



**County of Del Norte**  
**Board of Supervisors**  
Board Report

**AGENDA DATE:** June 25, 2024  
**TO:** Del Norte County Board of Supervisors  
**FROM:** Neal Lopez, County Administrative Officer  
Clinton Schaad, County Auditor-Controller  
Randy Hooper, Assistant County Administrative Officer  
**SUBJECT:** FY 24/25 Recommended Budget Memo

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**RECOMMENDATION FOR BOARD ACTION:**

- 1) Discuss and take action as necessary to approve the 2024/2025 Fiscal Year Recommended Budget as presented by the CAO and Auditor-Controller;
- 2) Approve attached position list for establishing, eliminating and reclassifying positions, approve the salary range adjustments, and authorize Human Resources to revise the County staffing chart and complete other administrative tasks as necessary as requested by CAO and Auditor-Controller (Attachment A);
- 3) Approve Measure R Funding as presented in the "Measure R" section of this report and as included in the Measure R FY 24/25 Recommended Budget;
- 4) Approve the use of County General Funds for the operational budget of the local Fish and Game Commission as requested by the Auditor-Controller and the County Administrative Officer;
- 5) Approve the use of County General Funds for the annual cost of operations at the Pacific Shores Watch Station as recommended by the Natural Resources and Environmental Coordination Technical Advisory Committee;
- 6) Direct the CAO/Budget Team to bring an agenda item to the Board at a regular scheduled meeting in July, regarding the possibility and logistical considerations for conducting General Fund budget workshops prior to required budget hearings and presentation of the Adopted Budget;
- 7) Direct the Budget Team to continue to review and analyze each departmental budget to identify all available expenditure saving options and to realize all revenue available;
- 8) Direct departments that no fixed asset purchases other than those approved with the Recommended Budget shall be allowed prior to the Adopted Budget without Board of Supervisor approval;

- 9) Direct departments that no FY 2023/2024 budget transfers will be allowed transferring funds from Salaries and Benefits to any other category unless determined to be an expenditure necessary for operations by the CAO and Auditor-Controller; and
- 10) Accept the Recommended Children's Budget as presented (Attachment B).

### **DISCUSSION/SUMMARY:**

As required by Government Code §29009, before you today is a balanced 2024/2025 Fiscal Year Recommended Budget using anticipated year end adjusting entries and projected fund balances. The total 2024/2025 FY Recommended Budget is \$182,513,391 with a General Fund budget of \$40,386,950. The Recommended Budget represents temporary spending authority based on the most accurate information available as submitted by Department Heads and fiscal staff and as reviewed by the County Administrative Officer, the Auditor-Controller and the Assistant County Administrative Officer (the County Budget Team). The County Budget Team begins each budget year with a goal of submitting a balanced budget to the Board of Supervisors as required by California Government Code §29000-29093, commonly known as the County Budget Act. The initial step in that process is the consideration and approval of the Recommended Budget pursuant to Government Code §29060-29065. Attached to this report are four column summary spreadsheets with the columns from left to right showing Actual revenue and expenditures for FY 2021/2022, Actual revenue and expenditures for FY 2022/2023, the Revised Budget for FY 2023/2024 and the Recommended Budget for FY 2024/2025. Included with the summary spreadsheet provided are the line item detailed budgets for each budget unit in a seven column format reading from left to right which includes the FY 2024/2025 department request, FY 2021/2022 Actual, FY 2022/2023 Actual, FY 2023/2024 Adopted, FY 2023/2024 Revised Budget, FY 2023/2024 Actual YTD and FY 2024/2025 Recommended Budget. Also, before you today and included as part of the budget package is the Measure R Oversight and Advisory Committee's Annual Report for FY 2023/2024, recommended staffing changes reflected in Attachment A with job descriptions where applicable and the Children's Budget presented in Attachment B of this report.

### **Recommended Budget Process**

On March 29, 2024, the County formally began the FY 24/25 budget process with a joint memo sent to Department Heads and fiscal staff from the CAO and the Auditor-Controller. This memo is the official request providing direction to each department for submitting their FY 24/25 Department Requested Budgets and any department requested staffing changes for the upcoming fiscal year, which is the first step in the County budget process. Each fiscal year, the General Fund Budget is balanced by a number of available resources that make up the year end fund balance. Those typically consist of salary savings due to positions that are budgeted for, but either go unfilled or are vacant at times throughout the fiscal year as well as one time revenue sources or revenue received in excess of the budget and expenditures other than salary and benefits that came in under budget. Because Del Norte County's General Fund does not have fund specific reserves and the year end fund balance is unknown at this step in the process, the Department Requested Budgets show a fairly significant deficit on an annual basis. The first step in understanding the deficit is an in-depth review of each submitted budget conducted by the County budget team. Through this review, a list of questions and concerns are noted for each budget and department requested staffing changes/justifications are reviewed and discussed

with Human Resources. As directed by the budget memo, all requested department staffing changes shall be accompanied by a written plan outlining the need for the requested change(s) and the funding source associated with the position(s). During the second step of the budget process, the budget team works with Department Heads and fiscal staff through subsequent budget meetings. Department revenue and expenditure projections are reviewed on a line by line basis, compared to the two previous fiscal year actuals and year end estimates based primarily on current fiscal year to date figures. In addition, revenue and expenditures are analyzed based on known operational or legislative changes that affect departmental funding sources and uses. Questions and concerns from the initial budget team review are discussed as well as any additional information provided by the department and where possible and practicable, increases, decreases or staffing changes are made by the Auditor-Controller as agreed upon. In some cases, staffing changes that require further review and discussion will be addressed through the Adopted Budget process which will take place over the next few months. The third step of the recommended budget process consists of another review by the budget team to ensure agreed upon changes have been made to the Department Requested Budgets and are accurately reflected in the FY 24/25 Recommended Budget. The fourth and final step of the process is the presentation of the Recommended Budget to the Board of Supervisor for consideration and approval on or before June 30<sup>th</sup> of each year to give the County spending authority when the new fiscal year begins on July 1. The Recommended Budget will be policy until the FY 24/25 Adopted Budget is approved and adopted by the Board, which must happen no later than October 2<sup>nd</sup> of each year pursuant to Government Code §29088. The Board of Supervisors will have an opportunity to guide any revisions, deductions or additions over the next few months during the Adopted Budget process before and during required budget hearings.

### Primary Revenue and Expenditures (General Fund)

#### Revenue

The primary source of revenue for County General Fund services (Public Safety - Sheriff/Jail/Coroner, Probation/Reentry, Public Defender, District Attorney), Community Development (CDD Admin, Planning, Building Inspection, Environmental Health, Code Enforcement), Assessor, Auditor/Controller, Treasurer/Tax Collector, Clerk Recorder, Elections, Agriculture Commissioner/Weights and Measures, Animal Services, Building Maintenance and Parks, Information Technology, Administration (including Human Resources, Risk Management, Recreation, Veterans Services) and County Counsel are realized from property tax, sales tax and property tax in-lieu of vehicle license fees. Del Norte County receives one percent (1%) of sales tax paid in the County (other than Measure R), a half cent Prop 172 statewide sales tax for public safety (Sheriff - patrol & dispatch, Jail, DA, etc.) and approximately 19% of the property tax paid after apportionment. A number of other revenue sources are received through the State and Federal Government as payments in-lieu of taxes, transient occupancy tax, franchise fees paid by Pacific Corp. and cable T.V. providers, interest earned, yield tax, tobacco settlement revenue, trial court payments, County fees collected, transfers related to the Pelican Bay State Prison annexation by the City of Crescent City and inter and intrafund transfers for services provided by Departments such as Human Resources, Information Technology, Auditor (payroll), Treasurer (banking), etc. to other County departments.

As of the writing of this report, several of the key revenue sources mentioned above are on pace to meet or exceed the budget by fiscal year end such as secured property taxes, property tax in lieu of vehicle license fees, interest revenue and timber yield tax.

With respect to visitor driven taxes and fees, for the first year since FY 19/20, the transient occupancy tax is on pace to come in under the adopted budget. In addition, for the second year in row, the overall projected camping revenue associated with Florence Keller, Kamph Memorial and Ruby Van Deventer County Parks are projected to come in under budget.

As stated in last year's budget report, the Budget Team realizes these revenue sources fluctuate from year to year. We fully understand the connection between the pandemic and camping revenue increases that were experienced during FY 21/22 and 22/23 and will continue to budget for TOT and camping related revenue in collaboration with the applicable Department Head's and fiscal staff by considering trends, spikes and downturns in the economy.

Note: For over a decade now, the State has appropriated insufficient funding for payments in-lieu of property taxes that many California counties would otherwise receive if the lands owned by the State were in public ownership. A majority of the Board has indicated it to be prudent to account for the underpayment from the State as an accounts receivable or an amount due from the State to Del Norte County. For FY 24/25 the estimated amount owed to the County remains at \$679,519.

### Expenditures

The primary expenditures for the County General Fund are employee related costs. As is common with any service-oriented entity and local governments, the majority of annual costs are associated with salary and benefits which account for approximately 58% of the Recommended FY 24/25 General Fund budget. Included in salary and benefits expenditures are employee wages, retirement, medical, dental, life, vision insurance and workers comp. Consistent with most fiscal years, the most significant hurdles include increased costs associated with the current employment contracts that allow for wage increases based on years of service and negotiated wage adjustments; increasing PERS rates and unfunded accrued liability payments attributable to significant system losses dating back to 2008/2009, recent losses in FY 22/23 that have essentially zeroed out the gains from FY 21/22, significant funding policy changes over the past 13 years made by CalPERS in an attempt to smooth out huge gains and losses, underperformance in investments managed by CalPERS as well as impacts from negotiated wage adjustments; the County Health Fund that reflects the rising costs of healthcare and OPEB liabilities that must be accounted for (pay-as-you-go) and are significantly underfunded.

One major factor that drives much of these costs is staffing levels. Being one of the only factors that can be controlled by the County, the County continues to work towards a balance between staffing levels and the services expected by the community and directed by the Board to be provided. General Fund staffing levels have remained extremely consistent over many years now, which has resulted in a struggle to meet increasing demands, but has kept costs down as much as possible. It has become increasingly more obvious that many of our service

departments do not have the necessary resources/staffing to meet the demands of the community, mandated programs or other County Departments. Although this will be discussed more thoroughly later in this report, this is the primary reason why Measure R and the positions that were established with those funds are so critical. Many of the opponents of this tax are also those in the community complaining that Law Enforcement, Animal Services, Code Enforcement, Planning Services, OES Services, etc. are not adequate and more recently, publicly stating wages are not high enough.. The bottom line is, vital services required and demanded are provided by County employees, which are associated with salaries and benefits. These services are simply not possible without staff that are being paid competitive wages.

Del Norte County is a CalPERS (PERS) contracted member and as such has been affected by significant rate increases over the last several years. Due to massive losses in 2008/2009, underperforming in many years since and funding policy changes attempting to address these losses, contracting agencies such as Del Norte County have struggled to fund the constantly increasing annual costs. PERS has basically passed the buck on these losses and the funded status of the plan to counties and other contracted agencies with very little concern about the financial health of these agencies. In addition to this, PERS continues to lose money on an annual basis and continues to pass the new losses onto local governments and other contracted agencies. For the first time in years, in FY 21/22 PERS exceeded expected investments returns of 7% by over 14%. However, in typical PERS fashion, this return triggered a change in the funding policy, which reduced the discount rate, nearly eliminating the benefits of this gain for PERS members. As provided by the Auditor-Controller, the County's contribution to PERS over the past few years have been \$6,885,999.00 in 20/21 FY, \$7,227,658 in FY 21/22 and \$7,561,555 in FY 22/23 and by year end of 23/24 FY we are projecting a PERS cost of \$7,639,943. The contribution for FY 24/25 is projected to be \$7,880,400. These contributions consist of a percentage of annual payroll each fiscal year and a lump sum payment for the County's unfunded accrued liability. These percentages and lump sums are calculated annually by PERS based on an actuarial valuation of the County's defined benefit plans for Miscellaneous and Safety employees. The percentage of payroll contribution includes both employer and employee percentages based on current negotiated contracts. The County has four classifications of employees covered under PERS. The current employer rates are 8.65% for Misc Classic (pre-PEPRA), 9.080% for Misc PEPRA, 18.11% for Safety Classic (pre-PEPRA) and 13.54% for Safety PEPRA. The current rates for employees are 8% for Miscellaneous and 12% for Safety. The annual increases from CalPERS and the significant increases in the unfunded accrued liabilities, continue to negatively affect the ability to invest elsewhere and proactively address funding needs, salary disparities, and expanded services. It is worth noting that, at the regularly scheduled Board meeting on March 26, 2024, the Board of Supervisors adopted the 2024 Pension Management Policy in an effort to better manage the County's pension plans and the ongoing uncertainty experience with CalPERS.

The County Health Fund is another major obstacle in balancing the budget each year and another major factor in the County's inability to control costs associated with medical, dental and vision insurance. In the 15/16 FY, the Board of Supervisors approved entering into a fully funded pool in an effort to stabilize annual fluctuations the County was experiencing under the self-funded model. The overall goal was budget stability and the ability to project costs with more certainty and accuracy, which allows the County to better plan for other needs of the community

and the services provided. Although the change has slowed the increases and made the budgeting more predictable, increased expenditures for the Health Fund are projected annually. It is also worth noting since the change the County's cumulative increases remain below market trends and in some years have been significantly below. Since the Board's approval to join a fully funded pool, the average increase has been just over 2.2% annually, which is far below the trends for other PRISM agencies at 5.5%. However, the County has experienced its two most significant premium increases over the past two fiscal years at 9.1% and 11.3% respectively. With the average increase over the past decade of only 2.2% and a renewal rate for FY 24/25 of 4.8%, we are hopeful this does not become a trend and staff will proactively address this with the County's insurance broker. The County's Recommended Budget for the Health Fund in the 24/25 FY is approximately \$8.7 million. The funding for the Health Fund is primarily provided by the County at approximately \$6.8 million annually. The remainder of the funding comes from employees and retirees based on negotiated rates.

In addition to the most significant expenditures addressed above, the General Fund has typical Services and Supplies business expenses such as insurance, utilities, office supplies, equipment maintenance, vehicle maintenance, structure maintenance, household supplies, postage, printing, contracted professional services, county vehicle fuel, employee travel and training, etc. For Fiscal Year 24/25, the County is experiencing the first significant increase for insurance in years. The County is a member of the Trindel Insurance Fund, which is a Joint Powers Authority with several other California Counties. The insurance fund consists of a banking layer, which is individually funded by each County and a pooling layer that is funded and shared by all member counties. Due primarily to huge increases in workers comp cases, property claims and never before seen losses from a liability standpoint as a result of nuclear verdicts against local agencies, the County will see an increase in premiums of \$491,600 for FY 24/25, or 20.64%. Other Charges which can include contributions to outside agencies such as the Chamber/Visitors Bureau, DNACA and the H-DNFC, principal and interest payments for debt, shared cost payments for other facilities such as the courthouse, etc.; Fixed Asset expenditures which consist of purchases of any capitalized asset. This could include vehicles, appliances, capital/facilities improvements above a certain threshold, land acquisitions, etc.; and Intrafund transfers which consist primarily of costs associated with the County's indirect cost plan or direct billing from other County departments. Together with Salary and Benefit expenditures, the County is tasked with providing a vast array of services to the community all within a very limited budget in which expenditures continually outpace increases in revenue/resources.

### Revenue and Expenditures (Non-general Fund)

The primary funding sources for the majority of the County's Non-general Funds is Federal and State funding with in some cases, a small percentage from a County Contribution. The majority of the Non-general Fund departments include the Department of Health and Human Services, which includes Behavioral/Mental Health, Social Services, Public Health and Public Assistance/Employment and Training; CDD Roads, Child Support Services; Office of Emergency Services, California Department of Public Health Grants; Capital Improvements; Health Fund, CSA Fund, Flood Control Districts, etc. Budgets such as the Capital Improvements budget oftentimes require General Funds or other one-time funding to fund and complete deferred maintenance projects such as painting and roofing. As part of the 2024 Strategic Plan

recently adopted by the Board includes action items for developing a capital improvement planning team that will be tasked with completing a comprehensive capital improvement plan.

The primary expenditures for these departments are the same as those mentioned above. In addition to those, several of the Non-general Fund departments provide numerous local services and community assistance related programs including but not limited to behavioral health, alcohol and other drug, public health, tobacco prevention, housing, women infants and children, employment and training, child and adult protective services, crisis response, child support, emergency preparedness and response, boating safety, tobacco prevention, operating contributions to CASA and Senior Center, domestic violence assistance, cash and other aid to individuals and families, housing assistance and road and other infrastructure maintenance and improvements.

### Attachment A – Staffing Change Requests

Each fiscal year as part of the County budget process, Departments are given an opportunity to submit requests through written justification to establish, eliminate, reclassify, reassign or reorganize positions when they submit their Department Requested Budgets.

#### Establish

The recommendation before the Board of Supervisors today includes the approval of seven (7) new classification (job) descriptions in the General Fund, which includes an Administrative Programs Manager I/II in Administration, a Payroll Manager and Fiscal Officer I/II in the Auditor-Controller's Office, a Treasury-Tax Analyst I/II and a Revenue Recovery Specialist I/II in the Treasurer/Tax Collector's Office and a Information Technology Operations Officer and a Information Technology Security Officer in the Information Technology Department. None of the seven (7) new classifications will result in additional staff as they are all offset by the reclassification of a current position, which is further outlined in the reclassification paragraph below. Also for the General Fund in Attachment A is one (1) additional position that does not include a newly established classification, which includes a Human Resources Analyst I/II that will be funded by DHHS in an effort to assist with that Department's demand for services. This will result in one (1) new FTE for the General Fund.

For the non-General Fund there are four (4) new classification (job) descriptions, which includes a MHSA Coordinator and a Supervising Medical Records Clerk in the DHHS Behavioral Health Branch and a Administrative Operations Manager I/II and a Senior Staff Services Manager in the DHHS Social Services Branch. Two (2) of these new classifications do not establish new positions, but have been submitted through a reclassification of another position. Two (2) of the new classifications in addition to four (4) new positions for existing classifications are before you today for approval, for a total of six (6) non-General Fund new FTE's.

#### Eliminate

Eliminations in the General Fund include one (1) Account Clerk in the Treasurer/Tax Collector's Office, which will be used to fund the reclassifications requested. Elimination of seventeen (17)

non-General Fund positions, which includes two (2) Behavioral Health Clinicians in the DHHS Behavioral Health Branch; one (1) Vocational Assistant, one (1) Licensed Vocational Nurse, one (1) Housing Analyst and one (1) Administrative Analyst in the DHHS Public Health Branch; and two (2) Social Workers, one (1) Integrated Case Worker Supervisor and eight (8) Integrated Case Workers in the DHHS Social Service Branch. All of the positions being eliminated are vacant, except one and with other vacancies, the Department is confident in placing that employee in a comparable classification. It is worth mentioning that several other classifications will no longer be included in the County staffing chart following reclassification. In some cases, this will be Department specific.

### Reclassify

Department staffing change requests include reclassification of ten (10) General Fund positions, which includes the reclassification of the Administrative Services Manager I/II to the Administrative Programs Manager I/III in the Administration Department; one (1) Accountant Auditor I/II (Payroll) to the Payroll Manager and three (3) Fiscal Manager I/II positions to the Fiscal Officer I/II in the Auditor-Controller's Office; the Treasury-Tax Technician I/II to the Treasury-Tax Analyst I/II and the Senior Account Clerk to the Revenue Recovery Specialist I/II in the Treasurer/Tax Collector's Office; and the GIS Coordinator I/II to a System Support Specialist T/II/III, the Assistant Director of Information Technology to the Information Technology Operations Officer and the Systems Administrator to the Information Technology Security Officer. As stated previously, reclassifying a position would effectively result in the reclassified position being eliminated from the County staffing chart for the applicable Departments. Reclassification requests also included two (2) Non-general fund positions, which includes the Staff Services Manager reclassified to the Administrative Operations Manager I/II and one (1) Social Services Program Manager I/II to a Senior Staff Services Manager in the DHHS Social Services Branch.

### Range Adjustments

Salary Range adjustment requests in Attachment A and before the Board today include fourteen (14) positions within four (4) classifications in the CDD Public Works (Roads) Division.

In addition to the staffing changes in Attachment A to this report, there are also staffing change requests that are not a part of today's recommendation that will be discussed over the next several months during the Adopted Budget process. This is primarily due to the request of the Department Head to have these changes considered with the Adopted Budget in September instead of the Recommended Budget presented today. In addition, successor MOU's and Resolutions with bargaining groups, a potential change in minimum wage and a compensation analysis are all factors that can and will impact County staffing over the next several months.

### Measure R

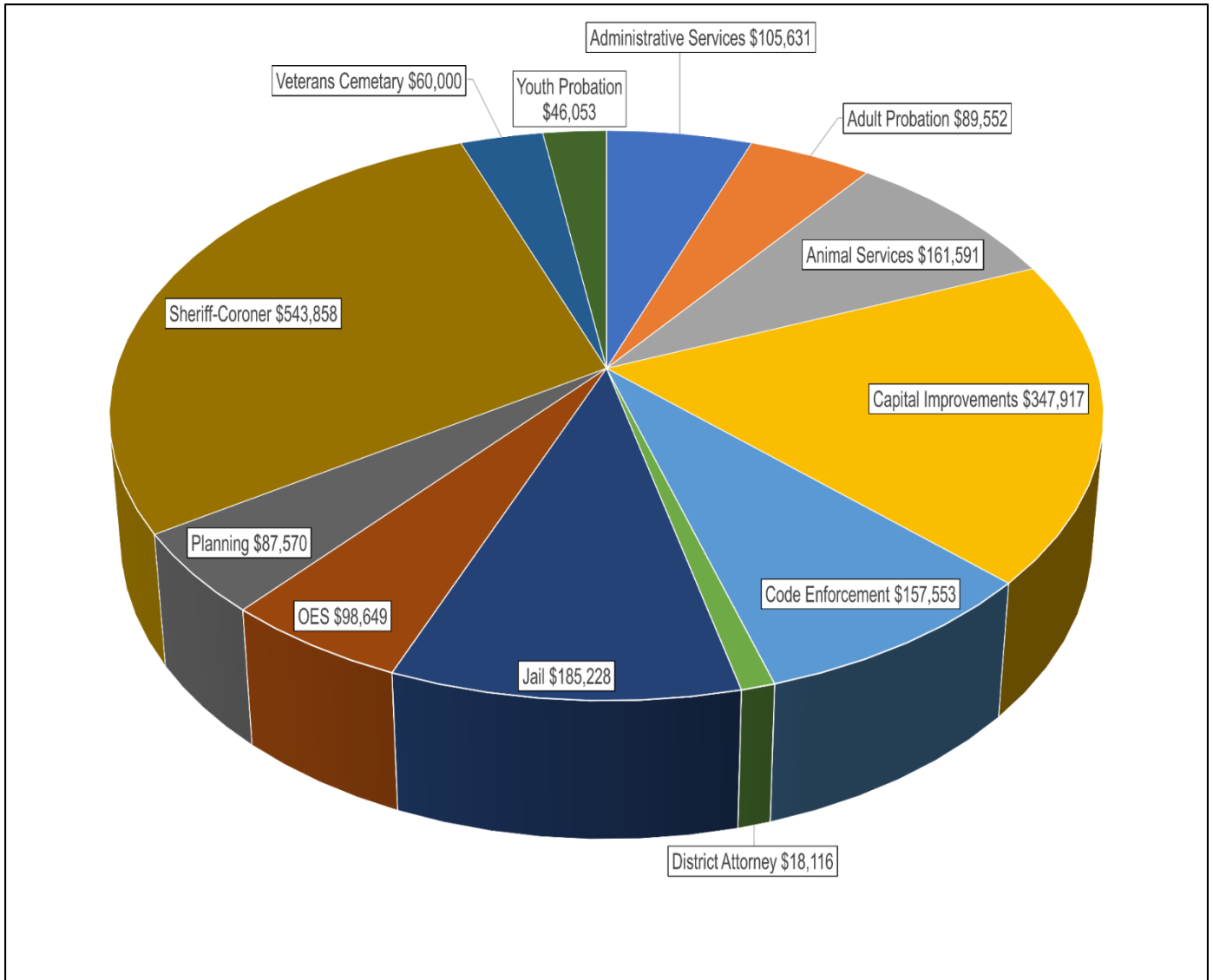
In November of 2020 the voters of the unincorporated area of Del Norte County approved a one percent (1%) local sales tax to support some of the most significant services provided by the County to the community and all of those that visit us. True to the intent of Measure R in



providing those services, the Board approved funding to support law enforcement, emergency and disaster response, public nuisance, blight & code enforcement, emergency dispatch, animal services, planning and capital improvements. Included in today's FY 24/25 Recommended Budget are total costs associated with ongoing funding for positions created through Measure R and negotiated wage adjustments from FY 21/22 and FY 23/24, continuing the support and expansion of vital services. Also included in the requested Board actions and in the Measure R Budget, are Measure R funding requests reviewed and recommended by the Measure R Oversight and Advisory Committee. Those recommendations include \$20,000 for the purchase of a new side-by-side commercial refrigerator/freezer at the Youth Opportunity Center, \$45,000 for a new minivan to support programs at the Youth Opportunity Center and \$60,000 for the installation of an irrigation system to allow for the expansion of the Veteran's Memorial Cemetery providing an estimated 1,000 additional plots. As of the writing of this report, Measure R sales tax revenue has continued the trend of exceeding the budgeted revenue for the fiscal year. In addition, expenditures will once again be less than anticipated and budgeted in FY 23/24 due to difficulty in filling positions approved by the Board and staffing vacancy rates in safety positions that received much needed wage adjustments through Measure R. It is important to note, based on the projected FY 24/25 revenue from the Auditor-Controller's Office, set annual obligations for Measure R are fully funded. It is even more important to note that without Measure R, vital services this community demands and expects due to the passage of Measure, will be significantly impacted.

Also recommended for approval by the Committee is an estimated \$47,000 annually to partially fund a new Code Enforcement Officer to primarily address issues and provide services associated with the unhoused population through the County's efforts to significantly reduce homelessness. DHHS has committed \$40,000.00 annually to assist with funding this much needed position. This request will be presented to the Board with the FY 24/25 Adopted Budget in September.

The vital services supported by Measure R have not significantly changed from FY 21/22 as much of the funding has been used to support and expand upon those services through County staff, which is an annual cost. One area in which spending does vary more significantly from year to year is in capital improvements and public infrastructure. Currently, the Measure R Budget includes an estimated \$347,917 in the Capital Improvement line which is the known available funds from planned or ongoing capital improvement projects. As further discussed below, it is anticipated that, subject to Board approval, these funds will ultimately be utilized for Board-approved capital improvements projects after the Capital Improvement Plan is updated and approved by the Board.



With respect to the use of Measure R funds for uses related to public infrastructure and capital improvements, the Board has previously authorized the use of Measure R funds to improve public parking on County owned property located at the Del Norte County Veterans Memorial Hall and at the parking lot shared by the Del Norte County Courthouse and the Sheriff's Department and County Jail. The engineering and design of this project has been completed and bidding is now occurring. It is anticipated that construction will commence in the coming months and will be completed before the end of FY 24/25. While no funds are included in the Public Infrastructure line as part of the recommended budget this line will be adjusted with the Final Budget after the total amount of revenue is received from the State after the close of the current fiscal year and any after available prior year funds have been identified. It is possible that after construction bids are received for the current capital improvement projects and a contractor is selected that supplemental funding may be necessary from Measure R or other sources. Having funds identified in the Public Infrastructure line will allow the Board to approve the transfer of these funds into the capital improvement line should it be necessary. Lastly, as approved by the Board with the adoption of the Strategic Plan, Administration is anticipating

presenting a revised Capital Improvement Plan in collaboration with Building and Parks Maintenance and Community Development during FY 24/25 which will better define the fiscal needs for the various capital improvement projects included in the plan.

This chart visually demonstrates the breakdown of how Measure R funds are recommended to be distributed amongst County agencies to support vital services in Del Norte County during FY 24/25 at the time of the recommended budget. No Measure R funds have been requested, approved or directed towards salaries or any other financial benefit for County Administrators or Elected Officials (Board of Supervisors, Department Heads and Assistant Department Heads). All positions and wage adjustments funded by Measure R are for positions directly engaged in providing vital services to the residents and visitors of Del Norte County. It is essential to recognize that a sales tax is a unique revenue generator ensuring costs associated with providing vital services are shared with the visitors who also place a demand on those services.

#### Fish and Game Advisory Commission

As part of the FY 24/25 Recommended Budget, staff is recommending that the Board formally approve the use of County General Funds for funding of the activities of the County's Fish and Game Advisory Commission for those expenses not covered by the Commission's primary revenue source, fine collection. Under California's Fish and Game Code, counties may establish local Fish and Game Advisory Commissions which are nominally supported through the collection of Fish and Game fines. For several years, the Fish and Game Commission Fund revenue has not been sufficient to cover expenditures. The Budget Team has reviewed this situation and has determined that the Fish and Game Advisory Commission was established in 1996 under County Ordinance 96-08, which states in part: "The commission is established to serve in an advisory capacity to the board of supervisors in all matters concerning fish and game within the county, and on matters affecting fish and game within the county. This commission is to function as "the county fish and wildlife commission," as provided in Section 13103 of the Fish and Game Code. Any expenditure of funds pursuant to Section 13103 of the Fish and Game Code or any commitment of county funds must be authorized by the Board of Supervisors of the County prior to the expenditure." As such, it is recommended that the budget include General Fund appropriations of \$5,558 for the FY 24/25 operating costs as reflected in the 105-256 Budget unit.

#### Pacific Shores Watch Station

Also as part of the FY 24/25 Recommended Budget, the Natural Resources and Environmental Coordination Technical Advisory Committee (NRECTAC) is recommending that the Board formally approve the annual use of County General Funds to support the operating cost associated with the Pacific Shores Watch Station. Annual costs are estimated at \$8,000 to \$15,000, which the NRECTAC feels could be far less than one minor cleanup from illegal activities and illegal dumping that is deterred by the watch station's existence. The request for FY 24/25 is \$11,743 as reflected in the 320-312 Budget unit.

In 2017, the Board authorized the establishment of the Pacific Shores Watch Station under a three year Coastal Development permit and Memorandum of Agreement with the California Department of Fish and Wildlife. Through extensions and amendments to the permit and the

agreement, the watch (host) station has been operating since 2018. Until recently, operating costs have been supported by the Pacific Shores Settlement funds, which staff projects will be fully depleted this fiscal year. The current permit is valid through March 11, 2027. This request is to support the ongoing operations, at a minimum, through the life of the permit at which time staff will bring further alternatives back to the Board.

In the long term, staff will look into potential partners and other funding sources to either fully fund or offset continued operations of the watch station. Those mentioned during the NRECTAC were CDFW, WCB, SRA, local Tribes, etc.

### American Rescue Plan Act (ARPA)

Through the Federal American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) all California cities and counties were allocated COVID related recovery funds. In addition to the CSLFRF funding through ARPA, the County was notified by CSAC in September of 2022 that an additional tranche of funding called the Local Assistance and Tribal Consistency Fund would also be allocated. This funding was created for revenue sharing counties or counties with large amounts of federally owned public lands born out of the recognition that the presence of federal lands can limit a community's economic opportunities. In what was a long hard fought battle for CSAC, the formula for these funds focused on several economic indicators such as poverty rates, household income, land values, unemployment rates and federal land acreage within each local government, as defined by PILT. Based on the formula, Del Norte County received \$3,577,717 in additional one-time funding.

The FY 24/25 Recommended Budget for one-time funding received through the ARPA reflects a projected fund balance after the close of FY 23/24 of approximately \$5,800,000, which was previously designated by the Board for prioritized capital projects such as the Jail Rehabilitation and improvements to Pyke Field, additional costs of mandated medical and mental health services at the jail as well as other one-time procurements prioritized and approved by the Board.

### Attachment B - Children's Budget

#### Health and Human Services

The Children's Budget was prepared by Health and Human Services beginning in FY 13/14. This budget is an overall picture of funds being administered by each branch of the department with a focus on children and families. These programs are mandated and funded by Federal and State dollars.

The funds spent for the programs in the Children's Budget are meant to support five outcome measures for children in Del Norte County:

- 1) Children ready for and succeeding in school.
- 2) Children and youth are healthy and preparing for adulthood.
- 3) Families are economically self-sufficient.
- 4) Families are safe, stable and nurturing.

5) Communities are safe and provide a high quality of life.

Each branch has unique programs that are designed to serve children and families in Del Norte County. Social Services offers MediCal, CalFresh, Child Care and Adoption Assistance. Public Health offers programs for Maternal Child Health and Immunizations. While Mental Health offers Youth Services through Remi Vista, Reach for Success and Strengthening Families.

**ALTERNATIVE:**

N/A

**FINANCING:**

As discussed

**OTHER AGENCY INVOLVEMENT:**

N/A

**CHILDREN'S IMPACT STATEMENT:**

This section meets 5 of the following outcome measures for children in Del Norte County:

- Children ready for and succeeding in school.
- Children and youth are healthy and preparing for adulthood.
- Families are economically self-sufficient.
- Families are safe, stable and nurturing.
- Communities are safe and provide a high quality of life.
- No impact to Children as a result of this action.

**ATTACHMENTS:**

1. Measure R Oversight and Advisory Committee Annual Report
2. Attachment A: FY 24/25 Proposed Staffing Changes and Classification Descriptions
3. Attachment B: Children's Budget
4. Budget Sheets