
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,258,761</b>	<b>2,415,398</b>	<b>2,638,682</b>	<b>2,620,598</b>	<b>(18,084)</b>
<b>Services &amp; Supplies</b>					
862050 - Clothing/Pers Items	7,666	14,135	16,140	<b>14,500</b>	(1,640)
862060 - Communications	6,422	4,944	6,628	<b>6,700</b>	72
862080 - Food	58,978	93,207	100,000	<b>100,000</b>	-
862090 - Household Expense	19,457	28,085	29,641	<b>38,740</b>	9,099
862101 - Insurance - General	18,301	17,206	12,785	<b>10,645</b>	(2,140)
862120 - Maint - Equip	(1,533)	1,380	2,000	<b>5,000</b>	3,000
862130 - Maint - Strc/Impr/Grnds	343	436	1,039	<b>1,000</b>	(39)
862140 - Med Dentl & Lab Supls	2,663	5,552	8,440	<b>7,500</b>	(940)
862150 - Memberships	60	3	107	<b>200</b>	93
862160 - Misc Expense	115	-	250	<b>500</b>	250
862170 - Office Expense	6,933	8,609	9,286	<b>8,000</b>	(1,286)
862185 - Medical/Dental Svcs	79,433	108,442	112,219	<b>110,000</b>	(2,219)
862187 - Education & Training	27,674	28,130	27,639	<b>25,000</b>	(2,639)
862189 - Prof/Spec Svcs - Other	57,718	58,298	88,172	<b>88,694</b>	522
862232 - Law Enf Supply & Svcs	1,781	9,171	4,090	<b>8,000</b>	3,910
862239 - Spec Dept Expense	5,695	19,450	10,805	<b>10,620</b>	(185)
862250 - Trans/Travel	1,982	2,993	2,000	<b>4,000</b>	2,000
862253 - Travel Out of County	400	157	1,087	<b>1,000</b>	(87)
<b>Total Services &amp; Supplies</b>	<b>294,089</b>	<b>400,198</b>	<b>432,328</b>	<b>440,099</b>	<b>7,771</b>

# PROBATION DEPARTMENT

KEVIN KELLEY, Interim Chief Probation Officer

BU 2550 - Juvenile Hall

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)		Function: Public Protection		Activity: Detention	
<b>Financing Sources and Uses</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	-	-	-	<b>60,000</b>	60,000		
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>		
<b>Expend Transfer &amp; Reimb</b>							
865380 - Intrafund Transfer	(44,640)	(44,640)	(44,640)	<b>(44,640)</b>	-		
<b>Total Expend Transfer and Reimb</b>	<b>(44,640)</b>	<b>(44,640)</b>	<b>(44,640)</b>	<b>(44,640)</b>	<b>-</b>		
<b>Total Net Appropriations</b>	<b>2,508,210</b>	<b>2,770,956</b>	<b>3,026,370</b>	<b>3,076,057</b>	<b>49,687</b>		
<b>Total Net County Cost</b>	<b>2,459,789</b>	<b>2,230,888</b>	<b>2,233,656</b>	<b>2,271,999</b>	<b>38,343</b>		

# PROBATION DEPARTMENT

KEVIN KELLEY, Interim 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 the Juvenile Probation Division's Rural Gang Unit. Primary activities are intensive supervision services to juvenile probationers who have been involved in gang activities.

#### GRANT INFORMATION

- Grant Inception Date: July 1, 2001
- Current Grant Period: July 1, 2017 - June 30, 2018
- 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	\$ 197,149
Grant	248,697
Total	\$ 445,846

##### Expenditures

Other Charges	
- Salaries & Employee Benefits	\$ 258,494
Services & Supplies	180,000
Total	\$ 438,494

County Match Required: No

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Deputy Probation Officer II*	1.55	100%	0%
Deputy Probation Officer III*	.50	100%	0%
Legal Secretary II*	.25	100%	0%
*Positions are allocated in Budget Unit 2560 - Probation			

BUDGET UNIT DETAIL		Schedule 9		Function: Public Protection		Activity: Detention	
Fund 1211 ProbationCOPS AB1913/CPA2000		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues							
824100 - Interest		850	1,175	1,168	-	(1,168)	
825490 - State Other		248,696	269,785	254,874	248,697	(6,177)	
Total Revenues		249,545	270,960	256,043	248,697	(7,346)	
Services & Supplies							
862189 - Prof/Spec Svcs - Other		-	-	-	180,000	180,000	
Total Services & Supplies		-	-	-	180,000	180,000	
Other Charges							
863113 - Pmt Other Gov Agency		277,799	292,459	254,556	258,494	3,938	
Total Other Charges		277,799	292,459	254,556	258,494	3,938	
Total Net Appropriations		277,799	292,459	254,556	438,494	183,938	
Total Fund Balance Contribution		28,254	21,499	(1,487)	189,797	191,284	

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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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(177,531)	(192,003)	(167,217)	(87,572)	79,645
<b>Total Revenues</b>	<b>(177,531)</b>	<b>(192,003)</b>	<b>(167,217)</b>	<b>(87,572)</b>	<b>79,645</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	2,160,645	2,436,800	2,434,870	<b>2,575,363</b>	140,493
Total Services & Supplies	206,648	142,126	157,168	<b>177,278</b>	20,110
<b>Total Operating Expenditures</b>	<b>2,367,293</b>	<b>2,578,926</b>	<b>2,592,038</b>	<b>2,752,641</b>	<b>160,603</b>
<b>Total Net Appropriations</b>	<b>2,367,293</b>	<b>2,578,926</b>	<b>2,592,038</b>	<b>2,752,641</b>	<b>160,603</b>
<b>NCC/Use of Fund Balance</b>	<b>2,189,762</b>	<b>2,386,923</b>	<b>2,424,821</b>	<b>2,665,069</b>	<b>240,248</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Public Defender	2,752,641	(87,572)	2,665,069
<b>Total: General Fund</b>	<b>2,752,641</b>	<b>(87,572)</b>	<b>2,665,069</b>
<b>% of General Fund</b>	<b>1.4%</b>	<b>0.0%</b>	<b>4.6%</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>2,752,641</b>	<b>(87,572)</b>	<b>2,665,069</b>
<b>% of Total Budget</b>	<b>1.0%</b>	<b>0.0%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Public Defender	23.0	23.0	24.0
<b>Total: General Fund</b>	<b>23.0</b>	<b>23.0</b>	<b>24.0</b>
<b>OTHER FUNDS</b>			
<b>Dept. Programs</b>			
N/A	-	-	-
<b>Total: Other Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>23.0</b>	<b>23.0</b>	<b>24.0</b>



## BU 2080 - Public Defender

### DEPARTMENT OVERVIEW

The duties of the Public Defender are defined in Government Code §27706. Generally, 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 (felony and misdemeanor), within the jurisdiction of the Superior Court of Mendocino County at all stages of the proceedings in each court at every calendar in Mendocino County. The Public Defender also represents minors in delinquency proceedings, petitioners for the restoration of rights, applications for pardons, persons alleged to be sexually violent predators (SVPs) or mentally disordered sex offenders (MDSOs), and mentally ill persons at hearings to determine mental condition (i.e. competency or Not Guilty by Reason of Insanity{NGI}); restoration of sanity; extension of state hospital commitments), conservatorship proceedings, and some post-trial/post-probation proceedings including 1203.3 and 1203.4 requests.

### PROGRAM OVERVIEW

- Public Defender - BU 2080

### GOALS FOR FY 2017-18

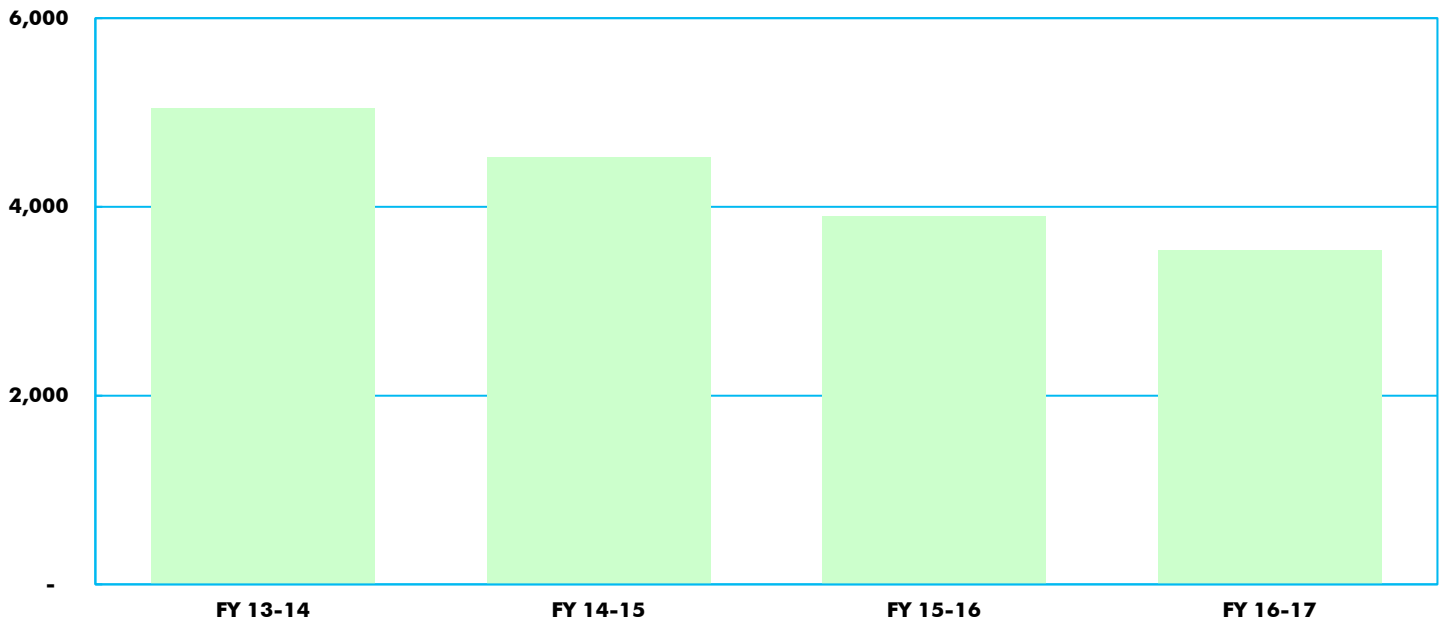
- Attend any trainings which address new laws, rules or regulations applicable to the adult and juvenile clients.
- Ensure staff is adequately prepared to represent all non-citizen clients, including training and/or contracting with agencies specializing in immigration laws.
- Ensure continuation to engage the services of experts and other individuals to adequately investigate and prepare 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.

### ACCOMPLISHMENTS IN FY 2016-17

- Presently represents five individuals charged with homicide. The senior attorneys handle these serious cases with absolute professionalism.
- The Behavioral Health Court continues to assist those clients facing mental health issues with pending criminal charges. All the partners work together in order to achieve their goals and to reduce or prevent recidivism.
- Continues to strive to protect all the rights of the clients including educating staff as to new rules/laws that impact non-citizen clients.
- With new rules governing the representation of juvenile clients staff continues to attend trainings to assure staff responsibilities are up-to-date.

## 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 &amp; 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 changes in this budget unit from FY 2016-17 are: decreased revenue from the *Realignment Public Safety*; increased *Salaries and Employee Benefits* costs due to negotiated wage increases; increase in *Memberships*; and an addition of costs due to *Facilities Modifications*.

# PUBLIC DEFENDER

LINDA THOMPSON, Public Defender

BU 2080 - Public Defender

BUDGET UNIT DETAIL Schedule 9			Function: Public Protection		Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825344 - 2011 Realign Pub Safety	152,002	143,762	105,313	<b>67,572</b>	(37,741)
826163 - Legal Svcs Reimb	25,530	24,541	16,568	<b>20,000</b>	3,432
826390 - Other Charges	-	23,691	45,336	-	(45,336)
827400 - Prior Year Revenue	-	9	-	-	-
<b>Total Revenues</b>	<b>177,531</b>	<b>192,003</b>	<b>167,217</b>	<b>87,572</b>	<b>(79,645)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	1,328,214	1,489,388	1,541,230	<b>1,631,425</b>	90,195
861012 - Extra Help	44,699	2,183	13,026	<b>7,932</b>	(5,094)
861021 - Co Cont Retirement	334,118	420,745	423,694	<b>475,610</b>	51,916
861022 - Co Cont OASDI	77,445	87,942	89,997	<b>96,486</b>	6,489
861023 - Co Cont Medicare	18,893	20,699	21,439	<b>22,691</b>	1,252
861024 - Co Cont Retire Incr	122,208	170,783	158,408	<b>147,441</b>	(10,967)
861030 - Co Cont Health Ins	189,107	194,795	181,521	<b>188,154</b>	6,633
861031 - Co Cont Unemp Ins	1,708	2,205	2,379	<b>2,082</b>	(297)
861035 - Co Cont Workers Comp	44,254	48,060	3,176	<b>3,542</b>	366
<b>Total Salaries &amp; Employee Benefits</b>	<b>2,160,645</b>	<b>2,436,800</b>	<b>2,434,870</b>	<b>2,575,363</b>	<b>140,493</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,461	2,991	2,028	<b>3,000</b>	972
862101 - Insurance - General	4,883	5,077	5,588	<b>5,439</b>	(149)
862110 - Jury/Witness Expense	-	-	500	<b>500</b>	-
862150 - Memberships	5,590	6,905	6,996	<b>10,000</b>	3,004
862170 - Office Expense	57,333	51,632	42,645	<b>45,000</b>	2,355
862187 - Education & Training	2,729	3,869	5,860	<b>10,421</b>	4,561
862189 - Prof/Spec Svcs - Other	111,806	58,620	75,843	<b>86,918</b>	11,075
862239 - Spec Dept Exp	-	-	6,248	-	(6,248)
862250 - Trans/Travel	11,579	7,154	5,496	<b>9,000</b>	3,504
862253 - Travel Out of County	10,268	5,878	5,964	<b>7,000</b>	1,036
<b>Total Services &amp; Supplies</b>	<b>206,648</b>	<b>142,126</b>	<b>157,168</b>	<b>177,278</b>	<b>20,110</b>
<b>Total Net Appropriations</b>	<b>2,367,293</b>	<b>2,578,926</b>	<b>2,592,038</b>	<b>2,752,641</b>	<b>160,603</b>
<b>Total Net County Cost</b>	<b>2,189,762</b>	<b>2,386,923</b>	<b>2,424,821</b>	<b>2,665,069</b>	<b>240,248</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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(455,471)	(534,634)	(558,959)	(551,633)	7,326
<b>Total Revenues</b>	<b>(455,471)</b>	<b>(534,634)</b>	<b>(558,959)</b>	<b>(551,633)</b>	<b>7,326</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	455,399	534,634	558,959	551,633	(7,326)
Total Services & Supplies	71	-	-	-	-
<b>Total Operating Expenditures</b>	<b>455,471</b>	<b>534,634</b>	<b>558,959</b>	<b>551,633</b>	<b>(7,326)</b>
<b>Total Net Appropriations</b>	<b>455,471</b>	<b>534,634</b>	<b>558,959</b>	<b>551,633</b>	<b>(7,326)</b>
<b>NCC/Use of Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Retirement	574,289	(574,289)	-
<b>Total: General Fund</b>	<b>551,633</b>	<b>(551,633)</b>	<b>-</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>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>574,289</b>	<b>(574,289)</b>	<b>-</b>
<b>% of Total Budget</b>	<b>0.2%</b>	<b>0.2%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
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>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>5</b>	<b>5</b>	<b>5</b>

# RETIREMENT ASSOCIATION

JAMES WILBANKS, Administrator



## 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 Retirement Association (MCRA) employees' salaries and benefits processed by Mendocino County.

### CHANGES IN BUDGET FROM PRIOR YEAR

Decrease in Salaries and Employee Benefits.

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Judicial
Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825810 - Other Govt Aid	455,471	534,634	558,959	551,633	(7,326)
<b>Total Revenues</b>	<b>455,471</b>	<b>534,634</b>	<b>558,959</b>	<b>551,633</b>	<b>(7,326)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	251,650	315,908	326,589	333,680	7,091
861012 - Extra Help	35,040	6,766	-	-	-
861013 - Overtime Reg Emp	3,161	-	-	18,983	18,983
861021 - Co Cont Retirement	61,187	88,206	92,941	93,704	763
861022 - Co Cont OASDI	14,545	18,191	18,662	-	(18,662)
861023 - Co Cont Medicare	3,910	4,353	4,365	4,520	155
861024 - Co Cont Retire Incr	21,907	33,433	35,983	33,521	(2,462)
861030 - Co Cont Health Ins	60,153	64,891	77,533	66,586	(10,947)
861031 - Co Cont Unemp Ins	1,627	841	841	353	(488)
861035 - Co Cont Workers Comp	2,219	2,045	2,045	286	(1,759)
<b>Total Salaries &amp; Employee Benefits</b>	<b>455,399</b>	<b>534,634</b>	<b>558,959</b>	<b>551,633</b>	<b>(7,326)</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	71	-	-	-	-
<b>Total Services &amp; Supplies</b>	<b>71</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>455,471</b>	<b>534,634</b>	<b>558,959</b>	<b>551,633</b>	<b>(7,326)</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 2017/2018 Adopted Budget	FY 2017/2018	Difference	
			\$	%
<b>Personnel (BU 1920)</b>				
Gross Regular Salaries	\$357,049		\$(357,049)	-100%
Extra Help	-		-	0%
Retirement	102,823		(102,823)	-100%
FICA	20,993		(20,993)	-100%
Medicare	4,910		(4,910)	-100%
Retirement Cola	30,721		(30,721)	-100%
Health Insurance	66,586		(66,586)	-100%
Unemployment Insurance	277		(277)	-100%
Workers Comp	323		(323)	-100%
<b>Subtotal</b>	<b>\$583,682</b>	<b>\$ -</b>	<b>\$(583,682)</b>	<b>-100%</b>
<b>Administrative</b>				
Office Expense	\$41,850		\$ (41,850)	-100%
Legal Expense	118,000		(118,000)	-100%
Audit	40,000		(40,000)	-100%
Contracts	900		(900)	-100%
Staff Education and Training	15,000		(15,000)	-100%
Membership	5,250		(5,250)	-100%
<b>Subtotal</b>	<b>\$221,000</b>	<b>\$ -</b>	<b>\$(221,000)</b>	<b>-100%</b>
<b>Board Expense</b>				
Fiduciary Insurance	\$42,000		\$(42,000)	-100%
Board Meeting Stipends	7,100		(7,100)	-100%
Board Education and Training	26,730		(26,730)	-100%
<b>Subtotal</b>	<b>\$75,830</b>	<b>\$ -</b>	<b>\$(75,830)</b>	<b>-100%</b>
<b>Total Personnel, Administrative &amp; Board Expense</b>	<b>\$880,512</b>	<b>\$ -</b>	<b>\$(880,512)</b>	<b>-100%</b>
<b>Disability</b>				
Administrative Review	\$33,525		\$(33,525)	-100%
Hearing Preparation	30,000		(30,000)	-100%
Hearings	15,000		(15,000)	-100%
<b>Subtotal</b>	<b>\$78,525</b>	<b>\$ -</b>	<b>\$(78,525)</b>	<b>-100%</b>

# RETIREMENT ASSOCIATION

JAMES WILBANKS, Administrator

BU 1920 - Retirement

## MCERA BUDGET DETAIL

	FY 2017/2018 Adopted Budget	FY 2017/2018	Difference	
			\$	%
<b>625-B Kings Court</b>				
Imputed Rent	\$52,932		\$(52,932)	-100%
<b>Subtotal</b>	<b>\$52,932</b>	<b>\$ -</b>	<b>\$(52,932)</b>	<b>-100%</b>
<b>Total Administrative Expense</b>	<b>\$1,011,969</b>	<b>\$ -</b>	<b>\$(1,011,969)</b>	<b>-100%</b>
<b>Technology</b>				
Automation				
LRS/Pension Gold	\$158,177		\$(158,177)	-100%
Linea Consultant	-		-	0%
County IT Related Expenses	5,000		(5,000)	-100%
PCX Scan Station Project	10,500		(10,500)	-100%
<b>Subtotal</b>	<b>\$173,677</b>	<b>\$ -</b>	<b>\$(173,677)</b>	<b>-100%</b>
<b>Investment</b>				
New Investment Manager <sup>1</sup>	\$30,000		\$(30,000)	-100%
Mondrian Fees	230,000		(230,000)	-100%
Investment Consultant-Callan	149,968		(149,968)	-100%
Actuary Services-Segal	83,000		(83,000)	-100%
Actuarial Audit	76,000		(76,000)	-100%
State Street	60,600		(60,600)	-100%
Other Investment Expense	1,000		(1,000)	-100%
<b>Subtotal</b>	<b>\$630,568</b>	<b>\$ -</b>	<b>\$(630,568)</b>	<b>-100%</b>
<b>Property Maintenance Plan</b>	<b>\$47,000</b>		<b>\$(47,000)</b>	<b>-100%</b>
<b>Total MCERA</b>	<b>\$1,863,214</b>	<b>\$ -</b>	<b>\$(1,863,214)</b>	<b>-100%</b>
<b>Total Administrative Expenses</b>	<b>\$1,011,969</b>	<b>\$ -</b>		
(Total ex Technology & Investment)				
<b>CERL Administrative Cap</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>		
(Over)/Under Cap	<b>\$988,031</b>	<b>\$2,000,000</b>		
<b>MCERA Policy Cap</b>	<b>\$1,281,802</b>	<b>\$1,327,321</b>		
<b>Balance</b>	<b>\$269,833</b>	<b>\$1,327,321</b>		
<b>Basis Points Test</b>	<b>0%</b>	<b>0%</b>		
<b>AAL</b>	<b>\$610,381,849</b>	<b>\$632,057,539</b>		
<b>Date</b>	<b>6/30/2015</b>	<b>6/30/2016</b>		

<sup>1</sup> A new manager may be added depending on the outcome of the manager selection portion of the FY'16 Asset/Liability Study.

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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 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(7,396,922)	(8,178,092)	(12,327,130)	(11,838,693)	488,437
Total Operating Transfers In	-	-	(96,298)	-	96,298
<b>Total Revenues</b>	<b>(7,396,922)</b>	<b>(8,178,092)</b>	<b>(12,423,428)</b>	<b>(11,838,693)</b>	<b>584,735</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	22,227,915	23,666,452	23,886,587	26,406,795	2,520,208
Total Services & Supplies	5,926,118	5,692,139	5,887,880	6,673,178	785,298
Total Other Charges	247,743	281,363	435,904	435,900	(4)
Total Fixed Assets	982,916	1,128,737	582,613	500,000	(82,613)
<b>Total Operating Expenditures</b>	<b>29,384,691</b>	<b>30,768,691</b>	<b>30,792,984</b>	<b>34,015,873</b>	<b>3,222,889</b>
Total Intrafund Transfers	(732)	(408)	-	-	-
Total Operating Transfers Out	650	650	650	650	-
<b>Total Transfers &amp; Reimb.</b>	<b>(82)</b>	<b>242</b>	<b>650</b>	<b>650</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>29,384,609</b>	<b>30,768,933</b>	<b>30,793,634</b>	<b>34,016,523</b>	<b>3,222,889</b>
<b>NCC/Use of Fund Balance</b>	<b>21,987,688</b>	<b>22,590,841</b>	<b>18,370,206</b>	<b>22,177,830</b>	<b>3,807,624</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Sheriff-Coroner	19,966,279	(6,966,384)	12,999,895
Jail & Rehab Center	13,058,242	(4,051,624)	9,006,618
Emergency Services	314,752	(143,435)	171,317
<b>Total: General Fund</b>	<b>33,339,273</b>	<b>(11,161,443)</b>	<b>22,177,830</b>
<b>% of General Fund</b>	<b>16.9%</b>	<b>5.7%</b>	<b>38.1%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Sheriff-Coroner COPS	100,000	(100,000)	-
Sheriff's Special Projects	-	-	-
Jail & Rehab Center-COPS	25,000	(25,000)	-
Recovery Act Tech & Comm	207,028	(207,028)	-
Justice Assistance	20,222	(20,222)	-
Homeland Secure WMD6	165,000	(165,000)	-
DEA-COMMET	130,000	(130,000)	-
Correctional Off. Training	30,000	(30,000)	-
<b>Total: Other Funds</b>	<b>677,250</b>	<b>(677,250)</b>	<b>-</b>
<b>TOTAL: ALL FUNDS</b>	<b>34,016,523</b>	<b>(11,838,693)</b>	<b>22,177,830</b>
<b>% of Total Budget</b>	<b>12.4%</b>	<b>4.5%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Sheriff-Coroner	109	107	112
Jail & Rehab Center	67	65	69
Emergency Services	2	2	2
<b>Total: General Fund</b>	<b>178</b>	<b>174</b>	<b>183</b>
OTHER FUNDS			
Dept. Programs			
Sheriff-Coroner COPS	1	1	1
<b>Total: Other Funds</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL: ALL FUNDS</b>	<b>179</b>	<b>175</b>	<b>184</b>



## 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 2017-18

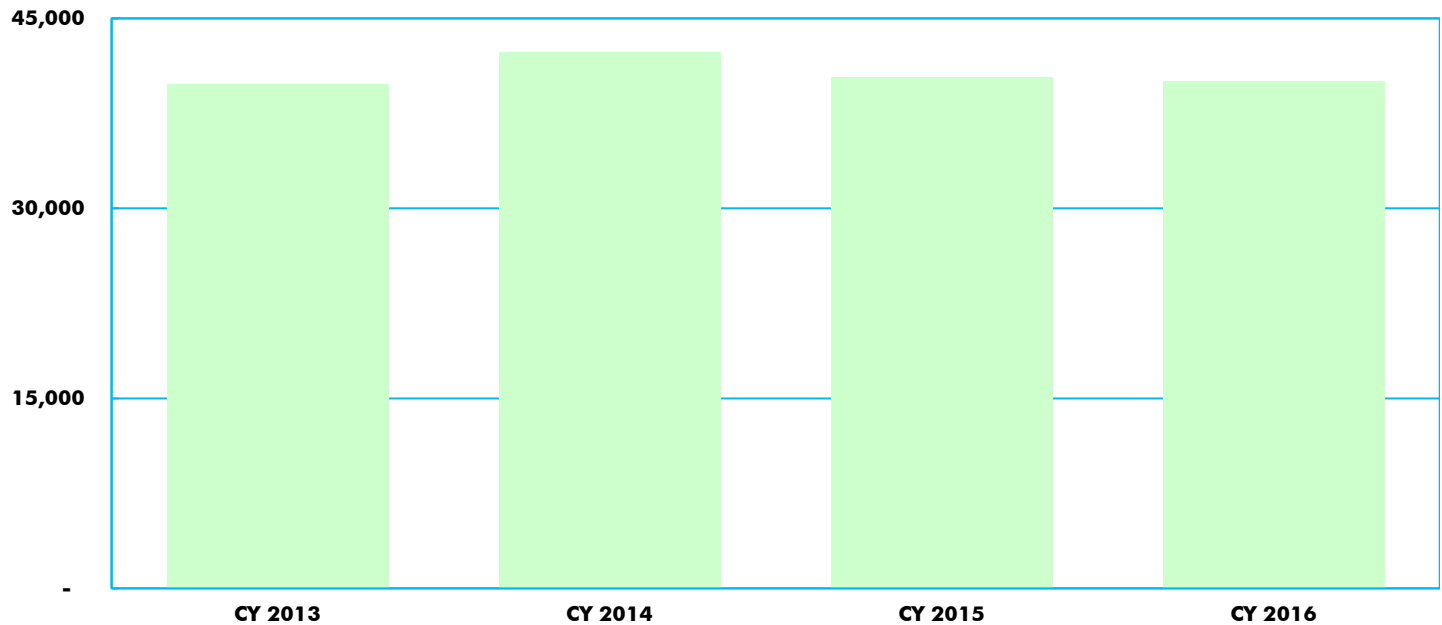
- Finalize planning with Chief Executive Officer to move the County of Mendocino Marijuana Eradication Team(COM-MET) office and the Evidence Bureau to County owned buildings for a cost savings.
- Finalize outfitting patrol and animal control vehicles with mobile display computers.
- Continue to recruit, hire and retain Deputy Sheriffs for vacant positions, including resident Deputies for the Covelo area.
- Prepare a master plan for space needs.

### ACCOMPLISHMENTS IN FY 2016-17

- Began negotiations with CEO to move COMMET office and the Evidence Bureau to County owned buildings.
- Evaluated mobile display computers for outfitting the patrol and the animal control fleet.
- Filled two vacant South Coast Resident Deputy posts.
- Completed generator project in the north sector, Willits office.
- Hired, trained and retained two Animal Control officers.
- Hired a second Sheriff's Office Service Technician to work with the HHSA Mental Health Rehab Specialist to establish a second outreach team to participate in the Mobile Outreach Engagement and Triage Services Program.

## PERFORMANCE INDICATORS

### Calls for Service



## 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

Increased *Salary & Employee Benefits* due to negotiated wage increases.

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, Sheriff-Coroner

BU 2310 - Sheriff-Coroner

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection

Activity: Police Protection

Fund: 1100 County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821510 - Sales Tax - Public Safety	-	-	2,943,421	<b>3,131,042</b>	187,621
822600 - Other Permit	825	1,090	778	<b>778</b>	-
822601 - Gun Permit	32,223	36,716	39,813	<b>50,000</b>	10,187
823110 - Crim Just Const Fund	161,800	152,100	175,000	<b>175,000</b>	-
823130 - Warrant System	2,747	2,641	5,000	<b>5,000</b>	-
823204 - Misc Court Fine	130,016	226,386	150,000	<b>150,000</b>	-
823210 - Fine Judicial Dist	37	67	34	-	(34)
823300 - Forfeiture & Penalty	264	395	1,407	-	(1,407)
823310 - Asset Forfeiture	40,733	310,137	300,000	-	(300,000)
825344 - 2011 Realign Pub Safety	1,586,415	1,551,314	1,650,000	<b>2,349,866</b>	699,866
825490 - State Other	695,511	782,678	690,116	<b>690,116</b>	-
825670 - Federal Other	32,698	27,856	12,051	<b>30,000</b>	17,949
826223 - Civil Fee Sheriff	75,115	92,945	81,420	<b>81,420</b>	-
826242 - Dom Animal Care	22,000	22,000	22,000	<b>22,000</b>	-
826250 - Law Enforcement Services	143,625	185,496	106,846	<b>150,000</b>	43,154
826254 - Sher Pt Arena Contract	91,667	100,000	100,000	<b>100,000</b>	-
826257 - Med Marij Zip Tie	119,632	625,330	1,266,264	<b>25,000</b>	(1,241,264)
826258 - Restitution 11470.2 H&S	2,050,484	1,509,765	327,340	-	(327,340)
826390 - Other Charges	1,314	966	4,162	<b>4,162</b>	-
827400 - Prior Year Revenue	-	127	6,586	-	(6,586)
827600 - Other Sales	1,416	15,157	1,000	<b>1,000</b>	-
827700 - Other	2,066	15,614	600	<b>1,000</b>	400
827707 - Donation	-	20	-	-	-
827802 - Oper Transfer In	-	-	96,298	-	(96,298)
<b>Total Revenues</b>	<b>5,190,586</b>	<b>5,658,800</b>	<b>7,980,136</b>	<b>6,966,384</b>	<b>(1,013,752)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	6,135,377	6,416,995	6,368,440	<b>7,260,257</b>	891,817
861012 - Extra Help	194,199	301,942	399,310	<b>375,000</b>	(24,310)
861013 - Overtime Reg Emp	1,557,821	1,758,787	1,750,551	<b>1,600,000</b>	(150,551)
861021 - Co Cont Retirement	2,385,448	2,589,114	2,662,827	<b>2,989,520</b>	326,693
861022 - Co Cont OASDI	450,574	476,913	472,148	<b>412,121</b>	(60,027)
861023 - Co Cont Medicare	109,092	117,478	117,834	<b>96,502</b>	(21,332)
861024 - Co Cont Retire Incr	1,404,182	1,670,422	1,631,991	<b>1,671,018</b>	39,027
861030 - Co Cont Health Ins	1,075,810	1,000,507	965,963	<b>1,024,369</b>	58,406
861031 - Co Cont Unemp Ins	16,050	14,351	16,918	<b>14,097</b>	(2,821)
861035 - Co Cont Workers Comp	910,225	981,354	1,129,129	<b>1,223,986</b>	94,857
<b>Total Salaries &amp; Employee Benefits</b>	<b>14,238,779</b>	<b>15,327,863</b>	<b>15,515,111</b>	<b>16,666,870</b>	<b>1,151,759</b>
<b>Services &amp; Supplies</b>					
862050 - Clothing/Pers Items	3,758	2,176	2,167	<b>3,000</b>	833
862060 - Communications	136,632	145,366	152,484	<b>145,000</b>	(7,484)
862101 - Insurance - General	380,236	328,476	323,509	<b>224,216</b>	(99,293)
862120 - Maint - Equip	44,565	145,670	171,138	<b>171,138</b>	-
862130 - Maint - Strc/Impr/Grnds	14,549	1,507	-	-	-



## BUDGET UNIT DETAIL Schedule 9 (cont.)

Function: Public Protection

Activity: Police Protection

Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
862150 - Memberships	11,165	11,921	15,905	15,905	-
862170 - Office Expense	150,116	113,073	110,487	110,487	-
862185 - Medical/Dental Svcs	264,101	290,847	246,993	300,000	53,007
862187 - Education & Training	40,025	25,768	16,552	16,552	-
862189 - Prof/Spec Svcs - Other	73,576	72,947	50,679	50,679	-
862190 - Publ/Legal Notice	-	-	128	-	(128)
862200 - Rent/Lease - Equip	86	-	-	29,000	29,000
862210 - Rent/Lease - Bldg Grnds	29,886	30,336	38,157	-	(38,157)
862230 - Info Tech Equip	114,495	121,063	89,977	468,210	378,233
862232 - Law Enf Supply & Svcs	336,118	263,046	365,601	365,601	-
862239 - Spec Dept Expense	100,872	104,934	95,650	95,650	-
862240 - Spec Dept Fund	-	1,101	-	-	-
862250 - Trans/Travel	585,879	558,393	468,941	468,971	30
862253 - Travel Out of County	76,808	26,908	25,449	25,000	(449)
862260 - Utilities	13,769	20,020	13,447	10,000	(3,447)
<b>Total Services &amp; Supplies</b>	<b>2,376,636</b>	<b>2,263,552</b>	<b>2,187,264</b>	<b>2,499,409</b>	<b>312,145</b>
<b>Other Charges</b>					
863113 - Pmts Other Gov Agency	247,743	281,363	300,000	300,000	-
<b>Total Other Charges</b>	<b>247,743</b>	<b>281,363</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>
<b>Fixed Assets</b>					
864370 - Equipment	895,041	1,041,140	504,546	500,000	(4,546)
<b>Total Fixed Assets</b>	<b>895,041</b>	<b>1,041,140</b>	<b>504,546</b>	<b>500,000</b>	<b>(4,546)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(732)	(408)	-	-	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>(732)</b>	<b>(408)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>17,757,466</b>	<b>18,913,510</b>	<b>18,506,921</b>	<b>19,966,279</b>	<b>1,459,358</b>
<b>Total Net County Cost</b>	<b>12,566,879</b>	<b>13,254,710</b>	<b>10,526,785</b>	<b>12,999,895</b>	<b>2,473,110</b>



## 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.

### GRANT INFORMATION

- Grant Inception Date: March 1, 2015
- Current Grant Period: January 1, 2017 - December 31, 2017
- Source of Funds: U.S. Department of Justice, Bureau of Justice Assistance
- Continuity of Grant: 3-Year Grant
- Grant Restrictions and Provisions: The grant does not allow for indirect or overhead costs.

### GRANT BUDGET

#### Revenue

Revenue	\$ 207,028
Total	\$ 207,028

#### Expenditures

Professional Services	\$ 71,128
Community Based Organizations Contracts	135,900
Total	\$ 207,028

County Match Required: No

Independent Audit Required: Yes

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
Deputy District Attorney	.50	100%	0%
Deputy Public Defender IV	.12	100%	0%

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4380 Recovery Act Tech & Comm	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	-	37,158	207,028	<b>207,028</b>	-
<b>Total Revenues</b>	<b>-</b>	<b>37,158</b>	<b>207,028</b>	<b>207,028</b>	<b>-</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	-	919	-	-	-
<b>Salaries &amp; Employee Benefits</b>	<b>-</b>	<b>919</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	-	-	76,530	<b>71,128</b>	(5,402)
862239 - Spec Dept Expense	-	-	7,566	-	(7,566)
<b>Total Services &amp; Supplies</b>	<b>-</b>	<b>-</b>	<b>84,096</b>	<b>71,128</b>	<b>(12,968)</b>
<b>Other Charges</b>					
863280 - Contr Other Agency	-	-	135,904	<b>135,900</b>	(4)
<b>Total Other Charges</b>	<b>-</b>	<b>-</b>	<b>135,904</b>	<b>135,900</b>	<b>(4)</b>
<b>Total Net Appropriations</b>	<b>-</b>	<b>919</b>	<b>220,000</b>	<b>207,028</b>	<b>(12,972)</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>(36,239)</b>	<b>12,972</b>	<b>-</b>	<b>(12,972)</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.

### GRANT INFORMATION

- Grant Inception Date: October 1, 2010
- Current Grant Period:  
October 1, 2017 - September 30, 2019
- Source of Funds: U.S. Department of Justice, Bureau of Justice Assistance
- Continuity of Grant: Annual 2-year rolling grant, subject to Federal funding decisions.
- 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	\$ 20,222
Total	\$ 20,222

#### Expenditures

Services & Supplies/Info Tech Equip.	\$ 20,222
Total	\$ 20,222

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: 4500 Justice Assistance	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	21,530	18,306	-	20,222	20,222
<b>Total Revenues</b>	<b>21,530</b>	<b>18,306</b>	<b>-</b>	<b>20,222</b>	<b>20,222</b>
<b>Services &amp; Supplies</b>					
862230 - Info Tech Equip	21,530	-	-	20,222	20,222
<b>Total Services &amp; Supplies</b>	<b>21,530</b>	<b>-</b>	<b>-</b>	<b>20,222</b>	<b>20,222</b>
<b>Total Net Appropriations</b>	<b>21,530</b>	<b>-</b>	<b>-</b>	<b>20,222</b>	<b>20,222</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>(18,306)</b>	<b>-</b>	<b>-</b>	<b>-</b>



# 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: May 1, 2016 - April 30, 2017
- Source of Funds: U.S. Department of Homeland Security via California Emergency Management Agency
- Continuity of Grant: Ongoing annual renewal/allocation.
- Grant Restrictions and Provisions: Grant will reimburse for approved expenses.

### GRANT BUDGET

#### Revenue

Grant	\$ 165,000
Total	\$ 165,000

#### Expenditures

Services & Supplies	\$ 165,000
Total	\$ 165,000

County Match Required: No

Independent Audit Required: Yes

### BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4620 Homeland Security WMD 6	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
825670 - Federal Other Revenue	131,978	165,534	-	165,000	165,000
<b>Total Revenues</b>	<b>131,978</b>	<b>165,534</b>	<b>-</b>	<b>165,000</b>	<b>165,000</b>
<b>Services &amp; Supplies</b>					
862170 - Office Expense	-	2	-	-	-
862187 - Education & Training	357	4,280	-	-	-
862189 - Prof/Spec Svcs - Other	76,601	13,176	-	100,000	100,000
862230 - Info Tech Equip	-	-	-	65,000	65,000
862239 - Spec Dept Expense	69,251	22,216	-	-	-
862253 - Travel Out of County	-	4,504	-	-	-
<b>Total Services &amp; Supplies</b>	<b>146,209</b>	<b>44,178</b>	<b>-</b>	<b>165,000</b>	<b>165,000</b>
<b>Fixed Assets</b>					
864370 - Equipment	36,203	-	-	-	-
<b>Total Fixed Assets</b>	<b>36,203</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>182,412</b>	<b>44,178</b>	<b>-</b>	<b>165,000</b>	<b>165,000</b>
<b>Total Fund Balance Contribution</b>	<b>50,434</b>	<b>(121,356)</b>	<b>-</b>	<b>-</b>	<b>-</b>



BU 0466 - DEA-COMMET  
Grant

GRANT OVERVIEW (Administered in BU 2310)

County of Mendocino Marijuana Eradication Team's (COMMET) purpose is to locate and eradicate illegal marijuana grows both outdoors and indoors. 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, cocaine and psilocybin mushrooms to name a few.

Illegal growing operations continue to increase in the county both on public and private land. Large organized trafficking organizations lease privately owned property in the county and often have multiple smaller outdoor grows per parcel vs. single large grow operations. This practice hampers eradication efforts and increases time spent eradicating plants that are often surrounded by plastic or wire cage materials and supported by twine and bamboo. Assistance from the State and Federal government in this operation have dwindled or ceased to the County making the burden heavier on the County forces.

GRANT INFORMATION

- Grant Inception Date: July 1, 1992
- Current Grant Period: December 2017
- Source of Funds: U.S. Drug Enforcement Agency
- 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	
Asset Forfeiture	\$ 60,000
Grant	70,000
Total	\$ 130,000
Expenditures	
Services & Supplies	\$ 130,000
Total	\$ 130,000

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

EMPLOYEES	(FULL TIME EQUIVALENT)	GRANT FUNDED	GENERAL FUND
None			

## BUDGET UNIT DETAIL Schedule 9

Function: - Activity: -

Fund: 4660 DEA COMMET	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823310 - Asset Forfeiture	39,546	-	63,700	60,000	(3,700)
825490 - State Other	-	72,000	-	-	-
825670 - Federal Other Revenue	-	73,890	-	-	-
827801 - Grant Revenue	75,000	-	75,000	70,000	(5,000)
<b>Total Revenues</b>	<b>114,546</b>	<b>145,890</b>	<b>138,700</b>	<b>130,000</b>	<b>(8,700)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,174	1,758	3,000	-	(3,000)
862170 - Office Expense	2,258	3,078	200	-	(200)
862189 - Prof/Spec Svcs - Other	29,642	626	10,000	1,500	(8,500)
862200 - Rent/Lease Equip	772	945	1,000	-	(1,000)
862210 - Rent/Lease Bldg Grds	44,400	44,400	22,000	25,000	3,000
862232 - Law Enf Supply & Svcs	97,552	68,220	100,000	100,000	-
862239 - Spec Dept Expense	117	737	-	-	-
862260 - Utilities	5,111	4,494	2,500	3,500	1,000
<b>Total Services &amp; Supplies</b>	<b>182,027</b>	<b>124,258</b>	<b>138,700</b>	<b>130,000</b>	<b>(8,700)</b>
<b>Total Net Appropriations</b>	<b>182,027</b>	<b>124,258</b>	<b>138,700</b>	<b>130,000</b>	<b>(8,700)</b>
<b>Total Fund Balance Contribution</b>	<b>67,480</b>	<b>(21,632)</b>	<b>-</b>	<b>-</b>	<b>-</b>



BU 2310 - Recovery Act Cal-MMET - 2009 Grant

GRANT OVERVIEW (Included in BU 2310)

This grant replaced the Cal-MMET Grant. Grant funds can be used for the following programs: California Multi-Jurisdictional Methamphetamine Enforcement Team Program, California Gang Violence Suppression Program, Multi-Agency Gang Enforcement Consortium, Rural Crime Prevention, Sexual Assault Felony Enforcement, High Technology Theft Apprehension and Prosecution Program. This grant does not have a separate budget unit, but is included in BU 2310-Sheriff-Coroner.

GRANT INFORMATION

- Grant Inception Date: March 1, 2010
- Current Grant Period: July 1, 2017 - June 30, 2018
- Source of Funds: U.S. Department of Justice, via Cal-EMA Bureau of Justice Assistance (American Recovery Act)
- Continuity of Grant: Unknown
- Grant Restrictions and Provisions: The grant does not allow for indirect or overhead costs. The budget does not include the maximum amount but the indirect costs are negligible, and are absorbed by BU 2310 - Sheriff-Coroner.

GRANT BUDGET

<b>Revenue</b>	
Revenue	\$ 130,000
Total	\$ 130,000
<b>Expenditures</b>	
Law Enforcement Training Expenses	\$ 130,000
Total	\$ 130,000
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			





# 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, 2017 - June 30, 2018
- Source of Funds: California Emergency Management Authority
- 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	\$ 26,000
Total	\$ 26,000

#### Expenditures

Sexual Assault Felony Enforcement	\$ 26,000
Total	\$ 26,000

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			



## 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.

### GOALS FOR FY 2017-18

- Continue to fund unfunded communication mandates.
- Due to staffing shortages forecast for FY 2017-18 funds will be used for communication mandates this year rather than salaries.

### ACCOMPLISHMENTS IN FY 2016-17

- Continued to use resources to employ Sheriff's Technology Specialist.

### 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

FY 2017-18 changes are to allocate these grant funds to communication mandates rather than staffing due to shortage of staff forecast for the current budget cycle.

## BUDGET UNIT DETAIL Schedule 9

Function: Public Protection

Activity: Police Protection

Fund: 1210 Supp Law Enforcement Svcs	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	183	376	150	-	(150)
825490 - State Other	120,890	101,978	100,000	100,000	-
<b>Total Revenues</b>	<b>121,073</b>	<b>102,354</b>	<b>100,150</b>	<b>100,000</b>	<b>(150)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	46,833	43,214	56,583	55,689	(894)
861013 - Overtime Reg Emp	295	1,833	-	-	-
861021 - Co Cont Retirement	13,799	12,191	16,421	16,450	29
861022 - Co Cont OASDI	2,922	2,793	3,508	3,331	(177)
861023 - Co Cont Medicare	683	653	820	779	(41)
861024 - Co Cont Retire Incr	5,401	5,238	6,774	4,527	(2,247)
861030 - Co Cont Health Ins	5,954	4,403	5,954	5,954	-
861031 - Co Cont Unemp Ins	85	71	71	-	(71)
861035 - Co Cont Workers Comp	1,947	2,073	1,425	1,347	(78)
<b>Total Salaries &amp; Employee Benefits</b>	<b>77,919</b>	<b>72,469</b>	<b>91,556</b>	<b>88,077</b>	<b>(3,479)</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	140	130	134	143	9
862232 - Law Enf Supply & Svcs	-	12,672	7,960	11,280	3,320
862239 - Spec Dept Expense	-	43	-	-	-
<b>Total Services &amp; Supplies</b>	<b>140</b>	<b>12,845</b>	<b>8,094</b>	<b>11,423</b>	<b>3,329</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	500	500	500	500	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>78,559</b>	<b>85,814</b>	<b>100,150</b>	<b>100,000</b>	<b>(150)</b>
<b>Total Fund Balance Contribution</b>	<b>(42,513)</b>	<b>(16,540)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Applied donated funds as available appropriately to special projects.

#### GOALS FOR FY 2017-18

- Continue to apply any donated funds, as received, appropriately to 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues					
824100 - Interest	76	17	250	-	(250)
826258 - Restitution 11470.2 H&S	61,953	-	-	-	-
826390 - Other Charges	5,425	-	-	-	-
827700 - Other	-	3,040	-	-	-
827707 - Donation	18,979	7,236	20,000	-	(20,000)
Total Revenues	86,433	10,293	20,250	-	(20,250)
Services & Supplies					
862189 - Prof & Spec Svcs - Other	464	-	-	-	-
862194 - A-87 Costs	-	6,226	2,500	-	(2,500)
862232 - Law Enf Supply & Svcs	-	1,403	17,750	-	(17,750)
862239 - Spec Dept Expense	32,127	3,522	-	-	-
862253 - Travel Out of County	95,415	(31)	-	-	-
Total Services & Supplies	128,006	11,120	20,250	-	(20,250)
Total Net Appropriations	128,006	11,120	20,250	-	(20,250)
Total Fund Balance Contribution	41,573	827	-	-	-



## 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 2017-18

- Submit grant application for California Senate Bill 844 "Correctional Facilities: Construction; Financing" for updating Mendocino County Jail facilities.
- Meet State standards and training for Mendocino County Sheriff's Office Corrections Division to maintain and improve professional competence for our local corrections staff.
- Re-establish a Lieutenant position.

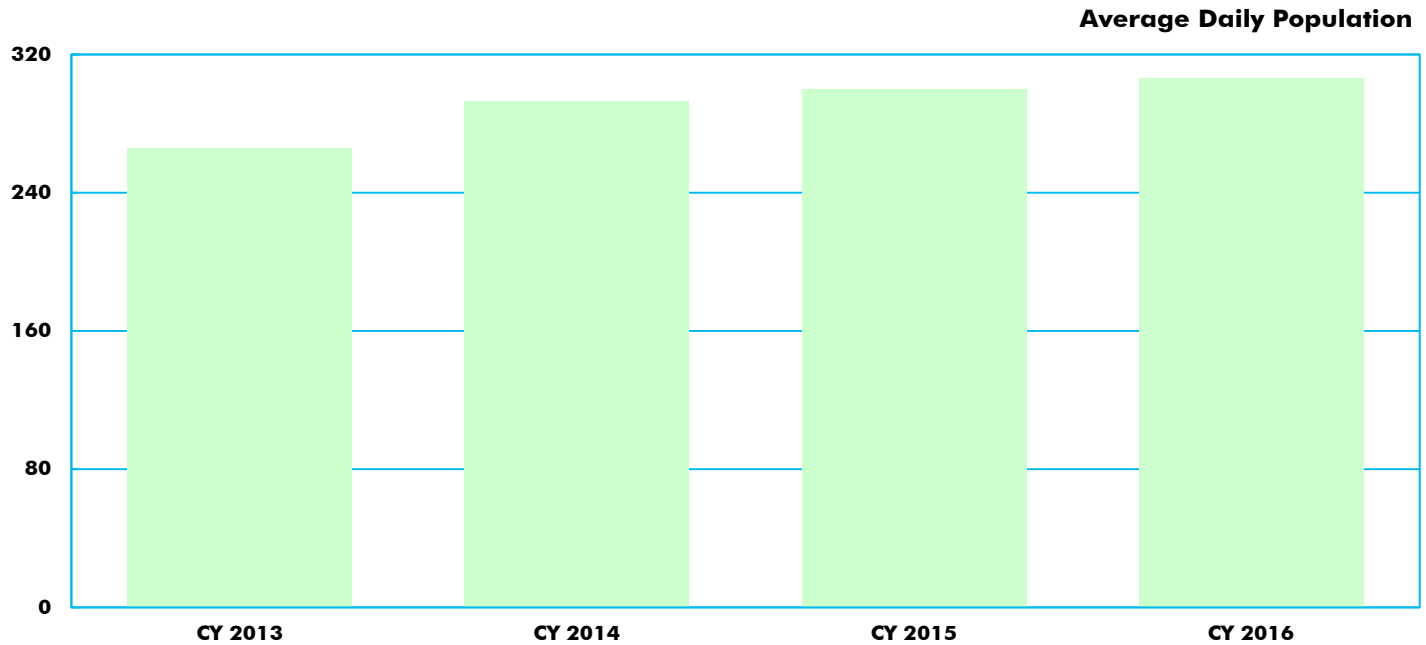
#### ACCOMPLISHMENTS IN FY 2016-17

- Upgraded current cameras in the facility and installed new IT cameras.
- Worked with Risk Management to reduce industrial injuries. Efforts included new uniform pants with knee protection pads and fitting all correctional staff with shoe inserts.
- Worked with Risk Management to streamline and find efficiencies to improve the Worker's Compensation process to better serve the injured employee and the Mendocino County Sheriff's Office.
- Completed the kitchen washroom renovation project. Floor replacement, stainless steel wall panels, stainless steel sinks, counters and a new industrial dishwasher were installed.
- Finalize freezer replacement project in the jail to allow for reduced cost of purchasing bulk food.

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, Sheriff-Coroner  
BU 2510 - Jail & Rehabilitation Center

## PERFORMANCE INDICATORS



## 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

Increased *Salary & Employee Benefits* due to negotiated wage increases.

BUDGET UNIT DETAIL		Schedule 9		Function: Public Protection		Activity: Detention	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>							
821510 - Sales Tax-Public Safety	-	-	2,229,131		2,371,277	142,146	
823204 - Misc Court Fine	20,092	9,567	13,378		13,378	-	
823310 - Asset Forfeiture	-	31,124	-		-	-	
825150 - Motor Vehicle in Lieu	-	100,000	75,000		75,000	-	
825344 - 2011 Realignment Pub Sfty	1,015,815	1,251,634	1,166,025		1,165,060	(965)	
825490 - State Other	214,538	147,292	123,517		123,517	-	
825670 - Federal Other	32,383	39,744	77,647		77,647	-	
826269 - Work Release	19,405	21,790	23,971		23,971	-	
826270 - Electronic Monitor Prog	7,033	1,149	-		-	-	
826344 - Meals & Prisoner Care	97,600	4,800	-		-	-	
826390 - Other Charges	84,145	137,940	100,000		201,774	101,774	
827400 - Prior Year Revenue	-	6	-		-	-	
<b>Total Revenues</b>	<b>1,491,012</b>	<b>1,745,046</b>	<b>3,808,669</b>		<b>4,051,624</b>	<b>242,955</b>	
<b>Salaries &amp; Employee Benefits</b>							
861011 - Regular Employees	3,239,448	3,269,889	3,287,600		4,076,737	789,137	
861012 - Extra Help	66,505	66,790	42,545		50,000	7,455	
861013 - Overtime Reg Emp	938,308	1,031,840	1,012,808		1,000,000	(12,808)	
861021 - Co Cont Retirement	1,304,788	1,408,290	1,465,727		1,755,578	289,851	
861022 - Co Cont OASDI	241,034	251,290	249,681		228,035	(21,646)	
861023 - Co Cont Medicare	57,350	59,768	59,055		53,331	(5,724)	
861024 - Co Cont Retire Incr	797,689	935,096	907,402		991,871	84,469	
861030 - Co Cont Health Ins	626,110	627,152	596,401		627,856	31,455	
861031 - Co Cont Unemp Ins	16,757	12,848	9,388		4,906	(4,482)	
861035 - Co Cont Workers Comp	460,611	466,178	545,657		695,207	149,550	
<b>Total Salaries &amp; Employee Benefits</b>	<b>7,748,599</b>	<b>8,129,141</b>	<b>8,176,264</b>		<b>9,483,521</b>	<b>1,307,257</b>	
<b>Services &amp; Supplies</b>							
862050 - Clothing/Pers Items	21,106	12,855	21,267		21,267	-	
862060 - Communications	7,821	5,964	7,106		7,106	-	
862080 - Food	368,276	400,677	401,728		400,000	(1,728)	
862090 - Household Expense	160,972	166,943	90,090		90,089	(1)	
862101 - Insurance - General	226,254	180,272	66,998		164,975	97,977	
862120 - Maint - Equip	3,101	5,343	29,105		29,105	-	
862170 - Office Expense	41,356	43,798	38,329		38,329	-	
862185 - Medical/Dental Svcs	1,966,576	2,035,344	2,380,206		2,562,499	182,293	
862187 - Education & Training	4,778	2,182	6,985		6,000	(985)	
862189 - Prof/Spec Svcs - Other	28,133	54,650	94,373		94,372	(1)	
862230 - Info Tech Equip	549	64	-		-	-	
862232 - Law Enf Supply & Svcs	53,918	38,388	63,383		63,383	-	
862239 - Spec Dept Expense	7,216	15,027	16,154		16,153	(1)	
862250 - Trans/Travel	24,899	21,803	17,061		15,000	(2,061)	
862253 - Travel Out of County	30,863	48,887	66,444		66,443	(1)	
<b>Total Services &amp; Supplies</b>	<b>2,945,817</b>	<b>3,032,197</b>	<b>3,299,229</b>		<b>3,574,721</b>	<b>275,492</b>	

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, Sheriff-Coroner

BU 2510 - Jail & Rehabilitation Center

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)			Function: Public Protection	Activity: Detention
Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year	
<b>Fixed Assets</b>						
864370 - Equipment	7,649	31,124	-	-	-	-
<b>Total Fixed Assets</b>	<b>7,649</b>	<b>31,124</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>10,702,065</b>	<b>11,192,462</b>	<b>11,475,493</b>	<b>13,058,242</b>	<b>1,582,749</b>	
<b>Total Net County Cost</b>	<b>9,211,053</b>	<b>9,447,416</b>	<b>7,666,824</b>	<b>9,006,618</b>	<b>1,339,794</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 11, 2017 - June 30, 2018
- Source of Funds: California Department of Corrections and Rehabilitation
- 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	\$ 30,000
Total	\$ 30,000

### Expenditures

Services & Supplies	\$ 30,000
Total	\$ 30,000

County Match Required: No

Independent Audit Required: No

BUDGET UNIT DETAIL Schedule 9				Function: -	Activity: -
Fund: 4670 Correctional Officers Training	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
827801 - Grant Revenue	61,605	67,340	-	30,000	30,000
<b>Total Revenues</b>	<b>61,605</b>	<b>67,340</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
<b>Services &amp; Supplies</b>					
862187 - Education & Training	43,502	46,349	-	30,000	30,000
<b>Total Services &amp; Supplies</b>	<b>43,502</b>	<b>46,349</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
<b>Total Net Appropriations</b>	<b>43,502</b>	<b>46,349</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
<b>Total Fund Balance Contribution</b>	<b>(18,103)</b>	<b>(20,991)</b>	<b>-</b>	<b>-</b>	<b>-</b>

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Security cameras located in the jail facility were updated for the safety and security of Jail staff and inmates.
- Added 20 radios for Jail staff.

#### GOALS FOR FY 2017-18

- Have funding available for unanticipated equipment maintenance and replacement or to enhance overall Jail Operations.

#### 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 Changes

BUDGET UNIT DETAIL Schedule 9		Function: Public Protection			Activity: Police Protection	
Fund: 1210 Supp Law Enforcement Svcs	2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year	
Revenues						
824100 - Interest	45	92	60	-	(60)	
825490 - State Other	30,975	25,827	25,000	25,000	-	
Total Revenues	31,020	25,919	25,060	25,000	(60)	
Services & Supplies						
862232 - Law Enf Supply & Svcs	-	20,107	24,910	24,850	(60)	
Total Services & Supplies	-	20,107	24,910	24,850	(60)	
Expend Transfer & Reimb						
865802 - Oper Transfer Out	150	150	150	150	-	
Total Expend Transfer & Reimb	150	150	150	150	-	
Total Net Appropriations	150	20,257	25,060	25,000	(60)	
Total Fund Balance Contribution	(30,870)	(5,662)	-	-	-	



## 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
- Disaster Preparedness

#### GOALS FOR FY 2017-18

- Complete Emergency Operations Center Plan, Volunteer Disaster Service Worker Plan, Evacuation Plan and Debris Management Plan revisions.
- Begin implementation of new Cal OES Type II Credentialing training program for County EOC staff.
- Conduct one functional Emergency Operations Center exercise.
- Increase number of registered Emergency Notification users through public education.
- Provide additional training including Disaster Recovery, Emergency Operations Center and Incident Command.

#### ACCOMPLISHMENTS IN FY 2016-17

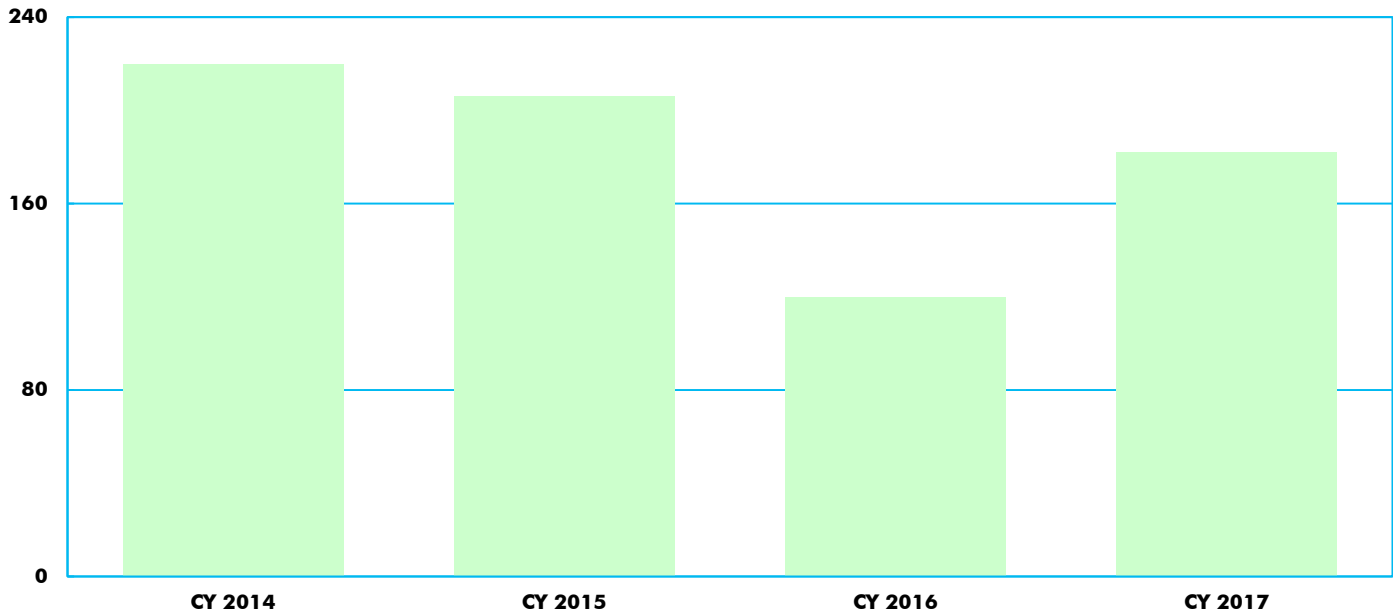
- Board of Supervisors approved the revised Emergency Operations Plan, [www.mendocinocounty.org/oes/](http://www.mendocinocounty.org/oes/)
- Developed training matrix and requirements for County and Emergency Operations Center staff.
- Notified 56,042 residents of emergency/hazardous situations through County's Emergency Notification tool.
- Provided county-wide trainings including ICS 100, 200, 300, 400, 700 and Emergency Operations Center.
- Provided sandbags to citizens for emergency protective measures Countywide during storms.

# SHERIFF'S OFFICE

THOMAS D. ALLMAN, Sheriff-Coroner  
BU 2830 - Emergency 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

No significant changes.

<b>BUDGET UNIT DETAIL</b>		Schedule 9		Function: Public Protection		Activity: Other Protection	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18	Change from	
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year	
<b>Revenues</b>							
825670 - Federal Other		147,138	195,116	143,435	143,435	-	
827700 - Other		-	6,336	-	-	-	
<b>Total Revenues</b>		<b>147,138</b>	<b>201,452</b>	<b>143,435</b>	<b>143,435</b>	<b>-</b>	
<b>Salaries &amp; Employee Benefits</b>							
861011 - Regular Employees		108,372	89,406	57,774	96,538	38,764	
861012 - Extra Help		-	-	12,451	19,500	7,049	
861013 - Overtime Reg Emp		537	1,040	1,500	-	(1,500)	
861021 - Co Cont Retirement		27,372	23,563	15,853	28,004	12,151	
861022 - Co Cont OASDI		6,639	5,555	3,527	5,694	2,167	
861023 - Co Cont Medicare		1,553	1,299	924	1,331	407	
861024 - Co Cont Retire Incr		9,458	8,376	5,282	7,707	2,425	
861030 - Co Cont Health Ins		5,954	4,380	5,677	8,932	3,255	
861031 - Co Cont Unemp Ins		1,399	708	141	55	(86)	
861035 - Co Cont Workers Comp		1,334	1,733	527	566	39	
<b>Total Salaries &amp; Employee Benefits</b>		<b>162,617</b>	<b>136,060</b>	<b>103,656</b>	<b>168,327</b>	<b>64,671</b>	
<b>Services &amp; Supplies</b>							
862060 - Communications		5,957	4,903	3,397	4,000	603	
862101 - Insurance - General		863	626	490	521	31	
862120 - Maint - Equip		496	7,465	2,899	4,000	1,101	
862150 - Memberships		6,575	525	-	1,000	1,000	
862170 - Office Expense		3,641	3,334	673	10,000	9,327	
862187 - Education & Training		2,164	1,933	1,996	5,000	3,004	
862189 - Prof/Spec Svcs - Other		-	17,200	-	15,000	15,000	
862200 - Rents & Leases - Equip		3,600	3,478	4,027	3,500	(527)	
862230 - Info Tech Equip		4,979	-	7,517	10,000	2,483	
862232 - Law Enf Supply & Svcs		16,724	10,862	29,830	10,000	(19,830)	
862239 - Spec Dept Expense		30,683	77,640	71,636	73,404	1,768	
862250 - Trans/Travel		137	2	355	5,000	4,645	
862253 - Travel Out of County		6,434	9,565	2,517	5,000	2,483	
<b>Total Services &amp; Supplies</b>		<b>82,252</b>	<b>137,533</b>	<b>125,337</b>	<b>146,425</b>	<b>21,088</b>	
<b>Fixed Assets</b>							
864370 - Equipment		44,024	56,473	78,067	-	(78,067)	
<b>Total Fixed Assets</b>		<b>44,024</b>	<b>56,473</b>	<b>78,067</b>	<b>-</b>	<b>(78,067)</b>	
<b>Total Net Appropriations</b>		<b>288,893</b>	<b>330,066</b>	<b>307,060</b>	<b>314,752</b>	<b>7,692</b>	
<b>Total Net County Cost</b>		<b>141,755</b>	<b>128,614</b>	<b>163,625</b>	<b>171,317</b>	<b>7,692</b>	



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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.*



## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(15,567,906)	(13,252,270)	(9,717,796)	(19,164,069)	(9,446,273)
Total Operating Transfers In	(4,380,677)	(4,832,382)	(7,862,255)	(5,299,996)	2,562,259
<b>Total Revenues</b>	<b>(19,948,583)</b>	<b>(18,084,652)</b>	<b>(17,580,051)</b>	<b>(24,464,065)</b>	<b>(6,884,014)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	6,400,993	6,653,728	6,771,122	7,528,382	757,260
Total Services & Supplies	15,279,831	12,500,241	12,172,630	19,825,071	7,652,441
Total Other Charges	1,017,624	(124,499)	114,650	204,000	89,350
Total Fixed Assets	997,756	163,518	500,000	379,900	(120,100)
<b>Total Operating Expenditures</b>	<b>23,696,204</b>	<b>19,192,988</b>	<b>19,558,402</b>	<b>27,937,353</b>	<b>8,378,951</b>
Total Intrafund Transfers	(1,904,097)	(576,147)	(453,145)	(354,700)	98,445
Total Operating Transfers Out	79,125	137,211	215,000	250,000	35,000
<b>Total Transfers &amp; Reimb.</b>	<b>(1,824,972)</b>	<b>(438,936)</b>	<b>(238,145)</b>	<b>(104,700)</b>	<b>133,445</b>
<b>Total Net Appropriations</b>	<b>21,871,232</b>	<b>18,754,052</b>	<b>19,320,257</b>	<b>27,832,653</b>	<b>8,512,396</b>
<b>NCC/Use of Fund Balance</b>	<b>1,922,649</b>	<b>669,400</b>	<b>1,740,206</b>	<b>3,368,588</b>	<b>1,628,382</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Land Improvement	806,353	(119,362)	686,991
Round Valley Airport	89,450	(55,421)	34,029
Little River Airport	1,706,774	(1,580,213)	126,561
Solid Waste Division	191,584	(302,399)	(110,815)
<b>Total: General Fund</b>	<b>2,794,161</b>	<b>(2,057,395)</b>	<b>736,766</b>
<b>% of General Fund</b>	<b>1.4%</b>	<b>1.1%</b>	<b>1.3%</b>
OTHER FUNDS	Approps.	Revenues	Use of FBA
Admin & Road Maint.	9,437,518	(10,924,862)	(1,487,344)
Storm Damage	4,782,445	(4,409,379)	373,066
Federal & State Programs	8,688,282	(6,326,901)	2,361,381
Round Valley Airport	50,000	(50,000)	-
Little River Airport	20,000	(20,000)	-
Landfill Closure	1,560,247	(460,200)	1,100,047
<b>Total: Other Funds</b>	<b>24,538,492</b>	<b>(22,191,342)</b>	<b>2,347,150</b>
<b>TOTAL: ALL FUNDS</b>	<b>27,332,653</b>	<b>(24,248,737)</b>	<b>3,083,916</b>
<b>% of Total Budget</b>	<b>9.9%</b>	<b>9.2%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
Land Improvement	6.0	6.0	6.0
Solid Waste Division	-	-	-
<b>Total: General Fund</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
OTHER FUNDS			
Dept. Programs			
Admin & Road Maint.	90.8	90.8	90.8
<b>Total: Other Funds</b>	<b>90.8</b>	<b>90.8</b>	<b>90.8</b>
<b>TOTAL: ALL FUNDS</b>	<b>96.8</b>	<b>96.8</b>	<b>96.8</b>



## 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 - BU 3010
- Land Improvement - BU 1910
- Little River Airport - BUs 3060-3090
- Road and Bridge Projects - BU 3041
- Round Valley Airport - BUs 3060-3090
- Solid Waste/Landfill Closure - BUs 4510-4511
- Storm Damage - BU 3030

### ACCOMPLISHMENTS IN FY 2016-17

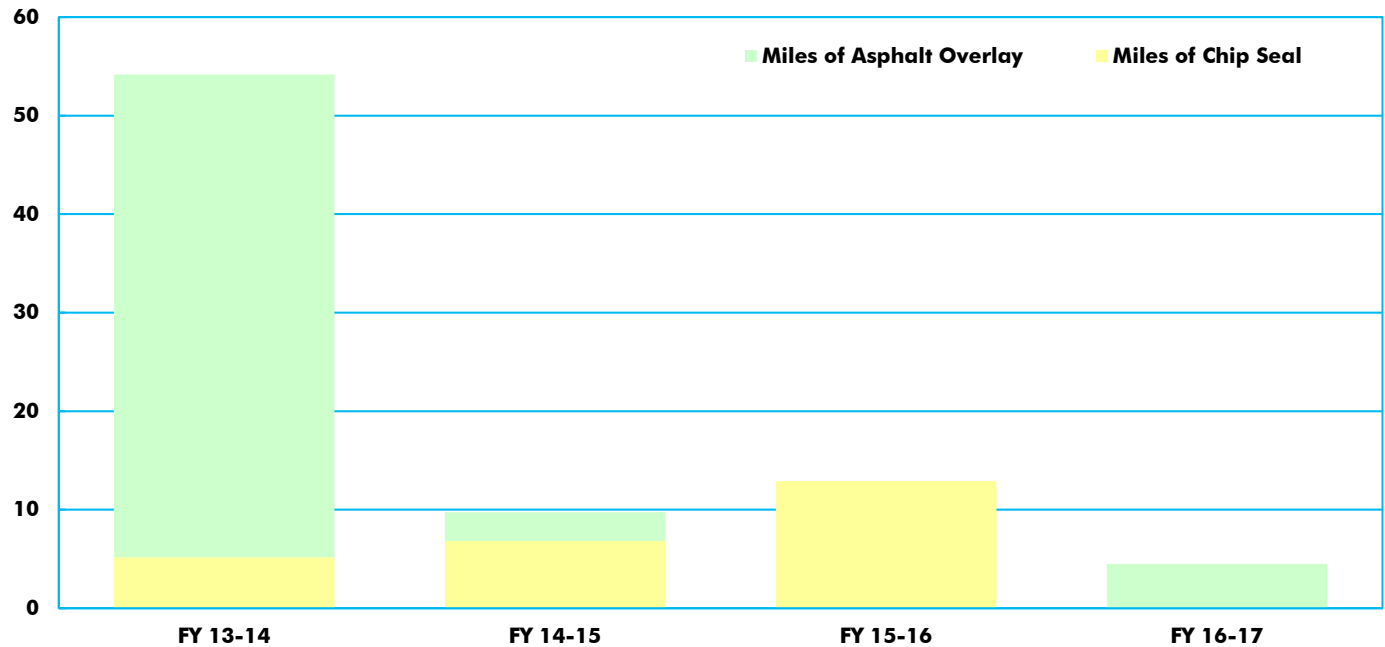
- Performed preventive maintenance practices such as: chip seals, crack sealing, Dura-patching and drainage improvements on County maintained roads and bridge structures.
- Performed prep work, ditching, base repairs and leveling courses prior to corrective maintenance overlays and chip seals.
- Responded to approximately 116 emergency calls, 52 of which were after-hours call-outs including: downed trees, slides, accidents and snow and ice control.
- Installed temporary 150 foot Bailey Bridge to restore limited access over a slip out that closed Orr Springs Road for three weeks.

### GOALS FOR FY 2017-18

- 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.
- Continue to replace old, non-compliant, on- and off-road equipment, while maintaining the goal of reducing total fleet size.
- Increase safety training to further reduce injuries.
- Continue to maintain bridge and drainage structures throughout the County.
- Deliver prompt, efficient, professional customer service to the public.

## PERFORMANCE INDICATORS

**Miles of Asphalt Overlay and Rubberized Chip Seal Completed**



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5180 Federal Surface Transportation Program (STP) funding, allocated through Mendocino Council of Governments (MCOG).
- Acct. 7802 County General Fund Contribution.

### 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

The passage of California Senate Bill 1 (SB 1) created the Road Maintenance and Rehabilitation Account which is anticipated to provide additional funding which will help supplement the recent reduction of Highway User Tax Account revenues which are used primarily for Road Maintenance operations and local share for projects.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 3010 - Administration and Road Maintenance

## BUDGET UNIT DETAIL Schedule 9

Function: Public Ways & Facilities

Activity: Public Ways & Facilities

Fund: 1200 Roads	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821501 - Trans Funds	91,000	46,271	66,000	<b>60,000</b>	(6,000)
822600 - Other Permit	700	-	500	<b>500</b>	-
822608 - Trans Permit	8,022	7,392	7,100	<b>6,000</b>	(1,100)
822610 - Co Hwy Encroach Permit	37,939	51,726	40,000	<b>38,000</b>	(2,000)
823100 - Vehicle Code Fine	46,802	42,052	42,365	<b>35,000</b>	(7,365)
824100 - Interest	11,741	10,424	20,000	<b>14,000</b>	(6,000)
825125 - State HUTA Section 2103	2,254,548	1,076,367	506,462	<b>1,102,578</b>	596,116
825130 - State Hwy Users Tax	1,315,034	1,238,648	1,296,905	<b>1,301,069</b>	4,164
825140 - State Collier Unruh	414,769	380,664	379,693	<b>380,985</b>	1,292
825180 - Trans STPd(1)	-	117,231	99,226	<b>100,000</b>	774
825190 - State RMRA SB1	-	-	-	<b>2,500,000</b>	2,500,000
825487 - Prop 111 State Gas Tax	1,170,214	1,087,465	1,138,420	<b>1,142,044</b>	3,624
825491 - State Exchange Prog	602,390	602,390	602,390	<b>602,390</b>	-
825640 - Fed Forest Reserve	132,484	135,516	10,000	<b>40,000</b>	30,000
825676 - Flood Control Lands	-	-	-	<b>500</b>	500
826272 - Interfund - DOT	112,520	134,451	95,000	<b>95,000</b>	-
826390 - Other Charges	27,784	11,641	5,000	<b>20,000</b>	15,000
827500 - Sale of Fixed Assets	15,245	-	500	<b>1,500</b>	1,000
827600 - Other Sales	9,513	2,723	3,000	<b>4,800</b>	1,800
827700 - Other	25	21,646	-	<b>500</b>	500
827802 - Oper Trans In	3,360,677	3,427,555	5,827,555	<b>3,479,996</b>	(2,347,559)
<b>Total Revenues</b>	<b>9,611,406</b>	<b>8,394,162</b>	<b>10,140,116</b>	<b>10,924,862</b>	<b>784,746</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	3,200,749	3,229,571	3,277,513	<b>3,703,175</b>	425,662
861012 - Extra Help	33,416	35,235	25,000	<b>43,850</b>	18,850
861013 - Overtime Reg Emp	98,315	85,187	120,000	<b>121,400</b>	1,400
861021 - Co Cont Retirement	833,862	910,386	927,992	<b>1,088,187</b>	160,195
861022 - Co Cont OASDI	188,409	191,522	197,004	<b>225,228</b>	28,224
861023 - Co Cont Medicare	45,151	45,715	46,963	<b>53,109</b>	6,146
861024 - Co Cont Retire Incr	315,677	373,875	358,848	<b>348,631</b>	(10,217)
861030 - Co Cont Health Ins	683,304	635,756	627,203	<b>719,899</b>	92,696
861031 - Co Cont Unemp Ins	18,758	18,624	18,883	<b>18,521</b>	(362)
861035 - Co Cont Workers Comp	367,130	405,893	415,905	<b>451,273</b>	35,368
<b>Total Salaries &amp; Employee Benefits</b>	<b>5,784,771</b>	<b>5,931,764</b>	<b>6,015,311</b>	<b>6,773,273</b>	<b>757,962</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 3010 - Administration and Road Maintenance

<b>BUDGET UNIT DETAIL</b> Schedule 9 (cont.)		Function: Public Ways & Facilities		Activity: Public Ways & Facilities	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
<b>Services &amp; Supplies</b>					
862050 - Clothing/Pers Items	18,091	15,395	18,000	<b>20,050</b>	2,050
862060 - Communications	36,902	40,793	35,000	<b>37,500</b>	2,500
862090 - Household Expense	17,109	19,271	17,000	<b>17,000</b>	-
862101 - Insurance - General	86,488	91,254	244,960	<b>171,056</b>	(73,904)
862120 - Maint - Equip	334,608	317,570	350,000	<b>322,000</b>	(28,000)
862130 - Maint - Strc/Impr/Grnds	2,407	7,338	4,930	<b>4,930</b>	-
862150 - Memberships	1,474	1,510	1,510	<b>3,254</b>	1,744
862170 - Office Expense	35,124	33,101	30,000	<b>30,315</b>	315
862183 - Legal Fees	3,146	12,168	8,000	<b>8,000</b>	-
862185 - Medical/Dental Svcs	9,460	8,145	8,000	<b>10,550</b>	2,550
862187 - Education & Training	11,111	16,058	15,000	<b>15,175</b>	175
862189 - Prof/Spec Svcs - Other	102,120	49,270	59,000	<b>67,721</b>	8,721
862190 - Publ/Legal Notice	6,840	8,058	7,000	<b>10,500</b>	3,500
862193 - Constr Contract	2,624,457	-	-	<b>250,000</b>	250,000
862194 - A-87 Costs	425,536	537,361	473,400	<b>530,767</b>	57,367
862200 - Rent/Lease - Equip	21,251	19,393	18,000	<b>18,000</b>	-
862210 - Rent/Lease Bldg Grnds	-	2,446	1,225	<b>1,225</b>	-
862220 - Small Tool/Instrument	11,249	9,461	15,000	<b>15,000</b>	-
862230 - Info Tech Equip	17,524	9,231	8,000	<b>10,000</b>	2,000
862239 - Spec Dept Expense	1,041,345	761,367	797,889	<b>837,000</b>	39,111
862250 - Trans/Travel	305,729	251,139	260,000	<b>300,000</b>	40,000
862253 - Travel Out of County	7,392	5,059	13,000	<b>13,202</b>	202
862260 - Utilities	21,290	20,930	23,000	<b>24,800</b>	1,800
<b>Total Services &amp; Supplies</b>	<b>5,140,654</b>	<b>2,236,318</b>	<b>2,407,914</b>	<b>2,718,045</b>	<b>310,131</b>
<b>Fixed Assets</b>					
864370 - Equipment	937,549	156,408	500,000	<b>370,900</b>	(129,100)
<b>Total Fixed Assets</b>	<b>937,549</b>	<b>156,408</b>	<b>500,000</b>	<b>370,900</b>	<b>(129,100)</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(904,097)	(576,147)	(453,145)	<b>(604,700)</b>	(151,555)
865802 - Oper Transfer Out	59,125	117,211	180,000	<b>180,000</b>	-
<b>Total Expend Transfer &amp; Reimb</b>	<b>(844,972)</b>	<b>(458,936)</b>	<b>(273,145)</b>	<b>(424,700)</b>	<b>(151,555)</b>
<b>Total Net Appropriations</b>	<b>11,018,002</b>	<b>7,865,554</b>	<b>8,650,080</b>	<b>9,437,518</b>	<b>787,438</b>
<b>Total Fund Balance Contribution</b>	<b>1,406,596</b>	<b>(528,608)</b>	<b>(1,490,036)</b>	<b>(1,487,344)</b>	<b>2,692</b>

## 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 2017-18

Type	Description	Location	Road	Milepost	Anticipated Completion	Useful Life
<b>2017 Corrective Maintenance Overlays &amp; Base Repairs</b>						
	Overlay	Fish Rock Road	122	0.10~2.10	06/30/18	21 years
	Overlay	Little River Airport Road	404	3.38~5.88	06/30/18	21 years
	Base Repairs	Orr Springs Road	223	36.00~43.00	06/30/18	21 years
<b>Storm Damage Projects</b>						
	FEMA 2016/17 Storm Damage	Albion Little River Road	403	0.50	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Blackhawk Drive	371	2.00	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Blue Lake Terrace	671A	0.50	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Eel River Road	240B	7.85	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Eel River Road	240B	8.10	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Fish Rock Road	122	5.95	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Fish Rock Road	122	17.35	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Fish Rock Road	122	19.10	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Fort Bragg-Sherwood Road	419	25.06	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	0.99	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	1.01	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	3.34	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	3.66	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	4.19	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Laytonville Dos Rios Road	322	6.15	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Low Gap Road	212	19.40	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Mallard Street	621	0.10	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Marina Drive	226	0.52	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Nokomis Road	117	0.01	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Old Toll Road	108	3.13	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Old Toll Road	108	3.31	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Peachland Road	128	0.35	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Peachland Road	128	0.95	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Peachland Road	128	1.14	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Peacock Drive	619	0.45	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Pine Ridge Road	220	4.52	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Pine Ridge Road	220	5.30	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Poonkinney Road	326	1.46	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Primrose Drive	604	3.40	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Primrose Drive	604	3.80	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Robinson Creek Road	125	1.52	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Shimmons Ridge Road	310B	2.70	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Spring Grove Road	401	0.20	06/30/22	50 years
	FEMA 2016/17 Storm Damage	Spyrock Road	323	8.00	06/30/22	50 years
	FEMA 2016/17 Storm Damage	University Road	116B	3.78	06/30/22	50 years

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

## POTENTIAL USES FOR STATE SB 1 FUNDS

Type	Description	Location	Road	Milepost	Anticipated Completion	Usefull Life
<b>Storm Damage Projects, continued</b>						
	December 2016 Storm Damage	Branscomb Road - Emergency Opening	429	17.21	06/30/22	50 years
	December 2016 Storm Damage	Branscomb Road - Permanent Repair	429	17.21	06/30/22	50 years
	December 2016 Storm Damage	Comptche Ukiah Road - Permanent Repair	223	17.25	06/30/22	50 years
	December 2016 Storm Damage	Mountain View Road - Emergency Opening	510	22.02	06/30/22	50 years
	December 2016 Storm Damage	Mountain View Road - Permanent Repair	510	22.02	06/30/22	50 years
	January 2017 Storm Damage	Bell Springs Road - Permanent Repair	324	3.50	06/30/22	50 years
	January 2017 Storm Damage	Bell Springs Road - Permanent Repair	324	17.70	06/30/22	50 years
	January 2017 Storm Damage	Branscomb Road - Permanent Repair	429	16.80	06/30/22	50 years
	January 2017 Storm Damage	Branscomb Road - Permanent Repair	429	21.50	06/30/22	50 years
	January 2017 Storm Damage	Mountain View Road - Permanent Repair	510	14.39	06/30/22	50 years
	January 2017 Storm Damage	Mountain View Road - Permanent Repair	510	14.50	06/30/22	50 years
	January 2017 Storm Damage	Mountain View Road - Emergency Opening	510	16.62	06/30/22	50 years
	January 2017 Storm Damage	Mountain View Road - Permanent Repair	510	16.62	06/30/22	50 years
	January 2017 Storm Damage	Orr Springs Road - Permanent Repair	223	36.84	06/30/22	50 years
	January 2017 Storm Damage	Orr Springs Road - Emergency Opening	223	39.20	06/30/22	50 years
	January 2017 Storm Damage	Orr Springs Road - Permanent Repair	223	39.20	06/30/22	50 years
	March 2016 Storm Damage	Main Street	407E	0.01~0.04	06/30/18	50 years
<b>Other Projects</b>						
	Culvert Replacement	Hearst Willits Road	306	1.68~1.79	06/30/20	50 years
	Signalization	North State Street	104	0.18~1.98	06/30/19	30 years
	Pedestrian Bridge	Branscomb Road-Ten Mile	429	25.41	06/30/20	50 years





## BU 1910 - Land Improvement

### BUDGET UNIT OVERVIEW

The 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 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

#### ACCOMPLISHMENTS IN FY 2016-17

- Continued 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.
- Continued quarterly inspections of Roads Division activities for NPDES Program compliance requirements.
- Continued working to expedite the permit process, resolve a backlog of unresolved permits and violations, and achieve permit compliance by local utility districts and contractors.
- Continued to train staff and coordinate with other County departments to improve thoroughness and efficiency of land development application reviews.

#### GOALS FOR FY 2017-18

- Complete final required year of post-project monitoring for the Feliz Creek Dam Removal.
- Construct Culvert Replacement Project on Hearst Willits Road, thereby improving salmonid access to 2.5 miles potential additional upstream habitat.
- Continue implementation of the existing National Pollutant Discharge Elimination System (NPDES) Program and work with other County Departments towards implementing the NPDES Program Trash Amendment.
- Further improve public safety and facilitate commerce and orderly development through the land development process and permitting functions.
- Continue to coordinate Department efforts to minimize County Maintained Road impacts to the natural environment and waters by reducing sediment production and other pollutants through the implementation of Best Management Practices (BMPs).

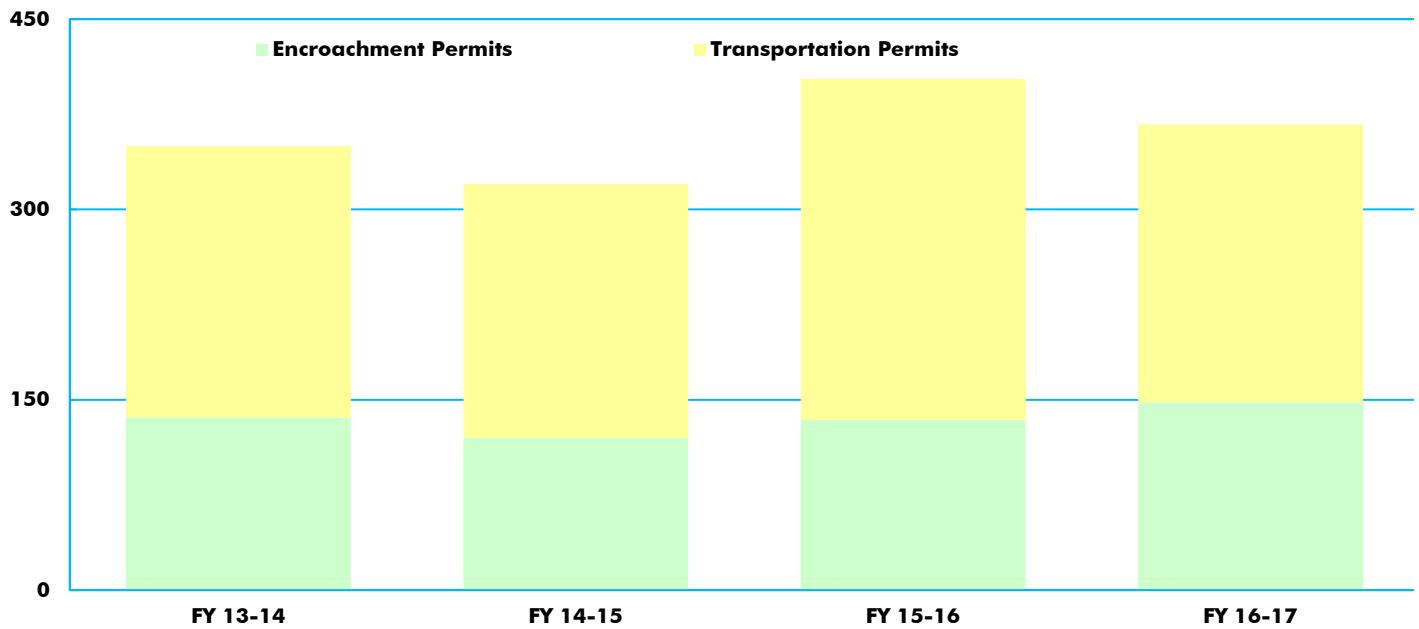
# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 1910 - Land Improvement

## PERFORMANCE INDICATORS

### Encroachment & Transportation Permits Issued



## SUMMARY OF MAJOR ACCOUNTS

### Services & Supplies

- Acct. 2120 Maintenance for equipment.
- Acct. 2170 Office expense.
- Acct. 2185 Medical & Dental Services: Pre-employment screening.
- 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 budget for Land Improvement includes no additional positions or significant additional requests from the prior year.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 1910 - Land Improvement

## BUDGET UNIT DETAIL Schedule 9

Function: General Government

Activity: Legislative & Administrative

Fund: 1100 County General

Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
<b>Revenues</b>					
825490 - State Other	63	-	-	13,000	13,000
825670 - Federal Other	2,533	-	-	-	-
826172 - Parcel Map MS Filing	14,000	11,700	19,000	15,000	(4,000)
826173 - Parcel Map PS Filing	-	-	2,250	2,250	-
826175 - Plan Check & Insp	-	-	2,000	2,000	-
826176 - Parcel Subdivision Insp	-	-	550	550	-
826177 - Basic Imp Insp Fee	400	800	550	1,000	450
826178 - Subd Agrmt Process	900	-	-	-	-
826181 - Record-Survey Exam	27,750	19,400	17,500	18,000	500
826182 - Tentative Map Subd	50,650	39,930	48,100	42,000	(6,100)
826273 - Interfund - Engineering	77,633	87,504	62,076	25,062	(37,014)
827600 - Other Sales	25	-	-	-	-
827601 - Sale of Map - Surveyor	577	398	400	500	-
827701 - Refund Jury & Witness Fee	-	35	-	-	-
<b>Total Revenues</b>	<b>174,531</b>	<b>159,767</b>	<b>152,426</b>	<b>119,362</b>	<b>(33,164)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	353,658	394,489	415,230	416,039	809
861012 - Extra Help	-	7,400	-	-	-
861013 - Overtime Reg Emp	-	153	3,200	3,000	(200)
861021 - Co Cont Retirement	89,269	114,636	119,075	122,117	3,042
861022 - Co Cont OASDI	20,625	22,794	24,338	24,370	32
861023 - Co Cont Medicare	4,844	5,456	5,741	5,668	(73)
861024 - Co Cont Retire Incr	34,465	48,341	48,077	40,881	(7,196)
861030 - Co Cont Health Ins	53,189	66,710	66,568	64,520	(2,048)
861031 - Co Cont Unemp Ins	512	282	423	333	(90)
861035 - Co Cont Workers Comp	7,071	7,151	5,230	9,043	3,813
<b>Total Salaries &amp; Employee Benefits</b>	<b>563,633</b>	<b>667,412</b>	<b>687,882</b>	<b>685,971</b>	<b>(1,911)</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	4,373	5,089	4,138	3,696	(442)
862101 - Insurance - General	965	590	615	674	59
862120 - Maint - Equip	4,512	5,506	9,600	9,600	-
862150 - Memberships	125	353	345	810	465
862170 - Office Expense	8,814	6,983	10,000	10,000	-
862183 - Legal Fees	240	13	500	1,000	500
862184 - Arch Eng & Plan Svcs	2,500	-	-	-	-
862185 - Medical & Dental Svcs	171	-	171	200	29
862187 - Education & Training	617	960	1,700	1,700	-
862189 - Prof/Spec Svcs - Other	50,854	70,145	60,636	82,152	21,516

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 1910 - Land Improvement

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: General Government		Activity: Legislative & Administrative	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>
862190 - Publ/Legal Notice	403	-	236	500	264
862220 - Small Tool/Instrument	249	152	800	800	-
862239 - Spec Dept Expense	-	968	1,510	500	(1,010)
862250 - Trans/Travel	3,686	2,952	5,500	5,500	-
862253 - Travel Out of County	171	276	1,000	3,250	2,250
<b>Total Services &amp; Supplies</b>	<b>77,679</b>	<b>93,987</b>	<b>96,751</b>	<b>120,382</b>	<b>23,631</b>
<b>Fixed Assets</b>					
864370 - Equipment	60,207	-	-	-	-
<b>Total Fixed Assets</b>	<b>60,207</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>701,519</b>	<b>761,399</b>	<b>784,633</b>	<b>806,353</b>	<b>21,720</b>
<b>Total Net County Cost</b>	<b>526,988</b>	<b>601,632</b>	<b>632,207</b>	<b>686,991</b>	<b>54,784</b>



## 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.

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 2016-17

- Completed the last 2011 storm damage Permanent Restoration project on Mountain View Road (CR 510) at M.P. 14.04.
- Performed emergency opening(s) at multiple sites during 2017 declared disaster including Mountain View Road at M.P. 22.02; Orr Springs MP 39.40, Peachland MP 0.95, Laytonville/DosRios MP 3.34, 4.19, Eel River Road MP 7.85, 8.10 and Blackhawk Drive MP 2.00.
- Restored the existing road system to passable conditions during disaster to ensure that the roads stay open to the traveling public.
- Prepared preliminary designs, cost estimates, damage assignments and applications for State & Federal Disaster Assistance at some fifty 2016 & 2017 storm damage sites.

#### GOALS FOR FY 2017-18

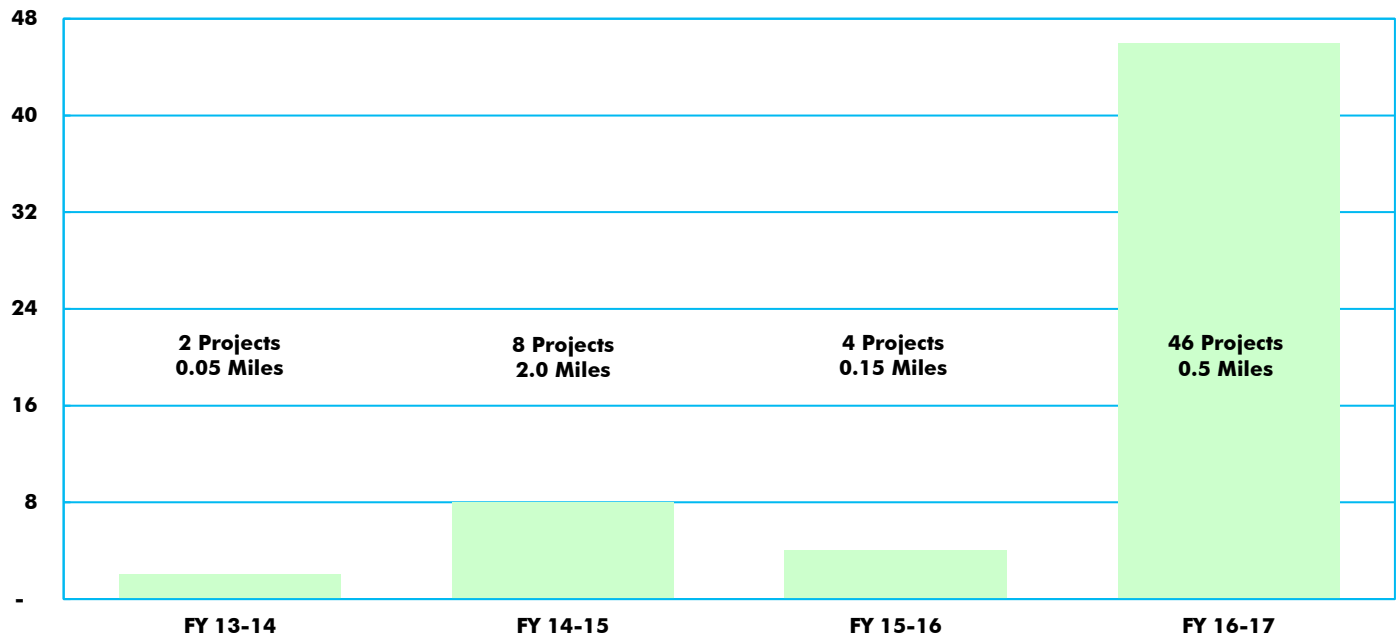
- Continue preliminary engineering, environmental, design, and construction for repairs at some fifty 2016 & 2017 storm damage sites.
- Seek expedited environmental and procurement processes with federal disaster assistance agencies to repair the following road damage sites first: Orr Springs MP 39.40, Peachland MP 0.95, Laytonville/DosRios MP 3.34, 4.19, Eel River Road MP 7.85, 8.10 & Blackhawk Drive MP 2.00.
- *Note: A critical assumption that applies to this budget unit is that there will be no new declared disaster (major storm damage occurrence) during FY 2017-18. If Mendocino County experiences another declared disaster, major reprogramming will be required.*

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director  
BU 3030 - Storm Damage

## PERFORMANCE INDICATORS

### Storm Damage Repair Projects and Miles Repaired



## 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

Winter 2017 Storms resulted in many new Storm Damage Projects. 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	
<b>Fund: 1200 Roads</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
825460 - State Aid for Disaster	88,936	-	300,000	<b>627,281</b>	327,281
825670 - Federal Other	1,242,436	1,036,666	412,000	<b>3,782,098</b>	3,370,098
<b>Total Revenues</b>	<b>1,331,372</b>	<b>1,036,666</b>	<b>712,000</b>	<b>4,409,379</b>	<b>3,697,379</b>
<b>Services &amp; Supplies</b>					
862130 - Maint Strc/Imp/Grnds	10,899	-	15,000	-	(15,000)
862170 - Office Expense	533	135	2,500	<b>7,000</b>	4,500
862183 - Legal Fees	41	-	-	-	-
862184 - Arch Eng & Plan Svcs	114,160	66,935	206,209	<b>638,800</b>	432,591
862189 - Prof/Spec Svcs - Other	-	255	28,000	-	(28,000)
862190 - Publ/Legal Notice	1,177	575	1,000	<b>1,600</b>	600
862193 - Constr Contract	1,244,276	1,042,295	460,000	<b>4,125,000</b>	3,665,000
862194 - A-87 Costs	2,175	-	(465)	<b>(955)</b>	(490)
862239 - Spec Dept Expense	-	-	500	-	(500)
<b>Total Services &amp; Supplies</b>	<b>1,373,261</b>	<b>1,110,195</b>	<b>712,744</b>	<b>4,771,445</b>	<b>4,058,701</b>
<b>Other Charges</b>					
863330 - Right of Way	-	500	-	<b>11,000</b>	11,000
<b>Total Other Charges</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>11,000</b>	<b>11,000</b>
<b>Total Net Appropriations</b>	<b>1,373,261</b>	<b>1,110,695</b>	<b>712,744</b>	<b>4,782,445</b>	<b>4,069,701</b>
<b>Total Fund Balance Contribution</b>	<b>41,889</b>	<b>74,029</b>	<b>744</b>	<b>373,066</b>	<b>372,322</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

ACCOMPLISHMENTS IN FY 2016-17

- Completed Federal Lands Access Program (FLAP) grant application for the East Side Potter Valley Road Widening and Reconstruction.
- Completed 13 miles of Cape Seals and perform additional Corrective Maintenance by either contract or County crews.
- Completed construction of the seismic retrofit of the Moore Street Bridge over the Russian River.
- Completed construction of the replacement bridge over Baechtel Creek on Muir Mill Road.
- Continued engineering design, environmental clearances and permitting, and right-of-way engineering and acquisition for 11 bridge replacement projects.

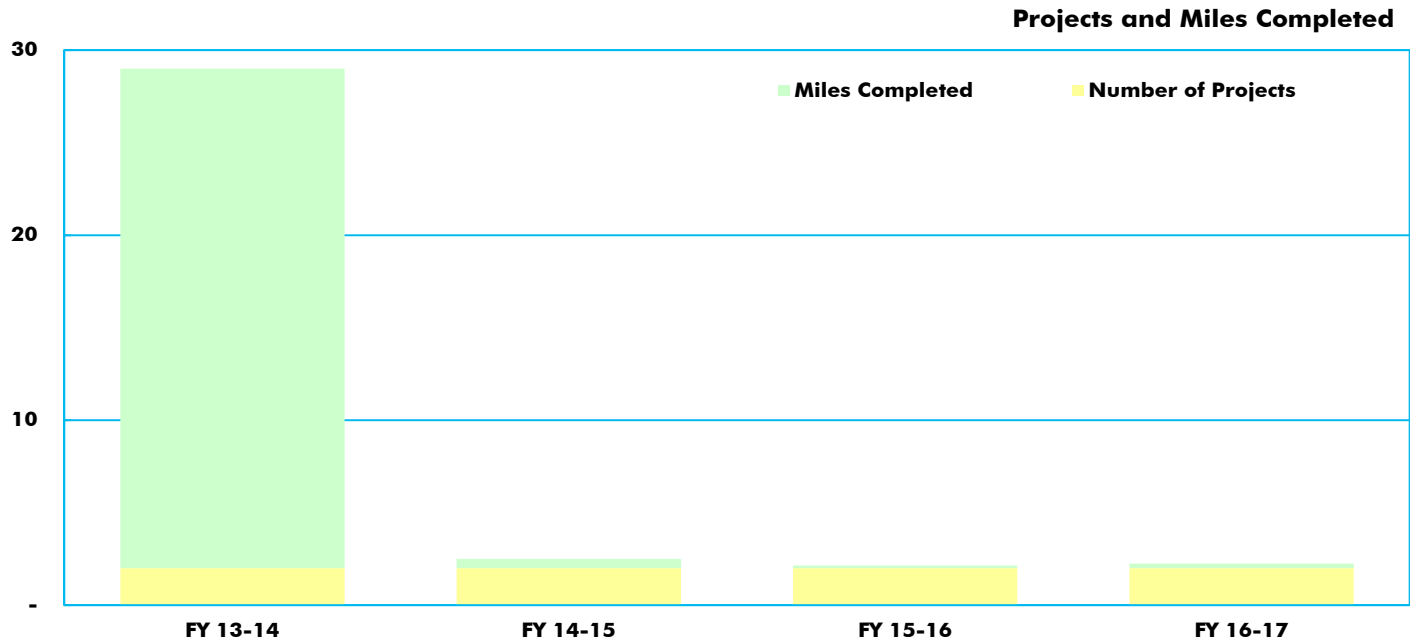
GOALS FOR FY 2017-18

- Corrective Maintenance – Complete 5.6 miles of overlay and spot base repairs needed on 7 miles (13.6 miles total). Perform additional Corrective Maintenance by either contract or County crews, as funding allows.
- Complete construction of the Reeves Canyon Road Bridge over Forsythe Creek.
- Continue engineering design, environmental clearances and permitting, right-of-way engineering and acquisition and other pre-construction activities for eleven bridge replacement projects.

*Note: A critical assumption that applies to this Budget Unit is that there will be no new declared disaster (major storm damage occurrence) during FY 2017-18. If Mendocino County experiences another declared disaster, major reprogramming will be required.*



## PERFORMANCE INDICATORS



## 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 planing 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

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities		Activity: Public Ways and Facilities	
<b>Fund: 1200 Roads</b>		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Financing Sources and Uses</b>		<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Adopted</b>
<b>Revenues</b>					<b>Change from Prior Year</b>
821501 - Trans Funds	-	-	-	-	-
825490 - State Other	2,985,383	519,272	154,448	-	(154,448)
825670 - Federal Other	3,290,714	5,469,741	3,169,461	<b>4,423,015</b>	1,253,554
825810 - Other Govt Aid	12,336	18,913	15,403	<b>153,886</b>	138,483
826272 - Interfund - DOT	-	-	-	-	-
827802 - Oper Transfer In	1,000,000	1,394,827	1,999,700	<b>1,750,000</b>	(249,700)
<b>Total Revenues</b>	<b>7,288,433</b>	<b>7,402,753</b>	<b>5,339,012</b>	<b>6,326,901</b>	<b>987,889</b>
<b>Services &amp; Supplies</b>					
862130 - Maint - Strc/Impr/Grnds	-	-	-	-	-
862135 - Corrective Maintenance	1,192,665	1,369,406	3,887,283	<b>4,000,000</b>	112,717
862170 - Office Expense	3,584	751	1,561	<b>6,000</b>	4,439
862183 - Legal Fees	7,973	236	4,660	-	(4,660)
862184 - Arch Eng & Plan Svcs	2,101,075	1,544,316	946,319	<b>1,961,900</b>	1,015,581
862189 - Prof/Spec Svcs - Other	23,281	21,839	26,423	<b>72,000</b>	45,577
862190 - Publ/Legal Notice	4,142	1,454	1,212	<b>2,600</b>	1,388
862193 - Constr Contract	4,280,465	5,441,559	2,910,236	<b>2,701,500</b>	(208,736)
862194 - A-87 Costs	(735)	545	276	<b>1,282</b>	1,006
<b>Total Services &amp; Supplies</b>	<b>7,612,449</b>	<b>8,380,106</b>	<b>7,777,970</b>	<b>8,745,282</b>	<b>967,312</b>
<b>Other Charges</b>					
863330 - Right of Way	1,017,624	(124,999)	114,650	<b>193,000</b>	78,350
<b>Total Other Charges</b>	<b>1,017,624</b>	<b>(124,999)</b>	<b>114,650</b>	<b>193,000</b>	<b>78,350</b>
<b>Expend Transfer &amp; Reimb</b>					
865380 - Intrafund Transfer	(1,000,000)	-	-	<b>(250,000)</b>	(250,000)
<b>Total Expend Transfer &amp; Reimb</b>	<b>(1,000,000)</b>	<b>-</b>	<b>-</b>	<b>(250,000)</b>	<b>(250,000)</b>
<b>Total Net Appropriations</b>	<b>7,630,073</b>	<b>8,255,107</b>	<b>7,892,620</b>	<b>8,688,282</b>	<b>795,662</b>
<b>Total Fund Balance Contribution</b>	<b>341,640</b>	<b>852,354</b>	<b>2,553,608</b>	<b>2,361,381</b>	<b>(192,227)</b>



## 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 2016-17

- Paved emergency vehicle parking area around helipad to improve access and safety for emergency responders.
- 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 2017-18

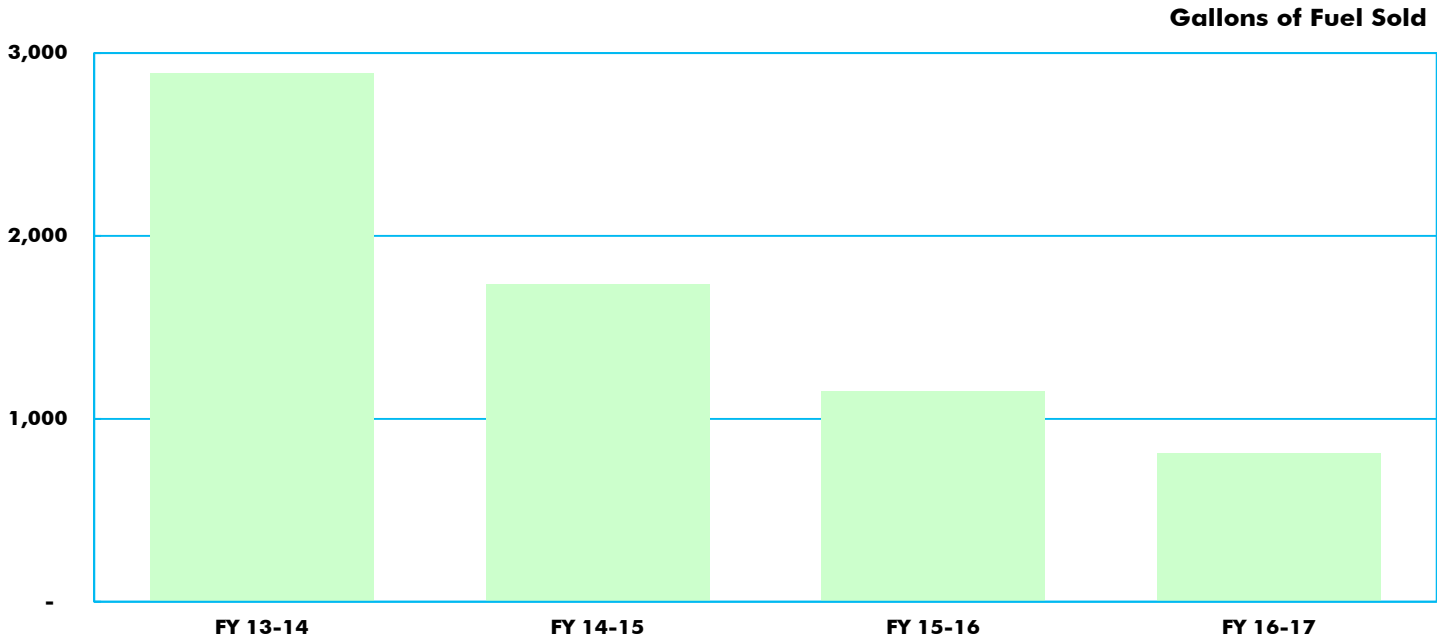
- Install lighting for the fueling area.
- Continue to perform vegetation maintenance and obstruction removal to ensure aircraft safety.
- Continue to work cooperatively with the aviation community to identify and resolve airport issues, maintain facilities and enhance safety.
- Continue to provide support 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. 5120 California Aid to Airports Program (CAAP) grants. (BU 3080)

Acct. 7802 Transfer In from BU 3080. (BU 3050)

### Services & Supplies

Acct. 2130 Runway and clear zone maintenance. (BU 3050)

Acct. 2189 Air quality permit and administrative costs. (BU 3050)

Acct. 2239 Special department expenses including fuel tank access system and repairs. (BU 3050)

### Expenditure Transfer & Reimbursement

Acct. 5802 Oper Transfer Out to BU 3050. (BU 3080)

## 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		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
<b>Revenues</b>					
824200 - Rent/Concession	3,650	2,765	4,920	<b>4,920</b>	-
827600 - Other Sales	1,438	960	810	<b>501</b>	(309)
827802 - Operating Transfer In	-	-	30,000	<b>50,000</b>	20,000
<b>Total Revenues</b>	<b>5,088</b>	<b>3,725</b>	<b>35,730</b>	<b>55,421</b>	<b>19,691</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	634	670	748	<b>663</b>	(85)
862101 - Insurance - General	218	216	202	<b>195</b>	(7)
862130 - Maint - Strc/Impr/Grnds	12,864	7,185	7,000	<b>10,610</b>	3,610
862170 - Office Expense	105	8	150	<b>150</b>	-
862183 - Legal Fees	44	124	500	<b>500</b>	-
862184 - Arch Eng & Plan Svcs	1,674	4,341	1,500	<b>2,500</b>	1,000
862187 - Education & Training	-	-	-	<b>85</b>	85
862189 - Prof/Spec Svcs - Other	18,021	14,176	14,857	<b>13,997</b>	(860)
862190 - Publ/Legal Notice	2,916	-	46	<b>-</b>	(46)
862193 - Constr Contract	-	-	35,000	<b>54,290</b>	19,290
862239 - Spec Dept Expense	1,496	1,700	3,000	<b>5,000</b>	2,000
862253 - Travel Out of County	-	-	-	<b>500</b>	500
862260 - Utilities	984	957	895	<b>960</b>	65
<b>Total Services &amp; Supplies</b>	<b>38,955</b>	<b>29,377</b>	<b>63,898</b>	<b>89,450</b>	<b>25,552</b>
<b>Fixed Assets</b>					
864360 - Structure/Improvement	-	10,000	-	<b>-</b>	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>38,955</b>	<b>39,377</b>	<b>63,898</b>	<b>89,450</b>	<b>25,552</b>
<b>Total Net County Cost</b>	<b>33,866</b>	<b>35,652</b>	<b>28,168</b>	<b>34,029</b>	<b>5,861</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 3080 - Round Valley Airport

BUDGET UNIT DETAIL Schedule 9		Function: Public Ways and Facilities			Activity: Public Ways and Facilities	
Fund 1207: Aviation - Round Valley		2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>						
825120 - State Aid Aviation		-	-	30,000	50,000	20,000
<b>Total Revenues</b>		-	-	30,000	50,000	20,000
<b>Expend Transfer &amp; Reimb</b>						
865802 - Oper Transfer Out		-	-	30,000	50,000	20,000
<b>Total Fixed Assets</b>		-	-	30,000	50,000	20,000
<b>Total Net Appropriations</b>		-	-	30,000	50,000	20,000
<b>Total Fund Balance Contribution</b>		-	-	-	-	-



## BU 3060/3090 - Little River Airport

### BUDGET UNIT OVERVIEW

Operations Division 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 the on-site Airport Supervisor (under contract) and the Mendocino County Department of Transportation (MCDOT) Administration staff. The Facilities Division includes programs such as: 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 and the on-site Airport Supervisor.

Land Improvement staff and the Airport Supervisor 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 2017-18

- Secure Airport Improvement Program grant funding from FAA for reconstruction of the taxiway, the taxiway connector and the south apron pavement, and begin construction.
- Remodel airport office to improve functionality and repair deterioration.
- 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 contracted Airport Supervisor and the part-time efforts of Land Improvement staff who apply their efforts to airport matters to the extent limited airport resources permit.

#### ACCOMPLISHMENTS IN FY 2016-17

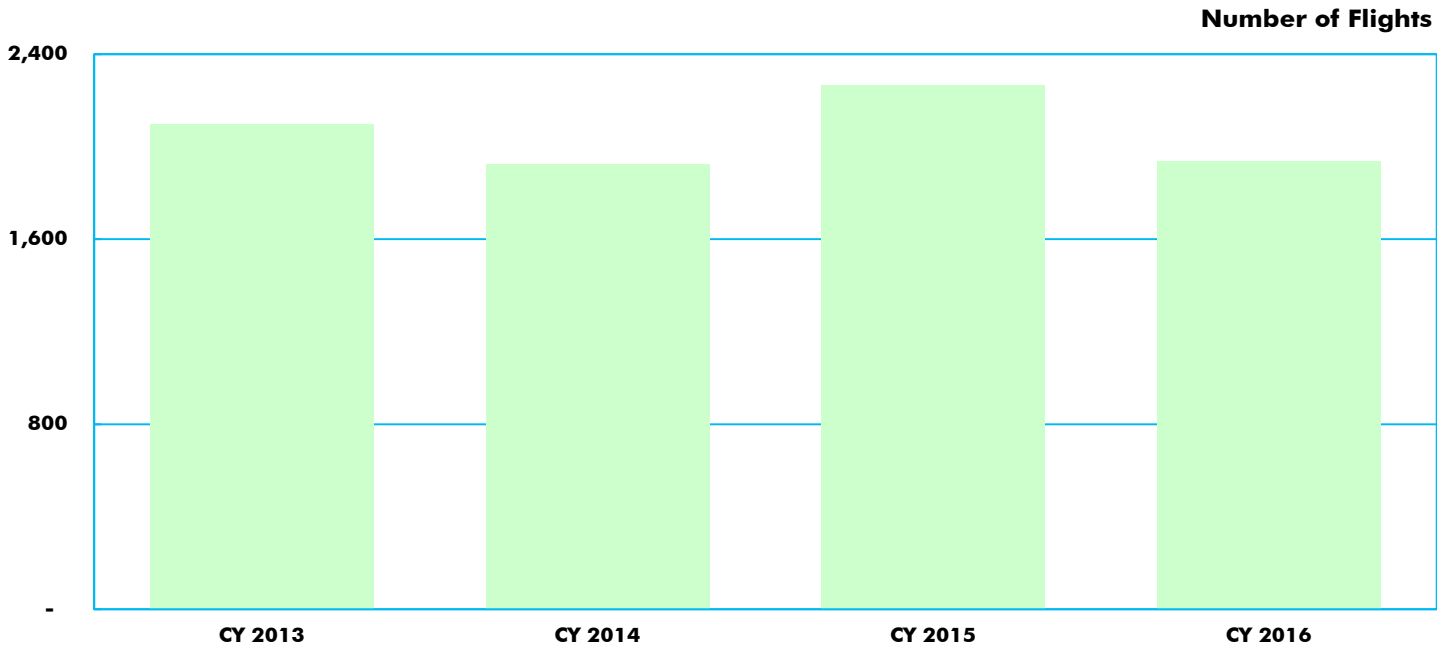
- Secured Airport Improvement Program grant funding from FAA for phase II design of the taxiway reconstruction project, and completed the design.
- Used existing materials to install fence to improve security of the long term parking area.
- Continued to perform vegetation maintenance and obstruction 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, and 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



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 5120 California Aid to Airports Program (CAAP) grants. (BU 3090)
- Acct. 5490 California State Division of Aeronautics (COA) grant funds. (BU 3060)
- Acct. 5670 Administration (FAA) and Airport Improvement Program (AIP). (BU 3060)
- Acct. 7802 Transfer In from BU 3090 (BU 3060)

### Services & Supplies

- Acct. 2189 Runway and clear zone maintenance. (BU 3060)
- Acct. 2193 Construction contracts. (BU 3060)
- Acct. 2260 Utilities. (BU 3060)

### Expenditure Transfer & Reimbursement

- Acct. 5802 Transfer Out to BU 3060. (BU 3090)

## CHANGES IN BUDGET FROM PRIOR YEAR

The 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

BUDGET UNIT DETAIL Schedule 9		Function: Public Ways and Facilities		Activity: Public Ways and Facilities	
Fund: County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824200 - Rent/Concession	50,316	44,790	37,960	38,592	632
825490 - State Other	15,444	3,321	4,999	72,113	67,114
825670 - Federal Other	307,550	39,650	102,276	1,442,250	1,339,974
827600 - Other Sales	9,580	13,953	7,258	7,258	-
827802 - Oper Transfer In	20,000	10,000	5,000	20,000	15,000
<b>Total Revenues</b>	<b>402,890</b>	<b>111,714</b>	<b>157,493</b>	<b>1,580,213</b>	<b>1,422,720</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,130	2,525	1,546	1,557	11
862090 - Household Expense	1,006	1,246	1,512	1,589	77
862101 - Insurance - General	3,855	3,844	3,592	3,738	146
862130 - Maint - Strc/Impr/Grnds	7,050	19,665	14,000	13,500	(500)
862170 - Office Expense	407	498	818	700	(118)
862183 - Legal Fees	935	814	1,000	1,100	100
862184 - Arch Eng & Plan Svcs	81,796	14,693	116,140	129,000	12,860
862187 - Education & Training	-	-	175	85	(90)
862189 - Prof/Spec Svcs - Other	81,701	70,300	71,970	83,930	11,960
862190 - Publ/Legal Notice	-	50	2,000	1,000	(1,000)
862193 - Constr Contract	274,828	34,668	-	1,450,000	1,450,000
862200 - Rent/Lease - Equip	8,728	4,804	-	-	-
862239 - Spec Dept Expense	704	4,190	1,675	1,650	(25)
862250 - Trans/Travel	1,704	853	934	1,200	266
862253 - Travel Out of County	-	-	760	500	(260)
862260 - Utilities	12,228	12,655	14,884	17,225	2,341
<b>Total Services &amp; Supplies</b>	<b>477,073</b>	<b>170,805</b>	<b>231,006</b>	<b>1,706,774</b>	<b>1,475,768</b>
<b>Total Net Appropriations</b>	<b>477,073</b>	<b>170,805</b>	<b>231,006</b>	<b>1,706,774</b>	<b>1,475,768</b>
<b>Total Net County Cost</b>	<b>74,183</b>	<b>59,091</b>	<b>73,513</b>	<b>126,561</b>	<b>53,048</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 3090 - Little River Airport

<b>BUDGET UNIT DETAIL</b> Schedule 9		Function: Public Ways and Facilities		Activity: Public Ways and Facilities	
Fund: 1208 Aviation - Little River	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	10,000	-	<b>20,000</b>	20,000
<b>Total Revenues</b>	<b>20,000</b>	<b>10,000</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>
<b>Expend Transfer &amp; Reimb</b>					
865802 - Oper Transfer Out	20,000	10,000	5,000	<b>20,000</b>	15,000
<b>Total Expend Transfer &amp; Reimb</b>	<b>20,000</b>	<b>10,000</b>	<b>5,000</b>	<b>20,000</b>	<b>15,000</b>
<b>Total Net Appropriations</b>	<b>20,000</b>	<b>10,000</b>	<b>5,000</b>	<b>20,000</b>	<b>15,000</b>
<b>Total Fund Balance Contribution</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>(5,000)</b>



## BU 4510/4511 - Solid Waste/Landfill Closure

### 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. Furthermore, the management of the County's solid waste system is being done by "outsourcing" the contract administration to the Mendocino Solid Waste Management Authority (MSWMA) through a Memorandum of Understanding paid for in Budget Unit 4510-Solid Waste.

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 preparation and regulatory processing of closure plans for the two landfills to be "final closed" status: Laytonville, which is considered closed but in need of a corrective construction project for "final closure," and South Coast. These "part-time" staff efforts are paid for from Budget Unit 4511-Landfill Closure. The design for the final closure plan at South Coast is complete and is expected to be constructed in summer 2018. Quarterly water quality monitoring and gas detection monitoring continues.

#### PROGRAM OVERVIEW

- Administration
- Analytical Unit
- Supervision Unit

#### GOALS FOR FY 2017-18

- Commence construction of the final closure for South Coast Landfill.
- Complete construction of slide repair at Laytonville Landfill
- Continue to fulfill Landfill Closure operations and site maintenance with staff from other Transportation Department's divisions.

#### ACCOMPLISHMENTS IN FY 2016-17

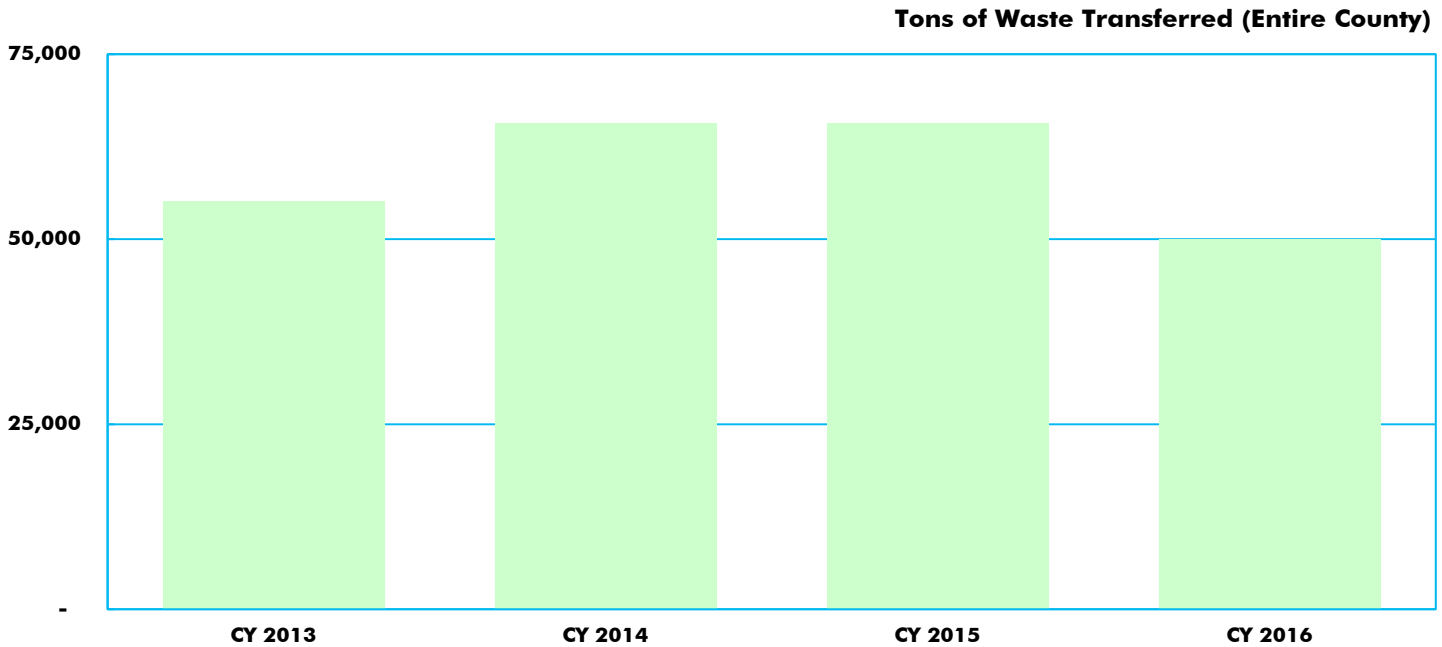
- Completed updated Final Closure/Post-Closure Maintenance Plan and Report of Waste Discharge for South Coast Landfill and submitted to regulatory agencies for acceptance.
- Awarded contract to Bouthillier's Construction for the slide repair at Laytonville Landfill and began construction.
- Issued Request for Proposals and received proposals for engineering and consulting services to assist County in continued compliance with Water and Gas Monitoring and Reporting Programs at Caspar, Laytonville and South Coast Landfills.
- Continued to fulfill required Landfill Closure operations and site maintenance with staff from other Transportation Department's divisions.

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 4510/4511 - Solid Waste/Landfill Closure

## PERFORMANCE INDICATORS



## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 6390 Franchise Fees. (BU 4510/4511)

### Services & Supplies

Acct. 2130 Routine maintenance, erosion control, fencing, small pumps, and CalFire Crews. (BU 4511)

Acct. 2160 State Water Resources Control Board Annual Fees and Permits. (BU 4511)

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. (BU 4511)

Acct. 2189 Provides funding for Mendocino Solid Waste Management Authority contract, environmental permits, update plans for Storm Water Pollution Prevention Program. (BU 4510)

Acct. 2193 Closure construction and other landfill heavy maintenance contracts. (BU 4511)

Acct. 2239 Leachate disposal. (BU 4511)

## CHANGES IN BUDGET FROM PRIOR YEAR

Decreases in expenditures due to the completion of a containment area at Laytonville Transfer Station and postponement of concrete crushing project at Caspar Transfer Station, partially offset due to insurance costs for prior year insurance claim settlement. (BU 4510)

Increase in expenditures due to the planned commencement of South Coast Closure Construction and completion of repair to slide at Laytonville Landfill. (BU 4511)

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 4510 - Solid Waste

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation Activity: Sanitation

Fund 1100: County General	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
826272 - Interfund - DOT	24,881	25,087	26,955	<b>27,399</b>	444
826309 - Caspar Refuse Disp	330	150	-	-	-
826310 - Caspar/Ft Bragg Refuse	61,762	-	30,251	-	(30,251)
826390 - Other Charges	354,872	362,799	362,799	<b>275,000</b>	(87,799)
<b>Total Revenues</b>	<b>441,845</b>	<b>388,036</b>	<b>420,005</b>	<b>302,399</b>	<b>(117,606)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	16,023	16,544	16,835	<b>17,105</b>	270
861021 - Co Cont Retirement	4,118	4,706	4,700	<b>4,980</b>	280
861022 - Co Cont OASDI	903	944	932	<b>1,001</b>	69
861023 - Co Cont Medicare	221	229	233	<b>237</b>	4
861024 - Co Cont Retire Incr	1,612	2,023	1,941	<b>1,763</b>	(178)
861030 - Co Cont Health Ins	2,313	2,322	2,313	<b>2,313</b>	-
861031 - Co Cont Unemp Ins	7,823	7,040	4,461	<b>748</b>	(3,713)
861035 - Co Cont Workers Comp	19,576	20,744	36,514	<b>40,991</b>	4,477
<b>Total Salaries &amp; Employee Benefits</b>	<b>52,589</b>	<b>54,552</b>	<b>67,929</b>	<b>69,138</b>	<b>1,209</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	-	-	-	<b>17,774</b>	17,774
862130 - Maint - Strc Impr & Grnds	6,470	-	2,500	-	(2,500)
862170 - Office Expense	2	41	100	<b>100</b>	-
862183 - Legal Fees	4,114	4,997	6,000	<b>5,000</b>	(1,000)
862189 - Prof/Spec Svcs - Other	99,627	99,572	99,572	<b>99,572</b>	-
<b>Total Services &amp; Supplies</b>	<b>110,213</b>	<b>104,610</b>	<b>108,172</b>	<b>122,446</b>	<b>14,274</b>
<b>Total Net Appropriations</b>	<b>162,802</b>	<b>159,162</b>	<b>176,101</b>	<b>191,584</b>	<b>15,483</b>
<b>Total Net County Cost</b>	<b>(279,043)</b>	<b>(228,874)</b>	<b>(243,904)</b>	<b>(110,815)</b>	<b>133,089</b>

# TRANSPORTATION DEPARTMENT

HOWARD N. DASHIELL, Director

BU 4511 - Landfill Closure

## BUDGET UNIT DETAIL Schedule 9

Function: Health & Sanitation

Activity: Sanitation

Fund: 1202 Landfill Closure	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
824100 - Interest	9,224	11,710	10,000	10,000	-
826310 - Caspar/Ft Bragg Refuse	157,395	50,000	75,070	50,000	(25,070)
826390 - Other Charges	506,398	516,119	508,199	400,200	(107,999)
<b>Total Revenues</b>	<b>673,018</b>	<b>577,829</b>	<b>593,269</b>	<b>460,200</b>	<b>(133,069)</b>
<b>Services &amp; Supplies</b>					
862101 - Insurance - General	-	-	-	220	220
862120 - Maintenance - Equip	5,751	3,940	2,771	7,700	4,929
862130 - Maint - Strc/Impr/Grndds	6,354	5,488	37,150	37,150	-
862160 - Misc Expense	47,774	35,928	55,799	55,801	2
862170 - Office Expense	91	65	1,000	1,000	-
862183 - Legal Fees	344	1,538	1,000	1,000	-
862189 - Prof/Spec Svcs - Other	310,265	273,753	466,326	451,885	(14,441)
862190 - Publ & Legal Notices	-	-	2,500	2,500	-
862193 - Construction Contracts	-	-	100,000	887,484	787,484
862194 - A-87 Costs	2,635	2,809	4,129	5,485	1,356
862220 - Small Tool/Instrument	145	242	1,000	2,200	1,200
862230 - Info Tech Equip	-	-	-	1,000	1,000
862239 - Spec Dept Expense	72,338	48,933	100,000	92,000	(8,000)
862250 - Trans/Travel	3,849	2,147	2,500	5,822	3,322
<b>Total Services &amp; Supplies</b>	<b>449,547</b>	<b>374,843</b>	<b>774,175</b>	<b>1,551,247</b>	<b>777,072</b>
<b>Fixed Assets</b>					
864370 - Equipment	-	7,110	-	9,000	9,000
<b>Total Fixed Assets</b>	<b>-</b>	<b>7,110</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>
<b>Total Net Appropriations</b>	<b>449,547</b>	<b>381,953</b>	<b>774,175</b>	<b>1,560,247</b>	<b>786,072</b>
<b>Total Fund Balance Contribution</b>	<b>(223,471)</b>	<b>(195,876)</b>	<b>180,906</b>	<b>1,100,047</b>	<b>919,141</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.*



# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

## DEPARTMENT SUMMARY

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Change from
Revenues - All Funds	Actuals	Actuals	Estimated	Adopted	Prior Year
Revenues	(2,422,430)	(2,441,358)	(2,475,479)	(2,476,910)	(1,431)
<b>Total Revenues</b>	<b>(2,422,430)</b>	<b>(2,441,358)</b>	<b>(2,475,479)</b>	<b>(2,476,910)</b>	<b>(1,431)</b>
<b>Appropriations - All Funds</b>					
Total Salaries & Employee Benefits	1,003,517	1,045,508	1,080,144	1,097,834	17,690
Total Services & Supplies	245,509	332,005	292,175	265,947	(26,228)
Total Other Charges	752,904	636,540	654,955	651,238	(3,717)
Total Fixed Assets	-	10,915	-	-	-
<b>Total Operating Expenditures</b>	<b>2,001,930</b>	<b>2,024,968</b>	<b>2,027,274</b>	<b>2,015,019</b>	<b>(12,255)</b>
Total Operating Transfers Out	18,831	-	-	-	-
<b>Total Transfers &amp; Reimb.</b>	<b>18,831</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>2,020,761</b>	<b>2,024,968</b>	<b>2,027,274</b>	<b>2,015,019</b>	<b>(12,255)</b>
<b>NCC/Use of Fund Balance</b>	<b>(401,670)</b>	<b>(416,390)</b>	<b>(448,205)</b>	<b>(461,891)</b>	<b>(13,686)</b>

## SUMMARY BY PROGRAM

GENERAL FUND	Approps.	Revenues	NCC
Treasurer-Tax Collector	734,850	(510,150)	224,700
Court Collections - AB233	1,280,169	(1,966,760)	(686,591)
<b>Total: General Fund</b>	<b>2,015,019</b>	<b>(2,476,910)</b>	<b>(461,891)</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>2,015,019</b>	<b>(2,476,910)</b>	<b>(461,891)</b>
<b>% of Total Budget</b>	<b>0.7%</b>	<b>0.9%</b>	

## FTE FUNDED BY PROGRAM

GENERAL FUND	FY	FY	FY
Dept. Programs	15-16	16-17	17-18
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

- Court Collections - AB233 Program - BU 2012
- Treasurer-Tax Collector - BU 1130

### GOALS FOR FY 2017-18

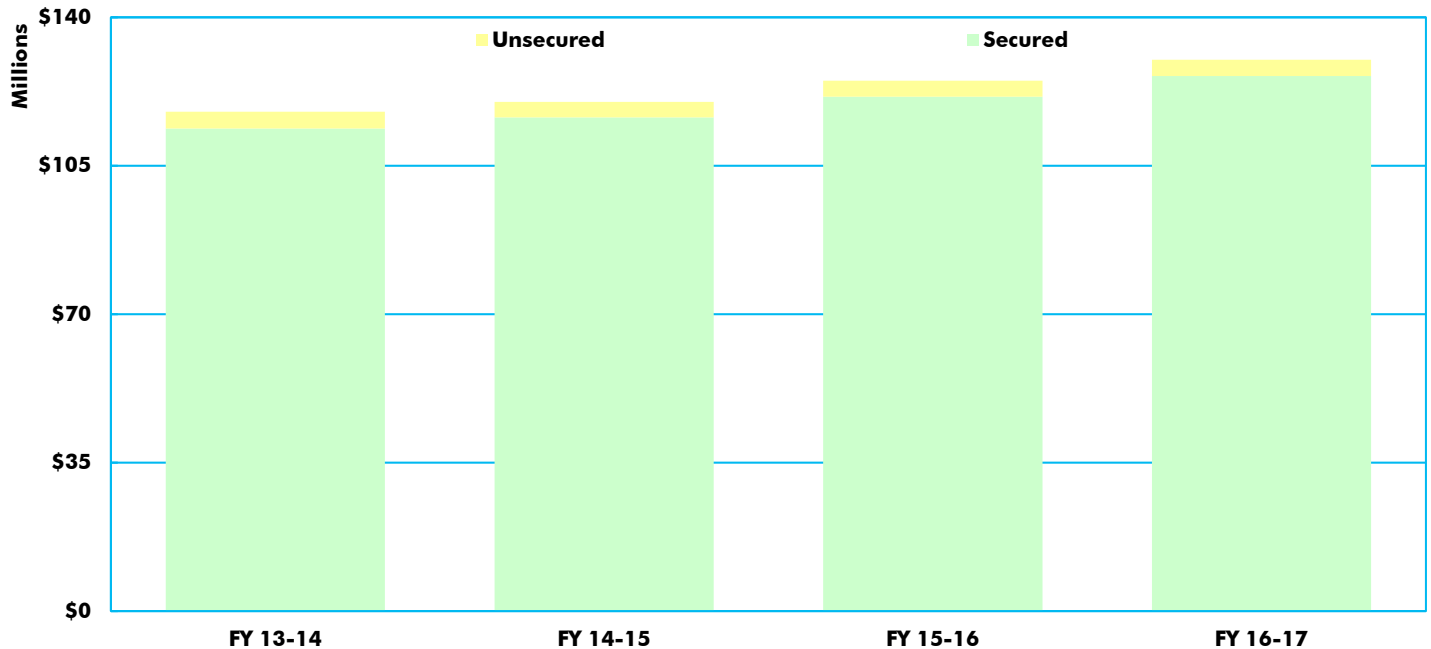
- Successful implementation of the new Cannabis Business Revenue Module.
- Diligently and efficiently collect new cannabis-related taxes, licenses, and departmental fees.
- Utilize the information provided by vendor to bring owners of non-compliant short-term rentals, utilizing hosted and managed web portal, into compliance.
- In conjunction with the Leadership Philosophy, continue to encourage and empower employees to work across division lines to bring forward revenue enhancing projects.

### ACCOMPLISHMENTS IN FY 2016-17

- Successfully collected in excess of \$130 million in property and other taxes, assessments, and license fees for the County, School Districts, and Special Districts.
- Successfully contracted with Manatron, Inc., a Thomson Reuters Business, to provide software, hardware, and services for the new Cannabis Business Revenue Module; this module will ensure that staff has the technical resources required to properly track and enforce the collections of all cannabis-related revenues.
- In coordination with other County departments, staff implemented procedures for collection of cannabis-related fees and taxes.
- Successfully contracted with Host Compliance, LLC for short-term rental compliance monitoring; information provided by the vendor will assist staff in locating non-compliant short-term rentals where owners are marketing and renting their properties through a hosted web portal.

## 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. 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 requests from the prior year.

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

BU 1130 - Treasurer-Tax Collector

BUDGET UNIT DETAIL Schedule 9		Function: General Government		Activity: Legislative & Administrative	
Fund: 1100 County General		2014-15	2015-16	2016-17	2017-18
Financing Sources and Uses		Actuals	Actuals	Estimated	Adopted
Change from					
Prior Year					
<b>Revenues</b>					
821400 - Pen/Cost Delinq Tax	-	-	35,832	34,830	(1,002)
822200 - Business License	116,621	126,229	116,000	120,000	4,000
822603 - Lumber Mill Permit	210	1,015	630	385	(245)
823300 - Forfeiture & Penalty	-	-	-	500	500
826112 - Tax Deeded Admin Fee	150	5,250	7,000	12,000	5,000
826113 - 50% Redemption Fee	11,280	14,510	13,000	13,000	-
826114 - Release of Lien	9,760	9,917	7,000	6,000	(1,000)
826151 - Treasurer Cost Reimb	255,992	257,172	264,168	253,929	(10,239)
826271 - T/C Tax Sale Cost Reimb	-	1,092	-	-	-
826380 - Collection Fee	35,784	47,620	54,635	41,006	(13,629)
826390 - Other Charges	18,563	27,254	10,000	16,000	6,000
826404 - Returned Check Chg	700	650	750	500	(250)
826405 - Pmt Plan Process Fee	8,880	6,300	5,040	7,000	1,960
827400 - Prior Year Revenue	-	4,729	-	-	-
827600 - Other Sales	6,620	6,740	6,740	5,000	(1,740)
827700 - Other	-	40	-	-	-
<b>Total Revenues</b>	<b>464,560</b>	<b>508,518</b>	<b>520,795</b>	<b>510,150</b>	<b>(10,645)</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	343,631	343,964	372,782	387,142	14,360
861012 - Extra Help	-	3,903	-	-	-
861013 - Overtime	9,333	13,276	11,222	4,000	(7,222)
861021 - Co Cont Retirement	91,130	103,126	109,281	115,226	5,945
861022 - Co Cont OASDI	20,823	21,040	22,209	22,669	460
861023 - Co Cont Medicare	4,714	4,977	5,262	5,302	40
861024 - Co Cont Retire Incr	34,275	43,664	44,242	39,931	(4,311)
861030 - Co Cont Health Ins	54,986	50,272	52,346	46,392	(5,954)
861031 - Co Cont Unemp Ins	427	1,464	1,658	1,637	(21)
861035 - Co Cont Workers Comp	4,184	2,712	1,002	1,089	87
<b>Total Salaries &amp; Employee Benefits</b>	<b>563,503</b>	<b>588,398</b>	<b>620,004</b>	<b>623,388</b>	<b>3,384</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	1,164	756	1,294	1,200	(94)
862101 - Insurance - General	1,506	1,464	1,441	1,512	71
862120 - Maint - Equip	6,483	6,540	6,037	7,150	1,113
862150 - Memberships	810	400	500	600	100
862170 - Office Expense	69,556	78,541	71,463	70,000	(1,463)
862182 - Data Processing Services	-	-	13,813	-	(13,813)
862189 - Prof/Spec Svcs - Other	-	-	-	20,000	20,000
862190 - Publ/Legal Notice	5,292	9,887	8,000	8,000	-
862253 - Travel Out of County	3,552	3,537	1,293	3,000	1,707
<b>Total Services &amp; Supplies</b>	<b>88,363</b>	<b>101,125</b>	<b>103,841</b>	<b>111,462</b>	<b>7,621</b>

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

BU 1130 - Treasurer-Tax Collector

<b>BUDGET UNIT DETAIL</b>		Schedule 9 (cont.)		Function: General Government		Activity: Legislative & Administrative	
<b>Financing Sources and Uses</b>	<b>2014-15 Actuals</b>	<b>2015-16 Actuals</b>	<b>2016-17 Estimated</b>	<b>2017-18 Adopted</b>	<b>Change from Prior Year</b>		
<b>Fixed Assets</b>							
864370 - Equipment	-	10,915	-	-	-		
<b>Total Fixed Assets</b>	-	<b>10,915</b>	-	-	-		
<b>Expend Transfer &amp; Reimb</b>							
865802 - Oper Transfer Out	18,831	-	-	-	-		
<b>Total Expend Transfer &amp; Reimb</b>	<b>18,831</b>	-	-	-	-		
<b>Total Net Appropriations</b>	<b>670,696</b>	<b>700,438</b>	<b>723,845</b>	<b>734,850</b>	<b>11,005</b>		
<b>Total Net County Cost</b>	<b>206,137</b>	<b>191,920</b>	<b>203,050</b>	<b>224,700</b>	<b>21,650</b>		

# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector



## 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.

The program budget is administered by the Treasurer-Tax Collector. Other court programs included in the budget are Court Appointed Special Advocate (CASA) and Mendo-Lake Alternative Services (MLAS).

#### PROGRAM OVERVIEW

- Court Collections

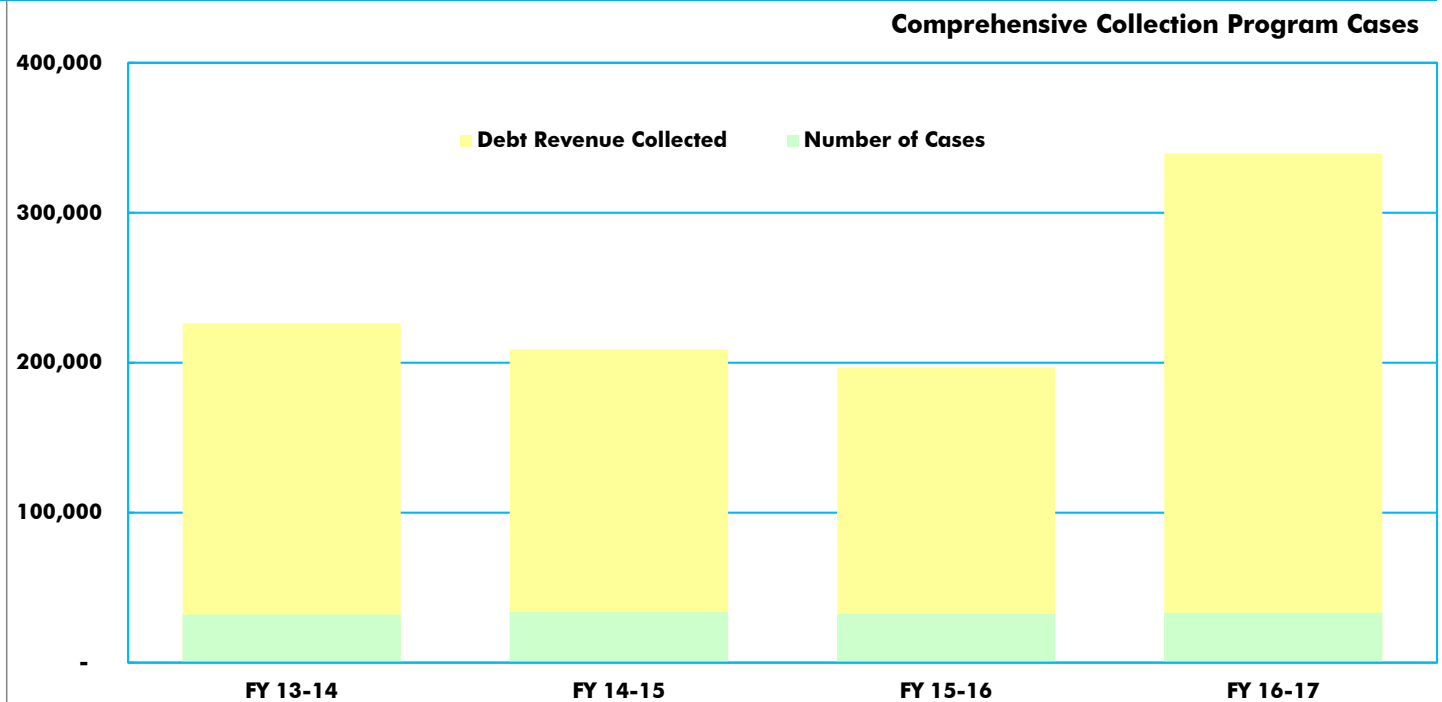
#### ACCOMPLISHMENTS IN FY 2016-17

- Implemented new accounts receivable software that refined system and department workflows and automated what was previously a largely manual process from the legacy software. The new software streamlined the collection process making for a more uniform and automated collection process.
- Explored additional collection tools including batching accounts to Lexis Nexis to find real property owners in order to file abstracts of judgments on delinquent accounts.
- Continued to bring forward revenue enhancing projects by encouraging and empowering employees to be involved in key decisions of the department, to work together as one organization, and to provide opportunity for learning and cross-training.

#### GOALS FOR FY 2017-18

- Execute new contract with Private Collection vendor and set up automation to refer accounts to private vendor for harder to collect court-ordered debt.
- Continue batching accounts to Lexis Nexis for California property information to file abstracts of judgment on delinquent accounts and to locate social security numbers for intercept of California tax refund.
- Utilize staff in the most efficient manner to assist the Treasurer-Tax Collector in other County Collection efforts including identification and collection from non-compliant lodging establishments for Transient Occupancy Tax and Business Improvement District as well as collection of County fees under the Cannabis ordinance.

## PERFORMANCE INDICATORS



## 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. 6390 Revenue from fees charged for authorizing time payments on court ordered debt.

### Services & Supplies

- Acct. 2189 Mendo-Lake Alternative Services Program, Court Appointed Special Advocate (CASA), and Global Connect Automatic Dialer Voice Messaging System.

### 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. This year's Net County Cost for the Court Collections Department is increased based on FY 2016-17 revenue estimates due to reduction of cases referred to the department from the Superior Court for collection.

# 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	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
823100 - Vehicle Code Fine	328,407	295,288	283,385	274,181	(9,204)
823101 - 25% Extra Fine	141,211	133,718	126,378	122,514	(3,864)
823103 - Co Parking Surcharge	-	-	3	-	(3)
823200 - Other Court Fine	50,404	49,690	34,836	36,127	1,291
823203 - Co Comm on City Fine	7,996	9,142	-	6,658	6,658
823204 - Misc Court Fine	2	-	6,674	-	(6,674)
823210 - Fines Judicial District	9,825	10,065	-	6,274	6,274
823300 - Forfeiture & Penalty	33,000	-	6,176	-	(6,176)
825490 - State Other	19,388	17,312	-	15,591	15,591
826117 - PTR Screening Fee	22,215	20,386	(6,838)	12,872	19,710
826118 - Cite Processing Fee	1,495	1,414	13,632	1,090	(12,542)
826163 - Legal Svcs Reimb	7,838	4,724	1,152	3,707	2,555
826221 - Fee Judicial District	-	-	3,661	-	(3,661)
826261 - Recording Fee	45,294	52,636	-	58,737	58,737
826380 - Collection Fee	446,248	529,074	57,841	606,838	548,997
826390 - Other Charges	173,762	104,496	589,667	92,337	(497,330)
826404 - Returned Check Charge	526	216	95,046	426	(94,620)
826504 - Co 30% State PA	213,722	200,068	408	161,792	161,384
826505 - Traffic School Fee	399,109	440,421	168,376	496,603	328,227
826506 - Traffic School \$24	57,427	64,190	500,897	71,013	(429,884)
827711 - Civil Assmt PC 1214.1	-	-	73,390	-	(73,390)
<b>Total Revenues</b>	<b>1,957,871</b>	<b>1,932,840</b>	<b>1,954,684</b>	<b>1,966,760</b>	<b>12,076</b>
<b>Salaries &amp; Employee Benefits</b>					
861011 - Regular Employees	257,772	265,669	278,549	289,330	10,781
861013 - Overtime	4,882	5,141	927	800	(127)
861021 - Co Cont Retirement	67,968	78,147	80,013	85,544	5,531
861022 - Co Cont OASDI	14,912	15,576	16,238	16,792	554
861023 - Co Cont Medicare	3,488	3,643	3,798	3,927	129
861024 - Co Cont Retire Incr	26,043	33,018	32,171	29,318	(2,853)
861030 - Co Cont Health Ins	59,857	49,835	41,377	42,406	1,029
861031 - Co Cont Unemp Ins	3,438	3,442	3,966	3,299	(667)
861035 - Co Cont Workers Comp	1,653	2,639	3,101	3,030	(71)
<b>Total Salaries &amp; Employee Benefits</b>	<b>440,014</b>	<b>457,110</b>	<b>460,140</b>	<b>474,446</b>	<b>14,306</b>
<b>Services &amp; Supplies</b>					
862060 - Communications	2,257	1,509	1,620	1,920	300
862101 - Insurance - General	922	921	924	913	(11)
862110 - Jury & Witness Expense	3,889	3,525	1,935	1,635	(300)



# TREASURER-TAX COLLECTOR'S OFFICE

SHARI L. SCHAPMIRE, Treasurer-Tax Collector

BU 2012 - Court Collections-AB233 Program

BUDGET UNIT DETAIL Schedule 9 (cont.)			Function: Public Protection		Activity: Judicial
Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
862120 - Maintenance - Equipment	-	540	-	600	600
862150 - Memberships	100	100	100	100	-
862170 - Office Expense	35,508	36,890	40,488	26,874	(13,614)
862182 - Data Processing Services	3,552	3,822	19,299	16,649	(2,650)
862187 - Education & Training	600	600	600	600	-
862189 - Prof/Spec Svcs - Other	98,059	97,597	97,505	97,500	(5)
862190 - Publications & Legal Notices	111	-	47	-	(47)
862196 - Collection Expense Fines	9,801	5,355	25	5,940	5,915
862239 - Spec Dept Exp	-	78,724	23,575	-	(23,575)
862253 - Travel & Trans - Out	2,348	1,297	2,216	1,754	(462)
<b>Total Services &amp; Supplies</b>	<b>157,146</b>	<b>230,880</b>	<b>188,334</b>	<b>154,485</b>	<b>(33,849)</b>
<b>Other Charges</b>					
863113 - Pmt Other Gov Agency	752,904	636,540	654,955	651,238	(3,717)
<b>Total Other Charges</b>	<b>752,904</b>	<b>636,540</b>	<b>654,955</b>	<b>651,238</b>	<b>(3,717)</b>
<b>Total Net Appropriations</b>	<b>1,350,064</b>	<b>1,324,530</b>	<b>1,303,429</b>	<b>1,280,169</b>	<b>(23,260)</b>
<b>Total Net County Cost</b>	<b>(607,807)</b>	<b>(608,310)</b>	<b>(651,255)</b>	<b>(686,591)</b>	<b>(35,336)</b>



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## BUDGET DETAIL

Function: - Activity: -

Fund: 3020 Lighting - Alexander Estates	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	8,401	8,790	8,300	9,000	700
821120 - Curr Unsec Prop Tax	272	287	280	290	10
821130 - Supplemental Roll Tax	61	93	50	75	25
821210 - Prior Secured Prop Tax	(15)	(11)	-	-	-
821220 - Prior Unsec Prop Tax	18	13	-	-	-
825481 - Homeowner Exemption	86	84	86	80	(6)
<b>Total Revenues</b>	<b>8,823</b>	<b>9,256</b>	<b>8,716</b>	<b>9,445</b>	<b>729</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	124	146	-	-	-
862260 - Utilities	8,750	10,265	9,500	10,000	500
<b>Total Services &amp; Supplies</b>	<b>8,874</b>	<b>10,411</b>	<b>9,500</b>	<b>10,000</b>	<b>500</b>
<b>Total Net Appropriations</b>	<b>8,874</b>	<b>10,411</b>	<b>9,500</b>	<b>10,000</b>	<b>500</b>
<b>Total Fund Balance Contribution</b>	<b>51</b>	<b>1,155</b>	<b>784</b>	<b>555</b>	<b>(229)</b>

# SPECIAL DISTRICTS

LIGHTING DISTRICT

BU 0303 - Covelo

## BUDGET DETAIL Schedule 15

Function: - Activity: -

<b>Fund: 3030 Lighting - Covelo</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	8,667	9,296	8,700	<b>9,500</b>	800
821120 - Curr Unsec Prop Tax	273	296	290	<b>300</b>	10
821130 - Supplemental Roll Tax	62	95	50	<b>75</b>	25
821210 - Prior Secured Prop Tax	(15)	(11)	-	<b>-</b>	-
821220 - Prior Unsec Prop Tax	19	13	-	<b>-</b>	-
825481 - Homeowner Exemption	86	87	86	<b>90</b>	4
<b>Total Revenues</b>	<b>9,092</b>	<b>9,776</b>	<b>9,126</b>	<b>9,965</b>	<b>839</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	129	153	-	<b>-</b>	-
862260 - Utilities	5,694	6,268	5,800	<b>5,900</b>	100
<b>Total Services &amp; Supplies</b>	<b>5,822</b>	<b>6,421</b>	<b>5,800</b>	<b>5,900</b>	<b>100</b>
<b>Total Net Appropriations</b>	<b>5,822</b>	<b>6,421</b>	<b>5,800</b>	<b>5,900</b>	<b>100</b>
<b>Total Fund Balance Contribution</b>	<b>(3,269)</b>	<b>(3,355)</b>	<b>(3,326)</b>	<b>(4,065)</b>	<b>(739)</b>

## BUDGET DETAIL Schedule 15

Function: - Activity: -

Fund: 3040 Lighting - Fairview Acres	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	2,019	2,088	2,100	<b>2,000</b>	(100)
821120 - Curr Unsec Prop Tax	66	68	65	<b>65</b>	-
821130 - Supplemental Roll Tax	15	22	10	<b>15</b>	5
821210 - Prior Secured Prop Tax	(4)	(3)	-	-	-
821220 - Prior Unsec Prop Tax	4	3	-	-	-
825481 - Homeowner Exemption	21	20	21	<b>18</b>	(3)
<b>Total Revenues</b>	<b>2,121</b>	<b>2,198</b>	<b>2,196</b>	<b>2,098</b>	<b>(98)</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	30	34	-	-	-
862260 - Utilities	1,025	1,129	1,100	<b>1,100</b>	-
<b>Total Services &amp; Supplies</b>	<b>1,055</b>	<b>1,163</b>	<b>1,100</b>	<b>1,100</b>	-
<b>Total Net Appropriations</b>	<b>1,055</b>	<b>1,163</b>	<b>1,100</b>	<b>1,100</b>	-
<b>Total Fund Balance Contribution</b>	<b>(1,066)</b>	<b>(1,035)</b>	<b>(1,096)</b>	<b>(998)</b>	<b>98</b>

# SPECIAL DISTRICTS

## LIGHTING DISTRICT

BU 0305 - Hopland Streets

### BUDGET DETAIL Schedule 15

Function: - Activity: -

Fund: 3050 Lighting - Hopland	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	15,431	15,664	15,500	<b>16,000</b>	500
821120 - Curr Unsec Prop Tax	501	512	500	<b>500</b>	-
821130 - Supplemental Roll Tax	114	168	100	<b>130</b>	30
821210 - Prior Secured Prop Tax	(28)	(20)	-	<b>-</b>	-
821220 - Prior Unsec Prop Tax	34	23	-	<b>-</b>	-
825481 - Homeowner Exemption	158	150	150	<b>145</b>	(5)
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	228	259	-	<b>-</b>	-
862260 - Utilities	5,064	5,567	5,200	<b>5,300</b>	100
<b>Total Services &amp; Supplies</b>	<b>5,292</b>	<b>5,826</b>	<b>5,200</b>	<b>5,300</b>	<b>100</b>
<b>Total Net Appropriations</b>	<b>5,292</b>	<b>5,826</b>	<b>5,200</b>	<b>5,300</b>	<b>100</b>
<b>Total Fund Balance Contribution</b>	<b>(10,918)</b>	<b>(10,671)</b>	<b>(11,050)</b>	<b>(11,475)</b>	<b>(425)</b>



**BUDGET DETAIL** Schedule 15

Function: - Activity: -

<b>Fund: 3060 Lighting - Lakewood</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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>					
821300 - Spec Tax Assmt	2,624	2,624	2,600	<b>2,600</b>	-
<b>Total Revenues</b>	<b>2,624</b>	<b>2,624</b>	<b>2,600</b>	<b>2,600</b>	<b>-</b>
<b>Services &amp; Supplies</b>					
862189 - Prof/Spec Svcs - Other	52	52	50	<b>50</b>	-
862260 - Utilities	2,378	2,787	2,500	<b>2,900</b>	400
<b>Total Services &amp; Supplies</b>	<b>2,430</b>	<b>2,839</b>	<b>2,550</b>	<b>2,950</b>	<b>400</b>
<b>Total Net Appropriations</b>	<b>2,430</b>	<b>2,839</b>	<b>2,550</b>	<b>2,950</b>	<b>400</b>
<b>Total Fund Balance Contribution</b>	<b>(194)</b>	<b>215</b>	<b>(50)</b>	<b>350</b>	<b>400</b>

# SPECIAL DISTRICTS

## LIGHTING DISTRICT

BU 0307 - Laytonville

### BUDGET DETAIL Schedule 15

Function: - Activity: -

<b>Fund: 3070 Lighting - Laytonville</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</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	5,078	5,205	5,100	<b>5,500</b>	400
821120 - Curr Unsec Prop Tax	162	167	160	<b>165</b>	5
821130 - Supplemental Roll Tax	37	54	30	<b>50</b>	20
821210 - Prior Secured Prop Tax	(9)	(6)	-	<b>-</b>	-
821220 - Prior Unsec Prop Tax	11	7	-	<b>-</b>	-
825481 - Homeowner Exemption	51	49	50	<b>50</b>	-
<b>Total Revenues</b>	<b>5,330</b>	<b>5,476</b>	<b>5,340</b>	<b>5,765</b>	<b>425</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	76	4,489	-	<b>-</b>	-
862260 - Utilities	4,583	4,929	4,700	<b>5,100</b>	400
<b>Total Services &amp; Supplies</b>	<b>4,658</b>	<b>9,418</b>	<b>4,700</b>	<b>5,100</b>	<b>400</b>
<b>Total Net Appropriations</b>	<b>4,658</b>	<b>9,418</b>	<b>4,700</b>	<b>5,100</b>	<b>400</b>
<b>Total Fund Balance Contribution</b>	<b>(671)</b>	<b>3,942</b>	<b>(640)</b>	<b>(665)</b>	<b>(25)</b>

## BUDGET DETAIL Schedule 15

Function: - Activity: -

Fund: 3110 Lighting - Noyo					
Financing Sources and Uses	2014-15 Actuals	2015-16 Actuals	2016-17 Estimated	2017-18 Adopted	Change from Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	1,561	2,260	2,500	<b>2,250</b>	(250)
821120 - Curr Unsec Prop Tax	96	101	100	<b>100</b>	-
821130 - Supplemental Roll Tax	22	33	50	<b>50</b>	-
821210 - Prior Secured Prop Tax	(19)	(4)	-	-	-
821220 - Prior Unsec Prop Tax	20	4	-	-	-
821700 - Highway Property Rental	-	-	-	-	-
825481 - Homeowner Exemption	30	30	40	<b>30</b>	(10)
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>1,710</b>	<b>2,424</b>	<b>2,690</b>	<b>2,430</b>	<b>(260)</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	33	39	-	-	-
862260 - Utilities	3,758	4,010	3,900	<b>3,000</b>	(900)
<b>Total Services &amp; Supplies</b>	<b>3,791</b>	<b>4,049</b>	<b>3,900</b>	<b>3,000</b>	<b>(900)</b>
<b>Total Net Appropriations</b>	<b>3,791</b>	<b>4,049</b>	<b>3,900</b>	<b>3,000</b>	<b>(900)</b>
<b>Total Fund Balance Contribution</b>	<b>2,081</b>	<b>1,625</b>	<b>1,210</b>	<b>570</b>	<b>(640)</b>

# SPECIAL DISTRICTS

LIGHTING DISTRICT

BU 0312 - Oak Knoll

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3120 Lighting - Oak Knoll	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	8,877	9,301	9,000	9,500	500
821120 - Curr Unsec Prop Tax	288	304	300	300	-
821130 - Supplemental Roll Tax	65	98	50	75	25
821210 - Prior Secured Prop Tax	(16)	(12)	-	-	-
821220 - Prior Unsec Prop Tax	20	14	-	-	-
821700 - Highway Property Rental	-	-	-	-	-
825481 - Homeowner Exemption	91	89	90	85	(5)
825810 - Other Govt Aid	-	-	-	-	-
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>9,325</b>	<b>9,794</b>	<b>9,440</b>	<b>9,960</b>	<b>520</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	132	153	-	-	-
862260 - Utilities	4,247	4,677	4,300	4,400	100
<b>Total Services &amp; Supplies</b>	<b>4,379</b>	<b>4,830</b>	<b>4,300</b>	<b>4,400</b>	
<b>Total Net Appropriations</b>	<b>4,379</b>	<b>4,830</b>	<b>4,300</b>	<b>4,400</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>(4,946)</b>	<b>(4,964)</b>	<b>(5,140)</b>	<b>(5,560)</b>	<b>(520)</b>

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3130 - Riverwood Terrace	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	1,907	2,022	1,900	2,000	100
821120 - Curr Unsec Prop Tax	62	66	60	65	5
821130 - Supplemental Roll Tax	14	21	-	-	-
821210 - Prior Secured Prop Tax	(3)	(3)	-	-	-
821220 - Prior Unsec Prop Tax	4	3	-	-	-
821700 - Highway Property Rental	-	-	-	-	-
825481 - Homeowner Exemption	20	19	20	20	-
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>2,003</b>	<b>2,128</b>	<b>1,980</b>	<b>2,085</b>	<b>105</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	28	33	-	-	-
862260 - Utilities	769	847	800	800	-
<b>Total Services &amp; Supplies</b>	<b>797</b>	<b>880</b>	<b>800</b>	<b>800</b>	<b>-</b>
<b>Total Net Appropriations</b>	<b>797</b>	<b>880</b>	<b>800</b>	<b>800</b>	<b>-</b>
<b>Total Fund Balance Contribution</b>	<b>(1,206)</b>	<b>(1,248)</b>	<b>(1,180)</b>	<b>(1,285)</b>	<b>(105)</b>

# SPECIAL DISTRICTS

LIGHTING DISTRICT

BU 0315 - Ukiah Village

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3150 Lighting - Ukiah Village	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	8,424	8,692	8,600	<b>8,900</b>	300
821120 - Curr Unsec Prop Tax	267	284	280	<b>280</b>	-
821130 - Supplemental Roll Tax	60	92	50	<b>75</b>	25
821210 - Prior Secured Prop Tax	(15)	(11)	-	-	-
821220 - Prior Unsec Prop Tax	18	13	-	-	-
821700 - Highway Property Rental	-	-	-	-	-
825481 - Homeowner Exemption	84	83	80	<b>80</b>	-
825810 - Other Govt Aid	-	-	-	-	-
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>8,839</b>	<b>9,153</b>	<b>9,010</b>	<b>9,335</b>	<b>325</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	121	144	-	-	-
862260 - Utilities	4,596	5,055	4,700	<b>4,800</b>	100
<b>Total Services &amp; Supplies</b>	<b>4,717</b>	<b>5,199</b>	<b>4,700</b>	<b>4,800</b>	<b>100</b>
<b>Total Net Appropriations</b>	<b>4,717</b>	<b>5,199</b>	<b>4,700</b>	<b>4,800</b>	<b>100</b>
<b>Total Fund Balance Contribution</b>	<b>(4,122)</b>	<b>(3,954)</b>	<b>(4,310)</b>	<b>(4,535)</b>	<b>(225)</b>

## BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3170 Lighting - West Talmage	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	4,386	4,549	4,400	<b>4,600</b>	200
821120 - Curr Unsec Prop Tax	143	149	150	<b>150</b>	-
821130 - Supplemental Roll Tax	32	48	30	<b>40</b>	10
821210 - Prior Secured Prop Tax	(8)	(6)	-	-	-
821220 - Prior Unsec Prop Tax	10	7	-	-	-
821700 - Highway Property Rental	-	-	-	-	-
825481 - Homeowner Exemption	45	44	45	<b>40</b>	(5)
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>4,608</b>	<b>4,791</b>	<b>4,625</b>	<b>4,830</b>	<b>205</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	65	75	-	-	-
862260 - Utilities	1,965	2,165	2,000	<b>2,050</b>	50
<b>Total Services &amp; Supplies</b>	<b>2,030</b>	<b>2,240</b>	<b>2,000</b>	<b>2,050</b>	<b>50</b>
<b>Total Net Appropriations</b>	<b>2,030</b>	<b>2,240</b>	<b>2,000</b>	<b>2,050</b>	<b>50</b>
<b>Total Fund Balance Contribution</b>	<b>(2,578)</b>	<b>(2,551)</b>	<b>(2,625)</b>	<b>(2,780)</b>	<b>(155)</b>

# SPECIAL DISTRICTS

## SANITATION DISTRICT

BU 0325 - Meadowbrook Manor

### BUDGET UNIT DETAIL Schedule 15

Function: - Activity: -

Fund: 3250 Sanitation-Meadowbrook Manor	2014-15	2015-16	2016-17	2017-18	Change from
Financing Sources and Uses	Actuals	Actuals	Estimated	Adopted	Prior Year
<b>Revenues</b>					
821110 - Curr Secured Prop Tax	1,922	2,078	2,000	<b>2,200</b>	200
821120 - Curr Unsec Prop Tax	62	68	70	<b>75</b>	5
821130 - Supplemental Roll Tax	15	22	10	<b>20</b>	10
821210 - Prior Secured Prop Tax	(3)	(3)	-	-	-
821220 - Prior Unsec Prop Tax	4	3	-	-	-
821700 - Highway Property Rental	-	20	-	-	-
825481 - Homeowner Exemption	20	-	20	<b>20</b>	-
827700 - Other	-	-	-	-	-
<b>Total Revenues</b>	<b>2,019</b>	<b>2,188</b>	<b>2,100</b>	<b>2,315</b>	<b>215</b>
<b>Services &amp; Supplies</b>					
862239 - Spec Dept Expense	528	534	500	<b>500</b>	-
<b>Total Services &amp; Supplies</b>	<b>528</b>	<b>534</b>	<b>500</b>	<b>500</b>	-
<b>Total Net Appropriations</b>	<b>528</b>	<b>534</b>	<b>500</b>	<b>500</b>	-
<b>Total Fund Balance Contribution</b>	<b>(1,491)</b>	<b>(1,654)</b>	<b>(1,600)</b>	<b>(1,815)</b>	<b>(215)</b>



# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS





# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

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## 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 COP's 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 the new Sheriff's substation in Willits.
- Rebuilding Public Health in response to flood event.
- ADA improvements within the Hopland Veterans Hall.
- ADA improvements within Juvenile Hall.
- Completion of Phase I of the Administration Center roof replacement.
- Septic system replacement at Bower Park.
- Security improvements for the Transportation Department, and the Sheriff's Office.
- Replacement of the Museum's main gallery roof.
- 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 Health and Human Services Agency staff.
- Material storage covers for the Transportation Department's yards in Fort Bragg & Ukiah.
- Replacement of jail control panels.

### 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 Ageing Facilities
- Major Projects- Capital Improvements

Subtotals throughout differentiate projected General Fund and Non-General Fund expenses:



## CAPITAL IMPROVEMENT PLAN

### 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 II)	\$2,400,000
Sheriff's Office - Administration Building	\$350,000
Sheriff's Office - Programs Building	\$250,000
Veterans Hall - Point Arena	\$250,000
Courthouse Annex - Ukiah	\$500,000
Sheriff's Office - Jail Kitchen & Laundry	\$200,000
Communication Buildings (San Hedrin, Spanish Mtn)	\$50,000
<b>5-YEAR ESTIMATE OF GENERAL FUND EXPENSE</b>	<b>\$4,000,000</b>
Public Health and Mental Health Facility - Ukiah	\$2,200,000
Willits Integrated Services Center (WISC) - Willits	\$450,000
Library - Willits	\$250,000
Transportation - Road Yard Buildings	\$1,000,000
Transportation - Administration Building, Garage	\$1,000,000
HHS - North Yokayo - Ukiah (re-coating)	\$75,000
Child Support Services - Ukiah	\$500,000
Avila Center - Fort Bragg	\$750,000
<b>5-YEAR ESTIMATE OF NON-GENERAL FUND EXPENSE</b>	<b>\$6,225,000</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 2017-18.

ESTIMATED ANNUAL GENERAL FUND EXPENSE	<b>\$800,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE	<b>\$1,245,000</b>

### ENERGY EFFICIENCY RETROFITTING & UPGRADES

The County currently has 250+ HVAC units. In the last five years, 40 of these units have been replaced. There remain approximately 45 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 12-15 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 20-50 percent.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$200,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$140,000

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. This category may also include solar infrastructure.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$50,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$50,000

Windows, Weatherization, Insulation.

ANNUAL ESTIMATED GENERAL FUND EXPENSE	\$70,000
ANNUAL ESTIMATED NON-GENERAL FUND EXPENSE	\$44,000

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR ENERGY EFFICIENCY & UPGRADES	<b>\$320,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR ENERGY EFFICIENCY & UPGRADES	<b>\$234,000</b>

### 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 in an attempt to 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>\$1,100,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR CAPITAL FACILITIES MAINTENANCE	<b>\$475,000</b>

### FIRE-LIFE-SAFETY/MODERNIZATION OF AGEING 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.

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

ment with expenditures of approximately \$1,050,840 on ADA retrofit projects between 2006 and 2016. 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)

Juvenile Hall ADA improvements (ADA cell, showers, front bathrooms, locksets)	\$238,500
ADA portion of Willits Substation Project (restroom, doors landings)	\$35,571
Fort Bragg and Willits Library Automatic Doors	\$28,895
Public Health Employee Entrance	\$39,236
Hopland Veterans Hall	\$49,000

### ADA Projects (in progress)

Willits Vets Hall Ramps	\$128,000
Mill Creek Fishing Pier	\$30,000
Little River Airport (ADA Portion)	\$25,000

ESTIMATED ANNUAL GENERAL FUND EXPENSE	<b>\$50,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE	<b>\$50,000</b>

### 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.

### REPAIR CANOPY AT YOKAYO

The existing covered canopy façade on the west elevation of HHSA's Yokayo Center has suffered water damage over the years, resulting in the partial failure of the attachment system for the cement plaster soffits, presenting a safety hazard. This

project will involve the removal of the existing soffits and new redesigned building entrance covers and façade.

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR FIRE/LIFE/SAFETY/MODERNIZATION	<b>\$350,000</b>
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GENERAL FUND EXPENSE FOR FIRE/LIFE/SAFETY/MODERNIZATION	<b>\$425,000</b>
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## 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 Bureau of State and Community Corrections. The County is responsible for certain local costs and has \$1 million budgeted in a separate fund for the project (BU 1712). The project is in its early stages, and is currently anticipated to be completed in 2021.

The project will include two stand-alone buildings. The main building will be a Special Needs Housing Unit, including 60-beds, new program rooms, recreational yards, and medical and mental health treatment spaces. The second building will include contact visitation space for families as well as attorneys.

### MENDOCINO SHERIFF'S SUB-STATION

The existing carriage house at the Historic Ford House on the Mendocino Headlands State Park will be repurposed as a Sheriff's Substation through an MOU with State Parks and Recreation Department. In exchange for use of the building, the County will provide a new concrete slab and foundation, upgrade electrical and phone lines and build a new carriage house to exact dimensions as the old carriage house with siding, doors and windows to match historic Ford House in shape and color; all in compliance with MHRB and State Historical guidelines. \$125,000 of General Fund dollars have been budgeted for this work, with approximately \$100,000 of remaining funding in FY 2017-18.

### LITTLE RIVER AIRPORT IMPROVEMENTS

The Little River Airport office/terminal structure was built in the early 1950's and has suffered significant damage due to the harsh coastal environment, and is in need of renovation. The building houses the Airport Manager along with the weather station, an aviation fuel "card lock" system, and a pilot's lounge. Additionally, this airport has a de-commissioned, clean underground fuel tank that needs to be removed. \$125,000 of General Fund dollars have been budgeted for this work.

### WISC PARKING LOT

Provide new asphalt paving at the existing gravel parking lot on the east side of the Willits Integrated Services Center (WISC). This project will include new ADA path of travel from Lenore Street and additional security lighting around the building. \$275,000 of General Fund dollars have been budgeted for this work.

## CAPITAL IMPROVEMENT PLAN

### AVILA CENTER EXPANSION PLANNING

HHSa 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 Services at 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: **\$500,000**

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR

MAJOR PROJECTS: **\$1,000,000**

### 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. The Board has prioritized Corrective Maintenance efforts over the past several years and has been successful in dedicating at least \$2 million of additional Corrective Maintenance funding each year. New funding through the recent State Transportation Bill SB 1 will add additional 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 5-year average of \$4.9 million of new funding is expected. As the new funding from SB 1 is phased in, the requirement for additional General Fund may decline.

ESTIMATED ANNUAL GENERAL FUND EXPENSE **\$2,000,000**

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE **\$4,000,000**

#### ROAD RECONSTRUCTION

The primary purpose of 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 in place with 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: **\$663,000**

#### 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. 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 systems 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 **\$3,762,000**

#### BRIDGE REPLACEMENT & RETROFITS

The principal 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 are 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 **\$8,488,000**

#### PEDESTRIAN IMPROVEMENTS

The main purpose of this program is to implement grant set-asides from the Mendocino Council of Governments and provide for transportation enhancements to vehicle facilities such as bicycle and pedestrian augmentations in key, grant eligible areas such as urban or school areas.

ESTIMATED ANNUAL GENERAL FUND EXPENSE **\$0**

ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE **\$235,000**

#### SEDIMENT REDUCTION/FISH BARRIER REMOVAL/OTHER

The main purpose of this program is to implement the Five Counties Salmon Restoration efforts funded by grants from various environmental agencies. This program replaces culverts that provide unimpeded fish passage for anadromous reaches of streams known historically and/or currently to support runs of Coho salmon, Chinook salmon, and steelhead. Sediment reduction projects add rock to road surfaces and add ditch relief culverts to prevent washout of soils.

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

ESTIMATED ANNUAL GENERAL FUND EXPENSE	\$0
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE	\$471,000

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR ROADS & BRIDGES	<b>\$2,000,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR ROADS & BRIDGES	<b>\$17,619,000</b>

### COUNTY VEHICLE FLEET

There are 366 cars, trucks and SUVs in the County's fleet. The three largest users of the County's fleet are the Sheriff's Office with 107 assigned vehicles; the Department of Transportation with 63 assigned vehicles and Social Services with 43 assigned vehicles. In FY 2016-17 (most current data available), the total miles driven by the Sheriff's Office was 1,305,000. The remainder of the fleet was driven an additional 1,387,000 miles.

Target vehicle replacement guidelines are:

Description	Mileage/Age
Mid-Size Sedan	120,000 miles or 10 years
Full-Size Sedan	120,000 miles or 10 years
Police Cruiser	100,000 miles or 48 months
4x4, Vans 1/2 Ton Pickup, 1-Ton Dump Truck	120,000 miles or 10 years

Within the fleet, a total of 36 vehicles currently have more than 120,000 miles; based on the County guidelines, they are ready to be replaced. An additional 58 vehicles have between 80,000 – 120,000 miles, and will be ready for replacement in the near future. Somewhat balancing the expected replacement of these higher mileage vehicles in the fleet is the fact that currently 55 vehicles are driven less than 500 miles every month, a criteria that flags them as potentially underutilized. In FY 2017-18, the purchase of 43 vehicles has been budgeted.

Projected vehicle replacement needs over the next five years:

FY 2017-18	43 vehicles
FY 2018-19	31 vehicles
FY 2019-20	28 vehicles
FY 2020-21	30 vehicles
FY 2021-22	30 vehicles

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR VEHICLE REPLACEMENT	<b>\$780,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR VEHICLE REPLACEMENT	<b>\$563,000</b>

## 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 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 created by County development support staff; which no longer exists within the County system. The County has no available staffing resources to utilize; no dedicated vendor maintaining the system; no user documentation; and we have extremely limited developer documentation. Recent County staffing retirements and relocations has left the property system without support resources. Soliciting staff to support this outdated system and technology would not be effective or efficient.

Currently, County staff expend a great deal of resources attempting to address the performance shortcomings of the current software and continually experiences 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 complete a procurement for 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.

The project is estimated to cost \$1.7 million with an annual maintenance cost of \$100,000. Funding has been provided for the full project within the IT Reserve, but the project is still in the early phases, and payments of less than \$72,520 are expected in FY 2017-18.

### MICROWAVE SYSTEM LINK UPGRADE 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.



## CAPITAL IMPROVEMENT PLAN

The current system is 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. \$225,000 is needed to implement the needed improvements to the existing system.

### 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 \$180,000 with an estimated \$8,000 annual maintenance costs. The project is not currently budgeted, although funds in the IT Reserve could be utilized for the project. The County is currently undergoing an IT master planning process, and recommends finishing this planning process before recommending implementation of an offsite data center.

### 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 \$500,000. In FY 2017-18, \$100,000 is budgeted, with additional funding in subsequent years until the project is complete.

ESTIMATED ANNUAL GENERAL FUND EXPENSE FOR INFORMATION TECHNOLOGY	<b>\$500,000</b>
ESTIMATED ANNUAL NON-GENERAL FUND EXPENSE FOR INFORMATION TECHNOLOGY	<b>\$100,000</b>

## 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 2017-18 Budget to handle additional projects to address this issue. The Board of Supervisors' has 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 1620) for management of the Capital Improvement Plan projects. In this Budget, \$892,953 of discretionary General Fund revenue and \$59,819 of one-time funding was budgeted to support Capital Projects. There is an usually high amount of carryover funding from previous years (\$4.7 million), and it was not realistic to expect additional fund ing would have utilized in the current fiscal year. 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

## CAPITAL IMPROVEMENT PLAN

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 (COUNTY POLICY 33)

This 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 2007/08. 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 least 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) (COUNTY POLICY 35)

The IT Reserve was established 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.

## TRANSPORTATION FUNDING

### LOCAL ROAD FUNDS

The Road Fund is provided a transfer of a portion of County property tax revenues each year. For FY 2017-18 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 2017-18 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.

## CAPITAL IMPROVEMENT PLAN

### 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

Lease purchase agreements are 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.

## SUMMARY/COSTS

### GENERAL FUND PROJECTS FUNDED IN FY 2017-18

PROJECTS	Total Five-Year Funding	
	GENERAL FUND	NON-GF
<b>Roof Replacements</b>		
Administration Center Roof & HVAC	2,500,000	-
Jail Kitchen	175,000	-
Public Health-Mental Health Roof	-	1,925,000
Roof Replacements - All Buildings	1,560,000	840,000
Roof Recoating to Extend Life - All Buildings	835,000	495,000
<b>Total Roof Replacements</b>	<b>5,070,000</b>	<b>3,260,000</b>
<b>Energy Efficiency Retrofitting &amp; Upgrades</b>		
Public Health-Mental Health - HVAC Replacement	-	250,000
Sheriff's Administration - HVAC Replacement	150,000	-
Other Buildings - HVAC Replacement	920,000	695,000
Solar & EV Charging Stations	407,232	300,000
Windows, Weatherization, Insulation	350,000	220,000
<b>Total Energy Efficiency Retrofitting &amp; Upgrades</b>	<b>1,827,232</b>	<b>1,465,000</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

PROJECTS	Total Five-Year Funding	
	GENERAL FUND	NON-GF
<b>Capital Facilities Maintenance</b>		
Exterior Painting - Jail Building #2	265,000	-
Exterior Painting Remaining Buildings	615,000	525,000
Interior Painting - Jail Building #1	241,000	-
Interior Painting - Remaining Buildings	310,000	360,000
Flooring Replacements - All Buildings	660,000	640,000
Hazardous Tree Mitigation	210,000	110,000
Parking Lot Rehabilitation - Administration Center	305,000	-
Parking Lot Rehabilitation - Remaining Facilities	895,000	485,000
Electrical & Mechanical (Non-HVAC) Upgrades	590,000	255,000
Museum Gutter Repairs	30,000	-
Museum Lighting, Storage & Fencing	75,935	-
Misc. Deferred Maintenance Projects	1,200,000	-
Park Maintenance & Enhancements	285,000	-
<b>Total Capital Facilities Maintenance</b>	<b>5,681,935</b>	<b>2,375,000</b>
<b>Fire-Life-Safety / Modernization Ageing Facilities</b>		
Probation - Exiting and Fire Safety	370,000	-
Sheriff's Administration Building Upgrades	375,000	-
Yokayo Entrance Facade	-	300,000
Public Defender/N&S Yokayo/Other	550,000	225,000
DOT Road Materials Covers & Video Security	-	380,000
ADA Retrofitting & Upgrades - All Facilities	350,000	250,000
Asbestos and Lead Abatement (Paint & Flooring)	250,000	250,000
Underground Storage Tank Mitigation & Monitoring	455,000	-
Security Improvements	15,000	103,500
Workflow/Staffing Remodels	18,500	327,000
<b>Total Fire-Life-Safety / Modernization Ageing Facilities</b>	<b>2,383,500</b>	<b>1,835,500</b>
<b>Major Projects - Capital Improvements</b>		
Warehouse Conversion/Consolidation	500,000	-
Mendocino Sheriff's Substation	104,049	-
WISC Parking Lot Paving	-	275,000
Public Health - Mental Health Siding Replacement	-	225,000
Little River Airport Terminal Modernization	125,000	-
Ukiah Animal Shelter Upgrades	105,000	-
Fort Bragg Animal Shelter Upgrades	100,000	-
Pt. Arena Veterans Hall	135,000	-
Jail Expansion Project	1,000,000	25,000,000
Microwave System Infrastructure Improvements	590,000	150,000
HHS Avila Center Expansion	-	1,190,000
<b>Total Major Projects - Capital Improvements</b>	<b>2,659,049</b>	<b>26,840,000</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENT PLAN

PROJECTS	Total Five-Year Funding	
	GENERAL FUND	NON-GF
<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	3,902,000	2,818,200
<b>Total County Vehicle Fleet</b>	<b>3,902,000</b>	<b>2,818,200</b>
<b>Information Technology Maintenance &amp; Upgrades</b>		
Microwave System Link 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>28,773,716</b>	<b>123,104,949</b>
<b>Total All Funds</b>		<b>151,878,665</b>

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS - FY 2017-18 PROJECTS LIST

Department	Project Description	Amount	Funding
Child Support	Child Support Carpet Replacement	\$80,000	Non-General Fund
DOT	Little River Airport Terminal	\$125,000	General Fund
DOT	Resurface Main Office Parking Lot	\$50,000	Non-General Fund
DOT	DOT - Material Bin Cover - Laytonville Road Yard	\$75,000	Non-General Fund
DOT	DOT - Video Security Projects	\$55,000	Non-General Fund
Facilities Division - EO	Solar Lighting - Low Gap & Lions Parks	\$20,000	General Fund
Facilities Division - EO	Low Gap Park Bridge Repair	\$30,000	General Fund
Facilities Division - EO	Pt. Arena Veterans' Hall Restroom Repairs	\$7,500	General Fund
Facilities Division - EO	Mill Creek Fishing Pier (CDBG)	\$30,000	Non-General Fund
Facilities Division - EO	Willits Veterans' Hall Ramps (CDBG)	\$124,000	Non-General Fund
HHSA	Ft Bragg Animal Shelter Site and Building Improvements	\$100,000	General Fund
HHSA	Ukiah Animal Shelter	\$85,000	General Fund
HHSA	HHSA - Hutch Training Center Roof	\$102,000	General Fund
HHSA	WISC Parking Lot Paving & Lighting	\$270,000	Non-General Fund
HHSA	Yokayo Parking Lot Re-surfacing	\$60,000	Non-General Fund
HHSA	Public Health Roof/HVAC Replacement	\$172,348	Non-General Fund
HHSA	WISC Roof Replacement (Bldg. 61 & 62)	\$475,000	Non-General Fund
HHSA	Installation of Avila Generator	\$130,000	Non-General Fund
HHSA	Public Health Slab Project	\$33,515	Non-General Fund
HHSA	Behavioral Health - Parking Lot Restriping	\$124,000	Non-General Fund
HHSA	WISC Hirsch System (Bldg. 61)	\$15,500	Non-General Fund
HHSA	WISC Hirsch System (Bldg. 62)	\$40,000	Non-General Fund
HHSA	WISC Shed	\$10,000	Non-General Fund
HHSA	Yokayo Hirsch System (Bldg. 51)	\$10,500	Non-General Fund
HHSA	Ft. Bragg Avila Bldg. Gates	\$25,000	Non-General Fund
HHSA	Environmental Health Painting	\$17,676	Non-General Fund
HHSA	Adult Services Building Remodel	\$59,000	Non-General Fund
HHSA	Adult Services Flooring (Bldg. 41)	\$73,000	Non-General Fund
HHSA	Social Services Administration - Carpet Replacement	\$288,427	Non-General Fund
HHSA	HHSA - HR Payroll - Human Resources Remodel	\$14,000	Non-General Fund
HHSA	HHSA - Reception and HR Confidentiality	\$13,500	Non-General Fund
HHSA	HHSA - Install One Way Mirror for Avila A1 to A10	\$4,500	Non-General Fund
HHSA	HHSA - Evaluate Avila Site for New Building	\$25,000	Non-General Fund
HHSA	HHSA - Seal and Strip Avila Parking Lot	\$50,000	Non-General Fund
HHSA	HHSA - Paint South Yokayo Lobby	\$4,500	Non-General Fund
HHSA	HHSA - WISC Reception Remodel	\$8,500	Non-General Fund
HHSA	HHSA - WISC Covered Patio Break Area	\$68,000	Non-General Fund
HHSA	HHSA - Fence and Gate for Play Avila Play Area	\$8,000	Non-General Fund

# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

## CAPITAL IMPROVEMENTS - FY 2017-18 PROJECTS LIST

Department	Project Description	Amount	Funding
HHSA	HHSA - Children's Services Remodel for Added Staff	\$42,000	Non-General Fund
HHSA	HHSA - Hutch Covered Patio Break Area	\$63,500	Non-General Fund
HHSA	HHSA - Field Nursing Renovation PH Rm 133	\$14,000	Non-General Fund
HHSA	HHSA - Repair Water Feature	\$4,000	Non-General Fund
HHSA	HHSA - Repair and Replace Front Canopy at Yokayo Center	\$300,000	Non-General Fund
Library	Ukiah Meeting Room Remodel	\$35,000	Non-General Fund
Library	Contingency for Unanticipated Projects	\$50,000	Non-General Fund
Library	Teen Room Remodel	\$20,000	Non-General Fund
Museum	Storage & Fencing	\$47,935	General Fund
Museum	Museum Gutter Additions and Repairs	\$30,000	General Fund
Museum	Gallery Lighting	\$28,000	General Fund
PBS	Ft. Bragg File Room	\$11,500	General Fund
PBS	Conference Room	\$7,000	General Fund
Probation	Probation Fire-Life-Safety & Remodels for Staffing	\$100,000	General Fund
Public Defender	Public Defender Parking Lot Door Upgrade	\$5,500	General Fund
Sheriff	Sheriff's Office Evidence Storage & Office Space	\$300,000	General Fund
Sheriff	Mendocino - Sheriff's Sub-station	\$104,049	General Fund
Sheriff	Jail Kitchen Freezer Addition	\$73,194	General Fund
Sheriff	Sheriff Admin HVAC - Correct Deficiencies	\$150,000	General Fund
Sheriff	Jail Kitchen and Laundry Roof Replacement	\$175,000	General Fund
Sheriff	Sheriff's Office Records Storage Remodel to Office	\$25,000	General Fund
Various	Deferred Maintenance Allocation	\$350,000	General Fund
Various	Admin. Center Roof Replacement	\$2,462,082	General Fund
Various	Admin. Center Parking Lot Maintenance & Rebuild	\$145,000	General Fund
Various	Painting and Exterior Maintenance - County Wide	\$225,000	General Fund
Various	Parking Lot Maintenance - County Wide	\$100,000	General Fund
Various	Roof Repairs, Various Locations	\$250,000	General Fund
Various	County Wide HVAC System Upgrades and Replacement	\$245,000	General Fund
Various	Various ADA (locations to be determined)	\$50,000	General Fund
Various	UST Tank Remediation Ft. Bragg and Willits Current Year contract	\$100,000	General Fund
Various	New UST Monitoring and Wells	\$59,819	General Fund
Various	Electric Vehicle Charging Stations	\$35,000	General Fund
Various	Update Exterior Signage County Wide	\$15,000	General Fund
Various	Back-up Power for IS Data Rooms	\$15,000	General Fund
Various	Administration Center Upgrades	\$33,854	General Fund

**TOTAL CAPITAL IMPROVEMENTS**

**\$8,554,899**



# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

FIXED ASSETS			
0711 Vehicle Replacement Fund			
6 Replacements (Jeep/2 Vans/2 SUB's/Other Pool)	246,000	General Fund/1X\$	
Replace wrecked Pool Vehicle	30,000	Insurance Reimburse	
Replace Farm Advisor Pickup (1-Ton)	36,000	General Fund/1X\$	
2-Cannabis Program (PBS)	70,000	Cannabis	
<b>Total Vehicle Replacement Fund</b>	<b>382,000</b>		
1610 Facilities			
Equipment	36,625	General Fund/1X\$	
<b>Total Facilities</b>	<b>36,625</b>		
1620 County Garage			
Islander Card Upgrade System	22,000	Various	
Lube Distribution System	10,000	Various	
12,000 lbs. Vehicle Lift	15,000	Various	
Air Compressor	5,000	Various	
<b>Total County Garage (Executive Office)</b>	<b>52,000</b>		
1941 Clerk-Recorder			
Digital Reel System Upgrade	7,500	General Fund/1X\$	
Xerox 6204 Printer	7,000	General Fund/1X\$	
<b>Total Clerk-Recorder's Office</b>	<b>14,500</b>		
1960 Information Services			
SAN Disc Storage	30,000	General Fund/1X\$	
Tape Drive	10,000	General Fund/1X\$	
Server	5,000	General Fund/1X\$	
Misc. Equipment	56,700	General Fund/1X\$	
<b>Total Information Services (Executive Office)</b>	<b>101,700</b>		
2310 Sheriff-Coroner			
12 Vehicle Purchases	500,000	General Fund/1X\$	
<b>Total Sheriff-Coroner (Sheriff's Office)</b>	<b>500,000</b>		
2550 Juvenile Hall			
Upgrade Security Camera System	60,000	General Fund/1X\$	
<b>Total Juvenile Hall</b>	<b>60,000</b>		



# CAPITAL IMPROVEMENT PLAN & FIXED ASSETS

FIXED ASSETS		
<b>3010 Road Maintenance &amp; Administration</b>		
3-Heavy Duty 3/4-Ton 4X4 Trucks w/Plows (\$48,000 each)	144,000	Road Fund
2-Half Ton 4X4 Trucks w/Tow Package (\$42,100 each)	84,200	Road Fund
EQ Trailer	43,200	Road Fund
Power Broom	44,500	Road Fund
Surplus or Used Vehicles/Equipment	30,000	Road Fund
Misc. Other Equipment Over \$2,000	25,000	Road Fund
<b>Total Road Maintenance &amp; Administration (DOT)</b>	<b>370,900</b>	
<b>4011 Environmental Health Administration</b>		
3 Replacement Vehicles	90,000	Non-General Fund
<b>Total Environmental Health (HHSA)</b>	<b>90,000</b>	
<b>4013 Public Health Nursing</b>		
3 Replacement Vehicles	100,000	Non-General Fund
<b>Total Public Health Nursing (HHSA Public Health)</b>	<b>100,000</b>	
<b>4050 Mental Health Services</b>		
1 Vehicle	40,000	Non-General Fund
<b>Total Mental Health (HHSA Mental Health)</b>	<b>40,000</b>	
<b>4051 Mental Health Services Act</b>		
1 Vehicle	32,000	Non-General Fund
<b>Total Mental Health (HHSA Mental Health Services Act)</b>	<b>32,000</b>	
<b>4511 Landfill Closure</b>		
Three (3) Replacement Pumps for Landfills	9,000	Landfill Closure Fund
<b>Total Landfill Closures (DOT)</b>	<b>9,000</b>	
<b>5010 Social Services</b>		
5 All Wheel Drive Vehicles (\$30,000 each)	150,000	Realignment
2 Sedan Vehicles (\$24,000 each)	64,000	Realignment
1 Van	30,000	Realignment
<b>Total Social Services (HHSA Social Services)</b>	<b>244,000</b>	
<b>5020 Health &amp; Human Services Administration</b>		
Misc. Equipment	5,000	Non-General Fund
<b>Total HHSA</b>	<b>5,000</b>	
<b>TOTAL FIXED ASSETS</b>	<b>2,037,725</b>	







# POSITION ALLOCATIONS

Historical Spool Donkey Circa 1900-1925, Willits  
Courtesy: Sarah McKenzie Photography





# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
0326	WATER AGENCY						
0326	1084	2054	HYDROLOGIST	22.23	27.03	1.00	UNFUNDED
0326	3567	2065	WATER RESOURCES SPECIALIST	21.50	26.15	1.00	UNFUNDED
BU FTE Total				2.00			
0327	AIR QUALITY MANAGEMENT DISTRICT						
0327	1370	2055	AIR POLLUTION CONTROL OFFICER	40.34*	49.04	1.00	AIR POLLUTION CONTROL OFFICER
0327	3341	2057	SR AIR QUALITY SPECIALIST	27.42	33.33	1.00	FUNDED
0327	3562	2064	AIR QUALITY SPECIALIST	24.89	30.25	1.00	AIR QUALITY SPECIALIST
0327	3563	2064	AIR QUALITY SPECIALIST	24.89	30.25	1.00	FUNDED
0327	3555	0150	AQMD PROGRAM COORDINATOR	22.56	27.42	1.00	AQMD PROGRAM COORDINATOR
0327	3346	2059	AIR QUALITY TECHNICIAN	18.56	22.55	1.00	AIR QUALITY TECHNICIAN
0327	4019	2059	AIR QUALITY TECHNICIAN	18.56	22.55	1.00	FUNDED
0327	4022	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
0327	4023	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT I
BU FTE Total				9.00			
0377	MENDO COUNTY FAIR						
0377	0001	0130	FAIR MANAGER	21.50	21.50	1.00	FAIR MANAGER
0377	0002	3031	SR FAIR MAINTENANCE WORKER	17.50	17.50	1.00	UNFUNDED
0377	0004	0087	FAIR INTERMEDIATE CLERK	15.24	18.52	1.00	UNFUNDED
BU FTE Total				3.00			
0418	PH WIC						
0418	3928	0170	SR PROGRAM MANAGER	31.00	37.68	1.00	SR PROGRAM MANAGER
0418	3651	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM SPECIALIST II
0418	3447	4003	NUTRITIONIST	23.00	27.96	0.40	FUNDED
0418	1710	4003	NUTRITIONIST	23.00	27.96	1.00	NUTRITIONIST
0418	2009	4003	NUTRITIONIST	23.00	27.96	0.80	NUTRITIONIST
0418	3652	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3653	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3770	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3772	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3793	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3794	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	3795	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
0418	1656	4029	COMMUNITY HEALTH WORKER II	13.77	16.74	1.00	COMMUNITY HEALTH WORKER II
BU FTE Total				12.20			
0426	COALITION FOR GANG AWARENESS & PREVENTION-DFC GRANT						
0426	3690	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	FUNDED
BU FTE Total				1.00			
0448	DA STATUTORY RAPE VERTICAL PROSECUTION						
0448	2364	7086	VICTIM/WITNESS ADVOCATE	17.16	20.86	1.00	VICTIM/WITNESS ADVOCATE
BU FTE Total				1.00			
0453	PH TOBACCO ED						
0453	3664	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
BU FTE Total				1.00			

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>0464</b>	<b>DA VICTIM WITNESS</b>						
0464	0021	7085	VICTIM/WITNESS COORDINATOR	24.16	29.37	1.00	UNFUNDED
0464	0022	7086	VICTIM/WITNESS ADVOCATE	17.16	20.86	1.00	FUNDED
0464	2486	7086	VICTIM/WITNESS ADVOCATE	17.16	20.86	1.00	VICTIM/WITNESS ADVOCATE
0464	2487	7086	VICTIM/WITNESS ADVOCATE	17.16	20.86	1.00	VICTIM/WITNESS ADVOCATE
0464	2485	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
<b>BU FTE Total</b>						<b>5.00</b>	
<b>0465</b>	<b>DA ANTI DRUG ABUSE</b>						
0465	3198	7008	DEPUTY DA IV	35.82	43.53	1.00	FUNDED
0465	2681	7040	DA INVESTIGATOR	27.36	33.26	1.00	DISTRICT ATTORNEY INVEST 10%
0465	3389	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
<b>BU FTE Total</b>						<b>3.00</b>	
<b>0478</b>	<b>PH BIOTERRORISM ACT</b>						
0478	3809	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
0478	3668	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	FUNDED
<b>BU FTE Total</b>						<b>2.00</b>	
<b>0488</b>	<b>FAMILY PLANNING</b>						
0488	3849	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	FUNDED
<b>BU FTE Total</b>						<b>1.00</b>	
<b>0713</b>	<b>GENERAL LIABILITY INSURANCE</b>						
0713	4030	0192	RISK ANALYST	25.88	31.46	1.00	RISK ANALYST
0713	3009	0039	SAFETY OFFICER	22.46	27.30	1.00	SAFETY OFFICER
0713	3929	0039	SAFETY OFFICER	22.46	27.30	0.50	SAFETY OFFICER
<b>BU FTE Total</b>						<b>2.50</b>	
<b>0715</b>	<b>HEALTH BENEFITS</b>						
0715	3838	0173	HR MANAGER	33.69	40.95	1.00	HR MANAGER
0715	3963	0006	SR HR ANALYST	29.97	36.42	1.00	SR HR ANALYST
0715	4006	0048	HR TECHNICIAN	18.48	22.46	1.00	HR TECHNICIAN
0715	1702	0085	BENEFITS SPECIALIST - CONF	17.67	21.47	1.00	BENEFITS SPECIALIST - CONF
<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	21.91	26.64	1.00	DEPUTY CLERK BOS II - CONF
1010	4077	0149	DEPUTY CLERK BOS II - CONF	21.91	26.64	1.00	DEPUTY CLERK BOS II - CONF
1010	4078	0149	DEPUTY CLERK BOS II - CONF	21.91	26.64	1.00	FUNDED
<b>BU FTE Total</b>						<b>3.00</b>	
<b>1015</b>	<b>BOARD OF SUPERVISORS</b>						
1015	0041	0186	SUPERVISOR	0.00	29.42	1.00	SUPERVISOR
1015	0042	0186	SUPERVISOR	0.00	29.42	1.00	SUPERVISOR
1015	0043	0186	SUPERVISOR	0.00	29.42	1.00	SUPERVISOR
1015	0044	0017	SUPERVISOR	0.00	29.42	1.00	SUPERVISOR
1015	0046	0017	SUPERVISOR	0.00	29.42	1.00	SUPERVISOR
<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
1020	EXECUTIVE OFFICE						
1020	3384	0043	CHIEF EXECUTIVE OFFICER	0.00	86.54	1.00	CHIEF EXECUTIVE OFFICER
1020	3385	0042	ASSISTANT CHIEF EXECUTIVE OFFICER	0.00	65.73	1.00	ASSISTANT CHIEF EXEC OFFICER
1020	3386	0040	DEPUTY CHIEF EXECUTIVE OFFICER	40.54	49.29	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3387	0040	DEPUTY CHIEF EXECUTIVE OFFICER	40.54	49.29	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3900	0040	DEPUTY CHIEF EXECUTIVE OFFICER	40.54	49.29	1.00	DEPUTY CHIEF EXECUTIVE OFFICER
1020	3388	0040	DEPUTY CHIEF EXECUTIVE OFFICER	40.54	49.29	1.00	UNFUNDED
1020	3612	0012	SR ADMINISTRATIVE ANALYST	29.97	36.42	1.00	ADMINISTRATIVE ANALYST II
1020	3901	0010	ADMINISTRATIVE ANALYST II	25.88	31.46	1.00	ADMINISTRATIVE ANALYST II
1020	3964	0013	EXECUTIVE COORDINATOR	21.91	26.64	1.00	EXECUTIVE COORDINATOR
1020	4020	0066	OFFICE SERVICES SUPERVISOR-CONF	19.87	24.15	1.00	ADMINISTRATIVE ASSISTANT-CONF
1020	3627	0064	ADMINISTRATIVE ASSISTANT-CONF	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT-CONF
BU FTE Total				11.00			
1110	AUDITOR-CONTROLLER						
1110	0061	0023	AUDITOR CONTROLLER	0.00	57.72	1.00	AUDITOR-CONTROLLER
1110	0055	0022	ASSISTANT AUDITOR-CONTROLLER	40.54	49.29	1.00	ASSISTANT AUDITOR-CONTROLLER
1110	4060	0167	CHIEF DEPUTY AUDITOR-CONTROLLER	34.85	42.36	1.00	CHIEF DEPUTY AUDITOR-CONTROLLER
1110	3529	0148	PAYROLL OFFICER	27.97	34.00	1.00	PAYROLL OFFICER
1110	4001	0021	AUDITOR	24.78	30.12	1.00	ACCOUNTANT
1110	1922	0021	AUDITOR	24.78	30.12	1.00	AUDITOR
1110	3939	0019	ACCOUNTANT	22.46	27.30	1.00	FUNDED
1110	0058	0046	ACCOUNTANT-CONF	22.46	27.30	1.00	ACCOUNTANT-CONF
1110	3410	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACCOUNT SPECIALIST SUPERVISOR
1110	3012	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
1110	3957	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
1110	3958	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
BU FTE Total				12.00			
1120	ASSESSOR						
1120	1723	0034	ASSESSOR/CLERK RECORDER	0.00	52.35	1.00	ASSESSOR/CLERK RECORDER
1120	0085	0032	ASSESSOR ASSISTANT	31.00	37.68	1.00	UNFUNDED
1120	0080	0028	SR AUDITOR-APPRAISER	24.78	30.12	1.00	SR AUDITOR-APPRAISER
1120	3570	0027	AUDITOR-APPRAISER	23.57	28.65	1.00	AUDITOR-APPRAISER
1120	3290	0027	AUDITOR-APPRAISER	23.57	28.65	1.00	FUNDED
1120	0071	0033	CHIEF PROPERTY APPRAISER	23.57	28.65	1.00	CHIEF PROPERTY APPRAISER
1120	0083	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER I
1120	0090	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER I
1120	0088	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER II
1120	2434	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER II
1120	2790	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER II
1120	0078	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER III
1120	0091	0031	REAL PROPERTY APPRAISER III	21.38	25.99	1.00	REAL PROPERTY APPRAISER III
1120	0073	0035	ASSESSMENT INFORMATION SUPERVISOR	18.48	22.46	1.00	ASSESSMENT INFORMATION SUPERVISOR
1120	0092	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
1120	0075	0036	MAPPING COORDINATOR	17.16	20.86	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
1120	3363	0037	PROPERTY TAX TECHNICIAN	16.77	20.38	1.00	PROPERTY TAX TECHNICIAN
1120	0072	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
1120	3946	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
1120	0067	0055	STAFF ASSISTANT I	12.20	14.83	1.00	STAFF ASSISTANT I

**BU FTE Total**

**20.00**

<b>1130</b>	<b>TREASURER-TAX COLLECTOR</b>						
1130	0100	0025	TREASURER-TAX COLLECTOR	0.00	49.85	1.00	TREASURER-TAX COLLECTOR
1130	2609	0068	ASST TREASURER-TAX COLLECTOR	30.39	36.95	1.00	ASST TREASURER-TAX COLLECTOR
1130	3934	0187	DEPUTY TREASURER TAX COLLECTOR	20.46	24.86	1.00	DEPUTY TREASURER TAX COLLECTOR
1130	3932	0188	TREASURY SPECIALIST	18.55	22.54	1.00	TREASURY SPECIALIST
1130	3933	0004	REVENUE RECOVERY SPECIALIST	17.66	21.46	1.00	REVENUE RECOVERY SPECIALIST
1130	2075	0125	ACCOUNT SPECIALIST III	16.44	19.98	1.00	ACCOUNT SPECIALIST II

**BU FTE Total**

**6.00**

<b>1160</b>	<b>CENTRAL SERVICES</b>						
1160	4031	0134	ADMINISTRATIVE SERVICES MANAGER I	28.09	34.14	1.00	ADMINISTRATIVE SERVICES MANAGER I
1160	4081	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
1160	1946	0064	ADMINISTRATIVE ASSISTANT-CONF	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT-CONF
1160	3643	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
1160	0111	0111	MAIL TECHNICIAN II	12.51	15.21	1.00	MAIL TECHNICIAN II

**BU FTE Total**

**5.00**

<b>1210</b>	<b>COUNTY COUNSEL</b>						
1210	0210	7019	COUNTY COUNSEL	0.00	57.69	1.00	COUNTY COUNSEL
1210	2196	7024	CHIEF DEPUTY COUNTY COUNSEL	40.54	49.29	1.00	CHIEF DEPUTY COUNTY COUNSEL
1210	4028	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	DEPUTY COUNTY COUNSEL III
1210	4061	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	DEPUTY COUNTY COUNSEL III
1210	3212	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	DEPUTY COUNTY COUNSEL IV
1210	3214	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	DEPUTY COUNTY COUNSEL IV
1210	3215	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	DEPUTY COUNTY COUNSEL IV
1210	3213	7023	DEPUTY COUNTY COUNSEL IV	35.02	42.57	1.00	FUNDED
1210	3448	0078	LEGAL SERVICES SUPERVISOR-CONF	22.46	27.30	1.00	LEGAL SERVICES SUPERVISOR-CONF
1210	3310	0073	LEGAL SECRETARY II - CONF	16.77	20.38	1.00	LEGAL SECRETARY II - CONF
1210	3311	0073	LEGAL SECRETARY II - CONF	16.77	20.38	1.00	LEGAL SECRETARY II - CONF
1210	4062	0073	LEGAL SECRETARY II - CONF	16.77	20.38	1.00	LEGAL SECRETARY II - CONF

**BU FTE Total**

**12.00**

<b>1320</b>	<b>HUMAN RESOURCES</b>						
1320	0947	0007	DIRECTOR HUMAN RESOURCES	43.00	52.27	1.00	DIRECTOR HUMAN RESOURCES
1320	3837	0173	HR MANAGER	33.69	40.95	1.00	HR MANAGER
1320	4009	0173	HR MANAGER	33.69	40.95	1.00	HR MANAGER
1320	4071	0173	HR MANAGER	33.69	40.95	1.00	HR MANAGER
1320	3147	0006	SR HR ANALYST	29.97	36.42	1.00	HR ANALYST I
1320	4106	0038	HR ANALYST II	25.88	31.46	1.00	DEPARTMENT ANALYST I-CONF
1320	4105	0038	HR ANALYST II	25.88	31.46	1.00	DEPARTMENT ANALYST II-CONF
1320	4102	0038	HR ANALYST II	25.88	31.46	1.00	FUNDED
1320	4033	0038	HR ANALYST II	25.88	31.46	1.00	HR ANALYST I



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
1320	3344	0038	HR ANALYST II	25.88	31.46	1.00	HR ANALYST II
1320	4104	0038	HR ANALYST II	25.88	31.46	1.00	SR DEPARTMENT ANALYST-CONF
1320	4103	0038	HR ANALYST II	25.88	31.46	1.00	STAFF SERVICES ADMINISTRATOR - CONF
1320	2343	0066	OFFICE SERVICES SUPERVISOR-CONF	19.87	24.15	1.00	OFFICE SERVICES SUPERVISOR-CONF
1320	2152	0048	HR TECHNICIAN	18.48	22.46	1.00	HR TECHNICIAN
1320	3560	0048	HR TECHNICIAN	18.48	22.46	1.00	HR TECHNICIAN
1320	4032	0048	HR TECHNICIAN	18.48	22.46	1.00	HR TECHNICIAN
1320	4101	0048	HR TECHNICIAN	18.48	22.46	1.00	HR TECHNICIAN
1320	3541	0061	STAFF ASSISTANT III -CONF	14.80	18.00	1.00	STAFF ASSISTANT II - CONF
1320	1244	0061	STAFF ASSISTANT III -CONF	14.80	18.00	1.00	STAFF ASSISTANT III - CONF
1320	4052	0058	STAFF ASSISTANT II - CONF	13.44	16.34	1.00	STAFF ASSISTANT II - CONF

**BU FTE Total**

**20.00**

<b>1410</b>	<b>COUNTY CLERK-ELECTION</b>						
1410	4084	0194	ASSISTANT CLERK-RECORDER REGISTRAR	26.78	32.56	1.00	ASSISTANT CLERK-RECORDER REGISTRAR
1410	0123	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
1410	0122	0055	STAFF ASSISTANT I	12.20	14.83	1.00	STAFF ASSISTANT I

**BU FTE Total**

**3.00**

<b>1610</b>	<b>FACILITIES</b>						
1610	0126	3038	FACILITY & FLEET DIVISION MANAGER	32.54	39.55	1.00	FACILITY & FLEET DIVISION MANAGER
1610	3960	3037	ASSISTANT FACILITY MANAGER	25.48	30.96	1.00	ADMINISTRATIVE ASSISTANT
1610	3992	3051	FACILITY PROJECT SPECIALIST II	23.80	28.93	1.00	FACILITY PROJECT SPECIALIST II
1610	3993	3051	FACILITY PROJECT SPECIALIST II	23.80	28.93	1.00	FACILITY PROJECT SPECIALIST II
1610	4107	3051	FACILITY PROJECT SPECIALIST II	23.80	28.93	1.00	FUNDED
1610	1733	3036	BUILDING MAINTENANCE SUPERVISOR	19.58	23.80	1.00	BUILDING MAINTENANCE SUPERVISOR
1610	1509	3035	BUILDING MAINTENANCE MECHANIC III	18.66	22.68	1.00	BUILDING MAINTENANCE MECHANIC III
1610	3393	3035	BUILDING MAINTENANCE MECHANIC III	18.66	22.68	1.00	BUILDING MAINTENANCE MECHANIC III
1610	4108	3035	BUILDING MAINTENANCE MECHANIC III	18.66	22.68	1.00	FUNDED
1610	4109	3035	BUILDING MAINTENANCE MECHANIC III	18.66	22.68	1.00	FUNDED
1610	0136	3034	BUILDING MAINTENANCE MECHANIC II	16.92	20.57	1.00	BUILDING MAINTENANCE MECHANIC I
1610	0137	3034	BUILDING MAINTENANCE MECHANIC II	16.92	20.57	1.00	BUILDING MAINTENANCE MECHANIC II
1610	0138	3034	BUILDING MAINTENANCE MECHANIC II	16.92	20.57	1.00	BUILDING MAINTENANCE MECHANIC II
1610	1508	3034	BUILDING MAINTENANCE MECHANIC II	16.92	20.57	1.00	BUILDING MAINTENANCE MECHANIC II
1610	1507	3034	BUILDING MAINTENANCE MECHANIC II	16.92	20.57	1.00	FUNDED
1610	0133	3013	GROUPS MAINTENANCE TECH III	15.26	18.54	1.00	GROUPS MAINTENANCE TECH II
1610	1943	3013	GROUPS MAINTENANCE TECH III	15.26	18.54	1.00	GROUPS MAINTENANCE TECH II
1610	2224	3013	GROUPS MAINTENANCE TECH III	15.26	18.54	1.00	GROUPS MAINTENANCE TECH III
1610	0140	3032	CUSTODIAL SUPERVISOR	13.86	16.84	1.00	CUSTODIAL SUPERVISOR
1610	4110	3032	CUSTODIAL SUPERVISOR	13.86	16.84	1.00	CUSTODIAN
1610	0127	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	0131	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	0134	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	1200	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	1303	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	2148	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
1610	2334	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	2648	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3005	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3007	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3008	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3077	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3151	3029	CUSTODIAN	11.96	14.54	1.00	CUSTODIAN
1610	3500	3029	CUSTODIAN	11.96	14.54	0.80	CUSTODIAN

**BU FTE Total**

**33.80**

<b>1620</b>	<b>FLEET MANAGEMENT</b>						
1620	0145	3021	AUTO MECHANIC III	18.66	22.68	1.00	AUTO MECHANIC III
1620	0148	3021	AUTO MECHANIC III	18.66	22.68	1.00	AUTO MECHANIC III
1620	0146	3023	AUTO SERVICES TECHNICIAN	13.26	16.12	1.00	AUTO SERVICES TECHNICIAN

**BU FTE Total**

**3.00**

<b>1910</b>	<b>TRANSPORTATION-LAND IMPROVEMENT</b>						
1910	0154	2009	DEPUTY DIRECTOR DOT-LAND IMPROVE	32.54	39.55	1.00	DEPUTY DIRECTOR DOT-ADMIN
1910	0151	2025	CIVIL ENGINEER	27.56	33.51	1.00	CIVIL ENGINEER
1910	2742	2025	CIVIL ENGINEER	27.56	33.51	1.00	ENGINEER II
1910	3397	2005	DEPUTY COUNTY SURVEYOR	26.62	32.36	1.00	SURVEYOR I
1910	4039	2008	ENGINEER II	23.80	28.93	1.00	ENGINEER I
1910	3491	2002	SURVEYOR I	20.87	25.37	1.00	SURVEYOR I

**BU FTE Total**

**6.00**

<b>1920</b>	<b>RETIREMENT</b>						
1920	3642	0166	RETIREMENT ADMINISTRATOR	0.00	63.88	1.00	RETIREMENT ADMINISTRATOR
1920	3998	0190	RETIREMENT FIN/INVESTMENT OFFICER	28.94	35.19	1.00	RETIREMENT FIN/INVESTMENT OFFICER
1920	3906	0183	SR RETIREMENT SPECIALIST-CONF	19.49	23.68	1.00	SR RETIREMENT SPECIALIST-CONF
1920	3995	0064	ADMINISTRATIVE ASSISTANT-CONF	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT-CONF
1920	3031	0051	RETIREMENT SPECIALIST II-CONF	17.67	21.47	1.00	RETIREMENT SPECIALIST I - CONF

**BU FTE Total**

**5.00**

<b>1941</b>	<b>CLERK RECORDER</b>						
1941	0077	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
1941	3539	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
1941	3540	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
1941	1716	0055	STAFF ASSISTANT I	12.20	14.83	1.00	UNFUNDED

**BU FTE Total**

**4.00**

<b>1944</b>	<b>MICROGRAPHICS</b>						
1944	2058	0088	MICROGRAPHIC SUPERVISOR	14.80	18.00	1.00	MICROGRAPHIC SUPERVISOR

**BU FTE Total**

**1.00**

<b>1960</b>	<b>INFORMATION SERVICES</b>						
1960	3556	0154	INFORMATION SERVICES DIV MGR	32.54	39.55	1.00	INFORMATION SVCS DIVISION MGR
1960	3597	0157	INFORMATION SYS OPERATIONS MGR	31.00	37.68	1.00	INFORMATION SYS OPERATIONS MGR
1960	3927	0185	COMMUNICATIONS COORDINATOR	28.92	35.15	1.00	COMMUNICATIONS COORDINATOR
1960	3584	0094	SR APPLICATIONS DEVELOPER/ANALYST	28.92	35.15	1.00	APPLICATIONS DEVELOPER/ANALYST II
1960	4063	0094	SR APPLICATIONS DEVELOPER/ANALYST	28.92	35.15	1.00	NETWORK SYSTEMS ANALYST I

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
1960	2795	0098	GIS COORDINATOR	27.56	33.51	1.00	GIS COORDINATOR
1960	3582	0093	APPLICATIONS DEVELOPER/ANALYST II	26.24	31.90	1.00	APPLICATIONS DEVELOPER/ANALYST II
1960	3583	0093	APPLICATIONS DEVELOPER/ANALYST II	26.24	31.90	1.00	APPLICATIONS DEVELOPER/ANALYST II
1960	4010	0103	NETWORK SYSTEMS ANALYST II	26.24	31.90	1.00	NETWORK SYSTEMS ANALYST I
1960	2766	0103	NETWORK SYSTEMS ANALYST II	26.24	31.90	1.00	NETWORK SYSTEMS ANALYST II
1960	3442	0103	NETWORK SYSTEMS ANALYST II	26.24	31.90	1.00	NETWORK SYSTEMS ANALYST II
1960	3505	0103	NETWORK SYSTEMS ANALYST II	26.24	31.90	1.00	NETWORK SYSTEMS ANALYST II
1960	2765	0102	NETWORK SYSTEMS ANALYST I	25.00	30.39	1.00	NETWORK SYSTEMS ANALYST I
1960	3591	0156	GIS TECHNICIAN	22.67	27.55	1.00	GIS TECHNICIAN
1960	3590	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	FUNDED
1960	3593	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	FUNDED
1960	3595	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	INFORMATION SYSTEMS TECHNICIAN I
1960	4064	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	INFORMATION SYSTEMS TECHNICIAN I
1960	3589	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	INFORMATION SYSTEMS TECHNICIAN II
1960	3997	0108	INFORMATION SYSTEMS TECHNICIAN II	20.87	25.37	1.00	INFORMATION SYSTEMS TECHNICIAN II
1960	4082	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT

**BU FTE Total**

**21.00**

2012	COURT AB233 PROGRAM						
2012	3935	0187	DEPUTY TREASURER TAX COLLECTOR	20.87	25.37	1.00	DEPUTY TREASURER TAX COLLECTOR
2012	3239	0004	REVENUE RECOVERY SPECIALIST	18.01	21.89	1.00	REVENUE RECOVERY SPECIALIST
2012	3240	0004	REVENUE RECOVERY SPECIALIST	18.01	21.89	1.00	REVENUE RECOVERY SPECIALIST
2012	3330	0004	REVENUE RECOVERY SPECIALIST	18.01	21.89	1.00	REVENUE RECOVERY SPECIALIST
2012	3331	0004	REVENUE RECOVERY SPECIALIST	18.01	21.89	1.00	REVENUE RECOVERY SPECIALIST
2012	3332	0004	REVENUE RECOVERY SPECIALIST	18.01	21.89	1.00	REVENUE RECOVERY SPECIALIST

**BU FTE Total**

**6.00**

2070	DISTRICT ATTORNEY						
2070	0215	7002	DISTRICT ATTORNEY	0.00	70.32	1.00	DISTRICT ATTORNEY
2070	0217	7003	ASSISTANT DISTRICT ATTORNEY	39.52	48.05	1.00	ASSISTANT DISTRICT ATTORNEY
2070	1753	7004	CHIEF DEPUTY DISTRICT ATTORNEY	39.20	47.65	1.00	UNFUNDED
2070	2448	7041	CHIEF DISTRICT ATTRNY INVESTIGATOR	36.69	44.59	1.00	CHIEF DISTRICT ATTRNY INVESTIGATOR
2070	3189	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3195	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3197	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY I
2070	3188	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY II
2070	3192	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY II
2070	3875	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY II
2070	3187	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3191	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3193	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3194	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3196	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	DEPUTY DISTRICT ATTORNEY IV
2070	3186	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	FUNDED
2070	3190	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	FUNDED
2070	4034	7008	DEPUTY DISTRICT ATTORNEY IV	35.82	43.53	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2070	4135	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER II
2070	3230	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	SR DEPARTMENT ANALYST
2070	3839	7007	DEPUTY DISTRICT ATTORNEY III	31.70	38.54	1.00	DEPUTY DISTRICT ATTORNEY III
2070	1953	7044	SUPERVISING DA INVESTIGATOR	30.13	36.62	1.00	SUPERVISING DA INVESTIGATOR 10%
2070	3004	7040	DA INVESTIGATOR	27.36	33.26	1.00	DA INVESTIGATOR 10%
2070	1951	7040	DA INVESTIGATOR	27.36	33.26	1.00	DA INVESTIGATOR 13%
2070	2171	7040	DA INVESTIGATOR	27.36	33.26	1.00	DA INVESTIGATOR 15%
2070	3897	7040	DA INVESTIGATOR	27.36	33.26	0.50	UNFUNDED
2070	3349	7000	INVESTIGATIVE TECHNICIAN	21.03	25.56	1.00	LEGAL SECRETARY II
2070	4111	0067	OFFICE SERVICES SUPERVISOR	19.87	24.15	1.00	FUNDED
2070	3340	0076	LEGAL ASSISTANT	18.48	22.46	1.00	LEGAL ASSISTANT
2070	3324	0079	SUPERVISING LEGAL SECRETARY	18.48	22.46	1.00	SUPERVISING LEGAL SECRETARY
2070	2010	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
2070	3312	0072	LEGAL SECRETARY II	16.77	20.38	1.00	FUNDED
2070	3323	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY I
2070	3876	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY I
2070	3314	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3315	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3316	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3317	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3318	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3319	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3320	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3322	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2070	3313	0074	LEGAL SECRETARY II	13.77	16.74	1.00	LEGAL SECRETARY I
2070	2346	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT I
2070	2447	0055	STAFF ASSISTANT I	12.20	14.83	1.00	STAFF ASSISTANT I

**BU FTE Total**

**44.50**

2080	PUBLIC DEFENDER						
2080	1169	7068	PUBLIC DEFENDER	49.52	60.20	1.00	PUBLIC DEFENDER
2080	1170	7069	ASSISTANT PUBLIC DEFENDER	41.03	49.86	1.00	ASSISTANT PUBLIC DEFENDER
2080	3398	7029	CHIEF DEPUTY PUBLIC DEFENDER	39.20	47.65	1.00	FUNDED
2080	3199	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER I
2080	3201	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER I
2080	3206	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER II
2080	3208	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER II
2080	3200	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER III
2080	3207	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER III
2080	3202	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3204	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3205	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER IV
2080	3203	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	FUNDED
2080	1553	7027	CHIEF PUBLIC DEFENDER INVESTIGATOR	32.54	39.55	1.00	CHIEF PUBLIC DEFENDER INVESTIGATOR
2080	3445	7072	DEPUTY PUBLIC DEFENDER III	31.70	38.54	1.00	DEPUTY PUBLIC DEFENDER III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2080	2378	7028	PUBLIC DEFENDER INVESTIGATOR	23.00	27.96	1.00	PUBLIC DEFENDER INVESTIGATOR
2080	2450	7028	PUBLIC DEFENDER INVESTIGATOR	23.00	27.96	1.00	PUBLIC DEFENDER INVESTIGATOR
2080	3446	0081	LEGAL SERVICES SUPERVISOR	22.46	27.30	1.00	LEGAL SERVICES SUPERVISOR
2080	4100	0076	LEGAL ASSISTANT	18.48	22.46	1.00	LEGAL ASSISTANT
2080	1552	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
2080	3327	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY I
2080	3326	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2080	3329	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2080	3948	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED

**BU FTE Total**

**24.00**

<b>2085</b>	<b>ALTERNATE DEFENDER</b>						
2085	2496	7084	ALTERNATE DEFENDER	40.65	49.40	1.00	ALTERNATE DEFENDER
2085	3209	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER IV
2085	3210	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	DEPUTY PUBLIC DEFENDER IV
2085	3211	7073	DEPUTY PUBLIC DEFENDER IV	35.82	43.53	1.00	FUNDED
2085	2495	7028	PUBLIC DEFENDER INVESTIGATOR	23.00	27.96	1.00	PUBLIC DEFENDER INVESTIGATOR
2085	3569	0152	LEGAL ADMINISTRATIVE ASSISTANT	20.37	24.76	1.00	LEGAL ADMINISTRATIVE ASSISTANT
2085	3949	0057	STAFF ASSISTANT II	13.44	16.34	0.50	FUNDED

**BU FTE Total**

**6.50**

<b>2090</b>	<b>CHILD SUPPORT SERVICES</b>						
2090	2916	0133	DIRECTOR CHILD SUPPORT SERVICES	40.95	49.78	1.00	DIRECTOR CHILD SUPPORT SERVICES
2090	3473	7154	CHIEF CHILD SUPPORT ATTORNEY	39.20	47.65	1.00	CHIEF CHILD SUPPORT ATTORNEY
2090	3218	7153	CHILD SUPPORT ATTORNEY IV	35.82	43.53	1.00	FUNDED
2090	3140	0090	DEPARTMENT IT COORDINATOR	21.91	26.64	1.00	UNFUNDED
2090	3180	S509	CHILD SUPPORT ACCOUNT SPECIALIST	21.38	25.99	1.00	FUNDED
2090	3128	S508	CHILD SUPPORT SUPERVISOR	19.87	24.15	1.00	CHILD SUPPORT SUPERVISOR
2090	3129	S508	CHILD SUPPORT SUPERVISOR	19.87	24.15	1.00	CHILD SUPPORT SUPERVISOR
2090	3130	S508	CHILD SUPPORT SUPERVISOR	19.87	24.15	1.00	CHILD SUPPORT SUPERVISOR
2090	3179	S507	CHILD SUPPORT SPECIALIST III	18.01	21.89	1.00	CHILD SUPPORT SPECIALIST III
2090	3178	S507	CHILD SUPPORT SPECIALIST III	18.01	21.89	1.00	FUNDED
2090	3099	S526	LEGAL CLERK III	16.77	20.38	1.00	FUNDED
2090	3101	S526	LEGAL CLERK III	16.77	20.38	1.00	LEGAL CLERK II
2090	3112	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST I
2090	3108	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3109	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3110	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3111	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3113	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3114	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3115	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3118	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3120	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3121	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3122	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2090	3123	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3125	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3126	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3923	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3924	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3925	S506	CHILD SUPPORT SPECIALIST II	16.35	19.88	1.00	CHILD SUPPORT SPECIALIST II
2090	3104	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
2090	3105	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
2090	3106	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
2090	0243	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
2090	2623	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
2090	2624	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED

**BU FTE Total**

**36.00**

<b>2310</b>	<b>SHERIFF - CORONER</b>						
2310	0284	7052	SHERIFF-CORONER	0.00	63.65	1.00	SHERIFF CORONER
2310	4018	7054	UNDERSHERIFF	45.57	55.39	1.00	UNDERSHERIFF
2310	2124	7050	SHERIFF'S CAPTAIN	42.20	51.30	1.00	SHERIFF'S CAPTAIN
2310	2305	7051	SHERIFF'S LIEUTENANT	36.69	44.59	1.00	SHERIFF'S LIEUTENANT
2310	2438	7051	SHERIFF'S LIEUTENANT	36.69	44.59	1.00	SHERIFF'S LIEUTENANT
2310	2439	7051	SHERIFF'S LIEUTENANT	36.69	44.59	1.00	SHERIFF'S LIEUTENANT
2310	3021	7051	SHERIFF'S LIEUTENANT	36.69	44.59	1.00	SHERIFF'S LIEUTENANT
2310	3231	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER II
2310	3069	0096	COMPUTER OPERATIONS MANAGER	31.00	37.68	1.00	COMPUTER OPERATIONS MANAGER
2310	3930	0171	PROGRAM MANAGER	29.51	35.88	1.00	PROGRAM MANAGER
2310	3959	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	ACTING SHERIFF'S LIEUTENANT
2310	0352	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	FUNDED
2310	0922	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 13%
2310	0289	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	0299	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	0336	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	1831	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	2750	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	2751	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 15%
2310	1830	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 18%
2310	0293	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 20%
2310	0314	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 20%
2310	0281	7131	SHERIFF'S SERGEANT	28.98	35.23	1.00	SHERIFF'S SERGEANT 5%
2310	4017	0092	APPLICATIONS DEVELOPER/ANALYST I	25.00	30.39	1.00	APPLICATIONS DEVELOPER/ANALYST I
2310	3024	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	ACTING SHERIFF'S SERGEANT 15%
2310	0297	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER I
2310	0301	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER I
2310	0305	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER I
2310	0349	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER I
2310	0353	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER I



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2310	0401	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0291	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0295	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0317	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0331	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0332	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0348	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	1118	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II
2310	0382	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 10%
2310	0283	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 10%
2310	0290	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 10%
2310	0318	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 10%
2310	3961	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 10%
2310	3056	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 13%
2310	3057	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 13%
2310	0278	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0286	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0296	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0324	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0339	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0961	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	1119	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	1612	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 15%
2310	0326	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 18%
2310	0329	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 18%
2310	3022	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 18%
2310	0346	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 20%
2310	0287	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 3%
2310	0300	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0304	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0319	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0338	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0344	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 5%
2310	0282	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0302	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0309	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0310	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0312	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0313	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0330	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0960	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	DEPUTY SHERIFF CORONER II 8%
2310	0288	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	FUNDED
2310	0298	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	FUNDED
2310	0351	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2310	0377	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	FUNDED
2310	3058	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	FUNDED
2310	0926	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	SHERIFF'S SERGEANT 15%
2310	1120	7113	DEPUTY SHERIFF CORONER II	24.31	29.56	1.00	UNFUNDED
2310	1652	7087	PUBLIC SAFETY DISPATCHER SVSR	23.17	28.17	1.00	PUBLIC SAFETY DISPATCHER SVSR 5%
2310	3458	7087	PUBLIC SAFETY DISPATCHER SVSR	23.17	28.17	1.00	PUBLIC SAFETY DISPATCHER SVSR 5%
2310	3391	7067	SHERIFF'S EVIDENCE SUPERVISOR	22.08	26.84	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	3956	0189	SHERIFF'S EXECUTIVE COORDINATOR	21.91	26.64	1.00	SHERIFF'S EXECUTIVE COORDINATOR
2310	3950	0159	SHERIFF'S TECHNICIAN SPECIALIST	21.91	26.64	1.00	FUNDED
2310	3905	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
2310	0311	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER
2310	1326	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER
2310	2504	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER
2310	2505	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER
2310	4011	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER
2310	4012	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 10%
2310	0354	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 3%
2310	0308	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 5%
2310	0342	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 5%
2310	1714	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 5%
2310	0307	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 8%
2310	0325	7074	PUBLIC SAFETY DISPATCHER	20.03	24.34	1.00	PUBLIC SAFETY DISPATCHER 8%
2310	2752	7066	SHERIFF'S EVIDENCE TECHNICIAN	19.04	23.14	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	4065	7066	SHERIFF'S EVIDENCE TECHNICIAN	19.04	23.14	1.00	SHERIFF'S EVIDENCE TECHNICIAN
2310	4074	2066	SUPERVISING ANIMAL CONTROL OFF	17.58	21.37	1.00	SUPERVISING ANIMAL CONTROL OFF
2310	0320	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
2310	3936	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2310	4075	2053	ANIMAL CONTROL OFFICER	15.18	18.46	1.00	ANIMAL CONTROL OFFICER
2310	3878	2053	ANIMAL CONTROL OFFICER	15.18	18.46	1.00	FUNDED
2310	3879	2053	ANIMAL CONTROL OFFICER	15.18	18.46	1.00	FUNDED
2310	3382	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2310	3904	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2310	4004	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2310	3067	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	FUNDED
2310	0303	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	SHERIFF'S SERVICES TECHNICIAN
2310	0316	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	SHERIFF'S SERVICES TECHNICIAN
2310	0294	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
2310	0341	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
2310	2503	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II

**BU FTE Total**

**113.00**

<b>2313</b>	<b>SHERIFF - COPS PROGRAM AB3229</b>						
2313	3594	0159	SHERIFF'S TECHNICIAN SPECIALIST	21.91	26.64	1.00	FUNDED
2313	3246	0057	STAFF ASSISTANT II	13.44	16.34	1.00	UNFUNDED

**BU FTE Total**

**2.00**



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>2510</b>	<b>JAIL</b>						
2510	3366	7050	SHERIFF'S CAPTAIN	42.20	51.30	1.00	SHERIFF'S CAPTAIN
2510	3620	7001	CORRECTIONS LIEUTENANT	36.69	44.59	1.00	CORRECTIONS LIEUTENANT
2510	4112	7001	CORRECTIONS LIEUTENANT	36.69	44.59	1.00	FUNDED
2510	2871	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 10%
2510	3625	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 11%
2510	2166	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 5%
2510	3621	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 5%
2510	3623	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 5%
2510	3624	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 5%
2510	1134	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 8%
2510	3622	7055	CORRECTIONS SERGEANT	28.98	35.23	1.00	CORRECTIONS SERGEANT 8%
2510	1234	7048	INMATE SERVICES COORDINATOR	24.16	29.37	1.00	INMATE SERVICES COORDINATOR
2510	0385	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0390	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0391	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0392	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0393	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0397	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0404	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0411	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0414	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0419	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	1089	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	1091	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	1227	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	3951	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	3952	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	4035	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY
2510	0417	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 10%
2510	1086	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 10%
2510	2160	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 10%
2510	1088	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 15%
2510	0421	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 3%
2510	0424	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 3%
2510	0378	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0380	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0381	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0383	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0395	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0396	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0399	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0402	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0403	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2510	0406	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0415	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0426	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	1006	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	1087	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	1090	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	1093	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	1521	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	3953	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 5%
2510	0386	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 8%
2510	0394	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 8%
2510	0418	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	CORRECTIONS DEPUTY 8%
2510	0389	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	FUNDED
2510	0405	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	FUNDED
2510	0410	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	FUNDED
2510	0412	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	FUNDED
2510	0423	7009	CORRECTIONS DEPUTY	21.21	25.78	1.00	FUNDED
2510	4002	4108	FOOD & LAUNDRY SVCS SUPERVISOR	16.92	20.57	1.00	FOOD & LAUNDRY SVCS SUPERVISOR
2510	4058	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
2510	3440	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	FUNDED
2510	3437	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	SHERIFF'S SERVICES TECHNICIAN
2510	3441	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	SHERIFF'S SERVICES TECHNICIAN
2510	3439	7047	SHERIFF'S SERVICES TECHNICIAN	14.14	17.19	1.00	UNFUNDED
2510	3874	3048	LAUNDRY COORDINATOR	13.86	16.84	1.00	LAUNDRY COORDINATOR
2510	1217	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
2510	0388	4021	COOK	13.26	16.12	1.00	COOK
2510	0965	4021	COOK	13.26	16.12	1.00	COOK

**BU FTE Total**

**70.00**

<b>2550</b>	<b>JUVENILE HALL</b>						
2550	3824	6008	PROBATION DIVISION MANAGER	32.54	39.55	1.00	PROBATION DIVISION MANAGER
2550	2741	6002	SUPERVISING JUV CORRECTIONS OFF	20.56	24.99	1.00	FUNDED
2550	0431	6002	SUPERVISING JUV CORRECTIONS OFF	20.56	24.99	1.00	SUPERVISING JUV CORRECTIONS OFF
2550	2137	6002	SUPERVISING JUV CORRECTIONS OFF	20.56	24.99	1.00	SUPERVISING JUV CORRECTIONS OFF
2550	2332	6002	SUPERVISING JUV CORRECTIONS OFF	20.56	24.99	1.00	SUPERVISING JUV CORRECTIONS OFF
2550	2443	4001	LICENSED VOCATIONAL NURSE	17.75	21.58	1.00	LICENSED VOCATIONAL NURSE
2550	0439	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	FUNDED
2550	0429	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0430	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0432	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0433	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0435	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0436	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0437	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0438	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2550	0442	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	0999	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2200	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2201	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2735	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2737	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2738	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2740	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2806	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	2866	6001	JUVENILE CORRECTIONS OFFICER	16.88	20.52	1.00	JUVENILE CORRECTIONS OFFICER
2550	1541	4023	HEAD COOK - JUVENILE HALL	15.33	18.65	1.00	HEAD COOK - JUVENILE HALL
2550	3136	4021	COOK	13.26	16.12	1.00	COOK
2550	3137	4021	COOK	13.26	16.12	1.00	COOK
2550	3967	4021	COOK	13.26	16.12	0.80	COOK

**BU FTE Total**

**28.80**

2560	PROBATION DEPARTMENT						
2560	0446	6011	CHIEF PROBATION OFFICER	42.79	52.02	1.00	CHIEF PROBATION OFFICER
2560	4093	6014	ASSISTANT CHIEF PROBATION OFFICER	37.67	45.79	1.00	FUNDED
2560	3543	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER II
2560	0462	6008	PROBATION DIVISION MANAGER	32.54	39.55	1.00	FUNDED
2560	2179	6008	PROBATION DIVISION MANAGER	32.54	39.55	1.00	INTERIM CHIEF PROBATION OFFICER
2560	4091	6013	SUPERVISING DEPUTY PROBATION OFF	25.00	30.39	1.00	ACTING SUP. DEPUTY PROBATION OFF
2560	4092	6013	SUPERVISING DEPUTY PROBATION OFF	25.00	30.39	1.00	DEPUTY PROBATION OFFICER III
2560	2180	6007	DEPUTY PROBATION OFFICER III	22.68	27.56	1.00	ACTING PROBATION DIVISION MGR
2560	0456	6007	DEPUTY PROBATION OFFICER III	22.68	27.56	1.00	ACTING SUP. DEPUTY PROBATION OFF
2560	0448	6007	DEPUTY PROBATION OFFICER III	22.68	27.56	1.00	DEPUTY PROBATION OFFICER III
2560	2816	6007	DEPUTY PROBATION OFFICER III	22.68	27.56	1.00	DEPUTY PROBATION OFFICER III
2560	0457	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER I
2560	0467	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER I
2560	2186	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER I
2560	2936	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER I
2560	2937	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER I
2560	0443	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0447	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0451	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0455	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0463	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0464	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0466	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	1281	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	2026	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	2181	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	2456	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	2457	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
2560	2867	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	2992	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	3026	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	3038	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	3350	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	3429	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	3430	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	DEPUTY PROBATION OFFICER II
2560	0452	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	FUNDED
2560	0459	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	FUNDED
2560	1282	6006	DEPUTY PROBATION OFFICER II	20.56	24.99	1.00	FUNDED
2560	3907	0142	DEPARTMENT ANALYST II	19.49	23.68	1.00	DEPARTMENT ANALYST I
2560	3309	0079	SUPERVISING LEGAL SECRETARY	18.48	22.46	1.00	SUPERVISING LEGAL SECRETARY
2560	3938	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
2560	3306	0072	LEGAL SECRETARY II	16.77	20.38	1.00	FUNDED
2560	3629	0072	LEGAL SECRETARY II	16.77	20.38	1.00	FUNDED
2560	3308	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY I
2560	3305	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2560	3307	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2560	3630	0072	LEGAL SECRETARY II	16.77	20.38	1.00	LEGAL SECRETARY II
2560	1206	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
2560	3542	0055	STAFF ASSISTANT I	12.20	14.83	1.00	STAFF ASSISTANT I

**BU FTE Total**

**49.00**

2710	AGRICULTURE						
2710	0473	2049	AG COMMISSIONER/SEALER W&M	40.34	49.04	1.00	FUNDED
2710	4080	2015	ASST AG COMMISSIONER/SEALER W&M	29.51	35.88	1.00	ASST AG COMMISSIONER/SEALER W&M
2710	0470	2015	ASST AG COMMISSIONER/SEALER W&M	29.51	35.88	1.00	INTERIM AG COMMISSIONER
2710	2221	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC I
2710	2222	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC I
2710	4066	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC I
2710	4067	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC I
2710	4068	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC I
2710	2734	2046	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC II
2710	3898	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	AG/MEASUREMENTS STANDARDS SPEC III
2710	4113	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	FUNDED
2710	4114	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	FUNDED
2710	4115	2048	AG/MEASUREMENTS STNDS SPEC III	24.16	29.37	1.00	FUNDED
2710	0469	0067	OFFICE SERVICES SUPERVISOR	19.87	24.15	1.00	OFFICE SERVICES SUPERVISOR
2710	4069	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
2710	0472	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II

**BU FTE Total**

**16.00**

2830	OFFICE OF EMERGENCY SERVICES - CD SAFETY						
2830	4079	0015	EMERGENCY SERVICES COORDINATOR	31.00	37.68	1.00	EMERGENCY SERVICES COORDINATOR
2830	3908	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	FUNDED

**BU FTE Total**

**2.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>2851</b>	<b>PLANNING AND BUILDING SERVICES</b>						
2851	0482	2036	DIRECTOR PLANNING & BUILDING SERVICES	43.00	52.27	1.00	FUNDED
2851	3965	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER I
2851	0484	2042	CHIEF BUILDING OFFICIAL	32.54	39.55	1.00	CHIEF BUILDING OFFICIAL
2851	1431	2034	CHIEF PLANNER	32.54	39.55	1.00	CHIEF PLANNER
2851	3471	2034	CHIEF PLANNER	32.54	39.55	1.00	SR PLANNER
2851	2911	2035	SR PLANNER	27.56	33.51	1.00	FUNDED
2851	1837	2035	SR PLANNER	27.56	33.51	1.00	PLANNER I
2851	1836	2035	SR PLANNER	27.56	33.51	1.00	PLANNER II
2851	2874	2035	SR PLANNER	27.56	33.51	1.00	PLANNER III
2851	1430	2038	SR BUILDING INSPECTOR	25.99	31.58	1.00	SR BUILDING INSPECTOR
2851	0486	2033	PLANNER III	25.00	30.39	1.00	CARTOGRAPHER PLANNER
2851	3401	2033	PLANNER III	25.00	30.39	1.00	FUNDED
2851	4117	2033	PLANNER III	25.00	30.39	1.00	FUNDED
2851	0494	2033	PLANNER III	25.00	30.39	1.00	PLANNER I
2851	0490	2033	PLANNER III	25.00	30.39	1.00	PLANNER II
2851	0493	2033	PLANNER III	25.00	30.39	1.00	PLANNER II
2851	0479	2033	PLANNER III	25.00	30.39	1.00	PLANNER III
2851	0503	2033	PLANNER III	25.00	30.39	1.00	PLANNER III
2851	1279	2033	PLANNER III	25.00	30.39	1.00	PLANNER III
2851	3800	0169	SR PROGRAM SPECIALIST	24.89	30.25	1.00	SR PROGRAM SPECIALIST
2851	2706	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
2851	0487	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	BUILDING INSPECTOR I
2851	0501	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	BUILDING INSPECTOR I
2851	1407	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	BUILDING INSPECTOR I
2851	0500	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	BUILDING INSPECTOR III
2851	4133	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	FUNDED
2851	0477	2041	BUILDING INSPECTOR III	24.78	30.12	1.00	FUNDED
2851	4008	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR DEPARTMENT ANALYST
2851	1211	2044	CODE ENFORCEMENT OFFICER II	23.57	28.65	1.00	CODE ENFORCEMENT OFFICER II
2851	3176	2044	CODE ENFORCEMENT OFFICER II	23.57	28.65	1.00	FUNDED
2851	4047	2044	CODE ENFORCEMENT OFFICER II	23.57	28.65	1.00	FUNDED
2851	3577	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	FUNDED
2851	3605	2043	CODE ENFORCEMENT OFFICER I	21.38	25.99	1.00	CODE ENFORCE OFFICER I
2851	3606	2043	CODE ENFORCEMENT OFFICER I	21.38	25.99	1.00	CODE ENFORCE OFFICER I
2851	2610	2043	CODE ENFORCEMENT OFFICER I	21.38	25.99	1.00	FUNDED
2851	3576	0153	COMMISSION SERVICES SUPERVISOR	20.87	25.37	1.00	COMMISSION SERVICES SUPERVISOR
2851	4116	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	FUNDED
2851	1158	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	SUPERVISING STAFF ASSISTANT
2851	4024	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2851	4025	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2851	4026	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2851	4027	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
2851	0498	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III-OOC

**BU FTE Total**

**43.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>2860</b>	<b>ANIMAL CONTROL</b>						
2860	4070	0136	ANIMAL SHELTER MANAGER	32.54	39.55	1.00	ANIMAL SHELTER MANAGER
2860	3892	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	ANIMAL CONTROL SHELTER SUPERVISOR
2860	3355	0067	OFFICE SERVICES SUPERVISOR	19.87	24.15	1.00	ANIMAL CONTROL ASSISTANT
2860	3185	2020	REGISTERED VETERINARY TECHNICIAN	17.75	21.58	1.00	REGISTERED VETERINARY TECHNICIAN
2860	3464	2019	SPAY/NEUTER ADOPTION COORD	16.35	19.88	1.00	SPAY/NEUTER ADOPTION COORD
2860	3372	2016	ANIMAL CLINIC TECHNICIAN	14.48	17.60	1.00	ANIMAL CLINIC TECHNICIAN
2860	2083	2052	ANIMAL CONTROL ASSISTANT	12.82	15.58	1.00	ANIMAL CONTROL ASSISTANT
2860	2733	2050	ANIMAL FACILITY ATTENDANT	12.20	14.83	1.00	ANIMAL FACILITY ATTENDANT
2860	3156	2050	ANIMAL FACILITY ATTENDANT	12.20	14.83	1.00	ANIMAL FACILITY ATTENDANT
2860	3462	2050	ANIMAL FACILITY ATTENDANT	12.20	14.83	1.00	ANIMAL FACILITY ATTENDANT

**BU FTE Total**

**10.00**

<b>3010</b>	<b>DOT ADMINISTRATION</b>						
3010	0161	2028	DIRECTOR TRANSPORTATION	49.04	59.60	1.00	DIRECTOR TRANSPORTATION
3010	3390	2010	DEPUTY DIRECTOR DOT	32.54	39.55	1.00	ACTING DEP DIR DOT - ENGINEERING
3010	0992	2011	DEPUTY DIRECTOR DOT - ADMIN	32.54	39.55	1.00	DEPUTY DIRECTOR DOT - ADMIN
3010	3547	3046	DEPUTY DIR DOT - MAINTENANCE SVCS	32.54	39.55	1.00	DEPUTY DIR DOT - MAINTENANCE SVCS
3010	3909	2026	SR CIVIL ENGINEER	28.92	35.15	1.00	FUNDED
3010	3994	2025	CIVIL ENGINEER	27.56	33.51	1.00	CIVIL ENGINEER
3010	2384	2025	CIVIL ENGINEER	27.56	33.51	1.00	FUNDED
3010	3548	3047	MAINTENANCE OPERATIONS COORD	25.48	30.96	1.00	MAINTENANCE OPERATIONS COORD
3010	4038	2008	ENGINEER II	23.80	28.93	1.00	ENGINEER II
3010	0546	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	FUNDED
3010	0515	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	0556	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	0568	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	0582	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	0607	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	3153	3003	SR ROAD CREW SUPERVISOR	23.80	28.93	1.00	SR ROAD CREW SUPERVISOR
3010	3615	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR DEPARTMENT ANALYST
3010	3638	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR DEPARTMENT ANALYST
3010	2383	2000	RIGHT OF WAY/ENVIRON AGENT	22.67	27.55	1.00	RIGHT OF WAY/ENVIRON AGENT
3010	3826	2000	RIGHT OF WAY/ENVIRON AGENT	22.67	27.55	0.80	RIGHT OF WAY/ENVIRON AGENT
3010	0523	3022	EQUIPMENT SUPERINTENDENT	22.56	27.42	1.00	EQUIPMENT SUPERINTENDENT
3010	3380	2001	ENVIRONMENTAL COMPLIANCE SPEC	22.46	27.30	1.00	ENVIRONMENTAL COMPLIANCE SPEC
3010	3954	2001	ENVIRONMENTAL COMPLIANCE SPEC	22.46	27.30	1.00	ENVIRONMENTAL COMPLIANCE SPEC
3010	3408	2024	SR ENGINEERING TECHNICIAN	21.60	26.25	1.00	FUNDED
3010	2381	2024	SR ENGINEERING TECHNICIAN	21.60	26.25	1.00	SR ENGINEERING TECHNICIAN
3010	3490	2024	SR ENGINEERING TECHNICIAN	21.60	26.25	1.00	SR ENGINEERING TECHNICIAN
3010	3628	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
3010	0153	2023	ENGINEERING TECHNICIAN II	19.58	23.80	1.00	ENGINEERING TECHNICIAN I
3010	0586	3008	ROAD CREW SUPERVISOR	19.58	23.80	1.00	FUNDED
3010	0540	3008	ROAD CREW SUPERVISOR	19.58	23.80	1.00	ROAD CREW SUPERVISOR



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
3010	0589	3008	ROAD CREW SUPERVISOR	19.58	23.80	1.00	ROAD CREW SUPERVISOR
3010	4036	3008	ROAD CREW SUPERVISOR	19.58	23.80	1.00	ROAD CREW SUPERVISOR
3010	0602	3015	SR HEAVY EQUIPMENT MECHANIC	19.49	23.68	1.00	FUNDED
3010	0953	3015	SR HEAVY EQUIPMENT MECHANIC	19.49	23.68	1.00	SR HEAVY EQUIPMENT MECHANIC
3010	0560	3001	BRIDGE CREW SUPERVISOR	19.38	23.56	1.00	BRIDGE CREW SUPERVISOR
3010	0544	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
3010	0518	3014	HEAVY EQUIPMENT MECHANIC	17.67	21.47	1.00	FUNDED
3010	0585	3014	HEAVY EQUIPMENT MECHANIC	17.67	21.47	1.00	FUNDED
3010	0600	3014	HEAVY EQUIPMENT MECHANIC	17.67	21.47	1.00	HEAVY EQUIPMENT MECHANIC
3010	0604	3014	HEAVY EQUIPMENT MECHANIC	17.67	21.47	1.00	HEAVY EQUIPMENT MECHANIC
3010	0549	3014	HEAVY EQUIPMENT MECHANIC	17.67	21.47	1.00	PARTS SPECIALIST
3010	0537	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	EQUIPMENT OPERATOR
3010	0579	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	EQUIPMENT OPERATOR
3010	0529	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0547	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0550	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0562	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0573	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0596	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0605	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	FUNDED
3010	0534	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0535	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0578	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0587	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0592	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0598	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	ROAD CREW WORKER
3010	0513	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0526	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0539	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0548	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0551	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0569	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0580	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0603	3007	SR EQUIPMENT OPERATOR	16.92	20.57	1.00	SR EQUIPMENT OPERATOR
3010	0575	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
3010	2313	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
3010	2368	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
3010	0570	3000	BRIDGE CREW WORKER	16.77	20.38	1.00	BRIDGE CREW WORKER
3010	0581	3000	BRIDGE CREW WORKER	16.77	20.38	1.00	BRIDGE CREW WORKER
3010	0599	3000	BRIDGE CREW WORKER	16.77	20.38	1.00	FUNDED
3010	0512	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0514	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0525	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0530	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
3010	0530	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0531	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0538	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0542	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0555	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0557	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0558	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0561	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0565	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0566	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	EQUIPMENT OPERATOR
3010	0516	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	FUNDED
3010	0528	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	FUNDED
3010	0559	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	FUNDED
3010	0563	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	FUNDED
3010	0572	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	FUNDED
3010	0519	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	ROAD CREW WORKER
3010	0532	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	UNFUNDED
3010	0553	3006	EQUIPMENT OPERATOR	15.33	18.65	1.00	UNFUNDED
3010	0567	3002	ROAD CREW WORKER	13.92	16.93	1.00	ROAD CREW WORKER
3010	3048	0057	STAFF ASSISTANT II	13.44	16.34	1.00	UNFUNDED
3010	0601	3005	HEAVY EQUIPMENT SERVICE TECHNICIAN	13.20	16.04	1.00	HEAVY EQUIPMENT SERVICE TECHNICIAN

**BU FTE Total**

**93.80**

4010	PUBLIC HEALTH						
4010	4085	0145	ASSISTANT HHSa DIRECTOR	42.79	52.02	1.00	FUNDED
4010	3568	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER II
4010	3893	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
4010	4118	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	FUNDED
4010	3807	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	PROGRAM SPECIALIST I
4010	3782	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR DEPARTMENT ANALYST
4010	3801	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR DEPARTMENT ANALYST
4010	3819	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
4010	3053	4034	SR PUBLIC HEALTH ANALYST	23.00	27.96	1.00	SR PUBLIC HEALTH ANALYST
4010	3673	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
4010	3674	0161	ADMINISTRATIVE SECRETARY	19.87	24.15	1.00	ADMINISTRATIVE SECRETARY
4010	2089	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	FUNDED
4010	4021	0191	VITAL STATISTICS TECHNICIAN	17.16	20.86	1.00	VITAL STATISTICS TECHNICIAN
4010	3921	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
4010	3922	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
4010	2436	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
4010	1433	4016	PH OFFICER	0.00	0.00	1.00	FUNDED

**BU FTE Total**

**17.00**

4011	ENVIRONMENTAL HEALTH						
4011	1617	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
4011	3677	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
4011	2811	4037	ENVIRONMENTAL HEALTH TECHNICIAN	16.77	20.38	1.00	ENVIRONMENTAL HEALTH TECHNICIAN



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4011	1347	0062	SUPERVISING STAFF ASSIST	17.16	20.86	1.00	STAFF ASSISTANT III
4011	1593	0062	SUPERVISING STAFF ASSIST	17.16	20.86	1.00	STAFF ASSISTANT III
4011	1337	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH SPECIALIST II
4011	1343	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH SPECIALIST II
4011	1346	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH SPECIALIST II
4011	2642	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH SPECIALIST II
4011	3256	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	0.60	ENVIRONMENTAL HEALTH SPECIALIST II
4011	1348	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH TECHNICIAN
4011	3255	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	ENVIRONMENTAL HEALTH TECHNICIAN
4011	1338	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	FUNDED
4011	1345	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	FUNDED
4011	1417	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	FUNDED
4011	4117	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	FUNDED
4011	4120	4039	ENVIRONMENTAL HEALTH SPECIALIST II	22.46	27.30	1.00	FUNDED
4011	2193	4036	OPERATIONS SPECIALIST	22.46	27.30	1.00	FUNDED
4011	1624	4041	SR ENVIRONMENTAL HEALTH SPECIALIST	23.57	28.65	1.00	SR ENVIRONMENTAL HEALTH SPECIALIST
4011	1606	4041	SR ENVIRONMENTAL HEALTH SPECIALIST	23.57	28.65	1.00	UNFUNDED
4011	1340	4040	ENVIRONMENTAL HEALTH MANAGER	28.09	34.14	1.00	ENVIRONMENTAL HEALTH MANAGER
4011	1341	4040	ENVIRONMENTAL HEALTH MANAGER	28.09	34.14	1.00	ENVIRONMENTAL HEALTH MANAGER
4011	1342	4040	ENVIRONMENTAL HEALTH MANAGER	28.09	34.14	1.00	ENVIRONMENTAL HEALTH MANAGER
4011	1344	4042	DIRECTOR ENVIRONMENTAL HEALTH	32.54	39.55	1.00	FUNDED

**BU FTE Total**

**23.60**

<b>4012</b>	<b>SUBSTANCE USE DISORDER TREATMENT</b>						
4012	3681	4097	DEPUTY DIRECTOR AODP	32.54	39.55	1.00	DEPUTY DIRECTOR AODP
4012	3678	4093	SUB ABUSE PROGRAM & SERVICES MGRR	29.51	35.88	1.00	DEPARTMENT ANALYST II
4012	3679	4093	SUB ABUSE PROGRAM & SERVICES MGRR	29.51	35.88	1.00	FUNDED
4012	3688	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
4012	3655	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
4012	3714	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	SR DEPARTMENT ANALYST-OOC
4012	3662	4092	SUBSTANCE ABUSE TREATMENT SVSR	24.16	29.37	1.00	SUBSTANCE ABUSE TREATMENT SVSR
4012	3716	4092	SUBSTANCE ABUSE TREATMENT SVSR	24.16	29.37	1.00	SUBSTANCE ABUSE TREATMENT SVSR
4012	3717	4092	SUBSTANCE ABUSE TREATMENT SVSR	24.16	29.37	1.00	UNFUNDED
4012	3706	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
4012	3707	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
4012	3661	4091	SR SUBSTANCE ABUSE COUNSELOR	21.91	26.64	1.00	FUNDED
4012	3709	4091	SR SUBSTANCE ABUSE COUNSELOR	21.91	26.64	1.00	SR SUBSTANCE ABUSE COUNSELOR
4012	3712	4091	SR SUBSTANCE ABUSE COUNSELOR	21.91	26.64	1.00	SR SUBSTANCE ABUSE COUNSELOR
4012	3713	4091	SR SUBSTANCE ABUSE COUNSELOR	21.91	26.64	1.00	SR SUBSTANCE ABUSE COUNSELOR
4012	3689	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
4012	3685	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	FUNDED
4012	3698	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR I
4012	3666	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3684	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3687	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4012	3692	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3693	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3694	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3695	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3699	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	SUBSTANCE ABUSE COUNSELOR II
4012	3665	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	UNFUNDED
4012	3682	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	UNFUNDED
4012	3691	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	UNFUNDED
4012	3696	4090	SUBSTANCE ABUSE COUNSELOR II	19.87	24.15	1.00	UNFUNDED
4012	3600	0184	DEPARTMENT APPLICATION SPECIALIST	18.01	21.89	1.00	DEPARTMENT APPLICATION SPECIALIST
4012	2191	4031	SR COMMUNITY HEALTH WORKER	15.18	18.46	1.00	SR COMMUNITY HEALTH WORKER
4012	3383	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
4012	3647	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
4012	3644	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
4012	3645	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
4012	3532	4029	COMMUNITY HEALTH WORKER II	13.77	16.74	1.00	COMMUNITY HEALTH WORKER II

**BU FTE Total**

**37.00**

<b>4013</b>	<b>PUBLIC HEALTH NURSING</b>						
4013	3719	4098	DEPUTY DIR PUBLIC HEALTH NURSING	32.54	39.55	1.00	DEPUTY DIR PUBLIC HEALTH NURSING
4013	4048	0170	SR PROGRAM MANAGER	31.00	37.68	1.00	FUNDED
4013	3844	0170	SR PROGRAM MANAGER	31.00	37.68	1.00	SR PROGRAM MANAGER
4013	4046	0170	SR PROGRAM MANAGER	31.00	37.68	1.00	SR PROGRAM MANAGER
4013	3858	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	FUNDED
4013	3857	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	SR PROGRAM SPECIALIST
4013	3856	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	SUPERVISING PUBLIC HEALTH NURSE
4013	3847	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	UNFUNDED
4013	3850	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	FUNDED
4013	3853	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	FUNDED
4013	3854	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	FUNDED
4013	3845	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	FUNDED
4013	3859	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	LICENSED VOCATIONAL NURSE
4013	3861	4106	SR PUBLIC HEALTH NURSE	25.00	30.39	1.00	SR PROGRAM SPECIALIST
4013	3670	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
4013	1833	4001	LICENSED VOCATIONAL NURSE	17.75	21.58	1.00	LICENSED VOCATIONAL NURSE
4013	3829	4102	COMMUNITY HEALTH SVCS SPECIALIST II	17.16	20.86	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3830	4102	COMMUNITY HEALTH SVCS SPECIALIST II	17.16	20.86	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3831	4102	COMMUNITY HEALTH SVCS SPECIALIST II	17.16	20.86	1.00	COMMUNITY HEALTH SVCS SPECIALIST II
4013	3832	4008	PUBLIC HEALTH LAB TECHNICIAN	15.18	18.46	1.00	PUBLIC HEALTH LAB TECHNICIAN
4013	3843	4060	HEALTH PROGRAM TECHNICIAN	14.48	17.60	1.00	FUNDED
4013	1316	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
4013	3514	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II

**BU FTE Total**

**23.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>4016</b>	<b>EMERGENCY MEDICAL SERVICE</b>						
4016	3877	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
<b>BU FTE Total</b>						<b>1.00</b>	
<b>4025</b>	<b>EMPLOYEE WELLNESS</b>						
4025	3871	0174	SR PROGRAM SPECIALIST-CONF	23.69	28.79	1.00	PROGRAM SPECIALIST II - CONF
<b>BU FTE Total</b>						<b>1.00</b>	
<b>4050</b>	<b>MENTAL HEALTH</b>						
4050	0650	4024	CHIEF PSYCHIATRIST	86.30	104.91	1.00	FUNDED
4050	4086	0145	ASSISTANT HHSA DIRECTOR	42.79	52.02	1.00	ASSISTANT HHSA DIRECTOR
4050	3537	0135	ADMINISTRATIVE SERVICES MANAGER II	32.54	39.55	1.00	UNFUNDED
4050	3722	4099	DEPUTY DIRECTOR MH CLINICAL SERVICES	32.54	39.55	1.00	FUNDED
4050	3804	S586	STAFF SERVICES MANAGER II	32.54	39.55	1.00	FUNDED
4050	3813	0170	SR PROGRAM MANAGER	31.00	37.68	1.00	PROGRAM MANAGER - OOC
4050	3721	4100	MH CLINICAL MANAGER	29.51	35.88	1.00	FUNDED
4050	3724	4100	MH CLINICAL MANAGER	29.51	35.88	1.00	FUNDED
4050	3392	0016	COMPLIANCE MANAGER	28.09	34.14	1.00	COMPLIANCE MANAGER
4050	3098	4022	SUPERVISING FORENSIC PSYCHOLOGIST	28.09	34.14	1.00	SR DEPARTMENT ANALYST
4050	3459	4013	MID-LEVEL PRACTITIONER	27.56	33.51	1.00	FUNDED
4050	3763	4096	SUPERVISING MENTAL HEALTH CLINICIAN	26.62	32.36	1.00	FUNDED
4050	3765	4096	SUPERVISING MENTAL HEALTH CLINICIAN	26.62	32.36	1.00	FUNDED
4050	3762	4096	SUPERVISING MENTAL HEALTH CLINICIAN	26.62	32.36	1.00	SR PROGRAM SPECIALIST
4050	3764	4096	SUPERVISING MENTAL HEALTH CLINICIAN	26.62	32.36	1.00	UNFUNDED
4050	2099	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2235	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2474	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2684	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2833	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2925	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2971	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2976	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	3431	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
4050	2529	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	MENTAL HEALTH CLINICIAN II
4050	2977	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	MENTAL HEALTH CLINICIAN II
4050	3432	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	MENTAL HEALTH CLINICIAN II
4050	3667	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	ACTING PROGRAM MANAGER
4050	3659	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
4050	3676	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	ACTING ADMIN SERVICES MANAGER I
4050	3353	4067	SR PREVENTION SERVICES COORDINATOR	24.16	29.37	1.00	DEPARTMENT ANALYST I
4050	3767	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	PROGRAM SPECIALIST II
4050	3808	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	ACTING PROGRAM ADMINISTRATOR
4050	3657	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
4050	3810	4091	SR SUBSTANCE ABUSE COUNSELOR	21.91	26.64	1.00	SUBSTANCE ABUSE COUNSELOR II
4050	3571	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
4050	3553	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
4050	3726	0161	ADMINISTRATIVE SECRETARY	19.87	24.15	1.00	ADMINISTRATIVE SECRETARY
4050	3735	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	ACTING SR PROGRAM SPECIALIST
4050	3729	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
4050	3731	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
4050	3736	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
4050	3741	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
4050	3727	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
4050	3737	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
4050	3742	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
4050	3840	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
4050	3841	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	UNFUNDED
4050	3599	0184	DEPARTMENT APPLICATION SPECIALIST	18.01	21.89	1.00	DEPARTMENT APPLICATION SPECIALIST
4050	2471	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	FUNDED
4050	3075	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	SUPERVISING STAFF ASSISTANT
4050	2329	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
4050	2475	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III - OOC
4050	0677	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	FUNDED
4050	2771	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	FUNDED
4050	2909	4069	HUMAN SERVICES WORKER	15.18	18.46	1.00	FUNDED
4050	3648	0060	STAFF ASSISTANT III	14.8	18	1.00	FUNDED
4050	4096	0060	STAFF ASSISTANT III	14.8	18	1.00	FUNDED
4050	4097	0060	STAFF ASSISTANT III	14.8	18	1.00	FUNDED
4050	0662	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
4050	2772	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
4050	2773	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
4050	2988	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
4050	2990	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
4050	2901	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
4050	3337	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II - OOC

**BU FTE Total**

**66.00**

4080	PUBLIC HEALTH CCS						
4080	3869	0170	SR PROGRAM MANAGER	31	37.68	1.00	SR PROGRAM MANAGER
4080	3865	4105	SUPERVISING PUBLIC HEALTH NURSE	27.56	33.51	1.00	UNFUNDED
4080	2707	4049	SUPERVISING THERAPIST	27.42	33.33	1.00	FUNDED
4080	3864	4106	SR PUBLIC HEALTH NURSE	25	30.39	1.00	SR PUBLIC HEALTH NURSE
4080	3654	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
4080	3632	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	FUNDED
4080	3771	4095	SR HEALTH PROGRAM ELIGIBILITY WRKR	16.35	19.88	1.00	SR HEALTH PROGRAM ELIGIBILITY WRKR
4080	3803	4095	SR HEALTH PROGRAM ELIGIBILITY WRKR	16.35	19.88	1.00	SR HEALTH PROGRAM ELIGIBILITY WRKR
4080	3769	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.8	18	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
4080	3364	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II

**BU FTE Total**

**10.00**

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
<b>5010</b>	<b>SOCIAL SERVICES</b>						
5010	4087	0145	ASSISTANT HHSA DIRECTOR	42.79	52.02	1.00	ASSISTANT HHSA DIRECTOR
5010	3416	S567	CHIEF WELFARE INVESTIGATOR	36.69	44.59	1.00	CHIEF WELFARE INVESTIGATOR
5010	2243	S557	DEPUTY DIRECTOR SOCIAL SERVICES	32.54	39.55	1.00	DEPUTY DIRECTOR SOCIAL SERVICES
5010	2639	S557	DEPUTY DIRECTOR SOCIAL SERVICES	32.54	39.55	1.00	FUNDED
5010	0762	S557	DEPUTY DIRECTOR SOCIAL SERVICES	32.54	39.55	1.00	SR PROGRAM MANAGER
5010	1641	S557	DEPUTY DIRECTOR SOCIAL SERVICES	32.54	39.55	1.00	SR PROGRAM MANAGER
5010	2522	0170	SR PROGRAM MANAGER	31	37.68	1.00	ACTING DEP DIRECTOR SOCIAL SVCS
5010	3395	0170	SR PROGRAM MANAGER	31	37.68	1.00	ACTING DEP DIRECTOR SOCIAL SVCS
5010	4098	0170	SR PROGRAM MANAGER	31	37.68	1.00	FUNDED
5010	1075	0170	SR PROGRAM MANAGER	31	37.68	1.00	SR PROGRAM MANAGER
5010	1973	0170	SR PROGRAM MANAGER	31	37.68	1.00	SR PROGRAM MANAGER
5010	2244	0170	SR PROGRAM MANAGER	31	37.68	1.00	SR PROGRAM MANAGER
5010	2326	0170	SR PROGRAM MANAGER	31	37.68	1.00	SR PROGRAM MANAGER
5010	1642	0171	PROGRAM MANAGER	29.51	35.88	1.00	PROGRAM MANAGER
5010	1993	0171	PROGRAM MANAGER	29.51	35.88	1.00	PROGRAM MANAGER
5010	2356	0171	PROGRAM MANAGER	29.51	35.88	1.00	PROGRAM MANAGER
5010	3413	S570	WELFARE INVESTIGATOR II	27.36	33.26	1.00	WELFARE INVESTIGATOR II
5010	3414	S570	WELFARE INVESTIGATOR II	27.36	33.26	1.00	WELFARE INVESTIGATOR II
5010	3415	S570	WELFARE INVESTIGATOR II	27.36	33.26	1.00	WELFARE INVESTIGATOR II
5010	3937	S570	WELFARE INVESTIGATOR II	27.36	33.26	1.00	WELFARE INVESTIGATOR II
5010	2105	0179	DEP PUB GUARDIAN/ADMINISTRATOR	26.62	32.36	1.00	DEP PUB GUARDIAN/ADMINISTRATOR
5010	2204	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	FUNDED
5010	2298	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	FUNDED
5010	2635	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	FUNDED
5010	0787	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I
5010	2729	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I
5010	3530	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I
5010	4057	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I
5010	1247	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	1792	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	2297	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	2662	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	3531	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR I DIF
5010	0741	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR II
5010	1874	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR II
5010	2319	S551	SOCIAL WORKER SUPERVISOR II	26.62	32.36	1.00	SOCIAL WORKER SUPERVISOR II
5010	3768	4096	SUPERVISING MH CLINICIAN	26.62	32.36	1.00	SR PROGRAM SPECIALIST
5010	3887	S592	DEPARTMENT INFO SYSTEMS ANALYST	26.24	31.9	1.00	DEPARTMENT INFO SYSTEMS ANALYST
5010	3889	S592	DEPARTMENT INFO SYSTEMS ANALYST	26.24	31.9	1.00	DEPARTMENT INFO SYS TECHNICIAN
5010	3788	4050	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
5010	3607	S584	SOCIAL WORKER CLINICIAN	25.36	30.83	1.00	SOCIAL WORKER SUPERVISOR II
5010	0679	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED
5010	2223	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	2097	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	MENTAL HEALTH CLINICIAN I
5010	3370	4048	MENTAL HEALTH CLINICIAN II	25.36	30.83	1.00	MENTAL HEALTH CLINICIAN I
5010	1876	S559	SR NURSE CASE MANAGER	25	30.39	1.00	FUNDED
5010	1942	S559	SR NURSE CASE MANAGER	25	30.39	1.00	FUNDED
5010	4123	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5010	4124	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5010	4125	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5010	3634	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5010	4099	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5010	4056	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	3523	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	3761	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	2523	0168	PROGRAM ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
5010	0750	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	1706	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	2157	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	2575	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	2852	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	PROGRAM ADMINISTRATOR
5010	2090	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	SR PROGRAM SPECIALIST
5010	2606	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
5010	2851	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
5010	2177	0177	VETERANS SERVICES OFFICER	24.78	30.12	1.00	SR VETERAN'S SERVICES REPRESENTATIVE
5010	0776	S549	SOCIAL WORKER SUPERVISOR I	24.16	29.37	1.00	EMPLOY & TRAINING SUPERVISOR
5010	1242	S549	SOCIAL WORKER SUPERVISOR I	24.16	29.37	1.00	SOCIAL WORKER SUPERVISOR I
5010	0772	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	0969	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	1192	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	1791	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	2020	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	2139	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	2603	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	3474	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	4127	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	4128	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	1675	S552	SOCIAL WORKER V	24.16	29.37	1.00	FUNDED
5010	2636	S552	SOCIAL WORKER V	24.16	29.37	1.00	REGISTERED NURSE
5010	0774	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	1696	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	1707	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	2724	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	3289	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	3972	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	3974	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I
5010	0734	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER I



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0715	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	0779	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	1877	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	2320	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	2655	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	2721	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	2725	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	3973	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	3975	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER II
5010	0707	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	1012	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	2022	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	2604	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	2653	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	2654	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III
5010	0711	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	0826	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	1193	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	1645	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	1790	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	2019	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	2021	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	2304	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	2652	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER III-DIF
5010	0795	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER IV
5010	2719	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER IV
5010	2723	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER IV
5010	3271	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER IV
5010	0724	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	1191	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	1775	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2018	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2140	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2656	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2657	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2720	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	2595	S552	SOCIAL WORKER V	24.16	29.37	1.00	SOCIAL WORKER V
5010	3520	4067	SR PREVENTION SVCS COORDINATOR	24.16	29.37	1.00	FUNDED
5010	3633	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	ACCOUNT SPECIALIST III
5010	3635	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	DEPARTMENT ANALYST I
5010	1976	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	DEPARTMENT ANALYST II
5010	1992	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	FUNDED
5010	2578	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	FUNDED
5010	2212	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR DEPARTMENT ANALYST

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	1979	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
5010	2669	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
5010	2814	0086	SR DEPARTMENT ANALYST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
5010	4095	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	FUNDED
5010	3475	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
5010	3780	0165	SR PROGRAM SPECIALIST	23.69	28.79	1.00	SR PROGRAM SPECIALIST
5010	1875	S529	NURSE CASE MANAGER	21.6	26.25	1.00	NURSE CASE MANAGER
5010	2014	S529	NURSE CASE MANAGER	21.6	26.25	1.00	NURSE CASE MANAGER
5010	2673	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
5010	4037	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	DEPARTMENT ANALYST II
5010	1818	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	FUNDED
5010	2577	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	FUNDED
5010	2576	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	2849	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	2850	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3519	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3757	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	FUNDED
5010	4126	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	FUNDED
5010	4015	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST I
5010	3618	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3790	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3797	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3818	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	4014	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	4016	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	4049	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	PROGRAM SPECIALIST II
5010	3890	S593	DEPT INFO SYSTEMS TECHNICIAN	20.87	25.37	1.00	DEPT INFO SYSTEMS TECHNICIAN
5010	3891	S593	DEPT INFO SYSTEMS TECHNICIAN	20.87	25.37	1.00	DEPT INFO SYSTEMS TECHNICIAN
5010	2357	S514	EMPLOYMENT & TRAINING SUPERVISOR	20.87	25.37	1.00	ELIGIBILITY SUPERVISOR
5010	1820	S514	EMPLOYMENT & TRAINING SUPERVISOR	20.87	25.37	1.00	EMPLOYMENT & TRAINING SUPERVISOR
5010	2138	S514	EMPLOYMENT & TRAINING SUPERVISOR	20.87	25.37	1.00	EMPLOYMENT & TRAINING SUPERVISOR
5010	2574	S514	EMPLOYMENT & TRAINING SUPERVISOR	20.87	25.37	1.00	FUNDED
5010	0759	S546	SOCIAL WORKER III	20.87	25.37	1.00	FUNDED
5010	0714	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER I
5010	0710	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER II
5010	0816	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER II
5010	1321	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER II
5010	2718	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER II
5010	0722	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER III
5010	0823	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER III
5010	3493	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER III
5010	4044	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER III
5010	4045	S546	SOCIAL WORKER III	20.87	25.37	1.00	SOCIAL WORKER III
5010	0749	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	ELIGIBILITY SUPERVISOR



# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0799	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	ELIGIBILITY SUPERVISOR
5010	0828	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	ELIGIBILITY SUPERVISOR
5010	1011	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	ELIGIBILITY SUPERVISOR
5010	1111	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	ELIGIBILITY SUPERVISOR
5010	0721	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	FUNDED
5010	0819	S511	ELIGIBILITY SUPERVISOR	19.87	24.15	1.00	FUNDED
5010	3450	S517	EMPLOYMENT & TRAINING WORKER III	19.87	24.15	1.00	EMPLOY & TRAINING WORKER I
5010	2572	S517	EMPLOYMENT & TRAINING WORKER III	19.87	24.15	1.00	EMPLOYMENT & TRAINING WORKER III
5010	2094	S517	EMPLOYMENT & TRAINING WORKER III	19.87	24.15	1.00	PROGRAM SPECIALIST II
5010	3743	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
5010	3746	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
5010	3766	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	FUNDED
5010	3649	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	LEGAL CLERK III
5010	3739	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
5010	3745	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
5010	3747	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	MH REHABILITATION SPECIALIST
5010	3785	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	SOCIAL WORKER I
5010	3786	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	SOCIAL WORKER I
5010	3787	4087	MH REHABILITATION SPECIALIST	19.87	24.15	1.00	SOCIAL WORKER I
5010	0794	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	2727	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	3270	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACCOUNT SPECIALIST SUPERVISOR
5010	1597	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACTING ADMIN SECRETARY
5010	0729	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	SUPERVISING STAFF ASSISTANT
5010	2549	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOY & TRAINING WORKER II
5010	2260	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2359	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2479	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2546	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2552	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2553	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2556	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2558	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	EMPLOYMENT & TRAINING WORKER II
5010	2545	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	FUNDED
5010	2547	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	FUNDED
5010	2551	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	FUNDED
5010	2548	S516	EMPLOYMENT & TRAINING WORKER II	18.01	21.89	1.00	SOCIAL WORKER ASSISTANT II
5010	2607	S533	OFFICE ASSISTANT SUPERVISOR II	18.01	21.89	1.00	OFFICE ASSISTANT SUPERVISOR II
5010	2726	S533	OFFICE ASSISTANT SUPERVISOR II	18.01	21.89	1.00	OFFICE ASSISTANT SUPERVISOR II
5010	2209	S533	OFFICE ASSISTANT SUPERVISOR II	18.01	21.89	1.00	SECRETARY
5010	3244	S533	OFFICE ASSISTANT SUPERVISOR II	18.01	21.89	1.00	SECRETARY
5010	2498	0176	VETERANS SERVICES REPRESENTATIVE	17.58	21.37	1.00	VETERANS SERVICES REPRESENTATIVE
5010	2855	0176	VETERANS SERVICES REPRESENTATIVE	17.58	21.37	1.00	VETERANS SERVICES REPRESENTATIVE
5010	0728	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	0784	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0796	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	0825	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	0967	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1776	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1865	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1868	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1984	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1986	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	1987	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	2315	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	2561	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	2562	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	2570	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	3944	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	ELIGIBILITY WORKER III
5010	0739	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	0764	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	0768	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	0968	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	1472	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	1866	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	1985	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	2476	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	2564	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	2605	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	3945	S528	ELIGIBILITY WORKER III	17.16	20.86	1.00	FUNDED
5010	1423	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	1480	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	1646	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	1695	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	2016	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	2478	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	2716	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	4041	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	4042	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	FUNDED
5010	1113	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1115	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1116	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1243	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1317	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1319	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1320	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1424	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1427	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1428	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	1479	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1647	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1694	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1787	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1788	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1878	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1879	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2015	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2118	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2318	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2525	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2637	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2658	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2659	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2661	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2715	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	2853	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	3090	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	3091	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	3092	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	3093	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	3558	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	4043	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER ASSISTANT II
5010	1426	S542	SOCIAL WORKER ASSISTANT II	17.16	20.86	1.00	SOCIAL WORKER II
5010	1988	0062	SUPERVISING STAFF ASSISTANT	17.16	20.86	1.00	SUPERVISING STAFF ASSISTANT
5010	3816	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST II
5010	0719	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	1477	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	1816	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	2213	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	3243	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	3434	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	3581	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5010	2215	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	STAFF ASSISTANT III
5010	3778	S526	LEGAL CLERK III	16.77	20.38	1.00	LEGAL CLERK III
5010	2233	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ACTING PROGRAM SPECIALIST I
5010	0792	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	1288	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	1689	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	1981	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	3263	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	3264	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	3265	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	3977	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	3981	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER I
5010	0713	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0742	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0781	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0789	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0790	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0793	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0802	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	1257	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	1467	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	1980	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	3982	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	3984	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	ELIGIBILITY WORKER II
5010	0703	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0708	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0723	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0745	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0767	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0777	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0800	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	0973	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1188	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1468	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1688	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1690	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1983	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	2234	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3262	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3266	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3976	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3978	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3985	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3986	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3987	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3988	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	3989	S512	ELIGIBILITY WORKER II	15.56	18.92	1.00	FUNDED
5010	1245	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
5010	1325	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
5010	3094	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
5010	3268	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
5010	3882	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	ACCOUNT SPECIALIST II
5010	0717	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	FUNDED
5010	0743	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	FUNDED
5010	0757	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	3269	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	FUNDED
5010	0809	0124	ACCOUNT SPECIALIST II	15.18	18.46	1.00	STAFF ASSISTANT III
5010	3773	S525	LEGAL CLERK II	15.18	18.46	1.00	LEGAL CLERK II
5010	3774	S525	LEGAL CLERK II	15.18	18.46	1.00	LEGAL CLERK II
5010	3776	S525	LEGAL CLERK II	15.18	18.46	1.00	LEGAL CLERK II
5010	3777	S525	LEGAL CLERK II	15.18	18.46	1.00	LEGAL CLERK II
5010	3825	4094	HEALTH PROGRAM ELIGIBILITY WORKER	14.80	18.00	1.00	HEALTH PROGRAM ELIGIBILITY WORKER
5010	3968	S540	SCREENER	14.80	18.00	1.00	FUNDED
5010	3969	S540	SCREENER	14.80	18.00	1.00	SCREENER
5010	3970	S540	SCREENER	14.80	18.00	1.00	SCREENER
5010	3971	S540	SCREENER	14.80	18.00	1.00	SCREENER
5010	0808	0060	STAFF ASSISTANT III	14.80	18.00	1.00	ACTING SECRETARY
5010	2362	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	2599	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	2638	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	2666	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	2941	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	3089	0060	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	3821	S540	STAFF ASSISTANT III	14.80	18.00	1.00	FUNDED
5010	1815	0060	STAFF ASSISTANT III	14.80	18.00	1.00	SCREENER
5010	3823	0060	STAFF ASSISTANT III	14.80	18.00	1.00	SCREENER
5010	3020	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT II
5010	0822	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	0970	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	0998	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	1429	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	1778	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	1870	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	1872	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	1873	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2025	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2176	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2207	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2208	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2598	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2665	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2667	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2709	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2812	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2813	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	2854	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	3820	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	4040	0060	STAFF ASSISTANT III	14.80	18.00	1.00	STAFF ASSISTANT III
5010	0797	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
5010	0804	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
5010	1009	0057	STAFF ASSISTANT II	13.44	16.34	1.00	FUNDED
5010	0805	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
5010	0820	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
5010	1880	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
5010	1881	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
5010	3267	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
5010	4055	S568	VOCATIONAL ASSISTANT	12.51	15.21	1.00	FUNDED
5010	4121	S568	VOCATIONAL ASSISTANT	12.51	15.21	1.00	FUNDED
5010	4122	S568	VOCATIONAL ASSISTANT	12.51	15.21	1.00	FUNDED
5010	4053	S568	VOCATIONAL ASSISTANT	12.51	15.21	1.00	VOCATIONAL ASSISTANT
5010	4054	S568	VOCATIONAL ASSISTANT	12.51	15.21	1.00	VOCATIONAL ASSISTANT

**BU FTE Total**

**401.00**

5020	HHSA ADMINISTRATION						
5020	3521	0144	HEALTH & HUMAN SVCS AGENCY DIR	52.01	63.22	1.00	HEALTH & HUMAN SVCS AGENCY DIR
5020	4059	0193	CHIEF OPERATIONS OFFICER-HHSA	47.16	57.29	1.00	CHIEF OPERATIONS OFFICER-HHSA
5020	4088	0145	ASSISTANT HHSA DIRECTOR	42.79	52.02	1.00	ASSISTANT HHSA DIRECTOR
5020	4003	S586	STAFF SERVICES MANAGER II	32.54	39.55	1.00	STAFF SERVICES MANAGER II
5020	2202	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	ADMINISTRATIVE SECRETARY
5020	3018	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	FUNDED
5020	2579	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
5020	3608	0169	STAFF SERVICES ADMINISTRATOR	24.89	30.25	1.00	STAFF SERVICES ADMINISTRATOR
5020	3783	0086	SENIOR DEPARTMENT ANALYST	23.69	28.79	1.00	DEPARTMENT ANALYST I
5020	4051	0086	SENIOR DEPARTMENT ANALYST	23.69	28.79	1.00	DEPARTMENT ANALYST I
5020	3516	0086	SENIOR DEPARTMENT ANALYST	23.69	28.79	1.00	DEPARTMENT ANALYST II
5020	2245	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	ADMINISTRATIVE SECRETARY
5020	0738	0127	ACCOUNT SPECIALIST SUPERVISOR	18.48	22.46	1.00	ACCOUNT SPECIALIST SUPERVISOR
5020	4050	S541	SECRETARY	18.01	21.89	1.00	FUNDED
5020	2057	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5020	2713	0125	ACCOUNT SPECIALIST III	16.77	20.38	1.00	ACCOUNT SPECIALIST III
5020	1023	0124	ACCOUNT SPECIALIST III	15.18	18.46	1.00	FUNDED
5020	1869	0060	ACCOUNT SPECIALIST II	14.80	18.00	1.00	FUNDED

**BU FTE Total**

**18.00**

6110	LIBRARY						
6110	3476	8011	COUNTY LIBRARIAN/DIRECTOR	38.22	46.46	1.00	COUNTY LIBRARIAN/DIRECTOR
6110	3962	0135	ADMINISTRATIVE SERVICES MANAGER I	32.54	39.55	1.00	ADMINISTRATIVE SERVICES MANAGER I
6110	3478	8010	BRANCH LIBRARIAN	24.16	29.37	1.00	BRANCH LIBRARIAN
6110	3479	8010	BRANCH LIBRARIAN	24.16	29.37	1.00	BRANCH LIBRARIAN
6110	3902	8010	BRANCH LIBRARIAN	24.16	29.37	1.00	BRANCH LIBRARIAN
6110	4089	8010	BRANCH LIBRARIAN	24.16	29.37	1.00	BRANCH LIBRARIAN
6110	4090	8010	BRANCH LIBRARIAN	24.16	29.37	1.00	BRANCH LIBRARIAN NON-MLS
6110	3940	8007	LIBRARIAN II	21.91	26.64	1.00	LIBRARIAN I
6110	0852	8007	LIBRARIAN II	21.91	26.64	1.00	LIBRARIAN II
6110	1945	8007	LIBRARIAN II	21.91	26.64	1.00	LIBRARIAN II

# POSITION ALLOCATIONS

Budget Unit	Pos #	Job Class	Allocated Classification	Step One	Step Five	Alloc FTE	Incumbent Classification
6110	3910	8007	LIBRARIAN II	21.91	26.64	1.00	LIBRARIAN II
6110	3955	8007	LIBRARIAN II	21.91	26.64	1.00	LIBRARY TECHNICIAN
6110	3903	0143	DEPARTMENT ANALYST II	21.49	26.11	1.00	ADMINISTRATIVE ASSISTANT
6110	4094	0184	DEPARTMENT APPLICATION SPECIALIST	18.01	21.89	1.00	DEPARTMENT APPLICATION SPECIALIST
6110	3480	8012	LIBRARY ASSOCIATE	18.01	21.89	1.00	LIBRARY ASSOCIATE
6110	3483	8013	SR LIBRARY TECHNICIAN	16.35	19.88	1.00	SR LIBRARY TECHNICIAN
6110	0851	8005	BOOKMOBILE DRIVER	15.33	18.65	1.00	BOOKMOBILE DRIVER
6110	4129	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	FUNDED
6110	4130	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	FUNDED
6110	4131	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	FUNDED
6110	4132	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	FUNDED
6110	1669	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	LIBRARY TECHNICIAN
6110	1671	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	LIBRARY TECHNICIAN
6110	2629	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	LIBRARY TECHNICIAN
6110	3488	8003	LIBRARY TECHNICIAN	14.80	18.00	0.80	LIBRARY TECHNICIAN
6110	3617	8003	LIBRARY TECHNICIAN	14.80	18.00	0.50	LIBRARY TECHNICIAN
6110	3926	8003	LIBRARY TECHNICIAN	14.80	18.00	1.00	LIBRARY TECHNICIAN
6110	3919	8001	LIBRARY ASSISTANT	11.62	14.12	0.50	FUNDED
6110	3917	8001	LIBRARY ASSISTANT	11.62	14.12	1.00	FUNDED
6110	3911	8001	LIBRARY ASSISTANT	11.62	14.12	0.75	LIBRARY ASSISTANT
6110	3912	8001	LIBRARY ASSISTANT	11.62	14.12	0.50	LIBRARY ASSISTANT
6110	3913	8001	LIBRARY ASSISTANT	11.62	14.12	0.50	LIBRARY ASSISTANT
6110	3914	8001	LIBRARY ASSISTANT	11.62	14.12	0.50	LIBRARY ASSISTANT
6110	3915	8001	LIBRARY ASSISTANT	11.62	14.12	0.50	LIBRARY ASSISTANT
6110	3918	8001	LIBRARY ASSISTANT	11.62	14.12	1.00	LIBRARY ASSISTANT
6110	3920	8001	LIBRARY ASSISTANT	11.62	14.12	1.00	LIBRARY ASSISTANT
6110	3916	8015	LIBRARY ASSISTANT	11.62	14.12	0.50	LIBRARY ASSISTANT
<b>BU FTE Total</b>						<b>33.05</b>	
<b>6210</b>	<b>FARM ADVISOR</b>						
6210	0853	0067	OFFICE SERVICES SUPERVISOR	19.87	24.15	1.00	OFFICE SERVICES SUPERVISOR
6210	4134	2013	SR AGRICULTURAL TECHNICIAN	16.35	19.88	1.00	AGRICULTURAL TECHNICIAN
6210	3806	0057	STAFF ASSISTANT II	13.44	16.34	1.00	STAFF ASSISTANT II
<b>BU FTE Total</b>						<b>3.00</b>	
<b>7110</b>	<b>MUSEUM</b>						
7110	0859	8008	DIRECTOR MUSEUM	29.95	36.40	1.00	DIRECTOR MUSEUM
7110	4007	0164	PROGRAM SPECIALIST II	21.49	26.11	1.00	FUNDED
7110	2490	8004	MUSEUM CURATOR	20.46	24.86	1.00	FUNDED
7110	4000	0067	OFFICE SERVICES SUPERVISOR	19.87	24.15	1.00	OFFICE SERVICES SUPERVISOR
7110	4083	0063	ADMINISTRATIVE ASSISTANT	18.01	21.89	1.00	ADMINISTRATIVE ASSISTANT
<b>BU FTE Total</b>						<b>5.00</b>	
<b>Grand Total Allocated FTE</b>						<b>1,407.75</b>	

\* Salaries shown are as of June 3, 2017. New rates will not take effect until labor agreements become effective.







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Beach Sunset  
Courtesy: Sarah McKenzie Photography



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# GLOSSARY

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Mendocino Coastal Sunset, City of Mendocino - Highlands  
Couresty: Sarah McKenzie Photography





## 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.

**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.

**AODP:** Acronym for *Alcohol & Other Drug Programs*, which is now Substance Use Disorder Treatment (see Health and Human Services Agency Budget Unit 4012-*Substance Use Disorder Treatment*).

**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*.

**AUMENTUM PROPERTY TAX SYSTEM:** See Auditor's Office Budget Unit 1110-*Auditor-Controller*.

**AVAILABLE FUND BALANCE:** That portion of the fund balance which is unencumbered and available for financing expenditures and other funding requirements.

**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.

**BHRS:** Acronym for *Behavioral Health and Recovery Services*, is the internal name for Mental Health Services, see Budget Unit 4050-*Mental Health Services*.

**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.

**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.

**CDAA:** Acronym for *California Disaster Assistance Act*, see Transportation Department Budget Unit 3030-*Storm Damage*.

**CalIOES:** Acronym for *California Office of Emergency Services*, see Transportation Department Budget Unit 3030-*Storm Damage*.

### GLOSSARY OF TERMS AND ACRONYMS

**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).

**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.

**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.

## GLOSSARY OF TERMS AND ACRONYMS

**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*.

**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

**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*.

**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.

### GLOSSARY OF TERMS AND ACRONYMS

**EOP:** Acronym for *Emergency Operations Plan*. See Sheriff's 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*.

**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. 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.

**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.)



## GLOSSARY OF TERMS AND ACRONYMS

**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.

**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.

**HRSA:** Acronym for *Health Resources Services Administration*: a grant administered by Health and Human Services Agency.

**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.

**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.

**IZ:** Acronym for *Immunization* (referenced in Health and Human Services Agency Budget Unit 4013-Public Health Nursing).

**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.

**LEA:** Acronym for *Local Enforcement Agency*, see 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.

**MOE:** Acronym for *Maintenance of Effort*. 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.

**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.

### GLOSSARY OF TERMS AND ACRONYMS

**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.

**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*.

**MCPPAA:** 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.

**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.

### **NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):**

See Sheriff's Office Budget Unit 2830-Emergency Services.

**NBNBCB:** 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.

**OMG:** Acronym for *Ortner Management Group* which previously contracted with the County to administer the adult population with mental health services in Mendocino County.

**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.

**ORTNER MANAGEMENT GROUP (OMG):** Was previously contracted to administer the adult population with mental health services in Mendocino County.

**OVERHEAD:** Those costs necessary in providing goods/service that are not directly traceable to the goods/service, such as rent, utilities, management and supervision.

**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*.

**PERFORMANCE INDICATOR:** A quantitative means of assessing the efficiency and effectiveness of services performed by departments and divisions.

**PFC:** Acronym for *Public Facilities Corporation*.

## GLOSSARY OF TERMS AND ACRONYMS

**PHB:** Acronym for *Partnership for Healthy Babies*, which addresses prenatal substance abuse prevention.

**PHEP:** Acronym for *Public Health Emergency Preparedness*. This grant is administered through Health and Human Services Agency Budget Unit 0478-Bioterrorism Act.

**PHN:** Acronym for *Public Health Nurse*.

**PEI:** Acronym for *Prevention and Early Intervention*, which is administered by Health and Human Services Agency Budget Unit 4051-Mental Health Services Act.

**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 XIII A (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.

**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.

**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.

**RECOMMENDED BUDGET:** The working document for the fiscal year under discussion; provides temporary spending authority between July 1 of the new fiscal year and the date the Final Budget is adopted by the Board of Supervisors. Approval of this document does not allow expenditures for new programs or fixed assets unless there is specific approval of an item by the Board of Supervisors. The Recommended Budget, which the Board of Supervisors approves before July 1, serves as the basis for public hearings prior to the final adopted budget.

**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.

**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.

### GLOSSARY OF TERMS AND ACRONYMS

**SGMA:** Acronym for *Sustainable Groundwater Management Act*, see Executive Office Budget Unit 0326-Water Agency.

**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.

**SMEDD:** Acronym for *Sonoma Mendocino Economic Development District*, see Planning and Building Services, Budget Unit 1810-Economic Development.

**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.

**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.

**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*.



## GLOSSARY OF TERMS AND ACRONYMS

**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 for 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*.

**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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