



Monterey County

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Action Minutes Budget Committee

Wednesday, May 25, 2016

1:30 PM

Monterey Room

Attendees: Supervisor Fernando Armenta and Supervisor Jane Parker; Lew Bauman, County Administrative Officer; Charles McKee, County Counsel; Dewayne Woods, Assistant County Administrative Officer; and Paul Lewis, County Budget Director; Mary Zeeb, Treasurer-Tax Collector; Michael Miller, Auditor-Controller; 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 were no additions or corrections to the agenda.

Public Comment Period

Public comment received from Kathy Forgnone, Rich Lingor, and Corinne Handy

Approval of Action Minutes

1. Approve the Budget Committee Action Minutes of April 27, 2016.

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

Consent Agenda

Approval of Consent Item Nos. 2 through 12.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support the recommendations under Consent Item Nos. 2 through 7. (2-0)

2. a. Support request to approve an increase in appropriations in the amount of \$18,476 in the Fiscal Year 2015-16 Adopted Budget for County Service Area 15 - Serra Village/Toro Park, Fund 056-3000-8198-RMA052, where the financing source is Unassigned Fund Balance, to fund increased operations and maintenance costs, administration and CSA shared costs; and

- b. Support request to authorize the Auditor-Controller to amend the budget for County Service Area 15 - Serra Village/Toro Park, Fund 056-3000-8198-RMA052, for Fiscal Year 2015-16 by increasing appropriations in the amount of \$18,476 where fund 056 Unassigned Fund Balance is the financing source to balance the appropriation increase.
3. a. Support request to increase in appropriations in the amount of \$45,341 in the FY 2015-16 Adopted Budget for the County Disposal Sites, Fund 001-3000-8175-RMA039;
- b. Support request to increase revenues in Building Services in the amount of \$45,341 in the FY 2015-16 Adopted Budget for Building Services, Fund 001-3000-8170-RMA011; and
- c. Support request to authorize the Auditor-Controller to incorporate the approved modifications in the FY 2015-16 Budget.
4. a. Support increasing appropriations in the amount of \$27,274 and an increase in revenues in the amount of \$14,228 to the Fiscal Year 2015-16 Adopted Budget for Boronda County Sanitation District - San Jerardo Water System, Fund 157-3000-8197-RMA046, where the financing source is \$13,046 from Fund 157 Unassigned Fund Balance and \$14,228 operating transfer in from Facilities Maintenance Projects, Fund 401-3000-8184-5940, to fund increased maintenance and emergency replacement and repair costs;
- b. Support authorizing the Auditor-Controller to amend the budget for Boronda County Sanitation District - San Jerardo Water System, Fund 157-3000-8197-RMA046, for Fiscal Year 2015-16 by increasing appropriations in the amount of \$27,274 and an increase in revenues in the amount of \$14,228, where the financing source is \$13,046 from Fund 157 Unassigned Fund Balance and \$14,228 operating transfer in from Fund 401-3000-8184-5940; and
- c. Support transferring \$14,228 as an Operating Transfer out from the Facilities Maintenance Unscheduled Maintenance Projects, Fund 401-3000-8184-8510-RMA004 to Boronda County Sanitation District - San Jerardo Water System, Fund 157-3000-8197-RMA046.
5. Receive and accept the quarterly report of expenditures and caseload data for the Department of Social Services.
6. Receive a Quarterly Budget and Schedule Status Report on the East-West Wing Renovation, Project 8864 (Project), for period ending March 31, 2016.
7. Receive a Quarterly Budget and Schedule Status Report on Schilling Place Tenant Improvement, Project 8862 (Project), for period ending March 31, 2016.

Regular Agenda

8. Receive information on the FY 2016-17 Recommended Budget.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to receive the Information on the FY 2016-17 Recommended Budget. (2-0)

- 9.
- a. Support the request to authorize the Auditor-Controller to increase revenue in the amount of \$2,204,000 for Fiscal Year 2015-16 for Fund 001-1050-8041-CAO019 CAO-Non-Program revenue funded through increased Vehicle License Fees-Local Realignment for Public and Mental Health; and
 - b. Support the request to authorize the Auditor-Controller to increase appropriations in the amount of \$2,204,000 for FY2015-16 for Fund 001-1050-8037-CAO016 Medical Care Services funded by Unassigned Fund Balance for increases in FY2015-16 Vehicle License Fees-Local Realignment for Public and Mental Health.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support the recommendations under 9.a and 9.b. (2-0)

10. Support the following actions being forwarded to the full Board of Supervisors.

- a. Adoption of a Resolution to:
 1. Amend Personnel Policies and Practices Resolution (PPPR) No. 98 -394 and Appendix A to create and abolish classifications with the salary ranges as indicated below;
 2. Amend Personnel Policies and Practices Resolution (PPPR) No. 98 -394 to amend Sections A.10.1 Department Heads Designated and A.10.2 Assistant Department Heads Designated as indicated below;
 3. Amend the Resource Management Agency's Budget 3000, RMA013-8222 to reallocate one (1) vacant Deputy Director Resource Management Agency to one (1) (new) Deputy Director Land Use and Community Development;
 4. Amend the Resource Management Agency Budget 3000, RMA013 -8222 to delete one (1) vacant Deputy Director Land Use and Community Development and add one (1) vacant Deputy Director Land Use and Community Development to budget 3000, RMA001 -8172;
 5. Amend the Resource Management Agency's Budget 3000, RMA001-8172 to reallocate one (1) vacant Director of Planning to one (1) (new) Chief of Planning Services;
 6. Amend the Resource Management Agency's Budget 3000, RMA011-8170 to reallocate one (1) vacant Director of Building Services to one (1) (new) Chief of Building Services;
 7. Amend the Resource Management Agency's Budget 3000, RMA012-8195 to reallocate one (1) vacant Public Works Director to one (1) (new) Deputy Director Public Works and Facilities; reallocate one (1) vacant Assistant Public Works Director to one

- (1) (new) Chief of Public Works and Facilities;
- 8. Amend the Resource Management Agency's Budget 3000, RMA012-8195 to add one (1) (new) Chief of Public Works and Facilities;
- 9. Authorize the Auditor Controller to incorporate the approved changes in the FY 2015-16 Adopted Budget; and
- 10. Direct the County Administrative Office to incorporate the approved position changes in the FY 2015-16 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system. (4/5 vote required)
- b. Support Adoption of an Ordinance Amending Monterey County Code as it relates to services assigned to the RMA (Chapters 2.27, 2.28, 2.29, 2.30, and 2.31).
- c. Support Adoption of an Ordinance to consolidate RMA services into one Chapter:
 - 1. Amending Monterey County Code Chapter 2.27 - Resource Management Agency to reflect a single department including Public Works, Planning, and Building Services
 - 2. Deleting Monterey County Code Chapter 2.28 - Public Works Director, to be incorporated into Chapter 2.27
 - 3. Deleting Monterey County Code Chapter 2.29 - Planning Agency, to be incorporated into Chapter 2.27
 - 4. Deleting Monterey County Code Chapter 2.30 - Planning Department, to be incorporated into Chapter 2.27
 - 5. Deleting Monterey County Code Chapter 2.31 - Building Services Department, to be incorporated into Chapter 2.27

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support forwarding the recommendations to the Board of Supervisors under 10.a through 10.c. (2-0)

- 11.
 - a. Receive Draft County of Monterey Capital Improvement Program Five Year Plan 2016-17 through 2020-21; and
 - b. Support approval of the County of Monterey Capital Improvement Program Five Year Plan 2016-17 through 2020-21.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations under 11.a and 11.b. (2-0)

- 12.
 - a. Support request authorizing the Auditor-Controller to increase appropriations and revenues in the amount of \$371,196 in the FY 2015-16 Adopted Budget for the Capital Projects, Fund 402-3000-8174-RMA014, to be used towards the Jail Security Improvements Project, financed by an increase in revenues as an operating transfer in from 001-1050-8038-CAO017;
 - b. Support request authorizing the Auditor-Controller to increase appropriations and revenue (operating transfer in) in the amount of \$371,196 in the CAO's FY 2015-16 Adopted Budget for Other Financing Uses, Fund

001-1050-8038-CAO017, where the financing source is the audited estimated unassigned fund balance from the FY2014-15 CAFR;

c. Support request to transfer out \$371,196 from Other Financing Uses, 001-1050-8038-7614-CAO017 to be received as an operating transfer in within Capital Projects, 402-3000-8174-5940-RMA014.

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support the recommendations under 12.a through 12.c. (2-0)

13.

a. Support accepting the receipt of allocation by the California Transportation Commission of a California Aid to Airports Program Acquisition and Development Grant in the amount of \$162,000 to the County for Airport Land Use Compatibility Plan (ALUCP) Updates;

b. Support the request to allocate \$18,000 from the \$1 million General Plan Implementation funds budgeted in the FY 2015-16 Adopted Budget for Planning 001-3000-8172-RMA001 as the County's match requirement for this Grant award;

c. Support the request to authorize the Auditor Controller to transfer \$18,000 from the General Fund 001, Appropriation Unit RMA001 to Fund 019, BSA 2611, Sub BSA ALUCP to satisfy the County match requirement for the California Aid to Airports Program Acquisition and Development Grant in FY 2015-16; and

d. Support the Resource Management Agency Director, or his designee, as staff to the Monterey County Airport Land Use Commission, to accept the Grant from the California Transportation Commission and administer and execute documents associated with the Grant. (REF120019/Airport Land Use Compatibility Plans)

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations under 13.a through 13.d. (2-0)

14.

a. Support a freeze in Transient Occupancy Tax contributions at the \$20.5 million level to all Development Set Aside Agency partners who receive funds under the 9% allocation.

b. Support increasing the Development Set Aside funding for the Monterey County Business Council from 87,250 in the amount \$100,000 annually.

c. Consider funding the Economic Development Department up to \$100,000 for FY 2016/17 from the savings created from the freezing of TOT revenue

ACTION: The Committee requested further analysis on what are the options/choices to determine TOT formula for allocation amounts and what are the long term impacts. Report back June or July.

A motion was made by Supervisor Parker, seconded by Supervisor Armenta to decline recommendation under item no. 14.a. until further analysis is completed and support of recommendations under item nos. 14.b and 14.c. (2-0)

15.

Support approval of the Monterey County Water Resources Agency's Fiscal Year 2016-2017 Requested Budget including the following staff

recommendations:

- a. Request the County of Monterey to appropriate and transfer \$929,000 from the County's FY 2016-17 Requested Budget General Fund to Agency Fund 116 Dam Operations for the Interlake Tunnel and Spillway Modification Project approved on December 9, 2014;
- b. Direct Agency Staff to find a revenue stream for Agency regulatory requirements;
- c. In the event further cutbacks are required, request Agency Staff to prioritize projects in Fund 116 in consultation with the Board of Directors and the public;
- d. Approve annual COLA increase on Flood Zone & Zone 2C assessments and direct Agency staff to complete an updated water service/delivery fee policy expeditiously; and,
- e. Direct Agency staff to obtain a source of revenue before working on unfunded projects.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support to forward to the Board of Supervisors to consider the recommendations under 15.a through 15.e. (2-0)

16. Support approving a Professional Services Agreement with Raftelis Financial Consultants, Inc., in the amount of \$110,360 to:

- a. conduct a review and analysis of the Agency's Assessments and Benefits for Zones 2B, 2Y, 2Z including water delivery/service charges;
- b. provide an updated assessment methodology and analysis, and a cost of service approach to be considered by these taxpayers; and
- c. authorize the General Manager to execute the Agreement, substantially in the form attached, and subject to approval by County Counsel.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations under 16.a through 16.c. (2-0)

17. Support authorizing the Auditor-Controller to modify the FY 2015-16 Adopted Budget to cover a deficiency in Sheriff's Office appropriations, as follows:

- a. Transfer appropriations from Corrections Operations Bureau, SHE003-001-2300-8238-6111, a total of \$950,000, to Administration and Enforcement Operations Bureau, SHE001-001-2300-8242-6111 in the amount of \$600,000 and \$350,000 in the Sheriff's Inmate Medical Programs, SHE004-001-2300-8237-6610 (4/5ths vote required);
- b. Increase appropriations and revenues by \$600,000 in the Sheriff's Office Administration and Enforcement Operations Bureau's various budget units as attached (4/5ths vote required); and
- c. Increase appropriations by \$400,000 in the Administration and Enforcement Operations Bureau, SHE001-001-2300-8242-6111 and \$50,000 in the Coroner's Division, SHE002-001-2300-8226-6111, a total of \$450,000, funded by the Termination Assignment, Balance Sheet Account 3115 (4/5ths vote required).

ACTION: A motion was made by Supervisor Armenta, seconded by Supervisor Parker to support the recommendations under 17.a through 17.c. (2-0)

18. Support the request to:
- Approve and amend the FY 15-16 Health Department's Environmental Health Budget (4000-HEA005-8117) to reduce appropriations and general fund by \$100,000;
 - Approve and amend the FY 15-16 Health Department's Animal Services Budget (4000-HEA001-8442) to increase appropriations and general fund by \$100,000 (4/5th vote required); and
 - Approve and direct the Auditor-Controller to amend the FY 15-16 Health Department's Environmental Health Budget (4000-HEA005-8117) and Animal Services Budget (4000-HEA001-8442) to reflect the changes in appropriations.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations under 18.a through 18.c. (2-0)

19.
 - Support the request to authorize the Auditor-Controller to increase FY 2015-16 revenues and appropriations by \$909,817 in the Agricultural Commissioner's Department; and
 - Support the request to transfer up to \$300,000 from the Agricultural Commissioner, Fund 001-2810-8001-AGR001, to Parks Lake & Resort Operations Fund 452-7500-8385-PAR004 for the monitoring and exclusion of the Zebra and Quagga Mussel in FY 2015-16; and
 - Support the request to transfer up to \$609,817 from the Agricultural Commissioner, Fund 001-2810-8001-AGR001, to the Capital Projects Fund 402-3000-8174-RMA014, for the Agricultural Commissioner Facility Development Project Number 28101.

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

Quarterly Reports

20. Receive the Quarterly Update on the Parks Department finances for Fiscal Year 2015-16

ACTION: Received the Parks Quarterly Finance Update report for FY 2015-16.

Monthly Reports

21. Receive the Natividad Medical Center Financial Report for March 31, 2016

ACTION: Received the Natividad Medical Center Monthly Financial Report for March 31, 2016.

Adjournment

The meeting was adjourned at 3:55 p.m. The next regular meeting is scheduled on Wednesday, June 29, 2016 at 1:30 p.m. in the Monterey Room.