



SAN BENITO COUNTY BOARD OF SUPERVISORS

Margie Barrios
District No. 1

Anthony Botelho
District No. 2
Chair

Robert Rivas
District No. 3

Jerry Muenzer
District No. 4
Vice Chair

Jaime De La Cruz
District No. 5

County Administration Building – Board of Supervisors Chambers, 481 Fourth Street, Hollister, California

BUDGET HEARINGS – FISCAL YEAR 2013-2014 JUNE 17 - 18, 2013 ACTION MINUTES

The Board of Supervisors of San Benito County met in the Board Chambers beginning June 17, 2013 for budget hearings. Supervisors Botelho, De La Cruz, Rivas, Barrios and Muenzer were present. Also present was Interim County Administrative Officer Ray Espinosa, County Counsel Matthew Granger, and Clerk of the Board Denise Thome. Chairman Botelho presided.

9:00 A.M. - CALL TO ORDER:

- a) Supervisor Botelho led the Pledge of Allegiance.
- b) *Upon motion duly made by Supervisor Rivas and seconded by Supervisor Muenzer, acknowledged Certificate of Posting.*

BUDGET HEARING SCHEDULE

9:00 A.M., MONDAY, JUNE 17, 2013 – BUDGET HEARINGS BEGIN

Budget hearings began on Monday June 17, 2013 at 9:00 a.m. and were continuous (with the exception of the regular Board meeting on June 18, 2013) through Tuesday, June 18, 2013 at 1:52 p.m. and completed. All budget hearing items were approved temporary due pass (TDP).

FY 2013/2014 RECOMMENDED BUDGET

INTRODUCTION & OPENING REMARKS – County Administrative Officer

Interim County Administrative Officer Ray Espinosa highlighted the budget and gave a general overview. He indicated that they proposed cessation of furloughs which would result in a return to regular hours and further proposed the return of salary step increases. He commented that overall the recommendations were basically status quo adding that it was a balanced budget with some level of relief. Interim CAO Espinosa explained how the budget hearings would proceed and noted changes to the budget.

APPROVE TEMPORARY DUE PASS FOR ALL BUDGET UNITS

CONSENT AGENDA:

BU# DEPARTMENT

GENERAL FUND - 1001

1. 180 General Fund Contributions/ Non-Departmental Expenditures
2. 185 General Purpose / Non-Departmental Revenues
3. 207 Grand Jury
4. 211 Communications (911)
5. 214 UNET
6. 215 Drug Abuse & Rural Crime Grants
7. 227 Gang Prevention
8. 261 Coroner
9. 262 Public Administrator
10. 267 Housing & Economic Development
11. 271 Abandoned Vehicle Abatement
12. 273 Land Development Projects
13. 275 LAFCO
14. 305 Council of Governments
15. 490 County Medical Services Program Participation Fee
16. 520 General Relief-Aid to Indigents
17. 545 First Five
18. 560 Veterans Services
19. 620 University of California Cooperative Extension 4-H/ Farm Advisor
20. 801 Long-term Debt Repayment – Sheriff Admin./County Permit Ctr. Bldg.

PUBLIC WORKS – 2101 & 2720

21. 300 Public Works Road Maintenance
22. 101 CSA Internal Service Fund

VICTIM WITNESS - 2510

23. 208 Victim Witness Assistance Program

CHILD SUPPORT SERVICES - 2224

24. 216 Child Support Services

BEHAVIORAL HEALTH – 2221 & 2225

25. 406 Mental Health
26. 409 Substance Abuse

PUBLIC HEALTH - 2214

27. 400 Public Health Summary Fund
28. 421 Tobacco Education
29. 424 Public Health Services
30. 425 Child Health & Disability Prevention Program (CHDP)

- 31. 428 Maternal & Child Health
- 32. 429 Environmental Health
- 33. 440 Adolescent Family Life Program
- 34. 449 Emergency Preparedness
- 35. 450 California Children's Services Administration
- 36. 451 CCS Diagnostic Treatment and Therapy

EMERGENCY MEDICAL SERVICES - 2216

- 37. 101 Emergency Medical Services

HEALTH AND HUMAN SERVICES - 2211

- 38. 500 Human Services Agency Administration
- 39. 513 AFDC FG/U Cal Works Assistance
- 40. 514 Foster Care Assistance
- 41. 515 Title IV-B Child Welfare Services
- 42. 518 Cal Works Support Services
- 43. 519 Cal Learn
- 44. 528 Cal Works – State Only

PUBLIC AUTHORITY - 2212

- 45. 512 In Home Supportive Services

CSWD - 2402

- 46. 101 Community Services & Workforce Development

MIGRANT LABOR CENTER - 2550

- 47. 101 Migrant Labor Housing Center

FISH & GAME - 2603

- 48. 101 Fish and Game Commission

MOSQUITO ABATEMENT - 2610

- 49. 251 Mosquito Abatement Program

INTEGRATED WASTE - 3010

- 50. 101 Integrated Waste Management Landfill
- 51. 300 Regional Agency

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer, approved the Consent Agenda Items TDP as recommended by the CAO, with the exception of Item #21 – budget unit 300 (Public Works Road Maintenance) which was pulled for discussion. (Unanimous)

21. 300 Public Works Road Maintenance

C.J. Valenzuela, Housing Coordinator, answered questions of the Board.

Public Works Administrator Steve Wittry answered further questions of the Board.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

REGULAR AGENDA:

BU# DEPARTMENT

55. 100 Board of Supervisors

Upon motion duly made by Supervisor Rivas and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

56. 102 Clerk of the Board

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

57. 105 County Administrative Office

Management Analyst Melinda Casillas explained that there was a change from last year wherein there was a request for an Assistant CAO position and to increase a Management Analyst position from .5 to .8.

Interim CAO Espinosa explained the need for an Assistant CAO position.

Chairman Botelho felt there was a need for more supportive help.

Supervisor De La Cruz wanted to wait until after the closed session at the regular meeting the next day.

Chairman Botelho stated that for the sake of transparency they should be discussing the matter openly.

Supervisor De La Cruz repeated that he wanted to hold off until they discussed in closed session and would feel more comfortable voting after closed session.

Supervisor Barrios indicated that it was a temporary do pass and that she would rather continue with a temporary do pass on this item.

Chairman Botelho concurred with Supervisor Barrios.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (the motion passed 4 -1 with Supervisor De La Cruz voting no)

58. 130 Internal Services

Management Analyst Casillas explained that they took all the employees in 130 and 190 and moved them into 130 and that 190 was the general fund portion of liability.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

59. 190 Risk Management/Insurance

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

60. 3060-190 RISK-ISF

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

61. 106 Information Technology

Management Analyst Casillas explained that they created this new fund for workman's compensation and the county's general liability.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

62. 107 GIS

Management Analyst Casillas reported that there was a change this year in that they were requesting one additional technician that would basically be housed at Health and Human Services Agency (HHS) and Behavioral Health who will offset the costs.

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

63. 109 County Counsel

Marvin Jones spoke under public comment.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

64. 112 Treasurer

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

65. 116 Tax Collector

Management Analyst Casillas noted that they increased an accounting technician position from .5 to 1.0 as the .5 position was difficult to fill and the position would help with backlog.

Supervisor Barrios felt that the changed position would account for actual revenue.

Interim CAO Espinosa indicated that they would provide regular updates and tracking with regards to revenue earned from approved positions. He added that they would analyze throughout the year and provide quarterly reports.

Chairman Botelho stated that in order to track this they would need administrative help like an Assistant CAO position.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

66. 114 Assessor

Management Analyst Casillas reported that the Assessor asked for two additional temporary positions as they felt they needed more help to work on the property tax rolls.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

Clerk/Auditor/Recorder

67. 110 Auditor

Upon motion duly made by Supervisor Rivas and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

68. 140 Elections

Management Analyst Casillas noted the typo that showed budget unit 114 for Elections whereas it should be 140.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

69. 259 County Clerk

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

70. 260 County Recorder

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

The Board adjourned at 10:23 a.m. for a break and reconvened into special session at 10:40 a.m.

71. 206 District Attorney

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

72. 207 Public Defender

Supervisor Barrios stated that she and Supervisor Botelho were on the public defender committee and they were all in agreement that they may have a measure of savings or about \$100,000 in the third tier of counsel.

County Counsel Granger explained that 10% of the cases were charged for 50% of the costs. He added that they would target the request for proposal (RFP) for the July 9th meeting and that it would not just be an RFP in this county.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

Sheriff

73. 210 Operations (Patrol)

Management Analyst Casillas noted that they had increased salaries by \$50,000 due to projected retirement payoff.

Supervisor Barrios noted that the City of Hollister would not come back with a proposal regarding police and sheriff consolidation until after the rally which they were concentrating on.

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

74. 220 Corrections Division (Jail)

Management Analyst Casillas noted that changes since the May 28th meeting included the addition of a correction officer position and \$10,000 for safety glass at the jail.

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

75. 263 Office of Emergency Services

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer approved TDP as recommended by CAO. (Unanimous)

76. 224 Probation

Management Analyst Casillas stated that since the May 28th meeting there was a change in salaries due to the upcoming change in the Memorandum of Understanding (MOU).

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

77. 226 Juvenile Detention Facility

Management Analyst Casillas stated that since the May 28th meeting there was a change in salaries due to the upcoming change in the Memorandum of Understanding (MOU).

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

78. 160 Buildings and Grounds Maintenance

Management Analyst Casillas noted that since the May 28th meeting they had removed the utilities from this department and they were now in budget unit 165.

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

79. 165 Utilities

Management Analyst Casillas explained that it was a new budget unit this year.

Supervisor Muenzer expressed a desire for the County to do anything in the way of cost savings on utilities county wide, such as solar and efficiency.

Public Works Administrator Wittry stated that they were looking at opportunities to make more energy efficient. He indicated that he would provide annual or quarterly reports on their progress.

Supervisor Barrios recalled a survey about 3 years before.

Public Works Administrator Wittry reported that they had implemented about 75% of what was recommended.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

80. 256 Public Works Administration and Engineering

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

81. 700 Veterans Memorial Park

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

82. 702 Recreation and Parks

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

83. 250 Agricultural Commissioner/Sealer of Weights & Measures

Management Analyst Casillas explained that there was a difference in FTEs since the May 28th meeting.

Agricultural Commissioner Ron Ross stated that they anticipated revenues would be done because there would be less reimbursement from the State.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

84. 265 Planning and Building

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

85. 266 Animal Control/Veterinarian Services Contract

Management Analyst Casillas stated that the only change is the revenue due to Code Enforcement's ability to assess fines and charges.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

86. 101 County Fire

Management Analyst Casillas reported that total expenditures were \$1,106,715 and total revenues were \$1,106,715.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

87. 540 Contribution to Community Based Organizations

Management Analyst Casillas explained that there was now \$78,000 available for distribution due to a predicted 6% increase since the May 28th meeting.

Interim County Administrative Officer Espinosa stated that they would like to allocate \$15,000 to the Community Food Bank.

Discussion ensued among Board members regarding the proposed allocation to the Community Food Bank.

Management Analyst Catherine Shaw gave the history on how money was distributed in the past and the process used.

Chairman Botelho opened the matter up for public comment.

Those speaking under public comment were Seniors Council/Area Agency on Aging Executive Director Clay Kempf, Jovenes de Antano Executive Director Pauline Valdivia, Senior Citizens Legal Services Directing Attorney Creighton Mendivil, Advocacy, Inc. Executive Director Kathleen Johnson, Community Food Bank Board Member Susan Thompson and Marty Richman.

There being no further public comment, the Chairman closed public comment.

Supervisor Barrios moved TDP as presented with the with the additional 6% total of \$10,800 to be given to the Community Food Bank on an emergency basis and consider additional funds to be given to them as an emergency need in the amount of \$25,000.

Supervisor De La Cruz seconded the motion and asked for a division of the motion.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz approved TDP as recommended by CAO with the additional 6% total of \$10,800, the difference between \$78,000 and \$67,200 to be given to the Community Food Bank on an emergency basis. (Unanimous)

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz recommended that any additional unexpended funding to the County, consider giving the Community Food Bank the amount between \$25,000 and \$10,800. (The motion passed 3 to 2 with Supervisors Rivas and De La Cruz voting no.)

88. 610 County Library

Management Analyst Casillas noted that the County Librarian had requested an additional \$9,000 in membership dues that will allow her to have additional resources in the County Library.

County Librarian Nora Conte gave an explanation of exactly what resources they would be getting for the \$9,000 as was requested by Supervisor Rivas.

Marty Richman spoke under public comment.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

89. 999 Appropriation for Contingencies

Management Analyst Casillas highlighted the Contingency Fund changes which brought the balance to \$470,397.

Discussion ensued between Board members and staff.

Upon motion duly made by Supervisor Muenzer and seconded by Supervisor Barrios continued the matter to the afternoon of June 18, 2013 and for staff to bring back clarification on the Contingency Fund numbers. (Unanimous)

The Board thanked staff for a most successful budget hearing.

June 18, 2013 – 1:30 p.m.

Management Analyst Casillas presented and explained a handout on how the contingencies were distributed.

Clerk-Auditor-Recorder Joe Paul Gonzalez further explained.

There was no public comment.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

1:30 PUBLIC HEARING:

1:30 P.M. MONDAY, JUNE 17, 2013 – PUBLIC HEARING

A public hearing re: **Capital Outlay Budget**, including capital projects and equipment financed by development fees, will be held at **1:30 p.m.** (or as soon thereafter as the matter may be heard) on Monday, June 17, 2013.

52. 101 Capital Outlay Fund

Capital Project Manager Adam Goldstone gave a staff presentation and answered questions of the Board.

Chairman Botelho opened the public hearing.

Marty Richman spoke under public comment.

There being no further public comment, the Chair closed the public hearing.

Supervisor Botelho moved to take some of the Park Project money and fund the Veterans Park parking lot improvements and restroom improvements. Supervisor Muenzer seconded the motion.

The motion failed 2 to 3 with Supervisors Muenzer, De La Cruz and Barrios voting no.

Supervisor Botelho moved to set aside funding to be made available for Veterans' Park parking lot lighting.

The motion died for lack of a second.

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Barrios approved TDP as recommended by CAO. (Unanimous)

53. 102 Road & Bridges Capital Improvement Projects

Upon motion duly made by Supervisor De La Cruz and seconded by Supervisor Rivas approved TDP as recommended by CAO. (Unanimous)

54. 101 County Service Areas (CSA's # 4-# 54)

CSA Coordinator Lynette Redman gave a staff report.

The Chairman opened the public hearing.

There being no public comment, the Chairman closed the public hearing.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor De La Cruz approved TDP as recommended by CAO. (Unanimous)

Final Budget Deliberations

Interim CAO Espinosa gave his closing remarks on the budget and thanked staff for their hard work.

Upon motion duly made by Supervisor Barrios and seconded by Supervisor Muenzer moved to adjourn the budget hearings 1:52 p.m. (Unanimous)

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: Botelho, De La Cruz, Rivas, Barrios, Muenzer

NOES: SUPERVISORS: None

ABSENT: SUPERVISORS: None

There being no further business, the Board adjourned at 1:52 p.m. on Tuesday, June 18, 2013 to June 18, 2013 closed session at 1:55 p.m.