



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 MINUTES BUDGET HEARINGS – FISCAL YEAR 2015-2016 JUNE 15, 2015

BUDGET HEARINGS WILL RESUME ON JUNE 16, 2015 AT 1:30
P.M. AFTER THE REGULAR BOARD MEETING

NOTE: THIS IS THE LINKED VERSION OF THE AGENDA AS POSTED ONLINE

The Meeting was called to order at 9:00 a.m. by Chairwoman Margie Barrios.

- a) Pledge of Allegiance – Margie Barrios, Chair
- b) Acknowledge Certificate of Posting.

Chairwoman Barrios entertained a motion to acknowledge Certificate of Posting.

- Motion made by Supervisor De La Cruz to acknowledge Certificate of Posting.
- Motion Seconded by Supervisor Muenzer.
- **Motion Approved 4 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	

*Rivas

***The Record shall reflect that Supervisor Robert Rivas arrived shortly after the beginning of the Budget Hearings at approximately 9:25am.**

INTRODUCTION & OPENING REMARKS - County Administrative Officer

CAO Ray Espinosa provided introductory remarks regarding differences in format and links from last year and other minor figure or dollar changes.

With regard to Consent and Regular Agenda, these areas will remain the same at the request of Supervisor Robert Rivas.

This year, the Board will be asked to adopt the GANN Limit (Annual Spending Limit) and the Recommended Budget via resolutions which is a departure from last year's practice.

Scheduled 1 through 15 will be reviewed by Management Analyst Melinda Casillas during today's presentation.

Since the last Board meeting, the following items were address:

Item 40-1180 was questioned by Supervisor De La Cruz regarding the contractual figures. The contractual terms and figures were reviewed and subsequently reduced.

The contractual amount was reduced from the originally budgeted \$480,000.00 to \$464,000.00.

At the request of Supervisor Anthony Botelho, Item 65-1260 was revised with a budget amount of \$50,000.00 being moved to this line item from the contingency fund.

The Chair asked that those items mentioned by the CAO be pulled from the Consent Agenda so that they might be reviewed independently.

The final item was the District Attorney's Office was related to AB 109 funds for a new FTE in her office with a general fund cost of approximately \$2,000.00 for the next fiscal year.

Supervisor De La Cruz asked that the administration review the Community-Based Organizations funding process and formula be reviewed as a "must-do" item.

CAO Espinosa announced that an additional CBO had been funded, the Emmaus House, was a change that occurred this year. The CAO thanked Melinda Casillas for her work with the CBO organizations.

The CAO announced that this fiscal year budget was very difficult. Revenue projections were not being met by the collections as well as the transition to the new ERP system

The Budget addresses three key areas in a conservative manner:

1. Personnel
2. Infrastructure
3. Technology.

Regarding Personnel, 20 FTE General Fund positions were requested with three (3) FTE's dedicated to public safety.

ARC and OPEB unfunded liabilities were reduced with health care reform and other cost-saving measures.

Additional FTE's will be offset with additional revenues such as an IT tech being funded via Health and Human Services funds.

This year's funding includes money for Windows 7 upgrades and overall IT System Security.

A new community-based module will also be added this fiscal year for the Department of Public Works via the ERP System.

The proposed increase in sales taxes to address infrastructure (roads and building issues) will be addressed.

Fiscal neutrality, increasing the County's sphere of influence, homelessness and economic development are all policy focus areas.

\$4.1 Million put in the "rainy day" fund per Board Policy as well as instituting vacancy budgeting across all departments.

The Administration also used Teter Funds to balance the budget.

There is a need for the Behavioral Health Department to grow but it is limited due to building and space limitations.

The creation of the RMA Department is also on the Horizon.

PV-2 and Del Webb is pending initiation which may help with infrastructure issues.

The CAO concluded his remarks by extending special thanks to Melinda Casillas and Sara Fontanos for all their hard work on the budget. He turned the meeting back over to the Chair.

FY 2015/2016 RECOMMENDED BUDGET

INTRODUCTION

Budget Overview

PLEASE NOTE: AGENDA ITEMS 45, 46 & 47 were discussed separately after the Board reconvened from their lunch break at 1:30PM

APPROVE TEMPORARY DUE PASS FOR ALL BUDGET UNITS

Chairwoman Barrios asked the Clerk of the Board Louie Valdez if there were any public comment cards submitted requesting items to be pulled from the Consent Agenda on behalf of the Public.

The Clerk of the Board advised Chairwoman Barrios that requests to pull the following items had been submitted by the public:

Consent Agenda Items 1, 8, 24 and 30 were pulled by Community Member Marty Richman.

The Chair asked if any members of the Board wished to pull items from the Consent Agenda.

Supervisor Botelho asked that Consent Agenda Items 25 and 9 be pulled. Supervisor Muenzer did not request that any items be pulled.

Supervisor De La Cruz asked for the Consent Agenda Item related to Communications, Number 17, be pulled from the Consent Agenda.

The Chair announced that the following items would be pulled.

1, 5, 8, 9, 17, 24, 25, 26, and 30 would all be items that are pulled from the Consent Agenda for a total of nine (9) items. (Please note: These items have been highlighted below in yellow for ease of identification and navigation).

The Chair then entertained a motion to approve the remaining Consent Agenda Items.

- Supervisor Muenzer made a motion to approve the remaining Consent Agenda Items.
- Supervisor Botelho seconded the motion.
- **Motion Approved 4 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
	*Rivas

***The Record shall reflect that Supervisor Robert Rivas arrived shortly after the beginning of the Budget Hearings at approximately 9:25 A.M.**

The Clerk of the Board advised the Chair and Melinda Casillas would like to be heard.

Chairwoman Barrios recognized Ms. Casillas.

Ms. Casillas reminded the Board that they should approve all items as a "Temporary Do Pass" so as to permit the Board and staff the opportunity to revisit each item discussed before final budget approval is given by the Board.

The Chair then entertained a motion to amend the originally passed motion to approve all Consent Agenda Items.

- Supervisor Muenzer made the motion to amend the original motion to approve all Consent Agenda Items by submitting an amended motion to approve all Consent Agenda Items as Temporary Do-Pass measures.
- Motion to amend the original motion seconded by Supervisor De La Cruz.
- **Motion Approved 4 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
	*Rivas

***The Record shall reflect that Supervisor Robert Rivas arrived shortly after the beginning of the Budget Hearings at approximately 9:25am.**

The Chair asked the Board Clerk to read the Agenda Item Number for each member of the public who would like to address the Board regarding that item.

- ❖ **Consent Agenda Item 1 (General Fund Contributions) was addressed by Mr. Marty Richman, member of the public.**

Mr. Richman expressed his disappointment with the lack of detail that is provided by the new budget presentation and he does not understand the “Status Quo” references that are listed in the document. Specifically, he indicated that while the term “Status Quo” is used the figures that are cited seem to change under the listed categories. He asked the Board and the CAO for an explanation.

The Chair asked Melinda Casillas and CAO Espinosa for an explanation regarding Mr. Richman’s questions.

Ms. Casillas indicated that this fiscal year’s budget salary and benefits provided for normal step increases in both categories which remain “status quo”. For the services and supplies, in most cases, the increases were approximately three percent.

For items one and two, Ms. Casillas explained that the increases remained the same and did not represent any drastic changes or increases from last year’s budget. She further indicated that line item detail is provided per budget unit and division is provided.

The Chair asked if the budget items would be linked as in previous fiscal years.

Ms. Casillas deferred to CAO Espinosa.

- The record shall reflect that Supervisor Robert Rivas arrived for the morning session at approximately 9:25 a.m. PST.

CAO Espinosa indicated that on the County’s website, under the “Recent News” heading, all of the aforementioned and requested detail is provided under each individual budget unit.

The CAO indicated that the budget presentation would be refined for next year by consulting with the Board and the Public. The proposed budget represents the first year that the entire budget had been entered into the ERP system upon which Schedule 9’s would be built. Real-time line date eventually will be available.

The Chair indicated that she understood the challenges and that she is confident that these issues would be overcome.

The Chair recognized Supervisor Botelho.

Supervisor Botelho agreed with the Chair’s comments that the details were lacking in the notes section of budget. He indicated that in the past Department Directors appeared before the Board and long discussions ensued about goals, objectives and proposed expenditures which represented too much time being spent and wasted in the process.

At the conclusion of the CAO’s remarks, the Chair entertained a motion to approve Consent Agenda Item 1

- Chairwoman Barrios made a motion to approve Consent Agenda Item 1.
- Motion to approve was seconded by Supervisor Botelho.
- **Motion approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item 5 (Animal Control) was addressed by Chairwoman Barrios.**

Chairwoman Barrios explained that she pulled this item to inquire about increased costs that appear in the budget document. Specifically, she indicated that the previous year's net cost was \$230,000.00 and that this year's increased was approximately \$12,000.00. She inquired if it was a Cost of Living increase or is the county paying for an additional service?

She also asked about the monies being collected in the County that are being used to offset these costs.

Ms. Casillas indicated that this particular division to manage. She indicated that a comprehensive review of the contract is in order.

The Chair asked when the contract expires.

Sara Fontanos, Management Analyst, indicated that the contract expires at the end of next fiscal year and does not include a CPI. This contract includes veterinarian services. Re-negotiations will begin at the end of the calendar year.

Supervisor Botelho indicated he would be looking forward to seeing that new contract.

- Chairwoman Barrios made the motion to approve Consent Agenda Item Five (5) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz Seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Eight (8) was pulled by Mr. Marty Richman, a member of the public.**

Mr. Richman asked about Payroll Services and the listed amount of \$844,000.00. He asked if the amount represented costs of the actual payroll service itself or if that amount represented the total payroll amount paid to employees. Mr. Richman suggested that perhaps a name change is in order.

Chairwoman Barrios agreed that the title is worthy of change.

Melinda Casillas, Management Analyst, indicated that the cost represented reimbursement of payroll services in sum total to the Council of Governments including OPEB and vacation accruals. Chairwoman Barrios pointed out that the net County cost was actually zero.

Supervisor De La Cruz asked the Chair if all the Board was doing was reimbursing for the employee payroll portion with which the Chair agreed.

Supervisor Muenzer indicated that additional detail to just the title "Council of Governments" should be included in this budget section.

Supervisor Botelho pointed out that the County budget also includes additional costs that may be not necessarily be reflected in the amount listed in the budget as presented including costs for County Counsel/Legal Services.

- Supervisor Muenzer made the motion to approve Consent Agenda Item Eight (8) as a Temporary Do-Pass Measure.
- Supervisor Botelho seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Nine (9) was pulled by Chairwoman Barrios.**

Chairwoman Barrios indicated that the amount listed is double in comparisons to last year's funds. She acknowledged that funds were being received in the Aid to Indigents from the Other Revenue line item.

Management Analyst Melinda Casillas indicated that in the past the \$300,000.00 was transferred to the MOE Funds and that it would appear as a charge in the County Budget. This year, the money will be classified differently but the money will remain in the County General Fund. All the costs for Aid to Indigents are now in the General Fund with HHSa making up the difference.

Supervisor Botelho asked why the change took place with regard to the funds being transferred from the Public Authority to the General Fund.

The CAO invited HHSa Director James Rydingsword to provide an explanation.

Mr. Rydingsword explained that money was moved from County General Funds into 1991 Program Realignment Funds so that the County pays for items it is required to pay for and program costs will be paid out of the realignment fund budget.

- Supervisor Botelho made the motion to approve Consent Agenda Item Nine (9) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Seventeen (17) was pulled by Supervisor De La Cruz.**

The CAO explained that the item was reviewed with the SCR 911 Director to determine actual costs. The actual budget amount is \$480,000.00 whereas the actual costs within the JPA amounted to \$464,000.00. The new fiscal year county budget reflects this savings as well as saving from no expenditures on new computers. In addition, capital and operational costs savings may be reaped from new capital cost arrangements.

- Supervisor Botelho made the motion to approve Consent Agenda Item Seventeen (17) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Twenty-Four (24) was pulled by Supervisor Botelho.**

Supervisor Botelho indicated that his questions had been answered by the explanations provide by CAO Espinosa during the discussion of the previous agenda item. The CAO indicated that this item is on tomorrow's regular board meeting agenda and more information will be available at that time.

Supervisor Muenzer indicated that he felt this was a cleaner way of presenting the item which he appreciates.

Mr. Marty Richman from the City of Hollister, CA provided public comment. He indicated that he has another comment about this item. He indicated that looking at the previous year numbers he does not understand where the money in terms of expenditures is accounted for as he believes more monies were spent than indicated.

Management Analyst Melinda Casillas and CAO Espinosa indicated that expenses were targeted in other areas of the General Plan and that an update could be provided during the regular board meeting tomorrow.

➤ Supervisor Muenzer made the motion to approve Consent Agenda Item Twenty-Four (24) as a Temporary Do-Pass Measure.

➤ Supervisor Botelho seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Twenty-Five (25) was pulled by Chairwoman Barrios and Supervisor Botelho.**

Supervisor Botelho questioned the amount of expenditures regarding funding requests by the Chamber of Commerce and the Monterey Bay Regional Economic Development Organization. He asked if these costs are to be yearly fixed costs and, if so, what formula would be utilized to define the funding formula for economic development. Chairwoman Barrios concurred with Supervisor Botelho's comments as the clarification regarding funding was provided by the Chair in that the amount listed in the budget is a "place holder" amount that does not obligate the Board to fund the aforementioned organizations at the listed dollar amount levels.

Supervisors Rivas and Muenzer also thanked the Chair for the clarification. Supervisor Muenzer indicated that it was his recollection that the Monterey organization was also interested in working with the Workforce Investment Boards, as well.

Supervisor De La Cruz indicated that he would prefer to support local organizations first.

Mr. Marty Richman, member of the public, indicated that he had written a long article about property taxes and the very low level of economic activity in San Benito County.

Julie Viera, President and CEO of the City of Hollister Chamber of Commerce, discussed economic development in San Benito County including San Juan Bautista.

- Supervisor Botelho made the motion to approve Consent Agenda Item Twenty-Five (25) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

❖ **Consent Agenda Item Twenty-Six (26) was pulled by Chairwoman Barrios.**

Chairwoman Barrios indicated that she understands there is no money budgeted for this item and inquired if there was a plan in place to address this item in the future.

Supervisor De La Cruz inquired if it was possible to have a policy in place that would allow bidders to remove these abandoned vehicles.

CAO Espinosa indicated that a plan is in the process of being formulated by Byron Turner in the Public Works Department.

Supervisor Muenzer cautioned that this item is one that people go to jail over and that the Board needs to be very careful about how this issue is handled.

Chairwoman Barrios indicated she was aware of non-profits who might be interested in these types of vehicles and that partnerships with those non-profits may be a possibility.

San Benito County Clerk-Auditor-Recorder Joe Paul Gonzales indicated that this question was one that was considered by the voters and that the measure failed by less than one percent. He recommended that the Board revisit this item as the fee is one that is a good management tool used by most if not all other California Counties.

- Supervisor De La Cruz made the motion to approve Consent Agenda Item Twenty-Six (26) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

Voting Yes

Barrios
Botelho
De La Cruz
Muenzer
Rivas

Voting No or Not Voting

- ❖ **Consent Agenda Item Thirty (30) was pulled by Mr. Marty Richman, Member of the public.**

Mr. Richman asked about at \$1.79 Million out transfer. He indicated that he could not track that expenditure for the up-coming year as there was no link available. He also indicated that the monies in that budget line item should be in the enterprise fund and not in the general fund as “back door” taxes could be levied against taxpayers. Mr. Richman indicated he felt the use of the funds in this manner is inappropriate.

Melinda Casillas, Management Analyst, indicated that he amount was \$1.8 Million for monies that were dedicated for John Smith Road and Resource Recovery Park. She indicated that what has not been spent is dedicated and she was not certain that those items would come to fruition. The monies are also reflected in the CIP Budget. The monies are sitting in fund balance reserve which is why the monies show a transfer out but the monies but be budgeted and associated with a project.

- Supervisor De La Cruz made the motion to approve Consent Agenda Item Twenty-Six (26) as a Temporary Do-Pass Measure.
- Chairwoman Botelho seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

The Chair announced that the Board would break for five to ten minutes and then reconvene to take up the remaining agenda items along with the scheduled public hearing. (78:45) - 10:18 A.M.

CONSENT AGENDA

The record shall note that all Consent Agenda Items were approved as Temporary Do-Pass Measures. Motion, Second and Final Vote listed below unless otherwise noted on individual items.

PLEASE NOTE: AGENDA ITEMS 45, 46 & 47 were discussed separately after the Board reconvened from their lunch break at 1:30PM

COUNTY ADMINISTRATIVE OFFICE – 15

1. 15.1015 General Fund Contributions/Non-Departmental
2. 15.1020 General Purpose/Non-Departmental Revenues
3. 15.1025 Grand Jury
4. 15.1030 Public Defender
5. 15.1050 Animal Control Contract Veterinarian Services Contract
6. 15.1055 County Medical Services Program Participation Fee
7. 15.1060 First Five
8. 15.1090 Council of Governments
9. 15.1095 General Relief-Aid to Indigents
10. 15.1100 Contribution to Community Based Organizations
11. 15.1110 University of California Cooperative Extension 4-H/Farm Advisor
12. 15.3070 Fish and Game Commission

COUNTY AUDITOR - 20

13. 20.1135 Long-term Debt Repayment-Sheriff Admin. /County Permit Ctr. Bldg.
14. 20.1140 Risk Management Insurance
15. 20.3060 Risk ISF

TREASURER/TAX COLLECTOR - 30

16. 30.1165 Public Administrator

SHERIFF - 40

17. 40.1180 Communications (911)
18. 40.1185 UNET
19. 40.1190 Drug Abuse & Rural Crime Grants
20. 40.1200 Coroner

DISTRICT ATTORNEY - 45

21. 45.2980 Victim Witness Assistance Program

PROBATION- 50

22. 50.1225 Gang Prevention

AG COMMISSIONER - 60

23. 60.3050 Mosquito Abatement Program

RMA – PLANNING – 65

24. 65.1260 General Plan Update
25. 65.1270 Housing & Economic Development
26. 65.1275 Abandoned Vehicle Abatement
27. 65.1285 Land Development Projects

RMA – PLANNING – 70

28. 70.2010 Public Works Road Maintenance
29. 70.3080 CSA Internal Service Fund

RMA-INTEGRATED WASTE MANAGEMENT - 75

30. 75.3800 Integrated Waste Management Landfill
31. 75.3810 Regional Agency
32. NEW - RRP

HHSA - 80

33. 80.1310 Veterans Services
34. 80.2285A Human Services Agency Administration
35. 80.2285P Human Services Agency
Programs

AFDC FG/U Cal Works Assistance

Foster Care Assistance

Title IV-8 Child Welfare

Services

Cal Works Support

Services

Cal Learn

CalWorks – State Only

36. 80.2360 Public Authority – In Home Support Services (IHSS)
37. 80.2635A Public Health Summary Fund
38. 80.2365P Public Health Programs Tobacco Education

Public Health Services
Child Health & Disability Prevention
Program (CHOP) Snap Ed Grant
Maternal & Child
Health
Environmental
Health
Adolescent Family Life
Program Emergency Preparedness
California Children's Services
Administration CCS
Diagnostic/Treatment/Therapy

- 39. 80.2475 Emergency Medical Services
- 40. 80.2555 Community Services & Workforce Development
- 41. 80.3030 Migrant Labor Housing Center

CHILD SUPPORT SERVICES - 85

- 42. 85.2530 Child Support Services

BEHAVIORAL HEALTH - 90

- 43. 90.2520 Mental Health
- 44. 90.2535 Substance Abuse

PLEASE NOTE: AGENDA ITEMS 45, 46 & 47 were discussed separately after the Board reconvened from their lunch break at 1:30PM

- 45. 70.3500 Capital Outlay Fund
 - 46. 70.2020 Road & Bridges Capital Improvement Projects
- Mr. Joe Horwedel presented the item to the Board on behalf of the CAO's Office via PowerPoint and he advised the Board that he would be combining Agenda Items 45 and 46 for the purposes of the presentation.

Mr. Horwedel made the distinction between short term repairs and long-term upgrades and capital investments.

Mr. Horwedel pointed out that there are major challenges related to the formulation of a Capital Improvement Plan including lack of a steady revenue stream and a changing

rural vs. suburban community identity within San Benito County as well as regional and neighborhood parks facilities.

Mr. Horwedel emphasized the need to begin planning for these types of issues at least five years into the future. Specific areas that need to be addressed are impact fees. 70.3080 County Service Areas (CSA's 4-54).

With regard to the five-year CIP, there are challenges that lay head including the lack of an on-going source of revenue, aging facilities and the changing profile of the community's profile and identity.

The Capital Budget is a tool about the direction the community will be taking as it moves into the future.

REGULAR AGENDA:

At 91:05, Chairwoman Barrios reconvened the meeting. The Chair recognized CAO Espinosa who called on Senior Management Analyst Melinda Casillas to present the remaining Regular Agenda Items.

BOARD OF SUPERVISORS – 10 (Schedule 9)

48. 10.1000 Board of Supervisors

The Chair acknowledged CAO Espinosa who then called on Senior Management Analyst Melinda Casillas, who presented this item and who the Board was advised would present the rest of the items on the agenda.

Ms. Casillas advised that there are no revenues associated with this item, expenditures are in the amount of \$537,221.00 with a County Cost of \$537,221.00 and there are no changes from last year to this year.

At this point, the Chair having entertained questions from the Public and the Board, the Chair recognized Mr. Marty Richman as he had submitted a Speaker Card to the Clerk of the Board.

Mr. Richman indicated that he did see changes that Salaries and Benefits saw a change of approximately \$35,000.00 and he asked why status quo was indicated as such when, in fact, an increase in the budget amount had actually taken place.

Ms. Casillas indicated that Salaries and Benefits had, in fact, increased as Step Increases had been accounted for and the rate of the PERS rate for the current fiscal year. The Board does not have any additional personnel retirement, OPEB and other miscellaneous changes that take place.

The Chair indicated that these changes will be seen across the Board with regard to Salaries and Benefits as a result of step increases that were re-instituted two years ago.

The Chair asked if insurances had gone up as a result of these changes.

Ms. Casillas indicated that a cap had been placed on the insurance but due to life changing events that are reviewed for each employee on the payroll, these types of changes naturally take place. Vacancies are budgeted at the family rate but if the employee covers just themselves then there is a small savings.

The Chair also pointed out that an increase in PERS has occurred and that no increases have been instituted for the staff. There is a small increase in services and supplies from the previous year based on their CPI.

The Chair recognized Supervisor Muenzer.

Supervisor Muenzer suggested that column title be modified as the dollar amount is not what is being indicated, it is the department that is status quo.

CAO Espinosa indicated that during Special Meetings, the term "Status Quo" has been defined but that the purpose of using this terminology was for the purposes of clarity. Step increases are available in this budget.

Chairwoman Barrios also suggested that the terminology be changed.

Supervisor Botelho also indicated that in his mind, in the past, they had requests from the Department and then Recommendations from the Administration which is a number that is negotiated with the departments.

Supervisor Botelho asked if the "Status Quo" column was essential to the adoption of the budget.

CAO Espinosa indicated that the Board should focus on the

“Recommended” Column as the “Status Quo” column was provided for the benefit of the public in an effort to provide more information.

The schedules and the reporting line item detail will be provided by the new ERP System.

The Chair also asked about the “Other charges” column that appears to have increased by approximately \$50,000.00 inquiring why this increase took place.

Ms. Casillas indicated that in addition to minor budgetary anomalies that could be attributed to the transition to a new system, all departments were provided monies to account for the Windows 7 Computer Software upgrade. Also, the Board of Supervisors did not have a fixed asset budget line item.

Mr. Marty Richman, a member of the public, asked for the Board to allow him to make a constructive suggestion to the Board. He suggested that the Board might consider moving directly from Windows 10.

Mr. Richman suggested that if the “Status Quo” is eliminated in future budgets as a category, the use of percentages to reflect changes in the budget might be easier to read as that type of information is important.

The Chair asked if there were any additional comments from the public. None were offered.

The Board was asked if there was any further discussion. None was provided.

The Chair entertained a motion for action on the item as presented.

- Supervisor Botelho made the motion to approve Regular Agenda Item Forty-Eight (48) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

Voting Yes

Barrios

Botelho

De La Cruz

Muenzer

Rivas

Voting No or Not Voting

COUNTY ADMINISTRATIVE OFFICER – 15

Approved by the Board of Supervisors at the March 8, 2016 meeting

49. 15.1005 Clerk of the Board (108:06)

Ms. Casillas presented the item on behalf of the CAO's Office.

She reported that revenues totaled \$2000.00 with expenses in the amount of \$177,324.00, for a total of \$175,324.00 with no additional request for this budget.

The Chair recognized Supervisor Rivas.

Mr. Rivas indicated that he had asked last year for the position allocations to be increased to 2.0 FTE last year and he inquired of staff why they thought the increase did not have to occur once again this year. Supervisor Rivas indicated that the amount of work involved in the Clerk of the Board's Office with regard to scanning and Assessment Appeals.

The CAO responded that this issue was discussed and that in viewing the overall budget and that one of the overlying themes was that the new Clerk needed to have an opportunity to evaluate the needs of the office from an operational and technical perspective to include new hardware and software packages.

The CAO indicated that the previous Clerk recommended that the new Clerk evaluate the needs of the office.

The Chair supported the CAO's position on this area.

- Chairwoman Barrios made the motion to approve Regular Agenda Item Forty-Nine (49) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

50. 15.1010 County Administrative Office

\$318,898.00 with expenditures in the amount of \$814,547.00 with a net cost of \$495,649.00 and no additional requests. It should be noted that

\$85,000.00 that represented a temporary pool of money for salaries was removed from CAO's office and put into the IT Department, the District Attorney's Office and Resource Management Agency's Reorganization. Ms. Casillas indicated that the budget document notes this budgetary change.

The Chair recognized Supervisor De La Cruz.

Mr. De La Cruz asked staff about \$49,000.00 in fixed assets funds related to the County Telecommunications Budget and that the funds were placed in the CAO's Budget as a placeholder.

CAO Espinosa indicated that this saving comes from decreased costs associated with the SCR 911 Program after review of the financial elements of the JPA.

- Supervisor Botelho made the motion to approve Consent Agenda Item Fifty (50) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

51. 15.1045 Office of Emergency Services

The item was presented by Melinda Casillas on behalf of the CAO's Office.

Total Revenues were \$270,094.00; expenses were \$372,347.00 with a net cost of \$102,253.00 offset by revenue. Ms. Casillas noted that a part-time employee was increased to full-time and that the increase was accounted for by revenue received.

The Chair noted increases that included the additional part-time to full time status and the available step increases.

There was no comment from the public.

The Chair recognized Supervisor Botelho.

Supervisor Botelho asked Ms. Casillas about the net county increased cost due to personnel and also a change in the cost plan. Mr. Botelho asked for confirmation that the increased budget monies were provided by a grant. Mr. Botelho asked for the total term of the grant and whether it was recurring.

CAO Espinosa asked OES Director Kevin O'Neill to speak to this matter.

Mr. O'Neill indicated that the grant is indefinite and that each year the State of CA provides these monies to the County.

As far as the net increase in the net county cost, previous directors had failed to budget appropriately reflecting the true cost of the grant in this year's budget.

The difference between a 1.5 to 2.5 OES Dollar for Dollar match grant which costs the County just as much money for a full time as opposed to half time is cost effective from a financial point of view.

Supervisor Botelho expressed his desire to make sure appropriate staff was hired to get the job done and not just for the sake of getting more money simply because it was available to spend.

There was no further comment from the Board.

- Supervisor Botelho made the motion to approve Regular Agenda Item Fifty-One (51) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

52. 15.1080 Human Resources

Ms. Casillas presented the item on behalf of the CAO's Office.

Revenues totaled \$509,156.00 \$499,847.00 with a small surplus of \$9,309.00 and no additional requests for this year.

The Chair indicated that the biggest complaint they have is that there is

not enough help to address staffing needs even with available budget monies. The Chair indicated that she would like to see an increase in this department.

The CAO indicated that Interim HR Director Georgia Cochran and his office have discussed this issue and that a clear, concise of the plan for that office going forward needs to be brought back to the Board. The CAO indicated that a comprehensive strategy would be brought back.

There was no comment from the public or members of the Board on this item other than the Chair.

- Chairwoman Barrios made the motion to approve Regular Agenda Item Fifty-Two (52) as a Temporary Do-Pass Measure.
- Supervisor Botelho seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

53. 15.1065 Information Technology

Ms. Casillas presented the item on behalf of the CAO's Office.

Total Revenues were \$138,788.00; Expenditures were \$635,664.00 for a net County Cost of \$496,876.00. There was one additional FTE added (technical support) in the amount of \$87,900.00 that is assigned to the Department of Health and Human Services (HHSA) and that department will reimburse the county general fund for this cost. There was also \$25,000.00 added to account for temporary personnel in the IT Department.

There were no comments from the public or the Board.

- Supervisor Muenzer made the motion to approve Regular Agenda Item Fifty-Three (53) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

54. 15.1075 GIS

The item was presented by Melinda Casillas on behalf of the CAO's Office.

Total revenues were \$77,263.00; total expenditures were \$143,917.00 with a net cost of \$66,654.00 with no additional increases this year.

There were no questions or comments from the public or the Board.

➤ Supervisor Botelho made the motion to approve Regular Agenda Item Fifty-Four (54) as a Temporary Do-Pass Measure.

➤ Supervisor Rivas seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

55. 15.3040 County Fire

Ms. Casillas presented the item on behalf of the CAO's Office.

There were no questions or comments from the public.

Supervisor Botelho asked if costs associated with Fire Station 3.

CAO Espinosa indicated that Fire Station 3 would be presented as part of the new County Capital Improvement Project (CIP) Budget.

➤ Supervisor Botelho made the motion to approve Regular Agenda Item Twenty-Six (26) as a Temporary Do-Pass Measure.

- Supervisor Muenzer seconded the motion.

- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

COUNTY AUDITOR – 20

56. 20.1115 Elections

Revenues were \$46,100.00; Expenditures were \$639,488.00 with a net County Cost of \$593,388.00 and no additional requests this year. However, 2016 is a Primary Election Year with decreased revenue and there are no foreseen agencies that the costs can be charged to thus will costs will increase with the four year cycle of which 2016 is the first year.

There were no comments from the public or the Board members.

- Supervisor De La Cruz made the motion to approve Regular Agenda Item Fifty-Six (56) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.

- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

57. 20.1120 County Clerk

Revenues were \$38,500.00; Expenditures were \$138,894.00 with no additional requests from the department submitted.

There were no questions or comments from the public or the Board.

- Supervisor Muenzer made the motion to approve Regular Agenda Item Fifty-

Seven (57) as a Temporary Do-Pass Measure.

➤ Supervisor Rivas seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

58. 20.1125 County Recorder

The item was presented by Ms. Casillas on behalf of the CAO's Office.

There were off-setting revenues vs. expenditures in the amount of \$743,044.00. There was one additional FTE for Deputy County Clerk-Recorder also offset by revenue.

There were no questions or comments from the public or the Board for this item.

➤ Supervisor Botelho made the motion to approve Regular Agenda Item Fifty-Six (56) as a Temporary Do-Pass Measure.

➤ Chairwoman Barrios seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

59. 20.1145 Auditor

This item was presented by Ms. Casillas on behalf of the CAO's Office.

Revenues were \$558,279.00; Expenses were \$1,436,049.00 with a net county cost of \$877,770.00.

The Department requested one additional FTE for an Auditor-Accountant and also for increases in professional services regarding the preparation of

the CAFR.

Also, a contract review of Bi-Tech Maintenance will be conducted so as to cancel the agreement thereby lowering this year's annual contract cost.

The Chair asked noted that the cost of the Bi-Tech Contract comparable to the cost of one FTE which, in her view, would serve the County much better.

The Chair asked the Clerk-Auditor-Recorder-Election Director Joe Paul Gonzalez for his view on this matter.

Mr. Gonzalez indicated that he has informed the consultant assisting with the CAFR, Haiyashi-Weyland, and indicated he has notified them that the contract would not be as extensive as it was last fiscal year. Nonetheless, he indicated that he still wanted the County to retain them to consult with them on a much more limited basis and does not anticipate that the full cost of \$100,000.00 will not be used.

The Chair recognized Supervisor Muenzer and then Supervisor Botelho.

Supervisor Muenzer indicated that he believes this would be money well spent as he has seen year after year how difficult it has been to get the CAFR done in a timely manner. He hopes that by keeping the Professional Services Contract in place, perhaps next year the CAFR will be completed on time.

The Chair acknowledged how the County was caught short handed almost at the 11th Hour.

Mr. Gonzalez indicated that the County has hired one accountant that accompanied him to today's session and he hopes that with the additional members of the staff, the CAFR preparation services will be done in a timely manner.

Under the audit committee's recommendation, the consultant was added to the budget to provide the auditor with the tools to make sure that the CAFR was prepared in a timely and early manner.

Supervisor Botelho indicated he was also supportive and that he is pleased that the CAFR assistance was now available in-house. He also indicated that he was supportive of this contact and asked if the principle reason for continuing with Haiyashi-Wayland was due to the firm's expertise in the CAFR area?

Mr. Gonzalez indicated that the principle reason for retaining Haiyashi-Wayland was to utilize their Caseware system as last year's CAFR was not

completed on time. The reason it was not completed is because it would have required much more time and we would not have been able to submit the CAFR on time.

The Chair recognized Supervisor De La Cruz.

Mr. De La Cruz indicated that he has been in favor of bringing in more staff and that he is supportive of the additional FTE.

Mr. Gonzalez indicated that the position is a flex position.

Mr. De La Cruz indicated that he is hopeful that the CAFR will be completed on time.

There were no comments from the public.

The CAO added comments with regard to this item regarding Bi-Tech. He advised that the County have moved to New World and Open Gov. and that it is essential to move all that data to those two new systems.

- Supervisor De La Cruz made the motion to approve Regular Agenda Item Fifty-Nine (59) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

COUNTY COUNSEL - 25

60. 25.1210 County Counsel

This item was presented Ms. Casillas on behalf of the CAO's Office.

There was \$430,777.00 in revenues, \$660,610.00 in expenses for a total of \$229,833.00 in total cost to the County General fund with no additional requests received for this fiscal year by the Department.

There were no questions or comments from the public or the Board.

- Supervisor Botelho made the motion to approve Regular Agenda Item Sixty (60)

as a Temporary Do-Pass Measure.

- Supervisor Rivas seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

TREASURER/TAX COLLECTOR - 30

61. 30.1155 Treasurer

Revenues were in the amount of \$361,466.00; expenses were \$363,731.00 with a net county cost of \$2,365.00 with the only request being the addition of a check processing machine as a three-year lease.

There were no questions or comments from the public or from the Board.

- Supervisor Muenzer made the motion to approve Regular Agenda Item Sixty-One (61) as a Temporary Do-Pass Measure.
- Supervisor Rivas seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

62. 30.1160 Tax Collector

153960 376401 net 222441 with a request for an additional two full time employees which was not fulfilled at this time.

There were no questions or comments from the public or the Board for this item.

- Supervisor Botelho made the motion to approve Regular Agenda Item Sixty-Two (62) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

ASSESSOR -35

63. 35.1170 Assessor

601640 1911707 1310067 with a request for 1.5 FTE and a minor reorganization that were approved due to the SCAPPA Grant which is a three-year program. The additions were covered by the grant revenue.

Chairwoman Barrios asked if the additional amount was approximately 200000. Ms. Casillas indicated that the increases were as a result of the step increases, the Windows 7 upgrade and the increased costs of the Megabyte System.

The Chair pointed out that the Megabyte system is the only available system for Counties which increases in cost each year. She indicated that RCRC was going to research this issue and she asked the Assessor to speak to the matter.

County Assessor Tom Slavich indicated that the Megabyte system is the only available system available for counties the size of San Benito County. He indicated that San Diego County built a proprietary system that cost close to \$100 Million and Santa Clara County's vendor went out of business.

Additional increased costs included an upgrade cost in addition to a yearly two-percent CPI.

The CAO pointed out that Santa Cruz County went forward with the development of a new system but that development costs are prohibitive for San Benito County.

➤ Chairwoman Barrios made the motion to approve Regular Agenda Item Sixty-Four (63) as a Temporary Do-Pass Measure.

➤ Supervisor Botelho seconded the motion.

➤ **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	

Muenzer
Rivas

SHERIFF - 40

64. 40.1175 Operations (Patrol)
1426410 5448300 4021890

The budget funds the request brought to the Board in January of 2014 to fund a second Deputy Sheriff. Also, an Office Assistant-Secretary has been added. There was one vehicle that was added but the insurance is covering that cost with one additional vehicle that was also added.

Mr. Marty Richman, resident of Hollister, CA, commented upon e-time cards. A problem that the City of Hollister has (which does not appear to be a problem with the County) does not have a system to track or classify overtime. Overtime is often a reality of public safety services due to emergencies and/or scheduling.

There were no comments from the Board.

- Supervisor Botelho made the motion to approve Regular Agenda Item Sixty-Four (64) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

65. 40.1195 Corrections Division (Jail)
568292 5538484 4790192

One correctional officer was added as well as one vehicle. There were requests for security camera, washer and a "Muffin Monster" which were offset by revenue.

There were no questions from the public or the Board members.

- Supervisor Muenzer made the motion to approve Consent Agenda Item Sixty-Five (65) as a Temporary Do-Pass Measure.
- Supervisor Rivas seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

DISTRICT ATTORNEY - 45

66. 45.1205 District Attorney

Ms. Casillas presented the item on behalf of the CAO's Office.

Revenues were reported to be \$199,829.00 with expenses at \$1,498,342.00.

There was a request for an office assistant that could not be accommodated. The CAO's office moved \$25,000.00 to provide temporary help and the AB 109 Board has agreed to fund one-half of that requested position. The match between the County and the AB 109 Board is \$27,500.00.

The Chair pointed out that the number of employees shown from last year to this year had not changed. Ms. Casillas pointed out that that the increase is shown on the Authorized Employee Schedule and that staff will correct the budget to reflect the increased staff number.

There were no questions or comment from the public.

The Chair recognized Supervisor Muenzer.

Supervisor Muenzer asked for a clarification on the FTE issue to assure that the new position is included in the authorized position line item.

- Chairwoman Barrios made the motion to approve Regular Agenda Item Sixty-Six (66) as a Temporary Do-Pass Measure with the caveat that the authorized position line item be corrected to show 11 employees for the next fiscal year from the current 10 employees to account for the new FTE being funded by both the County and AB 109 Board with equal contributions of \$27,500.00 from each agency.
- Supervisor Botelho seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

PROBATION - 50**67. 50.1215 Probation**

Revenues were \$1,562,277.00; expenses were \$2,983,646.00 with a net county cost of \$1,421,369.00.

The Department is requesting funds for a re-organization at the Supervisory level, the hiring of a probation aide and one probation officer.

Probation Department Chief R. T. Baraan indicated that the additional increases were not paid for by the County General Fund but rather AB 109 Funds, SB 678, YOBG and Juvenile Probation Funding.

Supervisor De La Cruz asked if the additional increases in the approximately amount of \$325,000.00 are related to General Fund increases only.

Chief Baraan indicated that between the newly acquired funding and the increased costs in PERS and health insurance premiums, the budget as presented will not reflect additional general fund monies allocated to the re-organization or the newly created positions listed on the budget.

There were no additional questions from the Board.

- De La Cruz made the motion to approve Consent Agenda Item Sixty-Seven (67) as a Temporary Do-Pass Measure.
- Supervisor Rivas seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

68. 50.1220 Juvenile Detention Facility

Revenues were in the amount of \$55,875.00; expenses were \$1,795,082.00 with a net county cost of \$1,739,207.00

There was a slight additional request to replace mattresses with one-half replaced this year and the second half in the next fiscal year.

There were no questions or comments from the public or the Board.

- Supervisor Rivas made the motion to approve Consent Agenda Item Sixty (60) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

COUNTY LIBRARY - 55

69. 55.1235 County Library

Revenues were in the amount of \$154,000.00; expenses were in the amount of \$910,671.00 with a net county cost of \$756,671.00.

One request for 1.5 FTE that staff was not able to provide.

The Chair recognized Supervisor Muenzer and then Supervisor De La Cruz.

Supervisor Muenzer asked about the self-check-out station funding for that position and whether the amount was equal to the amount listed on the budget which was approximately \$41,000.00.

Ms. Casillas answered affirmatively.

Nora Conte, County Library Director, clarified for the Board that the amount listed would fund two self-check-out stations with one-half of the funding coming from the Friends of the Library.

Supervisor Muenzer asked if some of the money was for training of staff/

Ms. Conte indicated that some training would have to be provided to both staff and the public.

Supervisor De La Cruz asked about the amount listed with regard to revenue in the amount of \$53,000.00 was going to be an issue for her department.

Ms. Conte indicated that she felt reaching this revenue amount would not be a problem.

The Chair recognized Mr. Marty Richman, a member of the public and resident of Hollister.

Mr. Richman advised the Board that he compared 97 branch libraries around the state and that the San Benito County Library has done an outstanding job in obtaining outside state and federal grants as well as private donations.

Mr. Richman is also hopeful that as part of the CIP, the County is able to leverage additional funds for the construction of a new library facility.

- Supervisor De La Cruz made the motion to approve Consent Agenda Item Sixty (60) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

AG COMMISSIONER - 60

70. 60.1250 Agricultural Commissioner/Sealer of Weights & Measures
Revenues were \$665,000.00; expenses were 1,046,181.00 with a net county cost of \$381,181.00.

Two vehicles were requested, one was funded. There was a list adjustment to one FTE as the Agriculture Commission and Mosquito Abatement Program share one employee.

There were no questions or comments from the Board or the public.

- Supervisor Rivas made the motion to approve Consent Agenda Item Sixty (60) as a Temporary Do-Pass Measure.
- Supervisor Botelho seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

The Board recessed the meeting for lunch break at approximately 12:00PM Noon.

The record shall reflect that Consent Agenda Items 71 through 76 were heard immediately following the presentation regarding the Capital Improvement Plan provided on behalf of the CAO's Office by Interim Public Works/Resource Management Agency Director Joe Horwedel. Mr. Horwedel presentation took place immediately after the Board reconvened following their lunch break at 1:30PM.

Chairwoman Margie Barrios announced that the Board would take up the following items after the conclusion of Mr. Horowdel's presentation.

RMA - PLANNING - 65**71. 65.1265 Planning and Building**

This item was also part of the Resource Management Agency (RMA) Reorganization.

Ms. Melinda Casillas, Management Analyst, presented the item to the Board on behalf of the CAO's Office.

The new budget shows the creation of the Resources Management Agency (RMA) (currently planning and building) which includes 725500 1576525 net county cost 851025.

The re-organization included the following staff changes/adjustments:

- An Associate Planner position was reduced.
- A Planning Technician position was added.
- The Planning Director Position was Unfunded.
- A Senior Planner position was unfunded.
- The Building Inspector position was increased 0.5
- A Building Official was added.
- The Permit Software Package was added.
- The Code Enforcement Officer position was moved exclusively into the Planning Department from the Abandoned Vehicle Program.

Chairwoman Barrios asked if there were comments from the public.

Jennifer Dossett from the Monterey Bay Economic Partnership addressed the Board about economic development tools and opportunities available to the County.

- Supervisor Botelho made the motion to approve Consent Agenda Item Seventy-One (71) as a Temporary Do-Pass Measure.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

RMA - PUBLIC WORKS - 70**72. 70.1290 Buildings and Grounds Maintenance**

This item was also part of the Resource Management Agency (RMA)

Reorganization.

The item was presented by Ms. Casillas on behalf of the CAO's Office.

Revenues were \$43,704.00, \$783,252.00 in expenditures for a net county cost of \$739,548.00.

This department will also be folded into the new Resources Management Agency (RMA) Department.

The following staff changes include:

The addition of a buildings and grounds worker to help with maintenance at the Jail

The Chair recognized Supervisor Muenzer.

Supervisor Muenzer recounted that in some of the Board's workshops, discussions regarding the hiring of outside contracts for maintenance purposes and he inquired about the status of that option.

The CAO indicated that the Public Works office took on this assignment when the layoffs took place and that it had since become burdensome on the department.

The Chair recognized Supervisor Botelho.

Supervisor Botelho asked if this budget includes money available for maintenance for the Agriculture Department Building. Ms. Casillas indicated that there was \$20,000.00 available for minimal maintenance for the entire County.

The Chair indicated that the County should dedicate one-time monies (SB 90 – unfunded mandates) received for deferred maintenance needs around the County.

CAO Espinosa indicated that SB 90 monies were already incorporated into the budget currently being presented to the Board in the amount of \$530,000.00. However, there is a possibility that interest may increase the amount to \$640,000.00 according to Management Analyst Melinda Casillas.

The CAO indicated that the item would be brought back to the Board in the hopes of additional funding from the Del Webb Project which should materialize prior to the end of the year.

There were no additional questions from the public or the Board.

- Supervisor De La Cruz made the motion to approve Consent Agenda Item Seventy-Two (72) as a Temporary Do-Pass Measure.
- Supervisor Rivas seconded the motion.
- **Motion Approved 5 to 0.**

Voting Yes
Barrios

Voting No or Not Voting

Botelho
De La Cruz
Muenzer
Rivas

73. 70.1295 Public Works Administration and Engineering

This item was also part of the Resource Management Agency (RMA) Reorganization.

Revenues \$257,250.00; expenditures \$877,868.00 with a net county cost of \$620, 618.00.

Two accounting technicians have been added, one to deal with Caltrans Billing and one to work with County Service Areas (CSA's).

The following staffing changes are reflected in the budget as part of the reorganization:

The Public Works Director has been unfunded.

The Resource Management Agency Director (RMA) has been funded.

Moved an account clerk from road to this budget but all work for roads will be offset through roads revenue reimbursement.

All split positions among divisions have been eliminated and the work conducted by these employees will be billed out to Capital Projects.

- Supervisor Rivas made the motion to approve Consent Agenda Item Seventy-Three (73) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

74. 70.1300 Veterans Memorial Park

Revenues are \$129,000.00; Expenditures are \$96,208.00 for a net county profit at \$32,792.00.

Revenue was received from Cell Phone Tower Fees that has been budgeted in the General Revenue section that was moved to Veteran's Memorial Park.

The Chair recognized Supervisor Muenzer.

Mr. Muenzer asked if the revenue received was for the park.

Ms. Casillas indicated that the revenue was, in fact, for the park and that it

had been moved as previously indicated.

The Chair recognized Supervisor De La Cruz.

Supervisor De La Cruz asked if it might not be more appropriate to indicated that the fund was, in fact, revenue neutral and that for the fiscal year the unanticipated revenue received was the previously cited figure in the amount of \$32,792.00.

Supervisor Muenzer indicated that justification would need to be provided for arriving at the zero dollar amounts. He expressed concern the surplus monies might be sought by the Veterans Commission or other Community-based Organizations.

Mr. Joe Horwedel, Special Project Director and Interim Public Works Director, indicated that staff is now showing up under Roads and Grounds which is where the charge backs take place. Ultimately, the funds will still be spent on the parks facility.

Mr. Horwedel indicated that perhaps it might be advisable to show the higher true cost of staff associated with work at the parks and this current revenue is not newly acquired money associated with the construction of the second cell phone tower on the same grounds.

Supervisor De La Cruz then expressed that the budget needs to reflect the actual costs of maintenance and operation of Veteran's Park once new revenue is collected as a result of the new cell phone tower contract signed by the County.

Supervisor Muenzer asked Ms. Casillas how long it would take to reformulate the budget allocations shown for this line item in maintenance which, as a result of the discussion, would need to be moved back into the Parks budget.

Ms. Casillas indicated that the changes could be made by tomorrow's scheduled Board Meeting Session.

Supervisor Muenzer made a motion to continue the item until then so as to provide time for staff to make the requested change.

The motion was seconded by Supervisor De La Cruz.

The Chair entertained public comment on the item but none was received.

- Supervisor Rivas made the motion to approve Consent Agenda Item Seventy-Four (74) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0 continuing the item until 06/16/2015 Board Meeting.**

Voting Yes

Barrios

Botelho

De La Cruz

Voting No or Not Voting

Muenzer
Rivas

Mr. Horwedel indicated that the Work Crew Supervisor Position could be shown as supporting the Veteran's Park Operation with a deficit of \$3000.00 that could then be balanced out with an internal re-allocation of funds in that department.

The Chair asked Supervisor Muenzer to withdraw his motion and for Supervisor De La Cruz to withdraw his second of Supervisor Muenzer' original motion.

The Chair suggested that a new motion be made to approve the item as amended with staff's suggestion to show the Work Crew Supervisor as servicing the Veteran's Park and for associated funds to be applied to the budget line item showing associated operational expenses deferred by general fund revenues.

- Supervisor Muenzer made the motions as suggested by the Chair for Consent Agenda Item Seventy-Four (74) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

75. 70.1305 Recreation and Parks

This item was also part of the Resource Management Agency (RMA) Reorganization.

Revenues are in the amount of \$14,600.00; expenses were in the amount of \$27,375.00 with a net county cost of \$12,775.00.

There were minor related staff changes as it relates to Veteran's Park.

The Chair noted that the expenses were much lower than in the past.

Ms. Casillas indicated that there was 0.6 previously charged to this department that is now charged to the General Fund.

The Chair recognized Supervisor De La Cruz.

Mr. De La Cruz asked about the resident next to Veteran's Park and whether the person residing in that building was subject to Internal Revenue Service (IRS) taxing provisions as envisioned under the tax code.

The Chair asked County Clerk-Auditor-Recorder-Elections Director Joe Paul Gonzales to comment upon the issue. Mr. Gonzales indicated that the matter was dependent upon whether or not the taxable issue question was a requirement of the job. Mr. Gonzales indicated that his department would look into the matter.

There were no additional comments from the public or the Board.

The Chair recognized CAO Espinosa who announced the availability of a Geographic Information System (GIS) Map on the County Website that shows information related to current and future parks.

- Supervisor De la Cruz made a motion to approve Consent Agenda Item Seventy-Five (75) as a Temporary Do-Pass Measure.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

CONTINGENCIES - 00

76. 00.1325 Appropriation for Contingencies

Ms. Casillas announced that there were no revenues associated with this fund; expenditures were in the amount of \$1,000,300.00.

There were no comments from the Board or the public for this item.

- Supervisor Muenzer made the motions as suggested by the Chair for Consent Agenda Item Seventy-Six (76) as a Temporary Do-Pass Measure.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

Final Budget Deliberations

The Chair recognized CAO Espinosa who offered closing comments.

He thanked staff for all their hard work and indicated to the Board there was room for growth.

The Chair also thanked staff on behalf of the Board for their extraordinary efforts.

RESOLUTION ADOPTING THE GANN LIMIT

Ms. Casillas presented the item on behalf of the CAO's Office.

She explained that the Board needed to adopt a resolution adopting the GANN Limit calculated at \$31,000,000.00 with revenue at \$26,000,000.00 which puts the County within the GANN Limit.

Ms. Casillas also explained the reconciliation process between the previous year's GANN Limit along with the projected revenues for the current fiscal year which to assure the Board that the County was well within the specified legal parameters. For this year, the budgeted amount was \$30,000,000.00 with approximately \$20,000,000.00 in expenditures.

There were no additional public comments from the public or the Board.

The Chair entertained a motion to approve the GANN Limit Resolution as presented.

Clerk of the Board Louie Valdez indicated that the assigned resolution number would be 2015-51 with 2015-50 left vacant in case of budgetary revisions that might take place at tomorrow's meeting session.

- Supervisor De la Cruz made the motion to approve San Benito County Board of Supervisors Resolution 2015-51 adopting the GANN Limit.
- Chairwoman Barrios seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

Adoption of Recommended Budget (RESOLUTION)

Schedules 1-15

Authorized Positions

Fixed Assets

Ms. Casillas presented the item on behalf of the CAO's Office.

Ms. Casillas explained the process of adopting all the budgetary information and transmitting the data to the State of California Controller's Office.

She explained that at the conclusion of the budget hearings, staff is then required to take all of the information presented and entering them into the State Controller's Schedules.

There are details of revenues and expenditures after which a summary of both is prepared by staff.

The details from the summary is transferred to a third Summary that leads up into Schedule 1 which provides a balanced budget along with cancellations and reserves including totals for revenues, expenditures, resources and uses.

Also, a list of authorized positions and the Fixed Assets schedule is presented along with the budget is presented to the Board which are all part of the resolution to adopt the recommended budget.

The changes include:

- Adjustment of the Veteran's Memorial Park Budget so that no surplus is shown.
- Amendment to CIP Projects that include the San Juan Tennis Court Lighting redirected to community parks.

The CAO announced one additional change. On Page 146, under Adopted Budget, Item 1, the date shown should reflect June 15, 2015 striking out June 16, 2015 including any references to June 16, 2015 in the second to the last Whereas sentence of the resolution.

- Supervisor Botelho made the motion to adopt San Benito County Resolution 2015-52 as amended.
- Supervisor Muenzer seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

The Chair entertained a motion to adjourn the Special Meeting Session.

- Supervisor Rivas made a motion to adjourn the Special Meeting.
- Supervisor De La Cruz seconded the motion.
- **Motion Approved 5 to 0.**

<u>Voting Yes</u>	<u>Voting No or Not Voting</u>
Barrios	
Botelho	
De La Cruz	
Muenzer	
Rivas	

The meeting was adjourned by Chairwoman Barrios.

This notice is posted pursuant to Section 54956 of the Government Code.

NOTE: A copy of this Agenda was published on the County's Web site on the Friday preceding the Board meeting and may be viewed at www.cosb.us All proposed agenda items with supportive documents are available for viewing at the San Benito County Administration Building, 481 Fourth Street, Hollister, CA between the hours of 8:00 a.m. & 5:00 p.m., Monday through Friday (except holidays). This is the same packet that the Board of Supervisors reviews and discusses at each Board meeting.

As required by Gov. Code Section 54957.5 any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by some other person and distributed at the meeting it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

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