



SAN BENITO COUNTY BOARD OF SUPERVISORS

Margie Barrios
District No. 1
Vice-Chair

Anthony Botelho
District No. 2

Robert Rivas
District No. 3

Jerry Muenzer
District No. 4
Chair

Jaime De La Cruz
District No. 5

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

SPECIAL MEETING APRIL 8, 2014 ACTION MINUTES

The Board of Supervisors of San Benito County met in the Board Chambers on the above date in *regular session*. Supervisors Muenzer, De La Cruz, Rivas, Botelho and Barrios were present. Also present were County Administrative Officer Ray Espinosa, County Counsel Matt Granger and Assistant Clerk of the Board Janet Slibsager. Chair Muenzer presided.

9:00 a.m. CALL TO ORDER:

- a) Supervisor De La Cruz led the Pledge of Allegiance.
- b) *Upon motion duly made, seconded and carried, acknowledged Certificate of Posting.*

PUBLIC HEARINGS – 9:00 a.m. (Or as soon thereafter as the matter may be heard)

HEALTH & HUMAN SERVICES AGENCY – J. Rydingsword:

- 1)
 1. Receive the Health and Human Services Agency (HHS) Director's report;
 2. Close the public hearing that was continued from April 1, 2014;
 3. Adopt Resolution approving and authorizing the submission of the 2014 CDBG grant application and authorize the HHS Director or Deputy Director to accept the grant, if awarded, enter into and execute the grant agreement and any subsequent amendments with the State of California, and execute Funds Requests and other required reporting forms for purposes of administering the grant;
 4. Authorize the Chair to sign the Resolution and execute the Assurances pertaining to the grant. (Res. No. 2014-29)

HHS Director James Rydingsword provided information in regards to the 2014 CDBG grant application the process and the due date of the application. He provided staff's recommendations as stated above. He announced that they would be happy to address any questions or comments by the Board or the public.

Chairman Muenzer continued the public hearing for public comment.

Those speaking under public comment were: Sarah Herbert, County resident; Marty Richman, Hollister resident and Keith Snow, Hollister resident.

Chairman Muenzer closed the public hearing.

Discussion ensued by Board and staff.

BOARD ACTION: Upon motion made by Supervisor Barrios and seconded by Supervisor De La Cruz, **adopted Resolution No. 2014-29**, per staff recommendation. (Unanimous) File #130

REGULAR AGENDA:

COUNTY ADMINISTRATION OFFICE – R. Espinosa:

2) Receive and discuss the items related to the FY 14/15 Budget process.

CAO Ray Espinosa provided information in regards to the budget process for 2014/2015 and highlighted other items that were going to be discussed today.

Management Analyst Melinda Casillas discussed where they currently are and some of the process that is taking place for the 2014/2015 budget. Ms. Casillas provided a PowerPoint presentation which covered the following: narratives; budget preparation; preliminary budget; department requests; addressing requests; human resource issues and policies and procedures that need to be followed; and addressing some of the requests into the five year plan.

Human Resource Interim Director Georgia Cochran provided information in regards to limited term positions: benefited positions as a regular employee but limited term with and end date; temporary positions. She said if the Board is interested they would have to meet and confer with the Unions to discuss how it would work and bring back a change to the current personnel rules to add that definition of an employee into the rules.

Discussion ensued by Board and staff in regards to limited term positions.

Supervisor Barrios said that she thinks this is time to give direction to move forward and explore this idea.

Chairman Muenzer called for a motion.

BOARD ACTION: Upon motion made by Supervisor Barrios and seconded by Supervisor Botelho gave **direction** to move forward in regards to limited term positions to explore, confer and bring back to the Board with more information. (3-2 vote, DeLaCruz and Rivas voted no) File # 865

Chairman Muenzer asked the public if there was any public comment in regards to what had been discussed so far in regards to the budget process.

Those speaking from the public were: Keith Snow, Hollister resident.

COUNTY ADMINISTRATION OFFICE – R. Espinosa:

3) Review and accept FY 14/15 Budget Hearing Agenda format.

Management Analyst Melinda Casillas went over the Tentative Budget Timeline for the Fiscal Year 2014-2015 and the draft budget hearing Agenda Format for the Fiscal Year 2014-2015, which is set to begin on June 16, 2014 and will continue on June 17, 2014 at 1:30 p.m. after the Regular Board Meeting.

Discussion ensued by Board and staff in regards to adopting the final budget and the budget process for Fiscal Year 2014-2015.

Chairman Muenzer opened the public comment period.

Those speaking from the public were: Marty Richman, Hollister resident

Chairman Muenzer closed the public comment period.

Ms. Casillas announced that it is their goal to bring a balanced budget to the Board. File #865

Chairman Muenzer called for a 10 minute break at 10:18 a.m.
The Board reconvened at 10:32 a.m.

COUNTY ADMINISTRATION OFFICE – R. Espinosa:

4) Receive update on the 5 Year Plan.

Management Analyst Melinda Casillas provided information in regards to a 5 Year Plan outline: Goal/Objective; Demographics; Financial Information-Past 5 Years-Future 5 Years-Staffing-Infrastructure; Departmental Information; Major Concerns; Options to Achieve Fiscal Balance.

Supervisor Rivas said that he supported a 5 year plan. He said that we need emphasis on revenue and expenditures and a strategic approach to take as a Board to restore our County.

Supervisor Botelho said that he agreed with Supervisor Rivas, but questioned whether a 5 year plan was too long of a period of time; maybe a 3 year plan would be better.

Supervisor Barrios agreed with Supervisor Rivas. She said that we want it to be a workable document whether 3 or 5 year plan.

Supervisor De La Cruz said that he hopes that the County's new financial system will offer more information.

CAO Ray Espinosa provided information.

Clerk/Auditor/Recorder Joe Paul Gonzalez also provided information in regards to the new financial system and what kind of data it would provide. He also spoke in regards to having a 5 year plan.

Discussion ensued by Board and staff in regards to a 5 year plan.

Chairman Muenzer opened public comment period.

Those speaking from the public were: Marty Richman, Hollister resident, said that he supports a 5 year plan.

Chairman Muenzer closed public comment period.

The consensus of the Board was to go forward with a 5 year plan, and would like to have it come back to the Board every year. File #865

COUNTY ADMINISTRATION OFFICE – R. Espinosa:

5) Receive 3rd Quarter FY 13/14 Financial Update.

Management Analyst Melinda Casillas provided a PowerPoint presentation on the 3rd Quarter FY 2013/2014 financial update: General Fund as of 3/31/14; 2013/2014 Budget vs. Actual All Funds as of 3/31/14; Revenues received through 3/31/14 5 year history; Expenditure through 3/31/14 5 year history; Salaries & Benefits through 3/31/14 3 year history; Yearend trends; Revenue end of Fiscal Year 5 year history; Expenditures end of Fiscal Year 5 year history.

Ms. Casillas said that it looks like we are doing really well to date and should end the year on a positive note. *File #865*

COUNTY ADMINISTRATION OFFICE – R. Espinosa:

6) Discuss miscellaneous items pertaining to future budgets.

CAO Ray Espinosa provided information on the following items: ERP (Enterprise Resource Planning System) and what the future budgeting looks like; ERAF (Educational Revenues Augmentation Fund); Development agreements-working on funding.

Discussion ensued by Board and staff.

Chairman Muenzer opened public comment period.

No one from the public spoke and the Chairman closed the public comment period.

CAO Espinosa thanked Melinda Casillas for her hard work and all the staff for attending. *File #865*

CLOSED SESSION (1:30 p.m.):

Matters discussed during Closed Session include existing and pending litigation, personnel matters and real property negotiations. Reportable actions taken by the Board during Closed Session will be announced during open session. (Gov. Code Section 54957.1(a) & (b), Ralph M. Brown Act.)

**7) Closed Session pursuant to Government Code Section 54957 (b):
Public Employee Discipline/Dismissal/Release**

No reportable action. (5-0 vote) File #235.6

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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:	Muenzer, De La Cruz, Rivas, Botelho, Barrios
NOES:	SUPERVISORS:	None
ABSENT:	SUPERVISORS:	None

There being no further business the Board adjourned to April 15, 2014 at 9:00 a.m.

JERRY MUENZER, CHAIRMAN
San Benito County Board of Supervisors

ATTEST:

Janet Slibsager, Asst. Clerk of the Board