

SANTA FE COUNTY FY 2016 INTERIM BUDGET



BOARD OF COUNTY COMMISSIONERS

MAY 26, 2015

FY 2016 BCC Budget Priorities – Review

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- Open space and trails master planning and maintenance
- Facilities Maintenance
 - Community centers
 - Public housing sites (landscaping and Boys & Girls Club facility at Santa Cruz)
- Water planning
- Economic development initiatives
- Youth programs/Summer Interns
- Road Maintenance

- Wildland/urban interface programs
- Continued investment in employees and professional development
- Compensation package and union contracts
- Senior Services
- Energy Efficiency and Renewable Energy Programs
- Programming and operational funding for new facilities

FY 2016 Revenue Assumptions – Review

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- ✧ Property Tax revenue increased by \$1.0 million or 2%.
- ✧ Gross Receipts Taxes increased by approximately \$1.1 million or 3% total for both Countywide and unincorporated taxes (2.43% after hold harmless distribution reduction). This does not include the newly implemented 1/8th Hold Harmless GRT.*
- ✧ State shared taxes remain flat.
- ✧ Care of prisoners revenue decreased \$2.5 million or 36.3% based on actual contracts and trending population.
- ✧ Water/Wastewater charges increased by \$0.2 million or 5.2% based on estimated additional customers.
- ✧ Land Use permit fees decreased by \$0.2 million or 34% based on recommended permitting changes.
- ✧ No Payment in Lieu of Taxes is being budgeted resulting in a \$0.7 million reduction to general fund revenue.

* The new Hold Harmless GRT is estimated to generate \$3.3 million in FY 2016. This GRT is dedicated to maintenance of buildings, infrastructure and capital assets. The .0125% tax is intended to offset reductions in the hold harmless distribution by the State of NM which will begin July 1, 2015 and continue until the distribution has been completely phased out in FY 2030.

Approved Recommendation Initiatives Requiring New Funding

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- Additional Open Space management plans: \$150K (1-time)
- Employee Wellness Program: \$100K
- Santa Fe County Re-Branding Project (Logo Re-design): \$150K (1-time)
- Increased Meeting Broadcasting: \$30K
- Refunding the Wildland Winter Crew: \$141.3K

- Additional Youth Programs: \$50K
- Operations of New Facilities*:
 - Max Coll Community Center – \$12K
 - Pojoaque Recreational Complex – \$87.5K
 - Stanley Cyclone -\$59.5K
- Watershed Restoration: \$20K (1-time)
- Solar Energy Advertising: \$30K (1-time)

* Not a full year of operation.

Approved Recommendations FY 2016 FTE Requests

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List of FTE Requests for FY2016

Department/Elected Office	Position Title Requested	Requested Salary	Request Salary including benefits	Recommended Salary Calculation	Recommended Salary including benefits	Last time position approved	Status Requested	Recommendation
ASD/IT	Desktop Support Supervisor	33.00/hr.	96,096	0	0	2014	FT/classified	Not recommended
ASD/Procurement	Procurement Specialist Senior	21.00/hr.	61,152	0	0	2010	FT/classified	Not recommended
CMO/HR	HR Administrator	23.00/hr.	66,976	23.00/hr.	66,976	2010	FT/classified	Recommended at requested rate.
CSD/Seniors	Senior Services Site Manager	30.00/hr.	87,360	0	0	8 since 2012	FT/classified	Not recommended
CSD	Administrative Manager	30.00/hr.	87,360	30.00/hr.	87,360	2 since 2012	FT/classified	Recommended at requested rate.
GMD/Economic Dev.	Economic Development Specialist	27.00/hr.	78,624	0	0	1 since 2009	FT/classified	not recommended at this time. Justification provided does not warrant a new position.
PSD/Admin.	Research and Dev. Program Manager	32.1425/hr.	93,598	0	0	0 in PSD Admin.	FT/classified	Not recommended
PSD/Corrections/ADF	PREA Compliance Manager	24.9378/hr.	72,619	0	0	0 since 2009	FT/classified	Not recommended.
PSD/Corrections/ADF	Secretary	11.9476/hr.	34,791	0	0	0 since 2009	FT/classified	Not recommended, can utilize current administrative staff
PSD/Corrections/ADF	Warehouse Specialist	14.48/hr.	42,166	0	0	0 since 2009	FT/classified	Not recommended. Conduct study of all specialty areas within ADF first.
PSD/Corrections/EM	EM/Bail Bonds Case Manager	14.28/hr.	45,742	0	0	1 since 2010	FT/classified	See Below.
PSD/Corrections/EM	EM/Bail Bonds Case Manager	14.28/hr.	45,742	0	0	1 since 2010	FT/classified	Not recommended
PSD/Corrections/Med	Registered Nurse	30.00/hr.	96,096	30.00/hr.	87,360	2 since 2010	FT/classified	Recommended if also responsible for PREA compliance.
PSD/Corrections/Med	Registered Nurse	30.00/hr.	96,096	30.00/hr.	87,360	3 since 2010	FT/classified	Recommended
PSD/Fire	Wild land Urban Interface Technician	11.50/hr.	15,548	11.50/hr.	15,548	10 since 2014	FT/temporary	6 month temporary - Winter Crew
PSD/Fire	Wild land Urban Interface Technician	11.50/hr.	15,548	11.50/hr.	15,548	10 since 2014	FT/temporary	6 month temporary - Winter Crew
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PSD/Fire	Wild land Urban Interface Technician	11.50/hr.	15,548	11.50/hr.	15,548	10 since 2014	FT/temporary	6 month temporary - Winter Crew
PSD/Fire	Wild land Urban Interface Tech Lead	12.50/hr.	16,900	12.50/hr.	16,900	10 since 2014	FT/temporary	6 month temporary - Winter Crew
PSD/Fire	Regional Firefighter Cadet Basic EMT	11.1302/hr.	48,617	0	0	13 since 2009	FT/classified	See Below.
PSD/Fire	Regional Firefighter Cadet Basic EMT	11.1302/hr.	48,617	11.1302/hr.	48,618	13 since 2009	FT/classified	Recommended for one position to address increased call volume in the northern region. Need to re-evaluate project 48
PSD/Fire	Regional Firefighter Cadet Basic EMT	11.1302/hr.	48,617	0	0	13 since 2009	FT/classified	Not recommended
PSD/Fire	Secretary	12.50/hr.	36,400	0	0	1 since 2013	FT/classified	Not recommended. Research if the current "contractor" is really an employee and if yes, explore at midyear
PSD/Fire/Emerg. Mgt.	Administrative Assistant	15.00/hr.	43,680	0	0	1 since 2013	FT/classified	Not recommended

Approved Recommendations

FY 2016 FTE Requests

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List of FTE Requests for FY2016

Department/Elected Office	Position Title Requested	Requested Salary	Request Salary including benefits	Recommended Salary Calculation	Recommended Salary including benefits	Last time position approved	Status Requested	Recommendation
PSD/RECC	Systems Analyst Senior	25.00/hr.	72,800	0	0	1 since 2010	FT/classified	Not recommended. Centralize IT positions in RECC to IT division and evaluate the workload for 6 months to a year
PWD/Admin.	Real Property Specialist	23.00/hr.	66,976	0	0	1 since 2009	FT/classified	Not recommended.
PWD/Solid Waste	Solid Waste Maintenance Worker (24 hours per week)	10.86/hr.	18,975	10.86/hr.		0 since 2009	PT/classified (24 hours per week)	Recommended to have adequate coverage
PWD/Solid Waste	Solid Waste Maintenance Worker (24 hours per week)	10.86/hr.	18,976	10.86/hr.		1 since 2009	PT/classified (24 hours per week)	See Below.
Sheriff's Office	Administrative Assistant	16.50/hr.	48,048	16.50/hr.	48,048	1 since 2014	FT/classified	Recommended as a term position to be funded by the DWI forfeiture program and try to obtain grants
Treasurer's Office	Tax Cashier I (24 hours per week)	13.00/hr.	37,856	13.00/hr.	37,856	1 in 2013 and in 2014	PT/classified (24 hours per week)	Recommended
	REQUESTED NEW FTE FUNDING		1,635,264	RECOMMENDED	604,862			

Department/Elected Office	Position Title Requested	Requested Salary	Request Salary including benefits	Recommended Salary Calculation	Recommended Salary including benefits	Last time position approved	Status Requested	Recommendation
PSD/Corrections/EM	EM/Bail Bonds Case Manager	14.28/hr.	45,742	14.28/hr.	45,742	1 since 2010	FT/classified	Recommended reclassify vacant Detention Officer.
PSD/Corrections/Med	Registered Nurse	30.00/hr.	96,096	30.00/hr.	87,360	2 since 2010	FT/classified	Recommended. Funded by \$100K reduction in contract nursing.
PSD/Fire	Regional Firefighter Cadet Basic EMT	11.1302/hr.	48,617	11.1302/hr.	48,617	13 since 2009	FT/classified	Recommended to be paid from expenses reduced in the Fire Administrative budget.
PWD/Solid Waste	Solid Waste Maintenance Worker (24 hours per week)	10.86/hr.	18,976	10.86/hr.		1 since 2009	PT/classified (24 hours per week)	Recommended reclassify unfilled f/t FTE to p/t. Funding from f/t will fund this p/t and the p/t requested above.
	REQUESTED NEW FTE FUNDING			RECOMMENDED	181,719			
GRAND TOTAL RECOMMENDATIONS					786,581			

Approved Recommendations for Developing the FY 2016 Interim Budget

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- FTEs – F/T 9 Classified + 9 Temp, 3 P/T (24 hours/wk) - \$585K
- Compensation Package to include: - \$789K
 - 2% COLA <\$50K earners effective 1/1/16;
 - 1% =>\$50K earners 1/1/16;
 - 1% Merit
 - Equivalent for Bargaining Unit contract up for renewal.
- Expanded Programs - \$626K
- Increases to Base - \$477K
- Renewal and replacement of fixed assets – \$4.4 million
- Vehicle requests in addition to the above renewal/replacement - \$281K
- One-time expenses for expansion of programs (logo re-design, open space management plans, etc.) - \$350K

Approved Recommendations

Funding Pools

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- Recommendation to budget the following “pools” of money for specific uses. This is one-time funding and may or may not be replenished annually depending upon Commission priorities.
- General Fund –
 - Renewable Energy/Energy Efficiency Program - \$500K.
 - Community Improvement District (CID) fund - \$3.0M.
- Economic Development Fund –
 - Local Economic Development Act (LEDA) Project Fund - \$1.0M.

Note: Expenditure of these “pools” will not be undertaken until appropriate policies and guidelines are developed for their use. Any use of this funding would be subject to BCC approval.

FY 2016 Interim Budget Proposal

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BUDGET HIGHLIGHTS

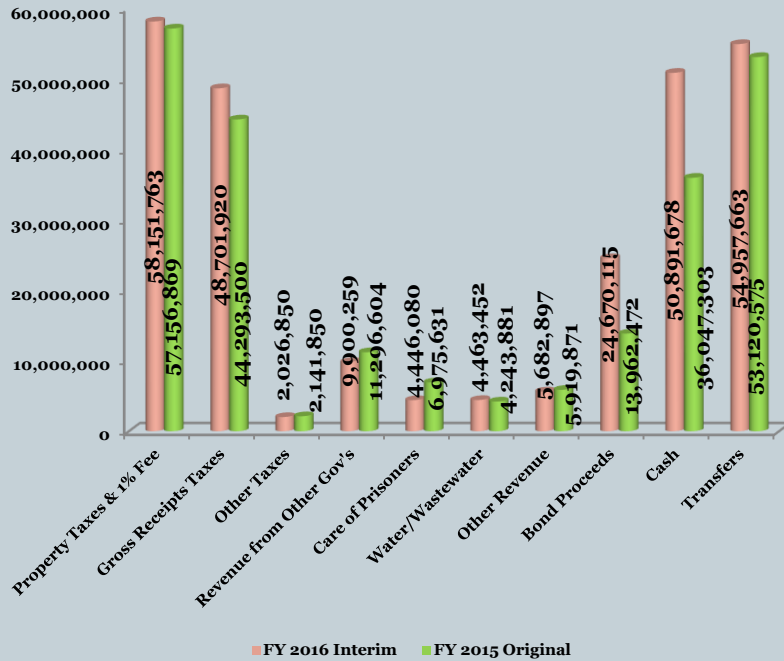
- Total budget excluding transfers is \$208.9 million.
- Of that amount, \$43.3 million is for capital projects funded from bond proceeds and accumulated cash in the Capital Outlay GRT fund.
- Funding “Pools” total \$4.5 million.
- Debt Service is \$28.7 million.
- Transfers total \$55.0 million.

FY 2016 budget totals \$263.9m or \$208.9m excluding transfers which are “double counted.” This is compared to \$235.2m or \$182.0m excluding transfers in FY 2015.

FY 2016 Revenue & Expense Budgets

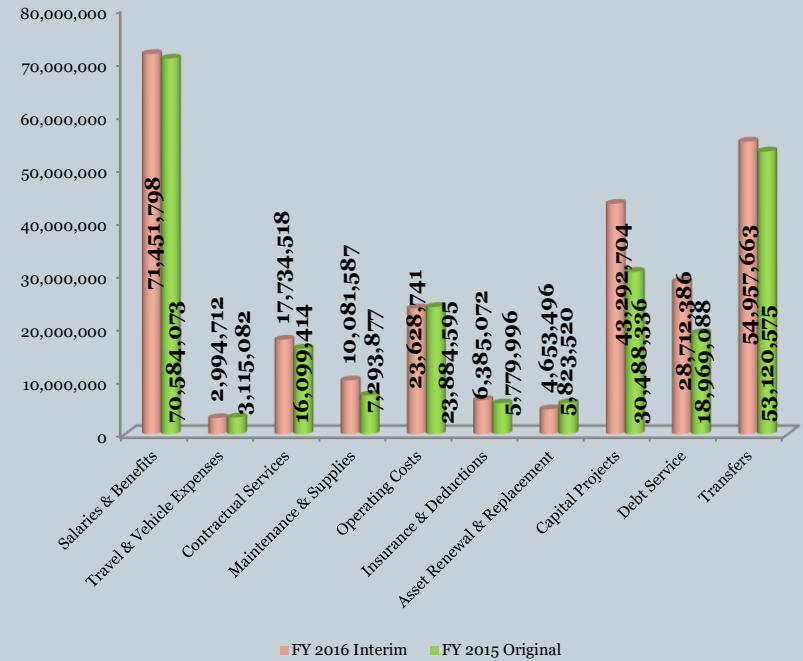
REVENUE

**Revenue Comparison
FY 2016 Interim vs. FY 2015 Original**



EXPENSE

**Expense Comparison
FY 2016 Interim vs. FY 2015 Original**



Reserve Policy Recommendations

- Best practices dictate that the County develop and implement a formal reserve policy wherein the types and amounts of reserves are outlined.
- GASB 54 requires that the fund balance be segregated by defined classifications:
 - Non-spendable
 - Restricted
 - Committed
 - Assigned
 - Unassigned.
- During our recent bond sale process, S & P recommended that the County adopt a formal reserve policy to assist the county's efforts in improving its AA+ rating to a AAA.
- Proposed Spendable/Unrestricted Reserve (below is General Fund information only):
 - Contingency Reserve (economic downturn contingency) 10% of fund budget approx. = \$8.1M
 - Disaster Recovery – 13% - 15% of spendable/unrestricted reserve approx. = \$5.0M
 - Major Infrastructure Repair/Replacement – 13%- 15% of spendable/unrestricted reserve approx. = \$5.0M
 - Uninsured Losses – 7%-8% of spendable/unrestricted reserve approx. = \$3.0M
- **TOTAL COMMITTED FUND BALANCE - APROX. = \$21.1M**