



Legislation Details (With Text)

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File created: 6/5/2018 **In control:** Board of Supervisors

On agenda: 6/18/2018 **Final action:** 6/18/2018

Title: Chief Administrative Office recommending the Board:
1) Open the Budget Hearing and receive Chief Administrative Office's presentation on the Fiscal Year 2018-19 Recommended Budget;
2) Approve the Fiscal Year 2018-19 Recommended Budget, including any revisions deemed necessary, for the purpose of having the authority to spend until the budget is adopted in September;
3) Authorize the Chief Administrative Office, Facilities Division, and the Department of Transportation to proceed with the Capital Projects and Road work plans as identified and approved in the Recommended Budget, with any amendments as directed by the Board, effective July 1, 2018;
4) Approve the Fixed Asset listing as identified in the Recommended Budget and authorize the respective departments to proceed with purchases, effective July 1, 2018;
5) Authorize the Human Resources Department to proceed with filling new and/or modified positions identified in the Recommended Budget effective July 1, 2018;
6) Approve Vehicles for Permanent Assignment and Overnight Retention (Take Home-Vehicles) in accordance with Board Policy D-4, Vehicle Use, Standards, Procurement and Disposal as identified in the attached memorandum; and
7) Upon the approval of the Fiscal Year 2018-19 Recommended Budget, direct the Chief Administrative Office to return no later than June 26, 2018, with a recommendation to adopt the Fiscal Year 2018-19 Authorized Personnel Allocation Resolution, including any revisions deemed necessary and incorporating any modifications to County classification titles and allocations presented to the Board during the months of May and June.

FUNDING: General Fund and Non-General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Budget Hearing Presentation, 2. B - Link to 2018-19 Recommended Budget Book, 3. C - 5-Year Budget Projection with FY 2018-19 Rec Budget, 4. D - Take-home Vehicles 18-19, 5. E - Proof of Publication

Date	Ver.	Action By	Action	Result
6/18/2018	1	Board of Supervisors	Approved	Pass

Chief Administrative Office recommending the Board:
1) Open the Budget Hearing and receive Chief Administrative Office's presentation on the Fiscal Year 2018-19 Recommended Budget;
2) Approve the Fiscal Year 2018-19 Recommended Budget, including any revisions deemed necessary, for the purpose of having the authority to spend until the budget is adopted in September;
3) Authorize the Chief Administrative Office, Facilities Division, and the Department of Transportation to proceed with the Capital Projects and Road work plans as identified and approved in the Recommended Budget, with any amendments as directed by the Board, effective July 1, 2018;
4) Approve the Fixed Asset listing as identified in the Recommended Budget and authorize the respective departments to proceed with purchases, effective July 1, 2018;
5) Authorize the Human Resources Department to proceed with filling new and/or modified positions

identified in the Recommended Budget effective July 1, 2018;

6) Approve Vehicles for Permanent Assignment and Overnight Retention (Take Home-Vehicles) in accordance with Board Policy D-4, Vehicle Use, Standards, Procurement and Disposal as identified in the attached memorandum; and

7) Upon the approval of the Fiscal Year 2018-19 Recommended Budget, direct the Chief Administrative Office to return no later than June 26, 2018, with a recommendation to adopt the Fiscal Year 2018-19 Authorized Personnel Allocation Resolution, including any revisions deemed necessary and incorporating any modifications to County classification titles and allocations presented to the Board during the months of May and June.

FUNDING: General Fund and Non-General Fund.

DEPARTMENT RECOMMENDATION

Chief Administrative Office recommending the Board:

- 1) Open the Budget Hearing and receive Chief Administrative Office's presentation on the Fiscal Year 2018-19 Recommended Budget;
- 2) Approve the Fiscal Year 2018-19 Recommended Budget, including any revisions deemed necessary, for the purpose of having the authority to spend until the budget is adopted in September;
- 3) Authorize the Chief Administrative Office, Facilities Division, and the Department of Transportation to proceed with the Capital Projects and Road work plans as identified and approved in the Recommended Budget, with any amendments as directed by the Board, effective July 1, 2018;
- 4) Approve the Fixed Asset listing as identified in the Recommended Budget and authorize the respective departments to proceed with purchases, effective July 1, 2018;
- 5) Authorize the Human Resources Department to proceed with filling new and/or modified positions identified in the Recommended Budget effective July 1, 2018;
- 6) Approve Vehicles for Permanent Assignment and Overnight Retention (Take Home-Vehicles) in accordance with Board Policy D-4, Vehicle Use, Standards, Procurement and Disposal as identified in the attached memorandum;
- 7) Upon the approval of the Fiscal Year 2018-19 Recommended Budget, direct the Chief Administrative Office to return no later than June 26, 2018, with a recommendation to adopt the Fiscal Year 2018-19 Authorized Personnel Allocation Resolution, including any revisions deemed necessary and incorporating any modifications to County classification titles and allocations presented to the Board during the months of May and June.

DISCUSSION

The Chief Administrative Office is presenting the Fiscal Year (FY) 2018-19 Recommended Budget for consideration and approval. The FY 2018-19 Recommended Budget was made available to the Board of Supervisors and the public on June 4, 2018, fourteen days prior to this noticed Hearing. The Recommended Budget is attached to this Legistar item as a link, and can be found on-line at <https://edcgov.us/Government/CAO/Pages/Fiscal-Year-2018-2019-Recommended-Budget.aspx>.

Pursuant to Government Code Section 29064, "On or before June 30 of each year the board, by formal action, shall approve the recommended budget, including the revisions it deems necessary for the purpose of having authority to spend until the budget is adopted." The Chief Administrative Office therefore requests that the Board consider and approve the attached FY 2018-19 Recommended Budget, including any revisions deemed necessary, as well as authorize the Capital Projects and Road work plans, approve the fixed asset listing, and direct staff to return to the Board with a resolution to adopt the FY 2018-19 Authorized Personnel Allocation.

In accordance with Government Code requirements, notice of the Hearing was provided 10 days

prior to this meeting.

In addition, it is recommended that the Board approve the attached listing of permanent assignment and overnight retention of County-owned vehicles. Board Policy D-4, Vehicle Use, Standards, Procurement and Disposal, Section B.2, titled "Permanent Assignment and Overnight Retention (Take Home-Vehicles)" requires that the "initial and continued permanent assignment and overnight retention of County-owned vehicles" be approved by the Board of Supervisors annually during the budget process. The Chief Administrative Officer requires each department requesting authorization of vehicles for permanent assignment and overnight retention to submit detailed justification for the request. A summary of the current assignments are attached.

BACKGROUND

The FY 2018-19 Budget Development Master Calendar included Functional Group Budget Meetings with County Department Heads and two Board-selected Supervisors to attend the meetings as part an Ad Hoc Budget Committee.

Functional Group Budget Meetings were held on March 19 and March 22. At these meetings, Department Heads presented information to the Ad Hoc Committee regarding major policy issues affecting their Departments, including any new legislation, supplemental budget request items, and operational efficiencies that have been identified or implemented.

A Special Budget Meeting with the full Board of Supervisors was held on April 20, 2018. At this Special Budget Meeting, the Chief Administrative Office provided a presentation regarding the development of the FY 2018-19 Recommended Budget; a general overview of discretionary General Fund revenues vs. restricted/dedicated funding; a report back on road funding options; information on the status of FY 2018-19 Budget Development process, including discussion of what had been done to balance the budget to that point and items that were currently not identified for funding in the budget; and discussion and feedback from the Board of Supervisors. The Board provided feedback and direction on budget priorities for the development of the FY 2018-19 Recommended Budget.

ALTERNATIVES

If a majority vote cannot be reached by June 30, 2018, per Government Code Section 29124, the auditor shall approve payments in accordance with amounts in the Recommended Budget except for capital assets, transfers-out, and new permanent employee positions.

CLERK OF THE BOARD FOLLOW UP ACTIONS

None.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

Don Ashton, Chief Administrative Officer

Shawne Corley, Assistant Chief Administrative Officer