



Monterey County

168 W. Alisal St., 2nd Floor
Monterey Room
Salinas, CA 93901
831.755.5115

Meeting Agenda Budget Committee

Tuesday, November 13, 2018

10:00 AM

Monterey Room

Special Meeting

NOTE: All agenda titles related to numbered items are live web links. Click on the title to be directed to corresponding Committee Report.

PUBLIC COMMENT: Members of the public may address comments to the Committee concerning each agenda item. Timing of the public comment shall be at the discretion of the Chair.

Call to Order

Additions and Corrections

Public Comment Period

This portion of the meeting is reserved for persons to address the Committee on any matter not on this agenda but under the jurisdiction of the Committee.

Approval of Action Minutes

1. Approve the Budget Committee Action Minutes for October 10, 2018 and October 31, 2018.

Attachments: [10-10-18 Sp BC Action Minutes](#)

[10-31-18 Sp BC Action Minutes](#)

Consent Agenda

2. Adopt the 2019 Budget Committee Meeting Schedule.

Attachments: [2019 Budget Committee Meeting Schedule - Draft](#)

3. Receive the California Department of Finance Bulletin for October 2018.

Attachments: [Calif DOF Finance Bulletin for Oct 2018](#)

4. a. Support amending the Department of Social Services Budget Unit 001-5010-8262-SOC005 to reallocate one (1) Principal Office Assistant to one (1) Senior

Secretary, and seven (7) Social Work Supervisor II to seven (7) Social Work Supervisor I; and

b. Support authorizing the County Administrative Office to incorporate the changes to the FY 2018-19 Adopted Budget Unit 001-5010- 8262-SOC005 to reflect the change in position counts.

Attachments: [Board Report.rtf](#)

5.

It is recommended that the Budget Committee support the following:

- (a) An agreement between the County of Monterey and the City and County of San Francisco for the distribution of FY 2018 Urban Area Security Initiative (UASI) Grant Funds; and
- (b) Designate and authorize the Emergency Services Manager to execute the Agreement; and
- (c) Approve and authorize the Office of Emergency Services Manager to enter into a MOU with the Bay Area UASI; and
- (d) Approve amendment of the Fiscal Year (FY) 2018-19 Office of Emergency Services Fund 024/1050/8412/CAO023/UASI Budget to increase estimated revenue and appropriations in the amount of \$121,272; and
- (e) Authorize the Auditor-Controller to amend the Fiscal Year (FY) 2018-19 Office of Emergency Services Fund 024/1050/8412/ CAO023/UASI Budget to increase estimated revenue and appropriations in the amount of \$121,272.

Attachments: [BC report OES MOU UASI 11132018](#)
[2018 UASI MOU Montrey](#)

6.

Support amending the Water Resources Agency's FY 2018-19 Adopted Budget by increasing appropriations in various funds financed by unassigned fund balance in the total amount of \$612,799 to cover unforeseen expenditures during the building of the annual budget.

Attachments: [Board Report](#)
[FY 2018-19 Budget Amendment # 1 Summary](#)

7.

Support amending the Water Resources Agency's FY 2018-19 Adopted Budget for Fund 112 Pajaro Levee (112-9300-8484-WRA002) by increasing appropriations in the amount of \$200,000 financed by unassigned fund balance.

Attachments: [Board Report](#)
[FY 2018-19 Budget Amendment # 2 Summary](#)

8.

Support amending the Water Resources Agency's FY 2018-19 Adopted Budget for Fund 127 Moro Cojo Slough (127-9300-8489-WRA017) by increasing appropriations in the amount of \$250,000 financed by unassigned fund balance.

Attachments: [Board Report](#)
[FY 2018-19 Budget Amendment # 3 Summary](#)

9. Support amending the Water Resources Agency's FY 2018-19 Adopted Budget to fund additional dam and Reclamation Ditch maintenance and operations:

- a. Increase appropriations by \$90,000 in the WRA Administration Fund (111-9300-8267-WRA001) financed by unassigned fund balance;
- b. Increase appropriations by \$200,000 in the Dam Operations Fund (116-9300-8485-WRA006) financed by unassigned fund balance;
- c. Increase appropriations by \$70,000 in the Reclamation Ditch Fund (122-9300-8487-WRA012) financed by unassigned fund balance; and
- d. Increase appropriations by \$80,000 in the Hydro-Electric Operations Fund (130-9300-8490-WRA022) financed by unassigned fund balance.

Attachments: [Board Report](#)
[FY 2018-19 Budget Amendment # 4 Summary](#)

10. Receive the Natividad Medical Center Financial Report for September 30, 2018

Attachments: [FS_Sep_2018](#)

Quarterly Reports

11. Receive the Monterey County Water Resources Agency FY 2018-19 First Quarter Financial Status Report through September 30, 2018.

Attachments: [Board Report](#)
[1st Quarter Financial Status Report Summary](#)

Regular Agenda

12. Receive and accept the Budget End of Year Report for FY 2017-18 from the County Administrative Office.

Attachments: [Budget End-of-Year Report \(BEYR\) FY 2017-18](#)

13. Receive an informational report regarding Transient Occupancy Tax (TOT) contributions, Proposition 172 allocations, discretionary contributions to outside agencies, and employee compensated absences.

Attachments: [Attachment A-TOT](#)
[Attachment B- Prop 172](#)
[Attachment C- Other Agency Contributions](#)
[Attachment D- Vacation Accruals](#)

14. Receive and file a report from the Agricultural Commissioner's Office regarding unrealized Pesticide Mill Assessment.

Attachments: [Attachment 1 CCR Section 6393.pdf](#)
 [Attachment 2 Letter to DPR 2018-07-18.pdf](#)
 [Attachment 3 Letter from DPR 2018-08-07.pdf](#)
 [Board Report.pdf](#)

15. Receive a report on Resource Management Agency (RMA) Key Capital Improvement Projects for the period January 1, 2018 through June 30, 2018.

Attachments: [Board Report](#)
 [Attachment A - FY 18 Q3Q4 CIP BC Report Update](#)

16. a. Support to approve and authorize the Sheriff or Undersheriff to sign a two (2) year Memorandum of Understanding (MOU) with the North Monterey County Unified School District, for provision of up to three (3) School Resource Officers funded via a Tobacco Law Enforcement Grant for a not to exceed amount of \$651,951 per year in FY 2018-19 and FY 2019-20 for a total, not to exceed amount of \$1,303,902 over two (2) years retroactively effective July 18, 2018;
 b. Support to add one (1) FTE Deputy Sheriff-Enforcement to the Sheriff's Office Budget Unit 001-2300-SHE001-8242 retroactively effective July 18, 2018;
 c. Support to authorize the County Administrative Office to incorporate the position change into the Sheriff's Office FY 2018-19 Adopted Budget; and
 d. Support to authorize the Auditor-Controller to increase appropriations and revenues for FY 2018-19 in Sheriff's Office Budget Unit 001-2300-SHE001-8242-6111/5570 by \$217,317 respectively for Year 1 of this MOU.

Attachments: [BC 18-135.pdf](#)
 [MOU between DOJ NMUSD.pdf](#)
 [MOU NMCUSD SRO TLE GRANT FUNDED.docx](#)

17. Receive a report from the County Administrative Office, outlining additional points of consideration in reviewing the Sheriff's Office report regarding the request to add an additional deputy position, Item No. 15 (BC 18-138) on the Budget Committee Agenda for November 13, 2018.

18. a. Support approving the Auditor-Controller's Internal Audit Charter, Policy and Operations Manual, Fiscal Year 2018-19 Internal Audit Plan; and,
 b. Support funding for external consulting resource to conduct County-wide Risk Assessment via RFP for a one-time cost not to exceed \$50,000; and,
 c. Support \$7,400 to fund the initial procurement of customary, audit working papers software, related training, and analytical software; and,
 d. Support Board approval of a separate Audit Committee Charter to govern the Budget Committee's audit oversight activities; or support Board approval to enhance the Budget Committee's existing policies, procedures, and roles and responsibilities to include required criteria recommended by the Institute of Internal Auditors.

Attachments: [Attachment A - Internal Audit Charter](#)
[Attachment B - Internal Audit Policies and Operations Manual](#)
[Attachment C - FY 2018_2019 Internal Audit Plan](#)
[Attachment D.1 - IIA Model-Audit-Committee-Charter](#)
[Attachment D.2 - Gap Analysis Executive Summary](#)
[Attachment D.3 - Gap Analysis](#)
[Attachment D.4 - Audit Committee Charter Template](#)
[Attachment D.5 - Audit Committee Charter Supplemental](#)
[Budget Committee Slides 11.13.18](#)

Adjournment

The next meeting is scheduled on December 19th at 1:30 p.m. in the Monterey Room.

Committee Members: Supervisor Jane Parker, Chair; and Supervisor Luis A. Alejo, Vice Chair;

Committee Staff: Lew Bauman, County Administrative Officer; Charles McKee, County Counsel; Dewayne Woods, Assistant County Administrative Officer; Paul Lewis, County Budget Director; Rupa Shah, Assistant Auditor-Controller; Ebby Johnson, Committee Secretary; and

Elected Officials: Michael Miller, Auditor-Controller; Mary Zeeb, Treasurer-Tax Collector; and Steve Vagnini, Assessor-Clerk-Recorder.

- 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 Civil Rights 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 cualquier junta.