



Monterey County

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Salinas, CA 93901
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Action Minutes Budget Committee

Wednesday, January 27, 2016

1:30 PM

Monterey Room

Attendees: Supervisor Fernando Armenta and Supervisor Jane Parker; Lew Bauman, County Administrative Officer; Kay Reimann, County Counsel; Paul Lewis, County Budget Director; Mary Zeeb, Treasurer-Tax Collector; and Ebby Johnson, Committee Secretary. A complete list of attendees is on file with the Committee Secretary.

Call to Order

The meeting was called to order at 1:31 p.m.

Additions and Corrections

There was one correction to to Item No. 9, delete the '4/5th vote required' notation.

Public Comment Period

There was no public comment received.

Approval of Action Minutes

1. Approve the Special Budget Committee Action Minutes of December 16, 2015.

The Special Budget Committee Action Minutes of January 27, 2016 were approved as submitted.

Consent Agenda

Approval of Consent Item Nos. 2 through 14.

Supervisor Parker commented on Item No. 14, List of Standing & Follow-up Reports, requesting to receive a Parks Financial Status Report next month.

A motion was made by Supervisor Parker, seconded by Supervisor Armenta to approve Consent Item Nos. 2 through 14. (2-0)

2. Receive the Department of Finance Bulletin for December 2015.

3. Support the request to:
 - a. Approve the reallocation of one (1.0) vacant FTE Business Technology

- Analyst II (16C87) position to one (1.0) FTE Associate Administrative Analyst (14A20) position in the County Administrative Office's Budget & Analysis Division Budget 1050-8046.
- b. Direct the County Administrative Office to incorporate the approved changes in the FY 2015-16 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.
- 4.
- a. Support the request to amend the FY 2015-16 Information Technology Department to add one (1) Assistant Director of Information Technology position to Unit 8439-Administrative Services and delete one (1) IT Business Manager position from Unit 8433-Applications;
- b. Support the request to amend the FY 2015-16 Information Technology Department to add one (1) Division Manager-Information Technology to Unit 8433-Applications and delete one (1) IT Supervisor position from Unit 8434-Customer Support;
- c. Support the request to amend the FY 2015-16 Information Technology Department Unit 8436- Infrastructure add one (1) Network Systems Engineer II position and delete one (1) Telecommunications Technician III position;
- d. Support the request to amend the FY 2015-16 Information Technology Department Unit 8435-Enterprise Operations to delete one (1) Data Center Operations Technician III position; and
- e. Support the request to direct the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2015-16 Adopted Budget.
- 5.
- Receive and support the reinstatement of 10 Workers' Compensation Allocation on Loan Positions.
- 6.
- a. Support Approval and Authorization of the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign a Standard Agreement with Teleosoft, Inc. the amount of \$343,000 to purchase software for the Civil Division of the Sheriff's Office (\$196,429) and to fund five (5) years of maintenance costs at a not to exceed amount of \$146,571;
- b. Support Authorization of the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign up to three (3) amendments to the agreement where the amendment does not significantly change the scope of work, and the amendments in total do not exceed 10% of the value (\$34,300) for a total cumulative not to exceed contract amount of \$377,300;
- c. Support Increasing appropriations and revenues by \$215,953 in the Sheriff's Civil Unit 001-2300-SHE001-8225-7562/5570, financed by increased revenue from the Civil Automation Fee Fund 020-2774 (\$196,429 for purchase, \$19,524 for prorated software support) (4/5ths Vote Required); and
- d. Support Authorizing the Auditor-Controller to modify the Sheriff's Fiscal Year 2015-16 Adopted Budget.
- 7.
- Support the request of the Office of Emergency Services for authority to apply for grant funding from partner organizations, the Community Foundation for

Monterey County and Pacific Gas and Electric (PG&E) community grant programs, to provide supplemental funding for OES Community Resilience programs.

8.
 - a. Support the Auditor Controller to allow the Resource Management Agency (RMA) to establish a budget for FY 2015-16 for the Chualar County Water District Fund 312-3000-8198-RMA090 in the amount of \$15,917 for the annual Debt Service payment to the USDA - Rural Development.
 - b. Support authorizing the Auditor-Controller to increase FY 2015-16 estimated revenue and appropriations by \$15,917 in RMA Fund 312-3000-8198-RMA090 where the financing source is Assets Held as Agency for Others - Fund 312 Balance Sheet Account (BSA) 2530.

9.
 - a. Support approving an increase in appropriations in the amount of \$25,109 in the FY 2015-16 Adopted Budget for County Service Area 45 - Oak Hills, Fund 074-3000-8198-RMA070, where the financing source is Unassigned Fund Balance, to fund the purchase and installation of a radar speed sign (4/5th vote required);
 - b. Support authorizing the Auditor-Controller amend the budget for County Service Area No. 45 - Oak Hills, Fund 074-3000-8198-RMA070, for FY 2015-16 by increasing appropriations in the amount of \$25,109 where RMA Fund 074 Unassigned Fund Balance is the financing source to balance the appropriation increase (4/5th vote required);
 - c. Support approving an increase in appropriations in the amount of \$32,000 in the FY 2015-16 Adopted Budget for County Service Area 46 - Oak Hills Open Space Fund 075-3000-8198-RMA071, where the financing source is Unassigned Fund Balance, to fund open space maintenance projects (4/5th vote required); and
 - d. Support authorizing the Auditor-Controller amend the budget for County Service Area No. 46 - Oak Hills, Open Space Fund 075-3000-8198-RMA071, for FY 2015-16 by increasing appropriations in the amount of \$32,000 where RMA Fund 075 Unassigned Fund Balance is the financing source to balance the appropriation increase. (4/5th vote required)

10. Support staff recommendation to ratify and authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute Renewal and Amendment No. 2, retroactive to July 1, 2015, to the Agreement (A-12175) with Hibser Yamauchi Architects for the 3rd Floor, Building 400, Tenant Improvement project, per RFQ #9600-18 at Natividad Medical Center, extending the Agreement to an additional six (6) month period for a revised full term of January 10, 2012 through January 1, 2016 and adding \$45,698 for a revised total Agreement amount of \$610,227.

11. Support staff recommendation to authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute Amendment No. 1 to the Agreement (A-12753) with RBB Architects for the Radiology Modernization Project at Natividad Medical Center adding \$354,900 for a revised total Agreement amount of \$1,217,350 with no change to the term of the Agreement of September 23,

2014 through June 30, 2017.

12. Receive the Natividad Medical Center Financial Report for October 31, 2015
13. Support a request to:
- a. Amend the Personnel Policies and Practices Resolution (PPPR) No. 98-394, Appendix A, to adjust the salary range for the classification of Supervising Appraiser (28A80) as shown in Attachment A, effective February 6, 2016; and
 - b. Direct the Human Resources Department to implement the changes in the Advantage HRM System.
14. Review List of Standing & Follow-up Reports to the Budget Committee.

Bi-Annual Report

15. Receive the Bi-Annual Report from the Assessor-County Clerk-Recorder
- ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to receive the Bi-Annual Report. (2-0)**

Quarterly Reports

16. Receive and accept the Monterey County Water Resources Agency FY 2015-16 First Quarter Financial Status report through September 30, 2015.
- ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to receive and accept the Water Resources Agency 1st Quarter Financial Report. (2-0)**
17. Receive and accept the FY budget report for quarter ending December 31, 2015 from the Workforce Development Board and Office for Employment and Training (OET), for the local Workforce Innovation and Opportunity Act (WIOA) programs for FY 2015-16.
- ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to receive and accept the Quarterly Budget Report. (2-0)**

Regular Agenda

18. Receive a report on the Governor's 2016-17 Proposed Budget.
- ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to receive the report on the Governor's 2016-17 Proposed Budget. (2-0)**
19. a. Amend the Department of Social Services Budget Unit 001-5010-SOC005-8262 to add one (1) Social Worker Supervisor II, six (6) Social Worker V, and one (1) Social Services Aide II;

b. Authorize the County Administrative Office to incorporate the changes to the FY 2015-16

Adopted Budget Unit 001-5010-SOC005-8262 to reflect the change in position counts; and

c. Authorize the Auditor-Controller's Office to increase estimated revenues and appropriations

by \$348,140 by incorporating approved modifications in the FY 2015-16 Adopted Budget.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support the recommendations under Item Nos. 19.a through 19.c. (2-0)

20. Receive the Natividad Medical Center Financial Report for November 30, 2015

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to receive the Financial Report for November 30, 2015. (2-0)

21. Recommend approval of Budget Amendment No. 6 for the Water Resources Agency authorizing the Auditor-Controller to amend the Monterey County Water Resources Agency's FY 2015-16 Adopted Budget for the Dam Operations O&M Zone 2C Fund 116, Appropriation Unit WRA006 and San Antonio Non-O&M Zone 2A to increase estimated revenue & appropriations by \$524,099 for epoxy coating to San Antonio low level outlet pipe and valves.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support Budget Amendment No. 6. (2-0)

22. Support approval of Budget Amendment No.5 authorizing the Auditor-Controller to amend the FY 2015-16 Adopted Budget, Department 9300, Unit 8267, Fund 303 (Rate Stabilization Reserve), Appropriation Unit WRA0025, Account 6613, to increase appropriations in the amount of \$800,000 financed by unassigned fund balance to fund contracts for Rapid Response Teams and supplies for Emergency Responses for Winter 2015-16 (4/5th vote required).

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support Budget Amendment No. 5. (2-0)

23. Support request to:
- Amend the Risk Management Budget (1210-COU002-8407) to add two (2) Safety Coordinator/Investigators (74K50); and
 - Approve and authorize the County Administrative Office and Auditor Controller's Office to incorporate the position changes in the FY 2015-16 Adopted Budget.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support Item Nos. 23.a and 23.b. (2-0)

- 24.**
- a. Support to amend the FY 2015-16 Economic Development Department's Revolving Loan Fund, Fund 011, Appropriation Unit DEO011, to increase appropriations by \$291,817.90 financed by an operating transfer of \$291,817.90 from Unassigned Fund Balance; and,
 - b. Support authorizing the Auditor-Controller to amend the FY 15/16 Adopted Budget for Fund 011, Appropriation Unit DEO011 by increasing appropriations in the amount of \$291,817.90 where Unassigned Fund Balance is the financing source.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support Item Nos. 24.a and 24.b. (2-0)

Adjournment

The meeting was adjourned at 2:45 p.m.