FY 2016 BCC Budget Priorities – Review

- 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

- 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

- 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

<table>
<thead>
<tr>
<th>Department/Elected Office</th>
<th>Position Title Requested</th>
<th>Requested Salary</th>
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<th>Recommended Salary</th>
<th>Recommended Salary including benefits</th>
<th>Last time position approved</th>
<th>Status Requested</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASD/IT</td>
<td>Desktop Support Supervisor</td>
<td>33.00/hr.</td>
<td>96,096</td>
<td>0</td>
<td>0</td>
<td>2014</td>
<td>FT/temporary</td>
<td>Not recommended</td>
</tr>
<tr>
<td>ASD/Procurement</td>
<td>Procurement Specialist Senior</td>
<td>21.00/hr.</td>
<td>61,152</td>
<td>0</td>
<td>0</td>
<td>2010</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>CMO/HR</td>
<td>HR Administrator</td>
<td>23.00/hr.</td>
<td>66,976</td>
<td>23.00/hr.</td>
<td>66,976</td>
<td>2010</td>
<td>FT/classified</td>
<td>Recommended at requested rate.</td>
</tr>
<tr>
<td>CSD/Seniors</td>
<td>Senior Services Site Manager</td>
<td>30.00/hr.</td>
<td>87,360</td>
<td>0</td>
<td>0</td>
<td>8 since 2012</td>
<td>FT'classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>CSD</td>
<td>Administrative Manager</td>
<td>30.00/hr.</td>
<td>87,360</td>
<td>30.00/hr.</td>
<td>87,360</td>
<td>2 since 2012</td>
<td>FT/classified</td>
<td>Recommended at requested rate.</td>
</tr>
<tr>
<td>GMD/Economic Development</td>
<td>Economic Development Specialist</td>
<td>27.00/hr.</td>
<td>78,624</td>
<td>0</td>
<td>0</td>
<td>1 since 2009</td>
<td>FT/classified</td>
<td>Not recommended at this time. Justification provided does not warrant a new position.</td>
</tr>
<tr>
<td>PSD/Admin.</td>
<td>Research and Dev. Program Manager</td>
<td>32.1425/hr.</td>
<td>93,598</td>
<td>0</td>
<td>0</td>
<td>0 in PSD Admin.</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>PSD/Corrections/ADF</td>
<td>PREA Compliance Manager</td>
<td>24.9378/hr.</td>
<td>71,619</td>
<td>0</td>
<td>0</td>
<td>0 since 2009</td>
<td>FT/classified</td>
<td>Not recommended.</td>
</tr>
<tr>
<td>PSD/Corrections/ADF</td>
<td>Secretary</td>
<td>11.9476/hr.</td>
<td>34,791</td>
<td>0</td>
<td>0</td>
<td>0 since 2009</td>
<td>FT/classified</td>
<td>Not recommended, can utilize current administrative staff</td>
</tr>
<tr>
<td>PSD/Corrections/ADF</td>
<td>Warehouse Specialist</td>
<td>14.48/hr.</td>
<td>42,166</td>
<td>0</td>
<td>0</td>
<td>0 since 2009</td>
<td>FT/classified</td>
<td>Not recommended. Conduct study of all specialty areas within ADF first.</td>
</tr>
<tr>
<td>PSD/Corrections/EM</td>
<td>EM/Bail Bonds Case Manager</td>
<td>14.28/hr.</td>
<td>48,617</td>
<td>0</td>
<td>0</td>
<td>1 since 2014</td>
<td>FT/temporary</td>
<td>Recommended if also responsible for PREA compliance.</td>
</tr>
<tr>
<td>PSD/Corrections/EM</td>
<td>EM/Bail Bonds Case Manager</td>
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<td>48,617</td>
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<td>0</td>
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<td>FT/temporary</td>
<td>Recommended if also responsible for PREA compliance.</td>
</tr>
<tr>
<td>PSD/Corrections/EM</td>
<td>Registered Nurse</td>
<td>30.00/hr.</td>
<td>96,096</td>
<td>30.00/hr.</td>
<td>87,360</td>
<td>3 since 2010</td>
<td>FT/classified</td>
<td>Recommended if also responsible for PREA compliance.</td>
</tr>
<tr>
<td>PSD/Corrections/EM</td>
<td>Registered Nurse</td>
<td>30.00/hr.</td>
<td>96,096</td>
<td>30.00/hr.</td>
<td>87,360</td>
<td>3 since 2010</td>
<td>FT/classified</td>
<td>Recommended if also responsible for PREA compliance.</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Wild land Urban Interface Technician</td>
<td>21.00/hr.</td>
<td>61,152</td>
<td>0</td>
<td>0</td>
<td>2010</td>
<td>FT/temporary</td>
<td>6 month temporary - Winter Crew</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Wild land Urban Interface Technician</td>
<td>21.00/hr.</td>
<td>61,152</td>
<td>0</td>
<td>0</td>
<td>2010</td>
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<td>0</td>
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<td>61,152</td>
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<td>0</td>
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<td>61,152</td>
<td>0</td>
<td>0</td>
<td>2010</td>
<td>FT/temporary</td>
<td>6 month temporary - Winter Crew</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Wild land Urban Interface Tech Lead</td>
<td>12.50/hr.</td>
<td>43,680</td>
<td>12.50/hr.</td>
<td>43,680</td>
<td>3 since 2013</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Regional Firefighter Cadet Basic EMT</td>
<td>11.1302/hr.</td>
<td>11.1302/hr.</td>
<td>11.1302/hr.</td>
<td>48,617</td>
<td>13 since 2009</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Regional Firefighter Cadet Basic EMT</td>
<td>11.1302/hr.</td>
<td>11.1302/hr.</td>
<td>11.1302/hr.</td>
<td>48,617</td>
<td>13 since 2009</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
<tr>
<td>PSD/Fire</td>
<td>Secretary</td>
<td>12.50/hr.</td>
<td>36,400</td>
<td>0</td>
<td>0</td>
<td>1 since 2013</td>
<td>FT/classified</td>
<td>Not recommended. Conduct if the current &quot;contractor&quot; is really an employee and if yes, explore at midyear</td>
</tr>
<tr>
<td>PSD/Fire/Emerg. Mgt</td>
<td>Administrative Assistant</td>
<td>15.00/hr.</td>
<td>43,680</td>
<td>0</td>
<td>0</td>
<td>1 since 2013</td>
<td>FT/classified</td>
<td>Not recommended</td>
</tr>
</tbody>
</table>

__List of FTE Requests for FY2016__

- [View PDF version](#)
## Approved Recommendations

### FY 2016 FTE Requests

#### List of FTE Requests for FY2016

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<th>Status Requested</th>
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</thead>
<tbody>
<tr>
<td>PSD/RECC</td>
<td>Systems Analyst Senior</td>
<td>25.00/hr.</td>
<td>72,800</td>
<td>0</td>
<td>0</td>
<td>1 since 2010</td>
<td>FT/classified</td>
<td>Not recommended. Centralize IT positions in RECC to IT division and evaluate the workload for 6 months to a year</td>
</tr>
<tr>
<td>PWD/Admin.</td>
<td>Real Property Specialist</td>
<td>23.00/hr.</td>
<td>66,976</td>
<td>0</td>
<td>0</td>
<td>1 since 2009</td>
<td>FT/classified</td>
<td>Not recommended.</td>
</tr>
<tr>
<td>PWD/Solid Waste</td>
<td>Solid Waste Maintenance Worker (24 hours per week)</td>
<td>10.86/hr.</td>
<td>18,976</td>
<td>10.86/hr.</td>
<td>0</td>
<td>0</td>
<td>1 since 2009</td>
<td>PT/classified (24 hours per week)</td>
</tr>
<tr>
<td>PWD/Solid Waste</td>
<td>Solid Waste Maintenance Worker (24 hours per week)</td>
<td>10.86/hr.</td>
<td>18,976</td>
<td>10.86/hr.</td>
<td>1</td>
<td>1 since 2009</td>
<td>FT/classified (24 hours per week)</td>
<td>See Below.</td>
</tr>
<tr>
<td>Sheriff’s Office</td>
<td>Administrative Assistant</td>
<td>16.50/hr.</td>
<td>48,048</td>
<td>16.50/hr.</td>
<td>48,048</td>
<td>1 since 2014</td>
<td>FT/classified</td>
<td>Recommended as a term position to be funded by the DWI forfeiture program and try to obtain grants</td>
</tr>
<tr>
<td>Treasurer’s Office</td>
<td>Tax Cashier I (24 hours per week)</td>
<td>13.00/hr.</td>
<td>37,856</td>
<td>13.00/hr.</td>
<td>37,856</td>
<td>1 in 2013 and in 2014</td>
<td>PT/classified (24 hours per week)</td>
<td>Recommended</td>
</tr>
</tbody>
</table>

**REQUESTED NEW FTE FUNDING**  
1,635,264  RECOMMENDED  604,862

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

**REQUESTED NEW FTE FUNDING**  
181,719  RECOMMENDED  181,719

**GRAND TOTAL RECOMMENDATIONS**  
786,581
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 redesign, open space management plans, etc.) - $350K
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

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