Santa Fe County
Board Of County Commissioners
Fiscal Year 2015 Budget Preparation

Budget Study Session

May 13, 2014

FY 2015 Budget Calendar

FISCAL YEAR 2015 BUDGET PREPARATION CALENDAR

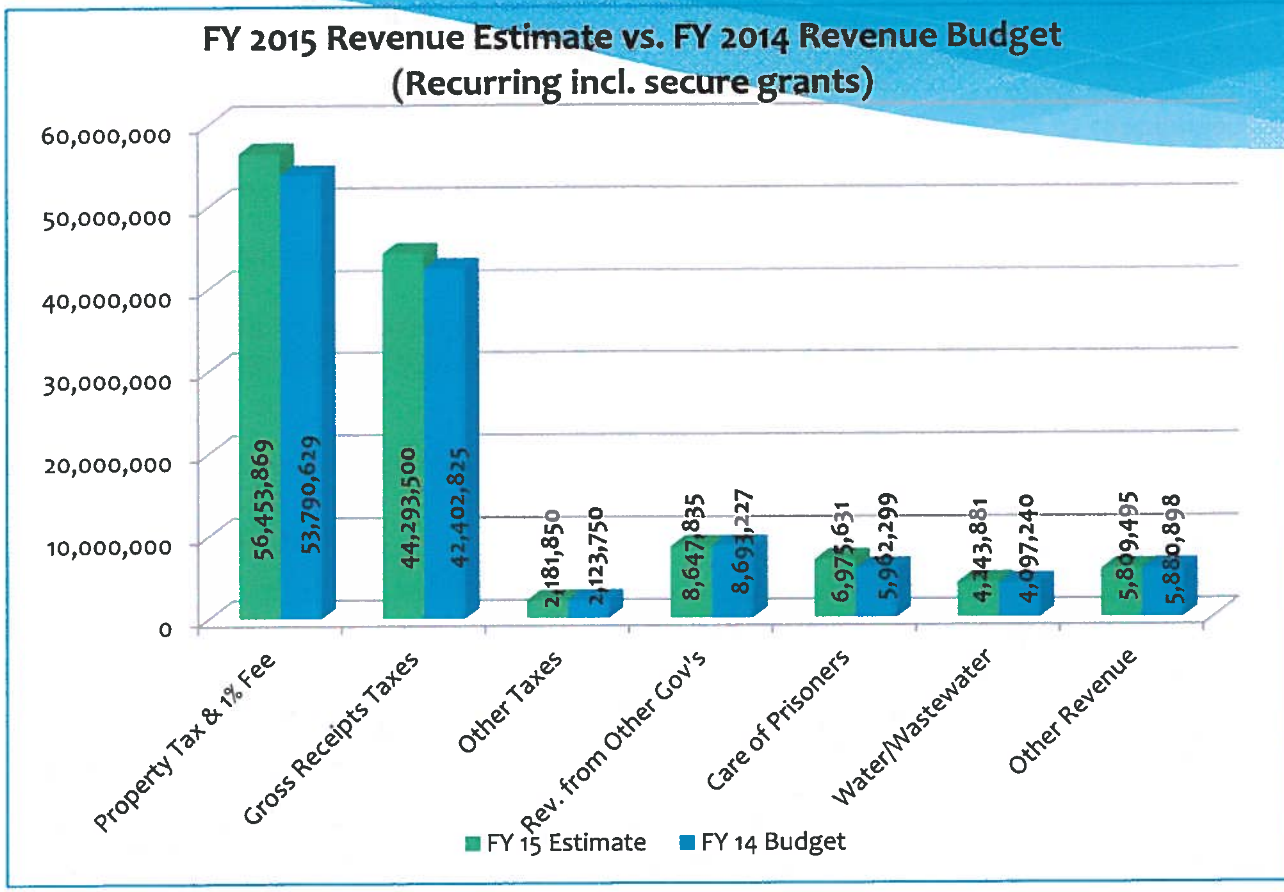
SUN	MON	TUES	WED	THUR	FRI	SAT
Feb 23	24 BUDGET KICK-OFF IN BCC CHAMBERS 9:30 AM	25	26	27	28	Mar 1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21 BUDGET REQUESTS DUE TO FINANCE & PROJECT REQUESTS DUE TO PWD (JOSEPH G.)	22
23	24	25	26	27	28	29
30	31	Apr 1	2	3	4	5
6	7	8	9	10	11	12
13	14 BUDGET HEARINGS	15 BUDGET HEARINGS	16 BUDGET HEARINGS	17 BUDGET HEARINGS	18 *GOOD FRIDAY*	19
20 *EASTER*	21 BUDGET HEARINGS	22 BUDGET HEARINGS	23 BUDGET HEARINGS	24 BUDGET HEARINGS	25 BUDGET HEARINGS	26
27	28	29	30	May 1	2	3
4	5	6	7	8	9	10
11	12	13	14 PACKET MATERIAL DUE FOR INTERIM BUDGET	*15*	16	17
18	19	20	21	22	23	24
25	26 *MEMORIAL DAY*	27 BCC APPROVE INTERIM BUDGET	28	29	30	31
Jun 1	2	3	4	5	6	7
8	9	10	11 PACKET MATERIAL DUE FOR FINAL BUDGET	12	13	14
15	16	17	18	19	20	21
22	23	24 BCC APPROVE FINAL BUDGET	25	26	27	28

COLOR KEY:	BCC Meetings	BUDGET INFO	WEEKEND	*BCC PACKET DUE*

- Statutorily an interim budget must be submitted to the Department of Finance and Administration (DFA) by June 1st. Therefore we will be requesting approval of the ***FY 2015 Interim Budget*** on May 27th.

- In order to begin processing financial transactions beginning July 1st, the final budget is "rolled" into the financial system and is submitted to DFA per statute for their approval. We will be requesting approval of the ***FY 2015 Final Budget*** by June 24th.

FY 2015 Recurring Revenue Estimate
$128,606,061



FY 2015 Revenue Assumptions & Expense Requests

Revenue

* Property Tax revenue increased by $1.3 million for current year collections.
* Gross Receipts Taxes increased by approximately 3% for both Countywide and unincorporated taxes.
* State shared taxes remain flat.
* Care of prisoners revenue increased by $1.0 million or 17% based on actual contracts and trending population.
* Water/Wastewater charges increased by $0.2 million or 3.5% based on estimated additional customers.
* Solid waste permit fees decreased by $0.2 million or 36% based on recommended permitting changes.

Expense

* Departments were asked to maintain request as flat as possible while still funding their goals.
* Health insurance premiums will increase by 10% effective July 1, 2014.
* PERA contributions by the County will increase by 0.4% effective July 1, 2014.
* $8.6m for Asset Renewal and Replacement was requested.
* County will increase its contribution to health insurance for employees earning $30K to $50K from 70% to 75%. (Under $30K will remain at 80% and greater than $50K will remain at 63%.)
* Known negotiated compensation changes (Bargaining Units).
* Statutory Increase for newly elected or re-elected officials. $23K

Bargaining Units

AFSCME

COLAs effective 1/1/15 as follows:
< $30,000 receive 2%
= >$30,001 receive 1%
FY 2015 Cost: $68,180
Eligible for merit based increases at the discretion of the Department Director or Elected Official if the employee meets specified performance criteria as outlined in policy and budget exists for the proposed increase.

AFSCME-Corrections Medical Unit

Not yet negotiated. Employees have received COLAs comparable to non-union employees.

NM Coalition of Public Safety Officers Corrections

Pending resolution of State Labor Board action.

NM Coalition of Public Safety Officers RECC

FY 2015 Cost: $14,687
Continue current pay scale which is a 1% increase each year for the life of the contract. Current language states that the increases are effective only until 6/28/14.

NM Coalition of Public Safety Officers Sheriff's Office

FY 2015 Cost: $40,760
Continue current pay scale which includes a 1% increase each year on the employee's anniversary date for the life of the contract.

International Association of Firefighters

FY 2015 Cost: $38,263
Continue with current pay scale which includes a 1% increase each year for the life of the contract.

FY 2015 Budget Priorities

* Maintain existing County assets including prior year expansion (roads, parks/open space, facilities, vehicles, etc.)
* Economic development initiatives
* Energy efficiency and renewable energy initiatives
* Invest in employees
  * Reduce health insurance contributions for staff earning $30K to $50K
  * Provide education benefits
  * Recruiting and retention of public safety personnel
  * Improve the physical work environment
* Expand the Wildland Urban Interface Program
* Management planning for existing undeveloped open spaces
* Develop a long-term emergency operations preparedness plan
* Senior programs
* Youth programs-seasonal mentorship program, additional summer programs
* Library programs
* Food policy and planning
* Continue funding for the Regional Coalition of LANL Communities
* Grow the Utility into a self-sufficient Utility service
* Complete capital projects already in the pipeline

Continued Funding for on-going Initiatives

* Road maintenance expansion
* Investment in staff
  * Staff wellness
  * Staff education – NM Edge, tuition assistance, travel, seminars and workshops
* Regional Coalition of LANL Communities
* Maintenance of facilities and open space expansion
* Expanded library funding
* Expanded youth programs funding

Citizen and BCC Priority

Road Maintenance Expansion

History of Road Maintenance Fund Budget

Fiscal Year	Adj. Budget	$ Increase	% Increase
2010	3,106,590		
2011	2,638,938	(467,652)	-15.05%
2012	4,164,020	1,525,082	57.79%
2013	5,181,274	1,017,254	24.43%
2014	6,121,458	940,184	15.36%
TOTAL INCREASE		3,014,868	97.05%

BUDGET REQUESTS

DEPARTMENT/OFFICE	FY 2014 BUDGET	FY 2015 REQUESTS	INCREASE/ (DECREASE)	NOTES
COUNTY MANAGER'S OFFICE	5,926,218	6,052,943	126,725	Staff and program moved from PWD
ADMINISTRATIVE SERVICES (INC. LEGAL)	4,373,081	4,581,130	208,049	Staff and program moved from PWD
COMMUNITY SERVICES DEPARTMENT	9,386,025	9,770,304	384,279	Safety Net Care Pool expenses
GROWTH MANAGEMENT DEPARTMENT	8,279,825	9,632,399	1,352,574	Increase in GRT for RTD, increase in economic dev.
HOUSING SERVICES	4,477,690	3,618,173	(859,517)	Reduced Section 8 funding, reallocated funding to capital
PUBLIC WORKS DEPARTMENT	20,150,991	20,478,090	327,099	Increases to roads, facilities and open space maintenance
PUBLIC SAFETY DEPARTMENT	35,881,070	36,031,945	150,875	Personnel expenses
SHERIFF'S OFFICE	11,039,693	11,643,194	603,501	Overall increase in budget primarily personnel expense
COUNTY CLERK'S OFFICE	2,399,662	2,556,759	157,097	Elections expenses
COUNTY TREASURER'S OFFICE	1,042,557	1,018,290	(24,267)	Overall decrease in budget primarily personnel expense
COUNTY ASSESSOR'S OFFICE	3,271,886	3,365,240	93,354	Overall increase in budget primarily personnel expense
COUNTY PROBATE JUDGE	53,707	58,904	5,197	Overall increase in budget including statutory pay raise
CAPITAL PROJECTS	39,173,329	23,161,620	(16,011,709)	Additional projects to be budgeted throughout FY 2015
TOTAL	**145,455,734**	**131,968,991**	**(13,486,743)**	**COMPARISON OF REQUEST TO CURRENT YEAR ORIGINAL**

STILL TO BE BUDGETED:

Multi-Line, Law Enforcement Liability, Workers Comp, deductibles (estimate)	\$3.0 m
Asset Renewal and Replacement Schedule (recommendation total)	\$5.4m
New FTEs (recommendation total)	\$0.9m
Reclassification and Other Changes (recommendation total)	\$0.14m

Possible New Commission Initiatives

* Summer Mentorship Program: $50K-$60K
* Wildland Program Expansion: $148K (temps), $142K to continue funding current Wildland staff
* Food Policy and Planning: $50K - $100K
* Arts, Culture and Cultural Tourism (ACCT): $10K-$25K
* Renewable Energy Financing District: $50K - $100K.
* Additional Open Space Maintenance contracts: $50K-$100K
* Open Space management plans: $150K

FTEs Requested

FY2015 NEW FTE REQUESTS

Department	Position	Total Cost	Comments
Admin. Services	IT Desktop Support Specialist	$ 56,260	Recommended.
Admin. Services	Asst. County Attorney	$ 116,480	Recommended.
Assessor	Administrator of Refund Mail	$ 37,856	Not recommended. Compared to other agencies, this position does not exist.
Assessor	Assessment Specialist	$ 37,856	Not recommended. The current number of staff is similar to other agencies.
Assessor	Title Examiner	$ 49,504	Recommended.
Clerk	Election Worker & Outreach Coord.	$ 26,208	Recommended to take the exisiting position from part-time to full-time.
Community Services	Program Manager	$ 75,712	Recommended.
Growth Management	Community Planner	$ 64,064	Recommended to open the currently closed position.
Public Safety-Corr.	Nurse Practioner	$ 62,244	Recommended for 1 casual position no more than 10 hours per week.
Public Safety-Corr.	Licensed Practical Nurse (LPN) -2 casual positions	$ 37,346	Recommended for 1 casual position no more than 10 hours per week each.
Public Safety-Fire	Training Lieutenant	$ 72,800	Recommended.
Public Safety-Fire	Regional FF Cadet Paramedic	$ 62,374	Not recommended. Using the phased in approach in completing project 48.
Public Safety-Fire	Regional FF Cadet Intermediate	$ 49,900	Not recommended. Using the phased in approach in completing project 48.
Public Safety-Fire	Regional FF Cadet Basic	$ 46,075	Recommended. To assist with completing project 48.
Public Safety-Fire	Wildland Urban Interface Tech (8 ter	$ 119,543	Recommended for 8 term positions to work approximately 6 months/year.
Public Safety-Fire	Wildland Urban Interface Tech Lead	$ 28,936	Recommended for 2 term positions to work approximately 6 months/year.
Public Safety-RECC	IT Support Desktop Specialist	$ 49,504	Not recommended. Centralization is key to ensure consistency and efficiency.
Public Works	Utilities Systems Operator I	$ 53,959	Not recommended at this time. Review this request at mid-year.
Public Works	Senior Secretary	$ 43,680	Not recommended. Number ofadmin staff is sufficient to perform the required duties.
Sheriff	Animal Control Officer	$ 53,199	Not recommended. Current staffing comparable to other agencies.
Sheriff	Community Relations and Leads Coordinator (or similar)	$ 72,800	Recommended. All agencies surveyed have the same type of position.
Treasurer	Accounting Technician	$ 49,504	Recommended based on the workload of the office.
	Grand Total	$ 1,265,804	
	TOTAL RECOMMENDED ONLY	**$ 877,476**	

Other Personnel Changes Requested

FY2015 RECLASSIFICATION REQUESTS

Department	Request for Reclassifications	Total Cost	Comments
CMO-HR	HR Analyst	$ 44,553	Reclassification of Clerical Assistant . Recommended.
Growth Management	GIS Technician Reclassification	$ 14,560	Reclassification of two (2) Positions. Recommended. These employees are working above a technician level.
Public Safety-Fire	Wildlife Urban Interface Specialist	$ 50,960	Reclassify Term to Permanent. Not recommended
Public Safety-Fire	Wildlife Urban Interface Specialist	$ 53,872	Reclassify Term to Permanent. Not recommended
Public Safety-Fire	Wildlife Urban Interface Specialist	$ 53,872	Reclassify Term to Permanent. Not recommended
Public Safety-Fire	Emergency Management Coordinat	$ 76,506	Reclassify Term to Permanent. Not recommended. Consider using existing public safety position.
Public Safety-Fire	Volunteer Recruitment & Retentio	$ 78,624	Recommended at current salary which is 72,090.93 annually.
	Grand Total	$ 372,947	
	TOTAL RECOMMENDED ONLY	**$ 137,737**	

Total Cost of All Requests
$1,638,751

Total Cost of All Recommendations
$1,015,213

Known Future Budget Concerns

A number of budget concerns exist for FY 2015 and beyond. Some of these are the result of Legislation passed by the State of New Mexico.

Impact of Legislation passed by the State of New Mexico:

- Phase out of hold harmless beginning in FY 2016 will result in an annual loss of revenue.
- Payments to the Safety Net Care Pool in an amount equal to a gross receipts tax of 1/12 of a percent (based on prior year collections).
- Uncertainty in the indigent healthcare program under the new system may create unanticipated expenses.
- Increase to salaries for newly or re-elected officials beginning in FY 2015 – phased as terms expire.

Payment in Lieu of Taxes (PILT) was authorized for one more year only.

Summary

- Recommending a total of 14 FTEs - $0.9m
- Recommending reclassification of 4 positions - $0.14m
- Recommending renewal and replacement of fixed assets – $5.4m
- Requests presented above include:
  - Increasing County contribution to health insurance for staff earning $30,001 to $50,000 from 70% to 75%.
  - Requirements of negotiated and ratified bargaining unit contracts.
  - Non-Union COLA the same as that of AFSCME bargaining unit.
  - Continued funding for initiatives listed above as on-going.

The FY 2015 Interim Budget will be brought forward for BCC approval on Tuesday, May 27, 2015 in order to meet the statutory June 1st deadline to submit it to the NM Department of Finance and Administration.