



# SAN BENITO COUNTY BOARD OF SUPERVISORS

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Vice Chair

Anthony Botelho  
District No. 2

Pat Loe  
District No. 3  
Chair

Reb Monaco  
District No. 4

Jaime DeLaCruz  
District No. 5

## BUDGET HEARINGS – FISCAL YEAR 2007/2008 AUGUST 7 – 9, 2007 ACTION MINUTES

The Board of Supervisors of San Benito County met in the Board Chambers on the above date for budget hearings. Supervisors Monaco, Loe, Botelho, De La Cruz and Marcus were all present. Also present was County Administrative Officer Susan Thompson, County Counsel Dennis Le Clere and Clerk of the Board Linda Churchill. Chairman Don Marcus presided.

Internal Services Director Rich Inman and Management Analysts Kellie Kennedy, Margie Riopel and Janelle Cox were also present.

### **BUDGET HEARING SCHEDULE**

*Budget Hearings began on Tuesday, August 7, 2007 at 1:30 p.m. and were continuous until completed. All items were approved "temporary due pass" (TDP). Please note that any second temporary due pass on any budget was an automatic reconsideration of the first temporary due pass.*

#### **1:30 P.M. TUESDAY, AUGUST 7 – BUDGET HEARINGS BEGAN:**

#### **FY 2007/2008 PROPOSED BUDGET**

County Administrative Officer (CAO) Susan Thompson provided opening remarks.

Opening Comments were received from the Board of Supervisors.

#### **INTRODUCTION**

County Administrative Officer Susan Thompson presented a budget overview.

#### **GENERAL GOVERNMENT**

1. Board of Supervisors (*Page 2*)

***Supervisor De La Cruz made a motion to reduce the .5 FTE from County Administrative Office Budget and move it to Board of Supervisors (1001-100) Budget to account for the 1 FTE Position of Secretary to the Board of Supervisors. Supervisor Loe seconded the motion. (4-1 Vote. Botelho voted no.) Approved TDP.***

2. Clerk of the Board (*Page 8*)

CAO Susan Thompson pointed out that on Page 8 Summary on the adopted 2006/2007 line of allocations the total numbers were incorrect. There was an error in the formula and so instead of \$164,600 it should read \$214,885; therefore, in comparison to what is being recommended it is a \$46,785 reduction from the prior year.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved TDP as recommended by CAO. (Unanimous)***

3. County Administrative Office (*Page 14*)

CAO Susan Thompson noted that based on the previous action on Item #1 the CAO Office budget will actually be reduced by .5 FTE which amounts to approximately \$25,000 for the secretarial position that was originally proposed to be shared with the CAO's Office and the Board of Supervisors. The recommended budget for the CAO is \$474,843.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Loe, approved TDP as recommended by CAO. (Unanimous)***

4. Contributions to Community Based Organizations (*Page 20*)

Kellie Kennedy, Management Analyst, provided overview. The following persons from Community Based Organizations were present and addressed the Board: Clay Kempf, Seniors Council; Kathleen Johnson, Executive Director of Advocacy, Inc.; Alexis May, Suicide Prevention of Central Coast; Terry Hancock, Senior Citizens Legal Services; Pauline Valdivia, Jovenas de Antano; and, Mary Ann Hughes, Executive Director, Community Pantry.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Botelho, approved the inclusion of \$5000 for Advocacy, Inc. and directed staff to prepare the necessary mutual agreement or contract as required to begin allocating the funds. (Unanimous) Approved TDP.***

***Upon motion made by Supervisor Botelho and seconded by Supervisor Monaco, approved TDP the request by Area Agency on Aging as recommended by CAO. (Unanimous)***

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved TDP the request by Suicide Prevention of the Central Coast as recommended by CAO. (Unanimous)***

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Botelho, approved TDP the request by Senior Citizens Legal Services as recommended by CAO. (Unanimous)***

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved TDP the request by Jovenes De Antano as recommended by CAO. (Unanimous)***

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved TDP to discuss a request by Community Pantry in the future. (Unanimous)***

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, approved TDP the request by the Veteran's Parade, the City of Hollister and City of San Juan Bautista as recommended by CAO. (Unanimous)***

5. Veterans Services (*Page 26*)

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, approved TDP as recommended by CAO. (Unanimous)***

6. County Counsel (Page 30)

CAO Susan Thompson provided an overview.

**Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved TDP as recommended by CAO. (Unanimous)**

Janelle Cox, Management Analyst, provided an overview on the next four budget units.

7. Auditor (Page 37)

8. County Clerk (Page 43)

9. County Recorder (Page 48)

10. Elections (Page 53)

Joe Paul Gonzalez, County Clerk / Auditor / Recorder, provided comments.

**Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved the budget for Auditor TDP, as recommended, and including an estimated \$20,000 in the Capital Budget to proceed with the Capital Improvement request for remodeling in the Auditor's office. (Unanimous)**

Mr. Gonzalez provided a statement with regards to the de-certification of all electronic voting election systems by the Secretary of State. Mr. Gonzalez noted that he may be obligated to appear before the Board of Supervisors at a later date with additional staffing requests.

Lengthy discussion ensued.

**Upon motion made by Supervisor Monaco and seconded by Supervisor Loe, approved Elections Budget TDP as recommended by CAO. (Unanimous)**

**Upon motion made by Supervisor Loe and seconded by Supervisor Botelho, approved County Clerk Budget TDP as recommended by CAO. (Unanimous)**

**Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved County Recorder Budget TDP as recommended by CAO. (Unanimous)**

11. Treasurer (Page 59)

Margie Riopel, Management Analyst, provided an overview.

Mary Lou Andrade, Treasurer/Tax Collector, addressed the Board requesting additional staff.

**Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Treasurer Budget TDP as recommended by CAO. (Unanimous)**

12. Tax Collector (Page 64)

13. Public Administrator (Page 70)

Margie Riopel, Management Analyst, provided an overview for both budgets.

**Upon motion made by Supervisor Botelho and seconded by Supervisor Loe, approved Tax Collector and Public Administrator Budgets TDP as recommended by CAO. (Unanimous)**

14. Assessor (Page 74)

Margie Riopel, Management Analyst, provided an overview.

Assessor Tom Slavich handed out two documents for Board review. One report titled Salary Savings to Justify New Appraiser Position and one showing a City of Hollister Build-Out Schedule. Mr. Slavich stated that he was not asking for any increase in his budget; however,

with salary savings as shown on his handouts he should be able to hire a Computer Mapping Specialist and the Real Property Appraiser I.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved the Assessor's budget as recommended by the CAO and directed staff to review the proposed job classification changes and determine the budget neutrality of such changes with an understanding that this item will be returned to the Board of Supervisors at a later date. (4-1 Vote. Botelho voted no.)***

### **9:00 A.M. WEDNESDAY, AUGUST 8 – BUDGET HEARINGS CONTINUED**

Items 26 through 32 were moved up as requested by the Sheriff who had a commitment.

26. Operations - Patrol (Page 130)
27. Communications - 911 (Page 140)
28. Corrections Division - Jail (Page 147)
29. Office of Emergency Services (Page 155)
30. Coroner (Page 160)
31. UNET (Page 164)
32. Sheriff's State Grants (Page 168)

Margie Riopel, Management Analyst provided an overview on Items 26 through 32.

Sheriff Curtis Hill provided comments and answered questions posed by the Board

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Budget Items 26 through 32 TDP as recommended by the CAO. (Unanimous)***

15. Internal Services (Page 180)

Rich Inman, Internal Services Director, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Internal Services budget TDP as recommended by the CAO. (Unanimous)***

16. Risk Management/Insurance (Page 86)

Rich Inman, Internal Services Director, provided an overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Risk Management/Insurance budget TDP as recommended by the CAO. (Unanimous)***

17. Information Technology (Page 90)

Rich Richman, Internal Services Director, provided an overview.

Clerk/Auditor/Recorder Joe Paul Gonzalez came forward and questioned the revenue fund transfer showing in the amount of \$459,770 and asked what trust was being referred to with respect to that amount.

Ms. Riopel responded that the Board of Supervisors directed that Revenue Trust Fund be set up for Information Technology for \$1,115,000 in last year's budget and that is the fund that was being referred to.

Mr. Gonzalez stated that the fund was created but there is no funding in that trust fund.

CAO Susan Thompson explained that those dollars dropped out to the General Fund fund balance. Ms. Thompson further explained that last year the Board directed that there be special revenue funds set up specifically for IT and for some of our capital projects. Ms. Thompson said it was her understanding that the Auditor set the funds up but this year there was a serious miscommunication about this. Ms. Thompson explained that Administrative staff believed we needed to re-budget the money because that had not been done, and apparently we just learned at the eleventh hour that the Auditor, in fact, did set up those funds but the money dropped out into the General Fund fund balance. Ms. Thompson stated that we actually have the money in the fund balance and Ms. Riopel is showing it as a trust fund transfer which it isn't. It is being funded with fund balance; therefore, now in the upcoming year the dollars for IT and capital projects will go into special revenue funds and will not have to be re-budgeted.

Mr. Gonzalez explained that in order to put that into effect a journal entry has to be made to move it from the General Fund into the Special Revenue.

Ms. Thompson asked if we can actually do that between now and the time we adopt a final county budget this year.

Mr. Gonzalez stated it would change the beginning fund balance number and everything that is budgeted is based upon that number so that would not be practical.

Ms. Thompson explained that the changing of the fund balance number is really immaterial in the macro logic of a budget because we have re-budgeted all of those dollars out of the General Fund fund balance to fund these projects that are recommended in the budget anyway. Ms. Thompson stated that the way that the budget has been designed we assume they dropped out into the fund balance and we re-budgeted them. This will not show up in the fund balance next year if there is any unspent dollars and will stay in special revenue funds and we will only re-budget those that we are going to spend in that year. Ms. Thompson stated that in this year's budget it should show as net county cost.

Ms. Thompson explained that the approval of this budget has to show that it is a \$700,000 appropriation and a \$700,000 net county cost. Ms. Thompson stated that this will need to be discussed during budget deliberations.

Discussion was held.

Ms. Thompson stated that today, by doing this, it just cost us \$459,000 that we had not planned on when we began budget hearings and therefore when we get to budget deliberations we will need to close that gap now amounting to a negative \$345,000.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved IT budget TDP showing a net county cost of \$700,976. (Unanimous)***

#### 18. GIS (Page 95)

Margie Riopel, Management Analyst, provided by overview.

***Upon motion made by Supervisor Botelho and seconded by Supervisor De La Cruz, approved GIS budget TDP as recommended by the CAO. (Unanimous)***

#### 19. General Purpose / Non-Departmental Revenues (Page 106)

CAO Susan Thompson, provided an overview and explained this budget.

Clerk/Auditor/Recorder Joe Paul Gonzalez provided comments and answered questions posed by the Board.

***Upon motion made by Supervisor Botelho and seconded by Supervisor De La Cruz, approved General Purpose / Non-Departmental Revenues budget TDP as recommended by the CAO. (Unanimous)***

## **EDUCATION**

### 20. County Library (*Page 460*)

CAO Susan Thompson provided an overview.

Librarian Nora Conte read a letter she prepared to the Board of Supervisors with regards to a request for Bookmobile funding and explaining the new collaborative efforts. Ms. Conte distributed the letter to the Board. Ms. Conte included in her letter a request for the Board's approval to appropriate funding for the purchase of a bookmobile.

The following members of the public spoke on behalf of the Library's request: Diane Leveridge, Adult Literacy Coordinator; Ruth Erickson, Friends of the Library and Betty Mason, Library employee.

The Board members expressed support for the library and request for the Bookmobile.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved County Library Budget TDP as recommended by the CAO with the inclusion of \$210,000 to come from Measure T Funds to fund and outfit a Bookmobile. (Unanimous)***

### 21. Univ. of CA Extension / 4-H Advisor (*Page 473*)

Kellie Kennedy, Management Analyst, provided an overview.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved the Univ. of CA Extension / 4-H Advisor Budget TDP as recommended by the CAO. (Unanimous)***

## **PUBLIC PROTECTION**

### 22. Grand Jury (*Page 112*)

Kellie Kennedy, Management Analyst, provided an overview

***Upon motion made by Supervisor Monaco and seconded by Supervisor Loe, approved the Grand Jury budget TDP as recommended by the CAO. (Unanimous)***

### 23. District Attorney (*Page 116*)

Kellie Kennedy, Management Analyst, provided an overview.

District Attorney Candice Hooper reported and requested two additional positions and a vehicle.

Nancy Leon, District Attorney's office, provided a report on the bad check program.

District Attorney Hooper and Ms. Leon answered questions posed by the Board.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved the District Attorney budget TDP as recommended by the CAO with the addition of \$40,000 for a new Deputy District Attorney; \$50,000 in Professional Services; and, \$18,000 for a vehicle. (Unanimous)***

### 24. Victim Witness (*Page 122*)

Kellie Kennedy, Management Analyst, provided an overview.

Katie Fancher, Victim Witness Coordinator, came forward stating that she will be retiring and hopes that the assistant will take her job, which would be at a lower salary rate, and hopefully the program could then be maintained since the program is basically out of money.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Loe, approved the Victim Witness TDP as recommended by the CAO. (Unanimous)***

25. Public Defender (Page 127)

Kellie Kennedy, Management Analyst, provided an overview.

CAO Susan Thompson indicated that it may be prudent to look into a different way of running the Public Defender office noting that she will pursue and provide information to the Board of Supervisors at a later date.

***Upon motion made by Supervisor Botelho and seconded by Supervisor Monaco, approved Public Defender budget TDP as recommended by the CAO. (Unanimous)***

33. Marshal (Page 173)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Marshal budget TDP as recommended by the CAO. (Unanimous)***

34. Probation (Page 177)

35. Juvenile Detention Facility (Page 183)

Janelle Cox, Management Analyst, provided an overview on both Item 34 and 35.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Probation and Juvenile Detention Facility budgets TDP as recommended by the CAO. (Unanimous)***

36. Ag. Comm./Sealer of Weights (Page 189)

37. Mosquito Abatement Program (Page 194)

Janelle Cox, Management Analyst, provided an overview on both Item 36 and 37.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved Ag. Commissioner / Sealer of Weights and Mosquito Abatement Program budgets TDP as recommended by the CAO. (Unanimous)***

38. Child Support Services (Page 198)

Margie Riopel, Management Analyst, provided an overview.

Lynn Miller, Child Support Services Director, addressed the Board.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved Child Support Services budget TDP as recommended by the CAO. (Unanimous)***

39. County Fire Dept. (Page 203)

Margie Riopel, Management Analyst, provided an overview.

County Fire Chief Reno DiTullio expressed concern that the county doesn't meet OSHA regulations and the Fire Department should be fully staffed.

***Upon motion made by Supervisor Botelho and seconded by Supervisor Monaco, approved County Fire Department budget as recommended by the CAO. (Unanimous)***

40. Fish and Game Commission (Page 209)

Kellie Kennedy, Management Analyst, provided an overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved Fish and Game Commission budget as recommended by the CAO. (Unanimous)***

41. Animal Control/Veterinarian Services (Page 212)

Kellie Kennedy, Management Analyst, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Animal Control / Veterinarian Services budget as recommended by the CAO. (Unanimous)***

44. Housing & Economic Development (Page 225)

CAO Susan Thompson provided an overview. Ms. Thompson noted that this new budget unit was included to reflect the priorities of the Board of Supervisors and covers primarily affordable housing and economic development and how we should proceed as a community to begin to address it on a more aggressive basis. Ms. Thompson explained the affordable housing piece noting that through Inter-Governmental Committee discussions and also per her discussions with the City of Hollister Management team we have recommended consideration of a City/County team. Ms. Thompson indicated that she had requested more funding than she has now determined that is needed and she requested a reduction of \$77,000 in this budget.

The following members of the public addressed the Board: George Lewis, President of the Economic Development Corporation; Jim Conklin, Executive Director of the Hollister Business Council; Ken Lindsey, Industrial Developer; and, Jerry Muenzer, Chairman of the Economic Re-structure Committee for Hollister Downtown Association.

Discussion was held.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Housing & Economic Development budget TDP noting a corrected total net county cost of \$145,136. (Unanimous)***

42. Planning and Building (Page 216)

43. Abandoned Vehicle Abatement (Page 222)

Janelle Cox, Management Analyst, provided overview on Items 42 & 43.

Art Henriques, Planning Director addressed the Board and encouraged the approval of a position to work solely on the County General Plan.

***Upon motion made by Supervisor Monaco and seconded and Supervisor Botelho approved the Planning and Building and Abandoned Vehicle Abatement budgets TDP as recommended by the CAO. (Unanimous)***

45. Monterey Bay Unified Air Pollution (Page 230)

Kellie Kennedy, Management Analyst, provided overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved Monterey Bay Unified Air Pollution budget TDP as recommended by the CAO. (Unanimous)***

**PUBLIC WAYS AND FACILITIES**

***Approved by the Board of Supervisors on 9/25/07.***



46. Public Works Admin and Eng. (Page 234)

Janelle Cox, Management Analyst, provided an overview.

Jerry Lo, Public Works Director, addressed the Board stating the Public Works Department has gone through a lot of changes. Mr. Lo requested consideration of two new staff members – a Staff Analyst and an Engineering Technician / Engineer. (Exhibit 1 submitted by Public Works Dept.)

CAO Susan Thompson explained that the alternative staffing as requested by Mr. Lo is instead of what is included in the budget. Ms. Thompson indicated that the Staff Analyst would amount to an additional \$26,000 to the net county cost, as it would be mid-year hire.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved Public Works Admin. and Engineering budget TDP as recommended by the CAO reflecting the amendment of a Staff Analyst and Engineering Technician / Engineer as submitted by the Public Works Department in Exhibit 1. (Unanimous)***

47. Public Works Rd. Maintenance (Page 242)

Janelle Cox, Management Analyst, provided an overview.

Jerry Lo, Public Works Director, addressed the Board and handed out a list of the Chip Seal Projects by Year prepared by the Public Works Department.

Supervisor Botelho asked why Cole Road was not included in the list.

Mr. Lo stated it would be included.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved Public Works Road Maintenance budget TDP as recommended by the CAO. (Unanimous)***

**2:45 p.m. WEDNESDAY, AUGUST 8, PUBLIC HEARING**

**Held public hearing re: Capital Outlay Budget, including capital projects and equipment financed by development impact fees.**

Janelle Cox, Management Analyst, provided overview referring to a Summary of the Capital Improvement Program – FY 2007/2008 – 2011/2012 submitted by the Public Works Department. Ms. Cox explained the 5-year Capital Improvement Program document as submitted by the Public Works Department. Ms. Cox noted that the total 5-year Facility Capital Improvement Program amounts to \$37,758,244.

*Chairman Marcus opened the public hearing. There was no comment from the public. Chairman Marcus closed the public hearing.*

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Capital Improvement Program Plan as presented. (Unanimous)***

48. Road. Capital Improvement Project (Page 248)

51. Capital Outlay Fund (Page 264)

Janelle Cox, Management Analyst, provided overview on Items 48 and 51.

*Chairman Marcus opened the public hearing.*

***Upon motion made by Supervisor Botelho and seconded by Supervisor De La Cruz, approved Road / Capital Improvement Project budget TDP as recommended by the CAO. (Unanimous)***

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Capital Outlay Fund budget TDP as recommended by the CAO. (Unanimous)***

*There was no comment from the public. Chairman Marcus closed the public hearing.*

49. CSA Internal Service Fund (Page 253)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved CSA Internal Service Fund budget TDP as recommended by the CAO. (Unanimous)***

50. Bldg. & Grounds Maintenance (Page 258)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Bldg. & Grounds Maintenance budget TDP as recommended by the CAO. (Unanimous)***

52. Surveyor (Page 273)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor Loe and seconded by Supervisor Botelho, approved Surveyor budget TDP as recommended by the CAO. (Unanimous)***

53. County Parks & Recreational Areas (Page 279)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved County Parks & Recreational Areas budget TDP as recommended by the CAO. (Unanimous)***

54. Vets Memorial Park (Page 284)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Vets Memorial Park budget TDP as recommended by the CAO. (Unanimous)***

55. Council of Governments (Page 288)

Janelle Cox, Management Analyst, provided an overview.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved Council of Governments budget TDP as recommended by the CAO. (Unanimous)***

The Board adjourned at 3:15 p.m.

**9:00 A.M. THURSDAY, AUGUST 9 - BUDGET HEARINGS CONTINUED**

## **BEHAVIORAL HEALTH**

### 56. Mental Health (Page 295)

Kellie Kennedy, Management Analyst, provided an overview.

Mental Health Director Alan Yamamoto addressed the Board

***Upon motion made by Supervisor Botelho and seconded by Supervisor Monaco, approved Mental Health budget TDP as recommended by the CAO. (Unanimous)***

### 57. Substance Abuse (Page 305)

Kellie Kennedy, Management Analyst, provided an overview.

Mental Health Director Alan Yamamoto addressed the Board.

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, approved Substance Abuse budget TDP as recommended by the CAO. (Unanimous)***

## **HEALTH AND SANITATION**

*The following items (58 thru 73) were considered as a whole.*

### 58. Public Health Services - Summary Page (Page 313)

### 59. Public Health Services (Page 317)

### 60. Local Enforcement Agency (Page 324)

### 61. Tobacco Education (Page 327)

### 62. Ryan White AIDS Program (Page 332)

### 63. Child Health. Disability Prevention (Page 336)

### 64. Maternal & Child Health (Page 341)

### 65. Environmental Health (Page 346)

### 66. Lead Based Paint Abatement (Page 350)

### 67. Immunization and Prevention (Page 355)

### 68. Adolescent Family Life Project (Page 360)

### 69. Challenge Grant (Page 364)

### 70. Maternal & Child Health C/F Commission (Page 368)

### 71. Local Public Health Preparedness (Page 373)

### 72. CA Children's Services - Admin. (Page 380)

### 73. CA Children's Services - Therapy (Page 385)

Health & Human Services Agency Director Kathy Flores provided a general overview of the Public Health Division.

Mark Eiserer, HHSA Deputy Director of Administration, summarized the budget and handed out an updated summary for Public Health noting that it did not change the numbers in the recommended budget but the previous version did not include the 2005/06 actual numbers.

Discussion ensued.

Mr. Eiserer stated that they would verify their fund balance with the Auditor's office noting that he was confident in the number they went with into fiscal year 2006/2007.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved Items 58 through 73 TDP as recommended by the CAO. (Unanimous)***

74. Emergency Medical Services (Page 389)

Health & Human Services Agency Director Kathy Flores and Deputy Director Mark Eiserer provided an overview.

**Upon motion made by Supervisor Monaco and seconded by Supervisor Botelho, approved Emergency Medical Services budget TDP as recommended by the CAO. (Unanimous)**

75. County Med. Services. Participation Fee (Page 395)

Health & Human Services Agency Director Kathy Flores provided an overview.

**Upon motion made by Supervisor De La Cruz and seconded by Supervisor Loe, approved County Medical Services budget TDP as recommended by the CAO. (Unanimous)**

76. Integrated Waste (Page 399)

Margie Riopel, Management Analyst, provided an overview.

Director of Integrated Waste Management Department Mandy Rose addressed the Board indicating that an additional position has been requested primarily for an outreach program related to greenhouse gas emissions and production of products that would reduce hazardous waste and to reduce the waste itself.

Lengthy discussion ensued concerning the need for an additional staff person at this time.

**Upon motion made by Supervisor Monaco and seconded by Supervisor Loe, approved Integrated Waste Department budget TDP as recommended by the CAO. (3-2 vote. Botelho & Marcus voted no.)**

**PUBLIC ASSISTANCE**

*The following items (77 thru 83) were considered as a whole.*

77. Human Services Agency Administration (Page 407)

78. Cal Works Assistance (Page 420)

79. AFDC Foster Care Assistance (Page 424)

80. Title IV-B Child Welfare Services (Page 428)

81. Cal Works Support Services (Page 431)

82. Cal Learn (Page 434)

83. Cal Works – State Only (Page 437)

Health & Human Services Agency Director Kathy Flores provided an overview of Items 77 thru 83.

Mark Eiserer, Deputy Director of Administration, provided an updated version of Human Services Agency: Administration – Budget to replace page 407 of the proposed budget book. Mr. Eiserer reported that this update reflects a Net County Cost of \$289,350, which is a reduction of \$73,000 from the prior year. This Net County Cost covers items 77 thru 83.

**Upon motion made by Supervisor Botelho and seconded by Supervisor De La Cruz, approved Items 77 thru 83 TDP as recommended by the CAO. (Unanimous)**

84. Public Authority - IHSS (Page 440)

Mark Eiserer, Deputy Director of Administration, provided overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor Loe, approved Public Authority budget TDP as recommended by the CAO. (Unanimous)***

85. General Relief-Aid to Indigents (Page 445)

Health & Human Services Agency Director Kathy Flores provided an overview.

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, approved General Relief-Aid to Indigents budget TDP as recommended by the CAO. (Unanimous)***

86. Comm. Services & Workforce Development (Page 448)

Health & Human Services Agency Director Kathy Flores provided an overview.

***Upon motion made by Supervisor Monaco and seconded by Supervisor De La Cruz, approved Community Services & Workforce Development budget TDP as recommended by the CAO. (Unanimous)***

87. Migrant Labor Housing Center (Page 455)

Mark Eiserer, Deputy Director of Administration, provided overview.

***Upon motion made by Supervisor Botelho and seconded by Supervisor De La Cruz, approved Migrant Labor Housing Center TDP as recommended by the CAO. (Unanimous)***

**GENERAL GOVERNMENT**

88. General Fund Contribution /Non Dept. (Page 101)

Kellie Kennedy, Management Analyst, provided an overview.

Discussion was held concerning allocation for a grant writing service. It was decided to have staff come back at a future meeting to address this matter.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved General Fund Contribution / Non Dept. budget TDP as recommended by the CAO. (Unanimous)***

Debt Services (Page 482) (This item was inadvertently omitted from the Board's agenda.)

Kellie Kennedy, Management Analyst, provided an overview.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Loe, approved Debt Services budget TDP as recommended by the CAO. (Unanimous)***

**APPROPRIATION FOR CONTINGENCIES**

89. Appropriations for contingencies. (Page 486)

Kellie Kennedy, Management Analyst, provided an overview.

Clerk/Auditor/Recorder Joe Paul Gonzalez explained that in this case the contingency is nothing more than the excess revenues over total appropriations in this fiscal year.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Monaco, approved Appropriations for contingencies budget TDP as recommended by the CAO. (Unanimous)***

**11:15 a.m. Thursday, August 9, 2007 Final Budget Deliberations**

CAO Susan Thompson reported that for final budget deliberations a document was prepared and handed out to the Board (2007-2008 Budget Balancing) which lists items that over the last three days have been included in the TDP budgets and have an impact on the net county cost of the budget as it was presented. This list includes the Due Pass items and the amount that it would affect the net county cost totaling \$835,468. Ms. Thompson further reported that funding sources used were Measure T funds in the amount of \$210,000 for the Bookmobile and Ms. Thompson suggested the elimination of the addition to reserves which was included in the recommended budget in the amount of \$223,759 as a funding source for those additional costs. This leaves an unfunded balance of \$401,709 and suggested other possible sources for the unfunded balance.

Supervisor Loe requested that a breakdown be done for travel, training, computer expense and office expenses for all departments and should be looked at and possibly cutting some of these expenses before taking money out of reserves.

Discussion was held regarding reconsidering the purchasing of laptops for the Board members this year and cutting out the addition of a secretary to the Board.

Discussion was also held regarding possible cuts to the IT (Information Technology) budget.

Supervisor De La Cruz stated that the proper way to go is to transfer the \$459,000 out of the undesignated General Fund reserves.

CAO Susan Thompson stated that she would bring back a summary document with numbers to reflect the suggested revisions of the Board of Supervisors.

The Board adjourned at 11:45 a.m. and reconvened at 3:00 p.m.

Joe Paul Gonzalez, Clerk/Auditor/Recorder, came forward stating he would like to correct the record concerning the Public Health budget fund balance that was discussed earlier. Mr. Gonzalez stated that the fund balance would actually be approximately \$1 million.

Kellie Kennedy, Management Analyst, explained the Countywide Services Supplies Comparison spread sheet that she prepared for the Board as requested during the morning session which included Computer, Office Expense, Travel, and FTE (Fully Time Employee) line item figures for each department for 2003/2004 through 2006/2007.

Lengthy discussion was held to determine how to deal with a fair way to reduce budgets and also the use of the monies set aside for IT.

The following changes to the previously Temporary Due Pass items were as follows:

Internal Services – IT (Budget Unit 106)

***Chairman Marcus polled the Board and it was a 3-2 decision (De La Cruz and Monaco voted no) to find a cost savings in Budget Unit 106.***

***Upon motion made by Supervisor Botelho and seconded by Supervisor Loe, approved TDP a total reduction to the IT (Budget Unit 106) in the amount of \$145,000 to be reported out a later time. (3-2. De La Cruz and Monaco voted no.)***

Board of Supervisors – (Budget Unit 100)

Chairman Marcus announced that earlier in the meeting a total of \$61,870 was removed from the Board of Supervisors budget as the initial cut. It was decided to also remove \$4425 from Office Expense which now totals a reduction in the amount of \$66,295 to the Board's budget.

***Upon motion made by Supervisor Loe and seconded by Supervisor Botelho approved TDP the elimination of \$66,295 from the Board of Supervisor's budget. (4-1 vote. De La Cruz voted no.)***

Supervisor Loe asked if there were any department heads that felt they could eliminate something from their budget.

Sheriff – Operations - (Budget Unit 210). Corrections (Budget Unit 220) Coroner (Budget Unit 263)

Sheriff Curtis Hill came forward and handed out a Sheriff's Operations Revised Budget Requests 2007-2008 document. This document shows a reduction in the Sheriff's Patrol Budget Unit in the amount of \$27,000; Corrections Budget in the amount of \$31,000 and Coroner in the amount of \$14,000 for a total revised reduction amounting to \$72,000.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Loe, approved TDP the reduction in the amount of \$72,000 from the Sheriff's Operations budget. (Unanimous)***

Public Works – Building & Grounds Maintenance (Budget Unit 160). County Surveyor (Budget Unit 256) Parks & Recreation (Budget Unit 702)

Jerry Lo, Public Works Director, came forward stating they were willing to cut travel expenses in the amount of \$2500 from Parks & Recreation; \$1000 from Building & Grounds and \$2000 from the County Surveyor for a total amounting to \$5500.

***Upon motion made by Supervisor De La Cruz and seconded by Supervisor Loe approved TDP the reduction in the amount of \$5500 from the Public Works Department budget. (Unanimous)***

Agricultural Commissioner (Budget Unit 250)

Paul Matulich, Agricultural Commissioner, came forward stating they were willing to cut \$1500 for a new computer; \$2000 for equipment maintenance; and, \$5500 for a flatbed trailer.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved TDP the reduction in the amount of \$9000 from the Agricultural Commissioner Department budget. (Unanimous)***

Auditor (Budget Unit 110)

Joe Paul Gonzalez, Clerk/Auditor/Recorder, came forward stating they would forgo additional computers and reduce office expense each by \$3000. Mr. Gonzalez further stated that with regard to the Bi-Tech upgrade, it could be postponed for another year and that would be a reduction of \$100,000.

CAO Susan Thompson stated that it would affect the preparation of the budget, which we still do manually, if we gave up the Bi-Tech upgrade.

Supervisor Botelho suggested that we use Measure T funds for the Bi-Tech upgrade.

***Chairman Marcus received agreement from all Board members to use \$100,000 out of Measure T funds and approved the \$6000 reduction in additional computers and reduction in office expense.***

District Attorney (Budget Unit 206)

District Attorney Candice Hooper came forward stating that the Publications and Legal Notices Line Item could be reduced by \$1500 and also a reduction in Professional Services by \$10,000 for a total reduction of \$11,500.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved TDP the reduction in the amount of \$11,500 from the District Attorney's office budget. (Unanimous)***

Planning & Building (Budget Unit 265)

Planning Director Art Henriques came forward stating they could reduce Office Expenses by \$5000; Travel/Training & Meetings by \$5000 and the Special Departmental Extension could possibly be lowered by \$90,000 for a total reduction of \$100,000 at this point.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved TDP the reduction in the amount of \$100,000 from the Planning and Building Department budget. (Unanimous)***

Probation (Budget 224)

Tina Armer, Assistant Chief Probation Officer, came forward stating that they could reduce the Training line item in the amount of \$5000.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved TDP the reduction in the amount of \$5000 from the Probation Department budget. (Unanimous)***

County Counsel (Budget 109)

Dennis LeClere, County Counsel, stated that they could reduce the Computer Supplies Line Item by \$2775; Office Expense could be reduced by the \$1550 and a reduction in Travel/Training & Meetings by \$2000 for a total reduction in the amount of \$6325.

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, approved TDP the reduction in the amount of \$6325 from the County Counsel's Office budget. (Unanimous)***

County Library (Budget 610)

Nora Conte, County Librarian, came forward stating she was willing to give up one computer in the amount of \$1200; reduce Professional Services in the amount of \$3800 and a reduction in Office Expenses by \$5000 for a total reduction in the amount of \$10,000.

***Upon motion made by Supervisor Loe and seconded by Supervisor De La Cruz, approved TDP the reduction in the amount of \$10,000 from the County Library budget. (Unanimous)***

Assessor (Budget Unit 114)

Cheryl Tyler, Assistant Assessor, came forward stating they were willing to reduce the Office Expenses Line Item by \$2000 and \$3000 out of the Travel Line Item for a total reduction in the amount of \$5000.

***Upon motion made by Supervisor Loe and seconded by Supervisor Botelho, approved TDP the reduction in the amount of \$5000 from the Assessor's budget. (Unanimous)***

*Supervisor De La Cruz stated that he voted against the Board of Supervisors action concerning the IT budget earlier today and he wanted to retract his opinion about the IT concept and he is proud of the teamwork that has transpired. Supervisor De La Cruz stated that for the record he would like to change his vote to support it, which would make it a unanimous vote.*

The Board of Supervisors expressed their gratitude and commended the department heads for their support today stating they were very proud of the entire team.

***The Board agreed to place the overage into contingencies.***

Kellie Kennedy, Management Analyst, reported that according to her calculations we were now \$40,911 over what was needed to balance the budget.



County Counsel recommended that the record should reflect that any second TDP (temporary due pass) on any budget be an automatic reconsideration of the first temporary due pass.

***Upon motion made by Supervisor Loe and seconded by Supervisor Monaco, moved that the record should reflect that any second temporary due pass on any budget is an automatic reconsideration of the first temporary due pass. (Unanimous)***

CAO Susan Thompson stated that she would bring back a re-cap of board policy and procedural issues that were addressed by the Board during budget hearings at the next Board of Supervisors meeting.

The vote of each member of the Board of Supervisors upon each matter at the foregoing meeting, unless otherwise stated, was as follows:

AYES:	SUPERVISORS: Monaco, Loe, De La Cruz, Marcus, Botelho
NOES:	SUPERVISORS: None
ABSENT:	SUPERVISORS: None

There being no further business the Board adjourned to August 14, 2007 at 9:30 a.m. for a regular meeting.

**DON MARCUS, CHAIRMAN**  
San Benito County Board of Supervisors

Attest:  
Linda Churchill, Clerk of the Board