

**2017
Committee**

Chair

Ralph Rubio
City Member

Simón Salinas
City Member

Graig R. Stephens
Special District Member

Counsel

Leslie J. Girard
General Counsel

**MEETING NOTES
BUDGET AND FINANCE
COMMITTEE MEETING**

Accepted on 6/26/17

Wednesday, May 31, 2017

11:00 a.m.

LAFCO Office

132 W. Gabilan Street, Suite 102
Salinas, California

Staff Roll Call

Kate McKenna, AICP
Executive Officer

Members Present

Commissioner Ralph Rubio (Chair)
Commissioner Simón Salinas
Commissioner Graig Stephens

132 W. Gabilan Street, #102
Salinas, CA 93901

Members Absent

None.

P. O. Box 1369
Salinas, CA 93902

Staff Present

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Fax: 831-754-5831

Kate McKenna, AICP, Executive Officer
Mike Briley, CPA, Hayashi Wayland

www.monterey.lafco.ca.gov

Call to Order

The Budget and Finance Committee of the Local Agency Formation Commission of Monterey County was called to order by Commissioner Rubio at 11:00 a.m.

Public Comments

There were no Public Comments on items not on the Agenda.

New Business

1. Consider Draft Financial Statements for Period Ending March 31, 2017.
Recommended Action: Recommend Commission approval of the financial statements.

Executive Officer McKenna and Mike Briley presented the report. There were no public comments.

After discussion, the Committee unanimously recommended approval of the Draft Financial Statements for Period Ending March 31, 2017. Absent: None. Motion Carried.

2. Consider Profit/Loss Budget vs. Actual Worksheet dated May 19, 2017.
Recommended Action: Discuss and accept report as information only.

Executive Officer McKenna and Mike Briley presented the report. There were no public comments.

After discussion, the Committee unanimously accepted the Profit/Loss Budget vs. Actual Worksheet dated May 19, 2017. Absent: None.

3. Consider a Year-End Budget Amendment for Fiscal Year 2016-2017.
Recommended Actions: Recommend Commission approval of a proposed budget amendment.

- a. Adopt Amendment No. 1 to the Fiscal Year 2016-2017 Budget, to transfer \$28,000 from Line Items 6100 (Employee Benefits) and 7245 (General Legal Services) to Line Items 7090 (Computer Support Services – Variable Costs) and 7070 (Office Equipment and Furnishings), with no net change to the overall budget, and
- b. Authorize the Executive Officer to encumber any funds remaining in Line Item 7247 (Outside Professional Services – Human Resources) on June 30, 2017, for use in special projects in Fiscal Year 2017-2018.

Executive Officer McKenna presented the report. There were no public comments.

After discussion, the Committee unanimously recommended approval of the following actions:

- a. Adopt Amendment No. 1 to the Fiscal Year 2016-2017 Budget, to transfer \$28,000 from Line Items 6100 (Employee Benefits) and 7245 (General Legal Services) to Line Items 7090 (Computer Support Services – Variable Costs) and 7070 (Office Equipment and Furnishings), with no net change to the overall budget, and
- b. Authorize the Executive Officer to encumber any funds remaining in Line Item 7247 (Outside Professional Services – Human Resources) on June 30, 2017, for use in special projects in Fiscal Year 2017-2018

Absent: None. Motion Carried.

Adjournment

Commissioner Rubio adjourned the meeting at 11:30 a.m. The next Budget and Finance Committee Meeting is to be announced.