



August 25, 2010

DMS Notice
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TO WEIGHTS AND MEASURES OFFICIALS

**SUBJECT: County Monthly Reports (CMR), County Annual Reports (CAR),
Fiscal Year Expenditure Reports and Distribution of Registered Service
Agency Funds**

The Division prepares and publishes a compilation and analysis of the data submitted by each county in their CMR and CAR Fiscal Year Expenditure Report each spring for the previous fiscal year. County Sealers use this report to justify funds or seek increased funding during budget sessions, to evaluate staff during performance evaluations, and other varied reasons. It is important that each county report their monthly activities in a timely manner, so we can prepare the Expenditure Report for your use. The following web site provides access to allow you to enter your data into the forms electronically: <http://cdfa.ca.gov/dms/countyreports/countyreports.html> . If you are not up to date on your CMR reporting for Fiscal Year 2009/2010, please take the time to input and /or finalize those reports.

Additionally, the Secretary of Food and Agriculture is required by Section 12537 of the Business and Professions Code to distribute, on or around January 31, sixty percent of the funds derived from Chapter 5.5, Service Agencies for Weighing and Measuring Devices, to counties in proportion to the funds expended in enforcement of Division 5 for the previous fiscal year.

Determining the proportion, the amount to pay each county, and distributing the funds in a timely manner, is possible only after all counties report the funds expended.

Recently, late reporting by a few counties has delayed distribution of the funds. In fairness to those counties who have been prompt in submitting this information, we are considering in the future holding everyone to the deadline mandated in the California Code of Regulation, Section 4087. Payment is contingent of counties reporting expenditures annually, by November 1, for the prior fiscal year. Any county not submitting the mandated information by that date could be excluded from payment for that year, and the funds would be divided between the counties which have responded.



If you have any questions or input regarding this DMS Notice, please contact Dave Lazier, Assistant Director, at (916) 229-3044 or by email dlazier@cdfa.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Edmund E. Williams". The signature is fluid and cursive, with the first name being the most prominent.

Edmund E. Williams
Director

cc: Kristin Macey, Director, County Liaison Office