



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: RES 23-040, **Version:** 1

Adopt a Resolution to:

- a. Allocate funding in an amount up to \$2,246,754 to replace the HVAC system at the Monterey County Animal Services facility from the Building Improvement and Replacement Fund, Fund 478; and
- b. Increase appropriations by \$300,000 in the FY 2022-23 Health Department Adopted Budget, 001-4000-8442-HEA001, for the estimated project expenditures to be incurred in FY 2023, financed by an operating transfer in from the Building Improvement and Replacement Fund, 478-1050-8539-CAO047, (4/5ths vote required); and
- c. Authorize the Auditor-Controller to transfer \$300,000 for FY 2022-23 from the Building Improvement and Replacement Fund, 478-1050-8539-CAO047, which has sufficient appropriations available in its Adopted Budget to cover the transfer (4/5ths vote required); and
- d. Authorize the Auditor-Controller's Office to incorporate the approved budget modifications to the FY 2022-23 Budget, and the County Administrative Office to reflect these approved changes in the FY 2023-24 Health Department Adopted Budget 001-4000-8442-HEA001. (ADDED VIA ADDENDA)

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a Resolution to:

- a. Allocate funding in an amount up to \$2,246,754 to replace the HVAC system at the Monterey County Animal Services facility from the Building Improvement and Replacement Fund, Fund 478; and
- b. Increase appropriations by \$300,000 in the FY 2022-23 Health Department Adopted Budget, 001-4000-8442-HEA001, for the estimated project expenditures to be incurred in FY 2023, financed by an operating transfer in from the Building Improvement and Replacement Fund, 478-1050-8539-CAO047, (4/5ths vote required); and
- c. Authorize the Auditor-Controller to transfer \$300,000 for FY 2022-23 from the Building Improvement and Replacement Fund 478-1050-8539-CAO047, which has sufficient appropriations available in its Adopted Budget to cover the transfer (4/5ths vote required); and
- d. Authorize the Auditor-Controller's Office to incorporate the approved budget modifications to the FY 2022-23 Budget, and the County Administrative Office to reflect these approved changes in the FY 2023-24 Health Department Adopted Budget 001-4000-8442-HEA001.

SUMMARY:

The Health Department requests that the Board of Supervisors allocate funding in an amount up to \$2,246,754 to replace the HVAC system at the Monterey County Animal Services facility (Animal Services), and to amend the FY 2022-23 Adopted Budget (001-4000-8442-HEA001 to increase appropriations in the amount of \$300,000 for the estimated project expenditures to be incurred within FY 2022-23, with financing to be provided from the Building Improvement and Replacement Fund (478-1050-8539-CAO047).

The Animal Services facility at 160 Hitchcock Road is approximately 22 years old. The existing HVAC system is the original equipment and is comprised of (7) HVAC units. Five (5) units are over the main building where the customer service area, staff offices, spay and neuter clinic, and animal housing are located. The other two (2) units are over the dog kennel wings. Due to the age of the equipment, the need for repairs has increased significantly over the past few years and the units are quickly reaching a point where they may no longer be repairable.

Last December, one of the units over the main building stopped working. Upon inspection, maintenance professionals reported that due to age, parts were no longer available to repair the unit.

In February, another unit, which is over the shelter receiving area, cat holding and animal kitchen area, stopped working. The unit is considered non-functioning due to age, corrosion levels, and the lack of parts to allow for repair of the unit.

Currently, two (2) additional units are malfunctioning and are at risk of becoming non-functioning. These units are over the spay and neuter clinic, stray/adoptable cat rooms, laundry, and staff offices. Health Department Facilities staff continues to work with maintenance professionals to keep these units operating for as long as is possible until a permanent solution can be implemented.

The HVAC failure combined with the extended cold weather has created an unhospitable environment for the public, staff, and animals. Staff are not able to permanently relocate due to the nature of tasks that involve animals which must be in fixed/caged location. The surgical suite where spay, neuter and other surgical operations are performed is one of the critical areas affected by the failing units. Maintaining the body temperatures of the post operative dogs and cats is critical to their successful recovery. Staff continue to move back and forth to warmer areas but doing so is limited by the tasks that must be performed in unheated areas.

Although staff have been advised to dress warmly the failed & failing HVAC units are creating a health and safety issue.

The power source at Animal Services is propane. Consequently, the HVAC units are deemed specialty units and as such, they often have a long lead time for procurement; thus, it is crucial that replacements are procured soon, before more units expire completely and before more extreme weather, which could put at risk the health and safety of the public, staff, and the animals housed at the Animal Services shelter.

The Animal Services HVAC replacement project is included in the County's Capital Improvement Project Plan as unfunded (CIP page B-23, Project # 1803-2). Animal Services submitted and augmentation request for the project for the FY 2023-24 budget cycle; however, the continuing deterioration of the equipment makes it unfeasible to delay work on the project until the new FY.

Due to the nature of the project and procurement lead times, it is anticipated that project costs will be incurred in the current fiscal year (FY) and in FY 2023-24. At this time staff's best estimate is that about \$300,000 will be required for this fiscal year, and up to \$1,946,754 in FY 2023-24. Accordingly, the request to increase appropriations is to accommodate the estimated expenditures that will be incurred through the end of this FY.

This work supports the Monterey County Health Department 2018-2022 Strategic Plan Goal 4. Engage the MCHD workforce and improve operational functions to meet current and developing population health needs. It also supports the following of the ten essential public health services, specifically: 8. Assure a competent public and personal health care workforce.

OTHER AGENCY INVOLVEMENT:

A brief project summary, including the details of the failing equipment, was provided to the Capital Improvement Committee at its March 6, 2023, meeting. Due to the urgency of this project, the Budget Committee Chair approved presentation of this item directly to the full Board of Supervisors.

FINANCING:

There will be no impact to the General Fund from approval of this action. Funding for this project will be provided from the Building Improvement and Replacement Fund, \$300,000 in FY 2022-23, and up to \$1,946,754 in FY 2023-24, for an estimated total project cost of up to \$2,246,754.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Miriam Y. Mendoza, Finance Manager, Ext. 755-4622

Approved by:

Date:

Elsa Mendoza Jimenez, Director of Health, 755-4526

Attachments:

Board Report

Resolution