



Monterey County

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

Meeting Agenda Budget Committee

Monday, March 2, 2015

1:00 PM

Monterey Room

SPECIAL MEETING

Call to Order

Additions and Corrections

Public Comment Period

Approval of Action Minutes

1. Approve the Action Minutes of January 28, 2015.

Attachments: [01-28-15 BC Action Minutes](#)

Consent Agenda

2. Approve the schedule of Committee Reports for 2015.

Attachments: [Budget Committee Reports - 2015](#)

3. Receive the California Department of Finance Bulletin for February 2015.

Attachments: [01-28-15 DOF - Finance Bulletin - Dec 2014](#)

Regular Agenda

4.
 - a. Receive the Monterey County Financial Forecast, which assesses the County's fiscal condition for the current year and three forecast years (FY 2015-16 through FY 2017-18); and
 - b. Support recommended actions as outlined in the Monterey County Financial Forecast.

Attachments: [Three-Year Forecast - Final](#)

5.
 - a. Provide direction on revision of the County Financial Policies including an additional \$2.0 million above and beyond to the contribution percentage share for the Road Fund as approved in May of 2014.
 - b. Support taking the County Financial Policies to the Board of Supervisors including direction as provided by the Budget Committee.

Attachments: [Attachment 1 - FY 2015-16 Revised TOT - General Financial Policies - redline v](#)
[Attachment 2 - FY 2015-16 Revised TOT - General Financial Policies - final ver](#)

6. Support the recommendation to authorize the Auditor-Controller to increase revenue and appropriations in the Department of Emergency Communications Fiscal Year 2014/15 adopted budget (Fund 001 Appropriation Unit EME001) by \$476,502.82 for the purchase of E9-1-1 Customer Premise Equipment using State Emergency Telephone Number Account (SETNA) funds.

Attachments: [Attachment1-CPEfundingallotment.pdf](#)
[Attachment2-CA911Authorization.pdf](#)
[20150209-BoardReport-AgendaReady.doc](#)

7. a. Support amending the Human Resources Budget 1060, HRD001-8402 to add one (1) Associate Personnel Analyst and one (1.0) Personnel Technician-Confidential as indicated in Attachment A;
b. Support amending the Human Resources Budget 1060, HRD001-8404 to add one (1) Risk & Benefits Analyst as indicated in Attachment A;
c. Support directing the County Administrative Office to incorporate the approved changes in the FY 2014-15 Adopted Budget to reflect the change in position counts;
d. Support authorizing the Auditor-Controller to increase Appropriations in HRD001, Human Resources, by \$93,116 offset by an Interfund Reimbursement of \$93,116 from AUD006, Capital Project Automation. (4/5ths Vote Required)

Attachments: [022515 - Attach A - HRD Position Changes](#)

8. Support the approval of an increase in appropriations totaling \$73,084.09 in AUD002 - Annual Audits and an increase in revenue totaling \$73,084.09 in CAO007 - Contributions to fund HdL Companies 15% recovery fee for obtaining an additional \$487,227.93 in Public Safety Sales Tax for Monterey County. (4/5th's Vote Required)

9. Support request to:
a. Amend Fiscal Year (FY) 2014-15 Health Department Budget 4000-HEA014-8438 to add 1.0 FTE Business Technology Analyst IV, add 1.0 FTE Business Technology Analyst III; and add 1.0 FTE Supervising Department Information Systems Coordinator; and
b. Authorize the County Administrative Office and the Auditor Controller to incorporate the position and budget changes in the FY 2014-15 Budget.

10. Support the Request to Adopt a Resolution to:
a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Clinic Operations Supervisor;
b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Assistant Director, Public Health Laboratory;
c. Amend the salary range for the position of Director, Public Health

Laboratory;

- d. Amend the Health Department Budget (4000-HEA007-8097) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;
- e. Amend the Health Department Budget (4000-HEA007-8099) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;
- f. Amend the Health Department Budget (4000-HEA007-8101) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;
- g. Amend the Health Department Budget (4000-HEA007-8105) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;
- h. Amend the Health Department Budget (4000-HEA007-8449) to reallocate one (1) To Be Determined Allocation to Management Analyst III;
- i. Amend the Health Department Budget (4000-HEA003-8124) to reallocate one (1) To Be Determined Allocation to one (1) Assistant Director, Public Health Laboratory; and
- j. Authorize the County Administrative Office to reflect these approved changes in the Fiscal Year 2014-15 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

11. Support the request to:

- a. Amend Fiscal Year (FY) 2014 Health Department Budget 4000-HEA003-8124 to add 2.0 FTE Public Health Nurse III positions; delete 1.0 FTE Secretarial Assistant; delete 1.0 FTE Supervising Public Health Epidemiologist position;
- b. Amend Fiscal Year (FY) 2014 Health Department Budget 4000-HEA004-8121 to reallocate 6.0 FTE filled Office Assistant II positions to 6.0 FTE Office Assistant III positions and delete a vacant 1.0 FTE Office Assistant II;
- c. Amend Fiscal Year (FY) 2014 Health Department Budget 4000-HEA003-8124 to add 1.0 FTE Public Health Nurse III; and
- d. Authorize the County Administrative Office to reflect approved changes in the Fiscal Year 2014-15 Adopted Budget.

12. a. Support approving an increase in estimated appropriations in the amount of \$350,000 in the Economic Development Department's Inclusionary Housing Fund appropriations Unit 009-8208-DEO002; and

b. Support authorizing the Auditor-Controller to amend the FY 2014-15 Economic Development Department Community Development adopted budget, Fund 009, Unit 8208 and Appropriation Unit DEO002, to increase estimated appropriations by \$350,000.

13. a. Support the amendment of the Fiscal Year 2014-15 Sheriff's Office budget 2300-8273 to reallocate one (1.0) FTE Executive Director-Administrative Bureau to one (1.0) FTE Chief Deputy Sheriff effective January 10, 2015;

b. Support the amendment of the Fiscal Year 2014-15 Sheriff's Office budget 2300-8273 to add one (1.0) FTE Administrative Secretary-Confidential effective January 5, 2015; and

c. Support the authorization of the County Administrative Office to incorporate the changes in the Fiscal Year 2014-15 Sheriff's Adopted Budget.

14. a. Support approving an increase in appropriations of \$15,000 in the FY

2014-15 Adopted Budget for Resource Management Agency County Service Area No. 66 - Oak Tree Views Fund 087-3000-8198-6835-RMA083 to pay for additional open space mowing, fence repair and tree removal work (4/5th vote required); and

b. Support authorizing the Auditor-Controller to amend the FY 2014-15 Adopted Budget for Resource Management Agency County Service Area No. 66 - Oak Tree Views RMA Appropriation Unit 8198, RMA083 to increase appropriations in the amount of \$15,000 where the Resource Management Agency RMA083 Unassigned Fund Balance of \$15,000 is the financing source to balance the appropriation increase.

Attachments: [Agreement A-07513](#)
 [FY15 Projected Budget](#)
 [Budget Increase Needs](#)
 [Location of Open Space Mowing](#)
 [Location Map](#)

Monthly Reports

15. a. Receive a Monthly Budget and Schedule Status Report on the Jail Housing Addition, Project 8819 (Project); and
 b. Approve Changing the Required Frequency of Budget and Schedule Status Reporting from Monthly to Quarterly for the Project to allow greater coordination of financial period reporting.
16. a. Receive Monthly Budget and Schedule Status Report on the New Juvenile Hall, Project 8811 (Project); and
 b. Approve Changing Required Frequency of Budget and Schedule Status Reporting from Monthly to Quarterly for the Project to allow greater coordination of the financial period reporting.
17. Receive the Natividad Medical Center Financial Report for December 31, 2014

Attachments: [FS_Dec-2014.pdf](#)

Quarterly Reports

18. Receive a quarterly report on Resource Management Agency-Public Works Capital Projects.
19. Receive and accept the Monterey County Water Resources Agency (MCWRA) 2nd Quarterly Financial Status report through December 2014.

Attachments: [Attachment 1 - WRA Summary of Agency Administrative Fund 111](#)
 [Attachment 2 - WRA Financial Status Report](#)

Adjournment

The next regular meeting is scheduled on March 25, 2015 at 1:30 p.m. in the Monterey Room.

Committee members: Supervisor Fernando Armenta and Supervisor Jane Parker

Committee staff: Lew Bauman, County Administrative Officer; Charles McKee, County Counsel; and Dewayne Woods, Assistant County Administrative Officer

Elected Officials: Mary Zeeb, Treasurer-Tax Collector; and Michael Miller, Auditor-Controller

- Copies of staff reports or other written documentation relating to items referenced on this agenda and/or submitted after distribution of the agenda packet are on file and available for public inspection at the County Administrative Office, Monterey County Government Center, 168 West Alisal Street, 3rd Floor, Salinas.
- Meetings of the Board of Supervisors' Budget Committee are accessible to individuals with disabilities. The Administration Building and Monterey Conference Room are wheelchair accessible. Please contact the Monterey County Equal Opportunity Office at 831-755-5117 if you need assistance or accommodations in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.
- The following services are available when requests are made by 5:00 p.m. of the Friday before this noted meeting: American Sign Language interpreters during a meeting, large print agenda or minutes in alternative format.
- If you require the assistance of an interpreter, please contact Ebby Johnson in the County Administrative Office at 831-755-5115. Every effort will be made to accommodate requests for translation assistance. Requests should be made as soon as possible, and at a minimum 24 hours in advance of any meeting.
- Si usted requiere la asistencia de un interprete, por favor comuniquese con las oficina de Administracion localizada en el Centro de Gobierno del Condado de Monterey, (Monterey County Government Center), 168 W. Alisal, Tercer Piso, Salinas - o por telefono llamar a Ebby Johnson 831-755-5115. La asistente hara el esfuerzo para acomodar los pedidos de asistencia de un interprete. Los pedidos se deberan hacer lo mas pronto posible, y a lo minimo 24 horas de anticipo de calquier junta.