

Ham 7A

## Donna Bradford

From: Pam Silbaugh  
Sent: Wednesday, November 17, 2004 8:00 PM  
To: Donna Bradford  
cc: Kathleen Hammons; Manfred Endres (E-mail)  
Subject: RE: Fish and Game Fund -County Overhead Question

Donna,  
Thank you for your email. There was an error on the Fish & Game Relative Budget Size in the Costplan.

I looked at our Cost Plan Book compiled for use in the current 04/05 Budget Year. I studied the Fish & Game Index 135420, and found that the F&G index as having \$622 of "Relative Budget Size" (in ,000 of dollars) out of the total Budget size of \$346,308. The error occurred because the schedule shows the amounts in ,000 of dollars. When the \$622 was converted to ,000 dollars, it should have been listed as .622, however the decimal was left off. Only the F&G Index had this problem because their budget is so small. I will ask Kathleen to make a corrective action on your journal entries for 04/05. We will make a note to review the decimal placement in the future.

### Here is some general information for your information:

- The Cost Plan Book is a compilation of Central Service Department cost centers.
- There are 12 Central Service Departments including Auditor, CAO, Counsel, Gen.Serv, and Personnel. They provide services to all of the other departments.
- Each cost center uses a unique basis to allocate the costs to their customer departments. For example the Claims Function in the Auditor's Office uses Claims Counts as the basis to allocate their costs. (F&G had 14 claims and is listed correctly). The General Accounting Function, Audit and the CAO costs are allocated on a "Relative Budget Size". (this will be revisited)
- Each year's Cost Plan Book uses the "Actual" costs for a year just ended for the budget year 2 years later. It's always even year to even year, and odd year to odd year. For example, the actual costs of 02/03 are used in the current budget for 04105.
- The Cost Plan Book -Schedule A, is a matrix that summarizes all of the cost centers costs and indicates their allocations to all of the receiving departments.
- Page A.002 of the Costplan for the current Budget Year 04/05, shows the Fish & Game Index 135420 and other receiving departments displayed horizontally across the page. The Central Service Depts are listed down the left hand column. It indicates for the Fish & Game Index:

Auditor.....\$ 3,141  
CAO.....\$ 946  
Total Allocated..\$ 4,087  
Roll Forward....\$ 3,753  
Total Costs.....\$7,840

- These amounts will be corrected when we restate the Fish & Game's relative share of costs for the Accounting, Audit and CAO.
- The Roll Forward component is a standard adjustment for the costplan estimate used during 02/03 originally. For example during the budget year 02/03, we used the 00/01 actuals as an estimate for 02/03. Now that the 02/03 Actuals are known, the variance is added to or subtracted from the current years actual costs. I will ask Kathleen to review this Dart again too.

---

\_\_\_\_Original Message\_\_\_\_

From: Donna Bradford  
Sent: Monday, November 15, 2004 4:14 PM  
To: Pam Silbaugh  
Subject: FW: Fish and Game Fund - County Overhead Question

Pam,

I received an "Out of Office" message from Kathleen stating she is out until November 29th. Can you provide the information requested below?

\_\_\_\_Original Message\_\_\_\_

From: Donna Bradford  
Sent: Monday, November 15, 2004 2:58 PM  
To: Kathleen Hammons

**Subject:** Fish and Game Fund - County **Overhead** Question

Kathleen,

I am staff to the Santa Cruz County Fish and Game Advisory Commission. At the last meeting, during review of their budget several Commissioners questioned the reason for the significant increase to the amount of County Overhead charged to the Fish and Game Fund Unit: 13/54/20. I was directed to find out why and to place this issue on the Commission's next meeting agenda scheduled for December 2nd. Can you provide me with some information on how the County Overhead is determined? I will need the information by next Friday, Nov. 19th in order to include it in the agenda packet. Thanks you for your help. I can be reached at X2453.



# COUNTY OF SANTA CRUZ

## FISH AND GAME ADVISORY COMMISSION

701 OCEAN STREET, SUITE 400, SANTA CRUZ, CA 95060  
(831) 454-7580 FAX (831) 454-7577 TDD (831) 454-2123

## FISH AND GAME ADVISORY COMMISSION 2004 ANNUAL REPORT

### Roles of the Commission

The Fish and Game Advisory Commission (Commission) advises the Board of Supervisors on issues relating to fish and wildlife, and also recommends projects for funding with the county's portion of Fish and Game fine monies. Recently, the County District Attorney Office, working with the Commission, has been successful in directing over \$5,950 in civil penalties and stipulated judgment fines from violations to Water and Fish and Game Codes into the Fish and Game Commission account. These funds were used for a stream enhancement project in the affected watershed.

### Meeting Dates, Time and Location

The Commission meets the first Thursday of every month, except January and July, at 7:00 pm at 701 Ocean Street, Planning Department Conference Room, Santa Cruz.

### Commission Structure

As of December 31, 2004, the Commission is made up of Chairperson Philip Christ representing the 2<sup>nd</sup> District; Vice Chair Bud McCrary representing the 3<sup>rd</sup> District; and other Commissioners including Dennis Murphy and James Ritchey 1<sup>st</sup> District, Jodi Frediani 3<sup>rd</sup> District, Frank Estrada and Dennis Baldwin 4<sup>th</sup> District, and Gary Lease 5<sup>th</sup> District. One vacancy exists in the 2<sup>nd</sup> District.

### Commission Staff

Donna Bradford, Resource Planner, with the Planning Department, is the administrative staff to the Commission.

### Attendance:

The Commission was pleased with the appointment of Dennis Baldwin to the Commission in August. See attached roster for attendance report.

### Annual Goals and Accomplishments – 2004

The Fish and Game Advisory Commission funded a number of local fishery and wildlife projects. Allocations using regular fine monies were awarded to the Monterey Bay Salmon & Trout Project, for partial funding for fish food and medicine and to CalTIP for education and outreach.

The remaining balance of \$5,400 from the original amount of \$100,000 from a stipulated judgment in 2002 that restricted the allocation to remedial environmental and education projects in the San Lorenzo River Watershed, was allocated to the following two projects. The Lompico Watershed Conservancy was funded \$4,200 to augment funding for the Old Lompico Pool Fish Passage Improvement Project; and the Valley Women's Club was funded \$1,200 for the Watershed Festival of Events for supplies to create quality, traveling educational displays.

With funds received under an Administrative Civil Liability Order, reserved for fish habitat improvement projects in the Soquel Creek Watershed. The Commission allocated the entire \$5,950 to the Santa Cruz County Resource Conservation District to eradicate an invasive, non-native plant species.

The Commission continued to follow issues related to the listing of steelhead and coho salmon, including the Santa Cruz County FishNet **4C** Implementation Plan, the posting of fishing regulation signs and provided comments on the proposed changes to the state sportfishing regulations for steelhead. In addition, the Commission facilitated a discussion of the San Lorenzo River – Fours Rocks Gorge fish passage restoration projects with state and federal resource agencies, the public and local fish experts.

### Additional Activities

The Commission continued to provide a forum for members of the public to voice concerns or issues on fish and game related issues. This type of activity is well suited to the Commission as many members of the public find it difficult to communicate their concerns to the appropriate agencies.

### Future Goals

The Commission will continue to fund grant projects that are of benefit to local fish and wildlife species and their habitat. The Commission will continue to provide a forum for public input regarding fish and game issues, and will continue to support California Department of Fish and Game enforcement. The Commission will continue to review proposed legislation for listed species, with particular emphasis on recovery of these species.

# Fish and Game Commission Attendance 2004

	Feb.	Mar.	Apr.	May	Jun.	Aug.	Sept.	Oct.	Nov.	Dec.
Ritchey	Abs	Ex	P	Ex	P	P	Ex	Ex	P	P
Murphy	Ex	P	P	P	P	P	P	P	P	P
Peterson	P	P	P	P	P	Ex	Ex	Ex	Ex	Res
Christ	P	P	P	P	P	P	P	P	P	P
Frediani	P	P	P	P	P	P	P	P	P	P
McCrary	P	P	P	P	Abs	P	Abs	P	Abs	P
Estrada	P	P	P	P	P	P	P	Abs	Ex	P
Baldwin	---	---	---	---	---	P	P	P	P	P
Lease	P	P	P	P	P	P	P	Ex	P	P
Collins	P	P	P	P	P	Ex	P	P	Ex	Ex

P = Present

**Ex = Excused**

Abs = Absent

Res = Resigned

--- = Not on Commission

X = Meeting Cancelled