



Monterey County

168 West Alisal Street,
2nd Floor
Salinas, CA 93901
831.755.5115

Action Minutes Budget Committee

Monday, December 12, 2016

2:30 PM

Monterey Room

SPECIAL MEETING

Attendees: Supervisor Fernando Armenta and Supervisor Jane Parker; Lew Bauman, County Administrative Officer; Charles McKee, County Counsel; Dewayne Woods, Assistant County Administrative Officer; Paul Lewis, County Budget Director; Mary Zeeb, Treasurer-Tax Collector; Michael Miller, Auditor-Controller; and Ebby Johnson, Committee Secretary.

Call to Order

The meeting was called to order at 2:36 p.m.

Public Comment Period

Public Comment received from Jay Donato, SEIU Representative.

Approval of Action Minutes

1. Approve the Budget Committee Action Minutes for October 26, 2016.

The Budget Committee Action Minutes for October 26, 2016 were approved as submitted.

Consent Agenda

Accept Consent Items Nos. 2 through 13:

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to accept the recommendations listed under Consent Items Nos. 2 through 13. (2-0)

2. Receive the California Department of Finance Bulletin for November 2016.
3. Receive the List of Budget Committee Follow-Up Reports and Pending Items.
4. Support a request to:
 - a. Approve and Authorize the County Clerk/Recorder (CCR) to enter into an Agreement including non-standard provisions with Tyler Technologies, Inc. (Tyler) for the period of December 31, 2016 through June 30, 2019 in an

amount not to exceed \$891,829; and

b. Approve an increase in the 2016-17 Fiscal Year estimated revenue and appropriations of \$679,926.00 in the County Clerk/Recorder's Budget unit (1180-ACR002-8004) (4/5th vote required); and

c. Authorize the Auditor-Controller to amend the FY 2016-17 Budget to reflect these actions and transfer funds as utilized from the County Clerk/Recorder's Modernization Account 020-2751 to the County Clerk/Recorder's Budget unit (1180-ACR002-8004).

d. Authorize the County Clerk/Recorder to execute up to three (3) future amendments to the Agreement that do not significantly alter the scope of work and do not cause a total increase of more than 10% of the original Agreement cost (\$89,182.90).

5. Receive a report on the emergency repair expenditures for the 2016 Winter Storm Events.
6.
 - a. Receive the results of the Toro Area Community survey in support of the formation of a community services district to provide sewer services.
 - b. Support directing staff to develop a Memorandum of Understanding (MOU) between the County of Monterey and the Monterey Regional Water Pollution Control Agency (MRWPCA) for the preparation of a Focused Wastewater Service Area Study that will provide a current assessment of regional opportunities for sewer service area consolidation, including a Basis of Design for infrastructure to serve the Toro Area;
 - c. Support funding of the Focused Wastewater Service Area Study with \$125,000 from the Resource Management Agency Facilities Maintenance Projects Fund (RMA004-401-3000-8184); and
 - d. Support a request by the Board to the Local Area Formation Commission (LAFCO) to provide an opinion on the possible formation of an independent Community Services District (CSD) to take ownership of the wastewater system that currently serves the Toro Community.
7. Receive a quarterly report on Resource Management Agency Capital Improvement Projects for the period ending September 30, 2016.
8. Receive a Quarterly Budget and Schedule Status Report on the East-West Wing Renovation, Project 8864 (Project), for period ending September 30, 2016.
9. Receive a Quarterly Budget and Schedule Status Report on Schilling Place Tenant Improvement, Project 8862 (Project), for period ending September 30, 2016.
10. Receive the Natividad Medical Center Financial Report for September 30, 2016.
11. Receive the Natividad Medical Center Financial Report for October 31, 2016.

12. Accept the Monterey County Water Resources Agency (MCWRA) First Quarter Financial Status Report through September 30, 2016.
13. Receive and accept the quarterly report of expenditures and caseload data for the Department of Social Services.

Regular Agenda

14. a. Receive and accept the FY 2015-16 Budget End of Year Report from the County Administrative Office.
b. Support authorizing the Auditor-Controller's Office to modify the FY 2016-17 Adopted Budget by increasing revenue in the amount of \$2,866,568 as outlined on the last page of the Budget End of Year Report.
- ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to receive and support the recommendations listed under Item Nos. 14.a. and 14.b. (2-0)**
15. Support approval of amendments to the Treasurer-Tax Collector's FY 2016-17 Adopted Budget as follows:
- a. Increase allocated positions to add one Management Analyst III, one Accountant III, and one Accounting Technician in Property Tax unit 1170 -TRE001-8263;
- b. Increase FY 2016-17 estimated revenue and appropriations by \$228,491 in Treasurer-Tax Collector - Property Tax budget 1170-TRE001-8263 to fund salaries and benefits for new positions (\$120,353), equipment, services and supplies (\$34,323), and facility security enhancements to the County Treasury (\$73,815);
- c. Direct the County Administrative Office to incorporate approved changes in the Fiscal Year 2016-17 Adopted Budget and the Human Resources Department to implement approved changes in the Advantage HRM System; and
- d. Authorize the Auditor-Controller to increase estimated revenue and appropriations by \$228,491 in Treasurer-Tax Collector - Property Tax budget 1170-TRE001-8263.
- ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations listed under Item Nos. 15.a. through 15.d. (2-0)**
16. a. Support the request to authorize Auditor-Controller to increase appropriations in the amount of \$752,970 in the FY 2016-17 Adopted Budget for the Capital Projects Fund, 402-3000-8468-RMA014, where the financing source is uncommitted fund balance, 402-3101;
- b. Support the request to authorize Auditor-Controller to increase appropriations and revenues in the CAO's Other Financing Uses, Fund 001-1050-8038-CAO017 in the amount of \$3,793,260 in the FY 2016-17 Adopted Budget, where the financing source is the General Fund Capital

Assignment fund balance, 001-3065; and

c. Support the request to authorize Auditor-Controller to transfer \$3,793,260 from the CAO's Fund 001-1050-8038-CAO017 to the Capital Projects Fund, 402-3000-8468-RMA014.

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

- 17.
- a. Receive a presentation on integrating Monterey County Parks Department into the Resource Management Agency;
 - b. Support the recommendation to the Board of Supervisors to integrate the Parks Department into the Resource Management Agency; and,
 - c. Support Authorizing the Auditor-Controller to make the necessary budget adjustments to incorporate the Parks Department (7500) budget units into the RMA budget structure for FY 2017-18.

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

- 18.
- a. Support amendments to the FY 16/17 Capital Improvement Program as follows:
 1. Add the Blanco Road/Reservation Road Intersection Pavment Rehabilitation Project; and
 2. Delete the Inter-Garrison road from Schoonover Road to East Garrison Development Project.
 - b. Support reallocating \$650,000 of unused appropriations from four (4) pavement rehabilitation projects approved as part of the FY 16/17 Capital Improvement Program.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations listed under Item Nos. 18.a. and 18.b. (2-0)

- 19.
- a. Support amending the Department of Social Services Budget Unit 001-5010-SOC003-8260 to add one (1) FTE Office Assistant II for the Military and Veterans Affairs Office; and
 - b. Support authorizing the County Administrative Office to incorporate the changes to the FY 2016-17 Adopted Budget for Budget Unit 001-5010-SOC003-8260 to reflect the change in position counts; and
 - c. Support approval to increase estimated revenues and appropriations in the amount of \$34,903 for the Department of Social Services Budget Unit 001-5010-SOC003-8260 for the Military and Veterans Affairs Office; and
 - d. Support authorizing the Auditor-Controller's Office to incorporate approved modifications in the FY 2016-17 Adopted Budget.

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

- 20.**
- a. Support the request to amend the Resource Management Agency division of Public Works and Facilities, Budget Unit 8443, to reallocate one (1.0) Bridge Maintenance Worker position to one (1.0) Road Maintenance Worker position as indicated in the attached Resolution;
 - b. Support the request to amend the Resource Management Agency division of Administration, Budget Unit 8222, to reallocate one (1.0) Administrative Secretary-Confidential to one (1.0) Administrative Secretary position as indicated in the attached Resolution;
 - c. Support the request to authorize the Auditor-Controller and County Administrative Office to incorporate the approved position changes in the FY2016-17 Budget; and
 - d. Support the request to direct the County Administrative Office to incorporate the approved changes in the FY 2016-2017 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

ACTION: A motion was made by Supervisor Parker, seconded by Supervisor Armenta to support the recommendations listed under Item Nos. 20.a. through 20.d. (2-0)

Adjournment

The meeting was adjourned at 3:15 p.m. The next regular meeting is scheduled on January 25, 2017 at 1:30 p.m. in the Monterey Room.