



# Monterey County

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## Action Minutes Budget Committee

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Tuesday, November 26, 2013

1:30 PM

Monterey Room

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### SPECIAL MEETING

**Attendees:** Supervisor Louis Calcagno and Supervisor Fernando Armenta; Manny Gonzalez, Assistant County Administrative Officer; Les Girard, County Counsel; and Rod Walker and Veronica Fernanez, Principal Administrative Analysts; Mary Zeeb, Treasurer-Tax Collector; and Michael Miller, Auditor-Controller. A complete list of attendess is on file with the Committee Secretary.

#### Call to Order

The meeting was called to order at 1:37 p.m.

#### Additions and Corrections

There was a correction to the title of Item #6 below.

#### Public Comment Period

There was no public comment received.

#### Approval of Action Minutes

1. Approve the Action Minutes of October 30, 2013.  
The Action Minutes of October 30, 2013 were approved as submitted.

#### Consent Agenda

2. Receive the California Department of Finance Bulletin for November 2013.  
**Action:** Received the California Department of Finance Bulletin for November 2013.
3. Approve the Budget Committee 2014 Meeting Schedule.  
**Action:** Approved the Budget Committee 2014 Meeting Schedule with one change to reschedule the June 2014 meeting.

**Regular Agenda**

4. Receive and support a recommendation authorizing the amendment of the FY 2013-14 budget for the District Attorney; increasing revenues by \$128,773 in DIS001 and increasing revenues and appropriations by \$257,546 in DIS022.

**Actions: Received and supported the amendment to the FY 2013-14 budget for the District Attorney.**

5. a. Receive a report on Countywide contract development and process improvements; and  
b. Support approving the development and implementation of Contract Processing Workflow Tracking System and the creation of a Contracts Academy; and  
c. Support approving and authorizing the addition of one (1) FTE Management Analyst III to the Contracts/Purchasing Department 1050, Unit 8047 for contract management administration; and  
d. Support authorizing the County Administrative Office to incorporate the change in the position count for Contracts/Purchasing Department 1050, Appropriation CAO002, Unit 8047 for FY2013-14 Adopted Budget.

**Actions:**

**- Received report on the Countywide contract development and process improvements in Item No. 5.a.**

**- Support received for Item Nos. 5.b through 5.d.**

6. **TITLE MODIFIED AS FOLLOWS:**  
a. Support approving and authorizing the Contracts/Purchasing Office to sign an Amendment with Social Policy Research Associates to provide Consulting Services for the development of an integrated gang violence prevention action plan for an additional amount of \$42,486, for a not to exceed total of \$178,484; and  
b. Support approving and authorizing transfer of ~~\$178,484~~ \$139,208 from General Fund Contingencies, Appropriation Unit CAO020 to CAO Administration, Appropriation Unit CAO001; and  
c. Support approving and authorizing the Auditor-Controller to increase appropriations CAO-Administration, Appropriation Unit CAO001 and decrease appropriations in the amount of ~~\$178,484~~ \$139,208, General Fund Contingencies, Appropriation Unit CAO020 (4/5th Vote Required).

**Actions: Support received for Item Nos. 6.a through 6.c.**

7. a. Support Information Technology Department (ITD) to work on a Master

Ordering Agreement with ServiceNow, Inc. for the provision of software subscription, software maintenance/support, and implementation services to prepare ITD to become an Internal Service Fund (ISF); and

b. Support the recommendation to submit for approval the Agreement to the Board of Supervisors upon completion.

**Actions: Support received for Item Nos. 7.a through 7.b.**

8. a. Support the recommended County Financial Policies containing County-wide financial principles and strategies for building the Fiscal Year (FY) 2014-15 Recommended Budget and ongoing fiscal management;  
b. Support the financial strategy to fulfill Board direction established in the Financial Policies to fund the Road Fund through the County Transient Occupancy Tax contribution formula as calculated to maintain roads.

**Actions: Support received for Item Nos. 8.a through 8.b.**

9. a. Support implementation of the Mobile Radiology project to be accepted into the FY 2013-14 Capital Budget.

b. Support the Approval of the Plans and Specifications for the Natividad Medical Center, Project Mobile Radiology

**Actions: Support received for Item Nos. 9.a. through 9.b.**

10. Support the Approval of the Plans and Specifications for the Natividad Medical Center, Project ER RME Remodel

**Action: Support received.**

### **Monthly Reports**

11. Receive and accept the FY budget report for September 2013 from the Office of Employment and Training (OET), for the local Workforce Investment Act (WIA) programs

**Action: Received and accepted the FY budget report for September 2013.**

12. Receive the Natividad Medical Center Financial Report for September 30, 2013

**Action: Received the Natividad Medical Center Financial Report for September 2013.**

13. Receive a Monthly Budget and Schedule Status Report on the Jail Housing Addition.

**Action: Received a Monthly Budget and Scheduled Status Report on the Jail Housing Addition.**

**Quarterly Reports**

14. Receive a quarterly report on Resource Management Agency-Public Works Capital Projects.
- Action: Received a quarterly report on Resource Management Agency - Public Works Capital Projects.**

**Adjournment**

The meeting was adjourned at 2:10 p.m. The next regular meeting is scheduled on January 29, 2013 at 1:30 p.m. in the Monterey Room.