



# AGENDA

## BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

MEETING LOCATION Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

**Special Meeting  
May 23, 2018**

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### TELECONFERENCE LOCATIONS:

1) First and Second Meetings of Each Month: Mammoth Lakes CAO Conference Room, 3rd Floor Sierra Center Mall, 452 Old Mammoth Road, Mammoth Lakes, California, 93546; 2) Third Meeting of Each Month: Mono County Courthouse, 278 Main, 2nd Floor Board Chambers, Bridgeport, CA 93517.

**NOTE:** In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact Shannon Kendall, Clerk of the Board, at (760) 932-5533. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517), and in the County Offices located in Minaret Mall, 2nd Floor (437 Old Mammoth Road, Mammoth Lakes CA 93546). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB:** You can view the upcoming agenda at <http://monocounty.ca.gov>. If you would like to receive an automatic copy of this agenda by email, please subscribe to the Board of Supervisors Agendas on our website at <http://monocounty.ca.gov/bos>.

9:00 AM Call meeting to Order

Pledge of Allegiance

### 1 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.)

### 2. AGENDA ITEMS

#### A. Public Comment for the 18/19 Budget

Departments: CAO, Finance

1 hour

(Various) - An opportunity for members of the public and representatives of community organizations to offer input to inform budget decisions that will be made by the Board of Supervisors on June 12th and September 18th. The Board will adopt a basic operating budget on June 12th and do an amendment on September 18th pending more information regarding carryover fund balance. Each person will be invited to speak for up to 10 minutes.

**Recommended Action:** Receive input and provide staff direction.

**Fiscal Impact:** None at this time.

**B. Budget Workshop for Fiscal Year 2018-19**

(Leslie Chapman, Janet Dutcher) - Budget workshop for fiscal year 2018-2019. This will be day three of a three-day workshop. To view the budget document, please visit the following link: <https://www.monocounty.ca.gov/auditor/page/2018-19-budget-workshop>. **Please note all times on the attached schedule are estimates.**

**Recommended Action:** 1. Conduct a budget workshop regarding the 2018 - 2019 Basic Operating Budget, 2. Provide Board input and direction, and 3. Direct staff to schedule the 2018-19 Budget Hearings for June 12.

**Fiscal Impact:** There is no fiscal impact as the result of this workshop; however, the structurally balanced, General Fund Basic Operating Budget includes \$35,719,865 in revenues and expenditures and uses \$0 fund balance. The Non-General Funds budgets include \$59,298,692 in revenues and \$64,337,055 in expenditures and uses \$5,038,363 in carryover fund balance.

**ADJOURN**



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## SPECIAL MEETING AGENDA REQUEST

Print

|                               |                                     |   |         |
|-------------------------------|-------------------------------------|---|---------|
| <b>MEETING DATE</b>           | May 23, 2018                        | <b>DEPARTMENT</b>                         |         |
| <b>ADDITIONAL DEPARTMENTS</b> |                                     |   |         |
| <b>TIME REQUIRED</b>          | 1 hour                              | <b>PERSONS APPEARING BEFORE THE BOARD</b> | Various |
| <b>SUBJECT</b>                | Public Comment for the 18/19 Budget |   |         |

### AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

An opportunity for members of the public and representatives of community organizations to offer input to inform budget decisions that will be made by the Board of Supervisors on June 12th and September 18th. The Board will adopt a basic operating budget on June 12th and do an amendment on September 18th pending more information regarding carryover fund balance. Each person will be invited to speak for up to 10 minutes.

### RECOMMENDED ACTION:

Receive input and provide staff direction.

### FISCAL IMPACT:

None at this time.

**CONTACT NAME:** Leslie Chapman

**PHONE/EMAIL:** 760-937-7958 / lchapman@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH  
ATTACHMENTS TO THE OFFICE OF  
THE COUNTY ADMINISTRATOR  
**PRIOR TO 5:00 P.M. ON THE FRIDAY**  
**32 DAYS PRECEDING THE BOARD MEETING**

### SEND COPIES TO:

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

[Click to download](#)

No Attachments Available

**History**

| <b>Time</b>        | <b>Who</b>                   | <b>Approval</b> |
|--------------------|------------------------------|-----------------|
| 5/19/2018 12:31 PM | County Administrative Office | Yes             |
| 5/19/2018 12:47 PM | County Counsel               | Yes             |
| 5/18/2018 7:57 PM  | Finance                      | Yes             |



**OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS**

**SPECIAL MEETING AGENDA REQUEST**

Print

|                               |   |   |                               |
|-------------------------------|---|---|-------------------------------|
| <b>MEETING DATE</b>           | May 23, 2018                            | <b>DEPARTMENT</b>                         |                               |
| <b>ADDITIONAL DEPARTMENTS</b> |   |   |                               |
| <b>TIME REQUIRED</b>          |   | <b>PERSONS APPEARING BEFORE THE BOARD</b> | Leslie Chapman, Janet Dutcher |
| <b>SUBJECT</b>                | Budget Workshop for Fiscal Year 2018-19 |   |                               |

**AGENDA DESCRIPTION:**

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Budget workshop for fiscal year 2018-2019. This will be day three of a three-day workshop. To view the budget document, please visit the following link: <https://www.monocounty.ca.gov/auditor/page/2018-19-budget-workshop>. **Please note all times on the attached schedule are estimates.**

**RECOMMENDED ACTION:**

1. Conduct a budget workshop regarding the 2018 - 2019 Basic Operating Budget,
2. Provide Board input and direction,
- and 3. Direct staff to schedule the 2018-19 Budget Hearings for June 12.

**FISCAL IMPACT:**

There is no fiscal impact as the result of this workshop; however, the structurally balanced, General Fund Basic Operating Budget includes \$35,719,865 in revenues and expenditures and uses \$0 fund balance. The Non-General Funds budgets include \$59,298,692 in revenues and \$64,337,055 in expenditures and uses \$5,038,363 in carryover fund balance.

**CONTACT NAME:** Leslie Chapman

**PHONE/EMAIL:** 760-932-5414 / lchapman@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR  
**PRIOR TO 5:00 P.M. ON THE FRIDAY**  
**32 DAYS PRECEDING THE BOARD MEETING**

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

|                              |
|------------------------------|
| Click to download            |
| <a href="#">Staff Report</a> |

**History**

| <b>Time</b>        | <b>Who</b>                   | <b>Approval</b> |
|--------------------|------------------------------|-----------------|
| 5/19/2018 12:30 PM | County Administrative Office | Yes             |
| 5/19/2018 12:46 PM | County Counsel               | Yes             |
| 5/19/2018 12:47 PM | Finance                      | Yes             |



# County of Mono

## County Administrative Office

**Leslie L. Chapman**  
County Administrative Officer

**Tony Dublino**  
Assistant County Administrative Officer

**Dave Butters**  
Human Resources Director

**Jay Sloane**  
Risk Manager

May 21, 2018

**To:** Honorable Board of Supervisors

**From:** Leslie Chapman, County Administrative Officer  
Janet Dutcher, Finance Director

**Re:** Structurally Balanced, Mono County Base Operating Budget Workshop for 2018 -19

**Recommended Action:**

1. Conduct a budget workshop regarding the 2018 - 2019 Basic Operating Budget;
2. Provide Board input and direction; and,
3. Direct staff to schedule the 2018-19 Budget Hearings for June 12, 2018.

**Discussion:**

The Mono County Finance Department and County Administration, in coordination with all County Departments, are pleased to present the 2018-19 Base Operating Budget. It is a basic operating budget that is **structurally balanced** (without the use of carryover fund balance).

Adopting a structurally balanced budget is the first step on the road to achieving Mono County's strategic priority of fiscal resiliency. While the journey has begun, reaching our destination will take time and discipline. This budget gives us a look at what would happen if there were no fund balance to rely on. While it funds 95% of the department requested budgets and maintains all staff positions that were filled on May 1, 2018, it defunds 25 positions that were vacant at that time. Some of those positions are critical for operations, and without them, the County most certainly will not achieve its strategic priorities for 2018-19. This exercise shows us that in the next downturn of the economy, we can maintain a base level of operations by using survival strategies to conserve resources and avoid depletion, but as we look at what this budget includes and does not include we realize that it does not provide a foundation that is strong enough for the County to spring back, adapt and grow when the next recession hits. This tells us that we are sustainable, but not yet resilient.

The following quote from Finance Director Janet Dutcher's presentation on fiscal resilience is worth remembering and using for inspiration as we embark on our journey:

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

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

For those departments that provide value added services, as opposed to core operations, this budget does not seem like the embarkment of an exciting journey, and rightfully so. One of the challenges of preparing this basic budget was the realization that it would be impossible to include some extremely valuable programs at this time. Examples include:

- Funding subsidies for local fire departments and small special districts;
- EMS proposed program for Benton;
- Fish stocking beyond the current contract for this summer;
- Community grants and program subsidies; and,
- Mammoth Yosemite Airport air service subsidy.

Luckily, between July and September, this County will have the opportunity to juxtapose the Mono County Strategic Priorities to the available resources and choose how to appropriate the carryover fund balance to align with County values and priorities and provide additional funding for valuable programs along with implementing long-term resiliency strategies for enhancing reserves and providing funding plans for capital improvements.

In the meantime, this budget provides for:

- Core services such as public safety, public health, community safety net services, road and infrastructure repairs and improvements, community and economic development services and governance and administration;
- Funds to facilitate implementation of the results of the salary survey;
- Continuation of the telephone system replacement;
- Fish stocking for the summer months;
- Senior services at the current level;
- Emergency medical services at the current level;
- Mandated subsidies for Roads, Social Services, and Behavioral Health; and
- Seed money to continue efforts towards the radio communications system project; however, the vacant Radio Communications Technician is not funded.

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



**Fiscal Impact:**

There is no fiscal impact as the result of this workshop; however, the budget submissions that will be discussed at the workshop are summarized below:

|                         | Department Requested Budget |              |                | Base Operating Budget |              |               |
|-------------------------|-----------------------------|--------------|----------------|-----------------------|--------------|---------------|
|                         | Expense                     | Revenue      | Net            | Expense               | Revenue      | Net           |
| <b>General Fund</b>     | \$40,674,400                | \$35,701,565 | (\$4,972,835)  | \$35,719,865          | \$35,719,865 | \$0           |
| <b>Non-General Fund</b> | \$64,713,242                | \$59,674,879 | (\$5,038,363)  | \$64,337,055          | \$59,298,692 | (\$5,038,363) |
| <b>All Funds</b>        | \$105,387,642               | \$95,376,444 | (\$10,011,198) | \$100,056,920         | \$95,018,557 | (\$5,038,363) |

# Budget Workshop - FY 2018-19

Monday, May 21, 2018

(Bridgeport)

| ESTIMATED TIME **    | DEPARTMENTS       | BUDGET UNIT(S)  | MINUTES |
|----------------------|-------------------|---|---------|
| 9:15 – 10:15         | CAO / Finance     | Overview  | 60      |
| <b>10:15 – 10:30</b> | <b>BREAK</b>      |   |         |
| 10:30 – 10:45        | Animal Control    | Animal Control  | 15      |
| 10:45 – 11:00        | Assessor          | Assessor  | 15      |
| 11:00 – 12:30        | Public Works      | Airports<br>Cemeteries<br>Solid Waste<br>Zones of Benefit<br>CSA 1<br>CSA 2<br>CSA 5<br>Campgrounds<br>Capital Improvement Projects<br>Facilities<br>Jail Facility Construction Project<br>Public Works / Engineering<br>State & Federal Road Improvements<br>Motor Pool<br>Roads | 90      |
| <b>12:30 – 1:30</b>  | <b>LUNCH</b>      |   |         |
| 1:30 – 2:00          | EMS               | Paramedics (EMS)  | 30      |
| 2:00 – 2:15          | District Attorney | District Attorney<br>Victim Witness<br>GF Grants (CalMMet/Marijuana)  | 15      |
| 2:15 – 2:30          | Probation         | Adult Probation<br>Juvenile Probation   | 15      |
| 2:30 – 3:00          | Sheriff           | Sheriff<br>Jail<br>Court Security<br>Boating Law Enforcement<br>Search and Rescue<br>Office of Emergency Services<br>Off-Highway Vehicle Fund<br>Homeland Security Grant  | 30      |

**\*\*ALL TIMES ARE ESTIMATES**

# Budget Workshop - FY 2018-19

Tuesday, May 22, 2018  
(Mammoth Lakes)

| ESTIMATED TIME **    | DEPARTMENTS                | BUDGET UNIT(S)  | MINUTES |
|----------------------|----------------------------|---|---------|
| 9:15 – 9:30          | Agricultural Commissioner  | Sealer of Weights and Measures  | 15      |
| 9:30 – 10:15         | Community Development      | Planning and Transportation<br>Planning Commission<br>Building Inspector<br>Code Enforcement<br>Geothermal<br>Housing Development<br>CDBG Grants                          | 45      |
| <b>10:15 – 10:30</b> | <b>BREAK</b>               |   |         |
| 10:30 – 11:15        | Information Technology     | Information Technology<br>Radio Communications<br>Technology Refreshment  | 30      |
| 11:15 – 12:00        | Economic Development       | Economic Development<br>Tourism<br>Community Support Grants<br>Fish Enhancement<br>Fish & Game Fine Fund  | 45      |
| <b>12:00 – 1:00</b>  | <b>LUNCH</b>               |   |         |
| 1:00 – 1:30          | Public Health              | Public Health<br>Tobacco<br>Bioterrorism  | 30      |
| 1:30 – 2:15          | Social Services            | Social Services<br>Aid Programs<br>General Relief<br>County Children’s Trust Fund<br>Senior Services<br>Foster Care (Continuum of Care)<br>Workforce Investment Act - ETR | 45      |
| 2:15 – 3:00          | Behavioral Health Services | Behavioral Health<br>Alcohol and Drug Programs<br>Mental Health Services Act  | 45      |

**\*\*ALL TIMES ARE ESTIMATES**

# Budget Workshop - FY 2018-19

Wednesday, May 23, 2018

(Bridgeport)

| ESTIMATED TIME **    | DEPARTMENTS                   | BUDGET UNIT(S)   | MINUTES |
|----------------------|-------------------------------|--|---------|
| 9:15 – 11:00         | Public                        | Public<br>Community Organizations<br>External Groups and Agencies  |         |
| <b>11:00 – 11:15</b> | <b>BREAK</b>                  |  |         |
| 11:15- 11:30         | County Counsel                | County Counsel<br>Law Library  | 15      |
| 11:30 – 12:00        | Clerk Recorder                | Board of Supervisors<br>Clerk-Recorder<br>Elections  | 30      |
| <b>12:00 – 12:30</b> | <b>LUNCH</b>                  |  |         |
| 12:30 – 1:15         | Finance                       | Finance Department<br>Copier Fund<br>Debt Service Fund<br>GF Transfers & Contributions<br>General Revenues   | 45      |
| 1:15 – 2:00          | County Administrative Officer | Insurance<br>Conway Ranch<br>Administration<br>Public Defender<br>Grand Jury<br>Veterans Services<br>Farm Advisor<br>Bridgeport Urgent Care Clinic | 45      |

**\*\*ALL TIMES ARE ESTIMATES**