



FY 2014 Interim Budget

Board of County Commissioners
Santa Fe County, New Mexico

May 28, 2013

BCC FY 2014 Priorities - Review

- Maintain all existing County assets (i.e. open space, facilities, road, vehicles, etc.)
 - Add equipment and operators
 - Additional staff for maintenance sections
- Invest in employees
 - Countywide COLA (recurring) and/or retention incentives (non-recurring)
 - Reduce employee health insurance contributions for staff earning under \$50K
 - Provide education benefits
 - Recruiting and retention of public safety personnel
 - Improve the physical work environment
- Provide adequate equipment for staff use
- Expand youth programming and library funding
- Continue funding for the Regional Coalition of LANL Communities
- Increase operating contingency/reserve
- Update ordinances and resolutions as needed
- Grow the Utility to be self-sustaining
- Develop a long-term emergency operations preparedness plan
- Increase transparency through additional media exposure
- Expand the motor pool
- Expand economic development activities
- Increase volunteer coordination and activities in the area of open space
- Increase reimbursements for volunteer firefighters

Increases to Base - Recap

Increases Resulting from State Action

- Increases to Health Insurance costs of 15% - \$596K (July – December 2013)
- Increases to PERA contributions for Employer pick up of 1.125% - \$502K

Other Increases

- Costs associated with the new Courthouse
- Increase to Low Income Property Tax Rebate
- Public meetings recording and reporting
- Technology related expenses (e.g. software licensing)

FY2014 Interim Budget Proposal Includes the Following BCC Priorities

- Increase in Contingency/Reserve - **\$750K**
- Maintenance of County Assets (including Roads, Facilities, Open Space, Water/Wastewater) - **\$656K**
- Economic Development - **\$500K**
- Add'l Water Truck for Road Maintenance - **\$160K**
- New Mexico Edge, Staff Training, Tuition Reimbursement - **\$159K**
- Lead by Example Initiative - **\$121K**
- Increase for expansion of Utility - **\$82K**
- Increases for Youth and Library programming - **\$50K**
- Continued Funding for Regional Coalition of LANL Communities - **\$10K**

Compensation Proposal – Salaries Plan

Salary Increases

- Across the Board
2.2% COLA
- Tiered Retention
Incentives paid
over 4 pay periods
 - < \$30,000 - \$1,200
 - \$30,001- \$60,000 -
\$1,000
 - >\$60,000 - \$800

Cost to SF County

- COLA (recurring)
 - \$990K - /year, or
 - \$495K - / 6 months
- Retention
Incentives (non-
recurring)
 - \$1.1M

Above amounts include benefits

Compensation Proposal – Benefits Contributions

Changes to SFC Contributions

- Increase County's contribution for employees earning \$30K/year or less from 70% to 80%
- Increase County's contribution for employees earning \$>\$30K up to \$50K/year from 63% to 70%
- County contribution level for employees earning >\$50K/year at 63%

Cost to SF County

The cost to make the proposed adjustments to the County's health insurance contributions for employees is:

\$436,457*

** This is an annualized amount based on no changes to insurance. However, insurance **will** change on January 1, 2014 in an unknown way, thus we are unable to anticipate a cost of changing the contributions with any degree of certainty.*

Summary of Compensation Recommendation

- Employees Earning \$30K or less / year:
 - \$1,200 Retention Incentive – July & August, 2014
 - Increased contribution for health benefits from 70% to 80% - Effective July, 2013
 - 2.2% COLA – Effective Jan., 2014
- Employees Earning >\$30k up to \$60K / year:
 - \$1,000 Retention Incentive – July & August, 2014
 - Up to \$50K/year increased contribution to health benefits from 63% to 70%, >\$50 up to \$60K/year no change to health benefits contribution – Effective July, 2013
 - 2.2% COLA – Effective Jan., 2014
- Employees Earning >\$60K or more / year:
 - \$800 Retention Incentive – July & August 2013
 - Retain current level of contribution to health benefits – Effective July, 2013
 - 2.2% COLA – Effective Jan., 2014
- Reset salary budgets to actual expenses and budget at 100% (of actual rates), vacancies budgeted at their range mid-point and budget a merit pool equal to 2% of salaries within each department.*

* Public Safety Department-merit pool applies to civilian employees only due to bargaining unit proposals being negotiated.

Summary of Cost

Recurring costs:

- COLA – Effective January 1, 2014 -\$495K (FY2015 - \$990K)
- Add'l Health Benefit Contribution - \$438K
- 2% Merit Pool - \$667K

Recurring State Mandated:

- Increased Health Insurance Premium - \$596K
- Increased PERA Contribution- \$502K

Non-recurring:

- Retention Incentives - \$1.1M

Total Cost for FY 2014:

- Retention Incentives, Increased Contribution to Employees' Health Insurance, 2.2% COLA - **\$3.8m**

Total Cost for FY 2015:

- Increased Contribution to Employees' Health Insurance and full year COLA - **\$3.3m**. Add a comparable retention incentive plan – **\$4.3m**.

Recommendations for New FTEs

SOURCE	DEPARTMENT	POSITION	REQUEST COST	MGT. RECOMM.		NOTES
				#	COST	
New FTE Requests						
Gen. Fund	Manager/Finance	1 - Budget Analyst	\$ 71,510	1.0	\$ 71,510	
Gen. Fund	Community Services/Seniors	1- Activity Coordinator	\$ 43,680	1.0	\$ 43,680	
Gen. Fund	Community Services/Seniors	1 - Transportation Coordinator	\$ 52,416	-	\$ -	New FTE not needed, reorganization of CSD
Gen. Fund	Community Services/Seniors	1 - Nutrition Coordinator	\$ 52,416	-	\$ -	New FTE not needed, reorganization of CSD
Gen. Fund	Community Services/Seniors	0.5 - Driver/Cook's Assistant	\$ 17,472	0.5	\$ 17,472	
Gen. Fund	Community Services/Seniors	2 - Cook (PRN)	\$ 14,554	0.5	\$ 14,554	
Gen. Fund	Community Services/Seniors	1 - Driver (PRN)	\$ 6,717	0.3	\$ 6,717	
Gen. Fund	Community Services/Seniors	.25 - Cook (currently .75 FTE)	\$ 9,464	0.3	\$ 9,464	
Gen. Fund	Growth Mgt./Bldg. & Development	1 - Code Enforcement Officer	\$ 48,735	1.0	\$ 48,735	
Gen. Fund	ASD/Purchasing	2 - Procurement Specialists	\$ 145,500	-	\$ -	Reconsider at mid-year
Gen. Fund	ASD/IT	1 - System Administrator	\$ 82,929	-	\$ -	
Gen. Fund	ASD/IT	1 - System Analyst Sr.	\$ 80,906	-	\$ -	Position to be transferred from RECC
Gen. Fund	Public Works/Business Unit	1 - Project Manager	\$ 87,360	-	\$ -	
Gen. Fund	Public Works/ Business Unit	1 - Hydrology Intern	\$ -	-	\$ -	
Bond Fund	Public Works/Project Delivery	1 - Project Manager Sr.	\$ 96,173	1.0	\$ 96,173	Term position for Bond funded projects only
Gen. Fund	Public Works/Project Delivery	1 - Project Manager	\$ 73,297	-	\$ -	
Gen. Fund	Public Works/Open Space	2 - Maintenance Technicians (replace 5 seasonal)	\$ 90,188	2.0	\$ 90,188	
Gen. Fund	County Clerk	4- .5 FTEs - Clerks (imaging project)	\$ 59,390	2.0	\$ 59,390	
Gen. Fund	County Treasurer	1 - Investment Officer	\$ 77,000	-	\$ -	Ccontract services
Gen. Fund	County Treasurer	1 - Tax Cashier I (currently .5 FTE Temp)	\$ 50,734	1.0	\$ 50,734	
Fire Ops	Public Safety/Fire/Admin	1 - EMS Lieutenant	\$ 77,394	-	\$ -	
Fire Ops	Public Safety/Fire/Admin	1 - Quarter Master	\$ 54,451	-	\$ -	
Fire Ops	Public Safety/Fire/Admin	1 - Emergency Management Coord.	\$ 59,111	-	\$ -	
Fire Ops	Public Safety/Fire/Admin	1 - Urban Wildland Fire Prev. Specialist	\$ 51,542	-	\$ -	
GF xfer	Corrections	5 - Bail Bond Case Managers	\$ 204,407	1.0	\$ 40,881	
Utility Fund	Public Works/Utilities	Utility Workers/Operator I	\$ 98,280	5.0	\$ 98,280	Effective January 1, 2014 contingent upon estimated revenue materializing.
Utility Fund	Public Works/Utilities	Regulatory Compliance Manager	\$ 41,465	1.0	\$ 41,465	Effective January 1, 2014 contingent upon estimated revenue materializing.
Total New FTE Requests			\$ 1,747,094	17.5	\$ 689,244	

Recommendations for Unfreezing FTEs

SOURCE	DEPARTMENT	POSITION	REQUEST COST	MGT. RECOMM.		NOTES
				#	COST	
Requests to Unfreeze FTEs						
Gen. Fund	Growth Management/ Planning	1 - Community Planner	\$ 73,297	-		Reconsider at mid-year
Gen. Fund	Public Works/ Traffic Engineering	1 - Sign Technician	\$ 47,961	1.0	\$ 47,961	
GF xfer	Public Works/ Road Maint	3 - Heavy Equipment Operators	\$ 151,832	3.0	\$ 151,832	Commission priority
GF xfer	Public Works/ Road Maint	1 - Road Maintenance Worker	\$ 39,536	1.0	\$ 39,536	Commission priority
Fire Ops	Public Safety/Fire/Regional Staff	8 - Firefighter Cadets	\$ 504,032	3.0	\$ 189,012	
Gen. Fund	Public Safety/ RECC	1 - IT Manager	\$ 96,173	1.0	\$ 80,906	Transfer position to ASD/IT - consolidate functions
GF xfer	Corrections/Medical	2 - Therapists	\$ 147,056	1.0	\$ 73,528	
GF xfer	Corrections/ Maintenance	1 - Secretary Sr.	\$ 37,046	-		
	Total Requests to Unfreeze		\$1,096,933	10.0	\$ 582,774	

Total of Recommended New FTEs and Unfreezing of FTEs total:

\$1.3 million (recurring)

Recommended FY 2014 Interim Budget

Base Budget including
BCC Priorities (does not
include compensation
plan) - \$216,431,918

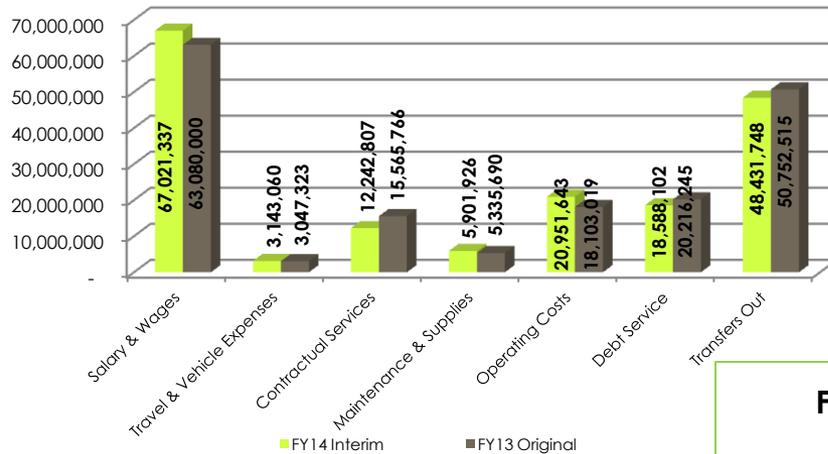
Compensation Plan
(including State
Mandates) - \$3,797,034

New and Unfrozen FTEs
Recommended -
\$1,272,018

**FY 2014 Interim Budget
Recommendation
\$221,500,970
(\$168,729,776 excluding
transfers)**

Expense Budget Comparisons

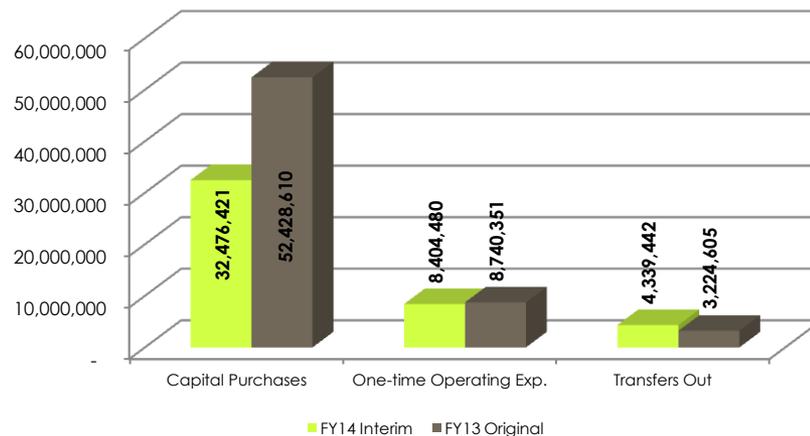
FY 14 Recommended Interim w/ Comparisons to FY 13 Budget (Recurring)



FY 2014 recurring expenses total \$176.3m or \$127.8m excluding transfers which are "double counted." This is compared to \$176.1m or \$125.3m excluding transfers. In FY 2013.

FY 2014 non-recurring expenses total \$45.2m or \$40.9m excluding transfers. In FY 2013 non-recurring expenses totaled \$64.4m or \$61.2m excluding transfers. The most significant difference is in Capital which is \$32.5m in FY14 vs. \$52.5m in FY13.

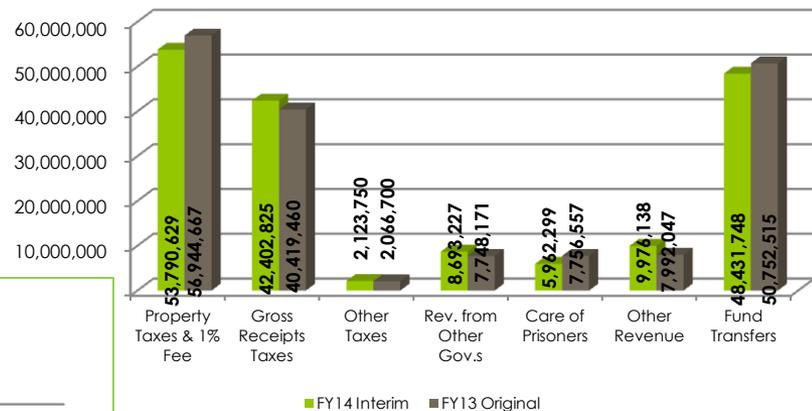
FY 14 Recommended Interim w/ Comparisons to FY 13 Budget (Non-Recurring)



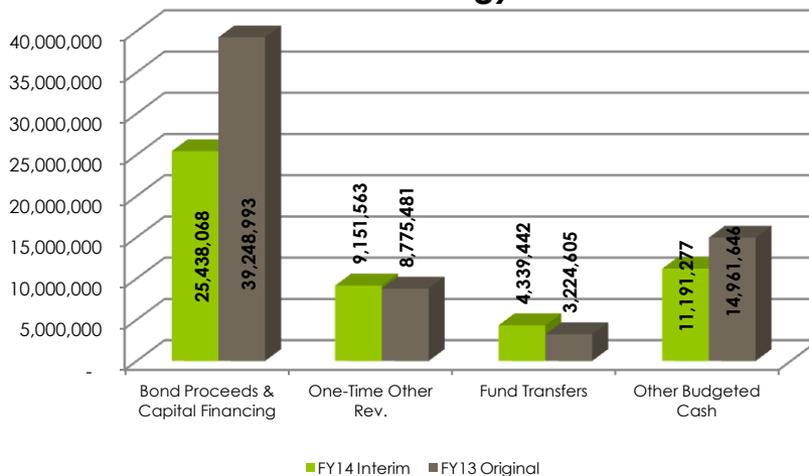
Revenue Budget Comparisons

FY 2014 recurring revenue totals \$171.4m or \$122.9m excluding transfers. These numbers were \$173.7m and \$122.9m for FY13 respectively.

FY 14 Recommended Interim w/ comparisons to FY 13 Budget (Recurring)



FY 14 Recommended Interim w/ Comparisons to FY 13 Budget (Non-Recurring)



FY 2014 non-recurring revenue totals \$50.1m or \$45.8m excluding transfers. In FY 2013 these numbers were \$66.2m and \$63.0m respectively.

Use of Cash – Total \$41.9 million

Recurring

- Non-employee BCC priorities - \$1.6m
- COLA, Merit Pool & Add'l Health Benefit Contributions – \$1.6m
- New and unfrozen FTEs \$1.3
- Other expenses - \$0.2m
 - Low Income Property Tax Rebate
 - Fuel for expanding fleet
 - Additional Overtime needs

Total Recurring - \$4.9M

Non-Recurring

- Capital Projects \$19.6m
- Recessionary contingency - \$5.0m
- Asset Renewal and Replacement – \$5.9m
- Retention Incentives - \$1.1m
- One-time cash received for restricted purposes (grants, special fees, etc.) - \$1.1m
- Transfers for one-time expenses - \$4.3m

Total Non-Recurring - \$37.0M

Management Recommendation

FY 2014 Interim Budget

- Approve the FY 2014 Interim Budget of **\$221,500,970** as proposed, which includes:
 - 2.2% COLA and Tiered Retention Incentives for staff;
 - New tiers of County contributions for health insurance benefits as described;
 - 80% for <\$30K earners,
 - 70% for \$30K to \$50K earners,
 - 63% for >\$50K earners.
 - 17.5 new FTEs and 10 unfrozen FTEs as described;
 - Operating costs associated with priorities as described;
 - Asset Renewal and Replacement of \$5.8m.

Changes can be made to the FY2014 budget until its FINAL approval at the June 25th BCC meeting.