

MONO COUNTY ONE-TIME FUND ALLOCATION GUIDELINES

BACKGROUND

Mono County's Budget Policy establishes overall goals and direction for the allocation of resources. Throughout the year, the County may have one-time funds to be allocated, and these guidelines are designed to assist the Board in meeting their overall goals in a manner consistent with the Budget Policy when allocating additional general-purpose revenue. These guidelines are a recommendation, and are not intended to limit the Board's authority.

POLICY

1. ONE-TIME VS ONGOING RESOURCES:

- A. When the County receives additional resources, staff shall determine if the resource is considered one-time or ongoing.
- B. If the source of additional resources is year-end general fund balance, the following items may be considered on-going resources:
 - i. Increases in Secured Property Taxes.
 - ii. Savings in salaries and benefits.
 - iii. Savings in services and supplies.
- C. No more than 50% of year-end general fund balance that is considered on-going should be used for on-going expenses. The remainder (at least 50%) should be considered one-time resources.

2. PRIORITY FOR ONE-TIME GENERAL-PURPOSE RESOURCES:

- A. The first priority for any additional one-time general purpose resources shall be to fund the General Reserve and the Economic Stabilization funds to a combined policy level of 25%.
- B. Any additional general purposes resources shall be split as follows:
 - i. 5% to address Long-term Liabilities (including pre-funding for pension liabilities, paid leave liabilities, and other future liabilities identified by staff.
 - ii. 35% for Deferred Maintenance and Capital Replacement. This will be a sinking fund used to meet the needs in this category to support and maintain the county's current assets.
 - iii. 35% to meet the County's Strategic Priorities, as identified in the current Strategic Plan.
 - iv. 25% to fund new Capital Improvement projects.

