

**DRAFT**

REGULAR ADJOURNED MEETING OF THE MARIN COUNTY BOARD OF SUPERVISORS TO CONSIDER THE PROPOSED 2006-07 BUDGET HELD APRIL 4, 2006, AT 1:37 P.M.

Roll Call

Present: Supervisor McGlashan; Supervisor Brown (present at 1:41 p.m.); Supervisor Kinsey; Supervisor Murray; Supervisor Adams

The Board reconvened the Special Meeting to conduct Budget Planning Workshops to discuss FY 2006-07 Departmental Budgets and Performance Plans.

OPENING STATEMENTS

There were no opening statements.

PUBLIC COMMENT

A representative of the Marin Women's Commission spoke about the importance of the Commission's long term goal for implementation of its Strategic Plan.

ADMINISTRATION AND FINANCE DEPARTMENTS

(Supervisor Brown present at 1:41 p.m.)

Assessor-Recorder

Assessor-Recorder Joan Thayer gave a brief presentation summarizing the Department's performance plans, goals, objectives, and initiatives. Ms. Thayer highlighted some of these goals, including the 100% completion of the annual assessment role as mandated by the California Constitution, determination of statistics regarding residential sales and recording of the Notice of Supplemental Assessment, and providing a sustainable economic environment for the County, Cities, Schools and Special Districts through the accurate and complete preparation of the annual assessment roll.

Auditor-Controller

Auditor-Controller Richard Arrow gave a brief presentation summarizing the Department's performance plans, goals, objectives, and initiatives. Mr. Arrow advised that the Marin Enterprise Resource Integration Technology ("MERIT") project is a top priority and briefly described Departmental programs.

Mr. Arrow responded to a question from Supervisor McGlashan regarding audit oversight for Special Districts.

(Supervisor Kinsey absent at 2:10 p.m.)

Supervisor Adams commented on the importance of collaboration among County departments to maximize the benefits of the Marin Enterprise Resource Integration Technology ("MERIT") project.

(Supervisor Kinsey present at 2:14 p.m.)

### County Counsel

Assistant County Counsel Jack Govi gave a brief presentation summarizing the Department's performance plans, goals, objectives and initiatives and briefly spoke about the Department's pilot program to measure client satisfaction. Mr. Govi advised that three Budget Change Proposals ("BCP's") are included in the budget summary.

Mr. Govi responded to a question from Supervisor Adams regarding legal representation for the Civil Grand Jury.

### Human Resources

Human Resources Director Laura Armor gave a brief presentation summarizing the Department's performance plans, goals, objectives and initiatives, briefly spoke about the Department's pilot measurement program for staffing and recruitment services, and advised that four BCP's are included in the budget summary. Ms. Armor noted that she will be submitting an additional BCP to the County Administrator on behalf of the Women's Commission for additional funding for their Strategic Plan.

Ms. Armor responded to questions from Supervisors regarding the BCP for the Women's Commission, recruiting and staffing services, the Department's training budget, exit interviews, revenue generating services, child care and elder care services, telecommuting issues, and the rating scale for assessing new employees.

### Information Services and Technology

(Supervisor Brown absent at 2:48 p.m.)

Director of Information Services and Technology David Hill gave a brief presentation summarizing the Department's performance plans, goals, objectives and initiatives and briefly spoke about the Department's pilot measurement program for maintaining the Data Center's availability. Mr. Hill advised that three BCP's are included in the budget summary which address disaster recovery backup, 24 hour systems support, and E-Gov staffing.

Mr. Hill responded to questions from Supervisors regarding website utilization, revenue generating capabilities, availability of grant funds, integration of the Marin Enterprise Resource Integration Technology ("MERIT") project, the use of online credit card payments, G-channel management, impacts of public access franchise negotiations on the County's communications infrastructure, technology security issues, ongoing equipment financing, and the use of youth interns.

### Treasurer/Tax Collector/Registrar/County Clerk

Treasurer-Tax Collector/Registrar of Voters/County Clerk/Public Administrator Michael Smith addressed the Board and gave a brief overview of the Department's program and services outlining each of the areas of responsibility. Mr. Smith briefly summarized the Department's key issues and challenges noting that the reorganization of the Registrar of Voters Office will ensure successful management of future elections.

Mr. Smith briefly reported on the Public Administrator's Pilot program to increase the community's awareness and knowledge of the services provided by the Public Administrator's office and the benefits of estate planning.

Board members and staff discussed several issues including the use of audio visual webcasting informational workshops, sorting absentee ballots by precinct, and voting by mail.

(Supervisor Murray absent at 3:40 p.m.)

#### County Administrator

County Administrator Matthew Hymel thanked Board members and the County Administrator's Office for their help in administering the budget process and acknowledged the Board of Supervisors' clerk staff for their work on the agenda process.

Mr. Hymel addressed the Board and gave a brief overview of the County Administrator's Office ("CAO") Mission Statement, goals, objectives, and initiatives. Mr. Hymel briefly commented on the CAO's Managing for Results Pilot Measurement Program of Risk Management that protects the physical, human, fiscal, and environmental assets of the County.

(Supervisor Murray present at 3:52 p.m.)

Board members and staff briefly discussed the issue of analysis of Community Choice Aggregation.

Board members individually thanked Mr. Hymel and staff for the good work.

#### MARIN COUNTY FREE LIBRARY

Director of County Library Services Carol Starr addressed the Board and gave a brief overview of the Library's goals, objectives, and initiatives. Ms. Starr summarized the key issues and challenges and briefly commented on evolving technologies.

Ms. Starr reported on the Library's Pilot Program of Technical Services stating that acquiring, cataloging, and processing the materials must be done in a timely manner to support the Library mission of delivering culture, information, and knowledge to Marin communities.

Ms. Starr thanked the Library Commission, Marin County Free Library staff, especially Library Technical Services Manager Elizabeth Flynn, Library Administrative Services Manager Andrew Yon, County Library Services Deputy Director Gail Haar, County Library Administrative Services Associate Alysanne Taylor, and Deputy Administrator Clarissa Daniel for all their help.

Board members and staff briefly discussed several issues including the "One Book-One County" program and the renovation of the Marin City Library.

#### COMMUNITY DEVELOPMENT AGENCY

Community Development Agency ("CDA") Director Alex Hinds thanked the Board and acknowledged CDA staff, especially CDA Deputy Director of Planning Services Brian Crawford and Administrative Services Manager Ian Roth, and Deputy County Administrator Clarissa Daniel for a job well done.

Mr. Hinds gave a brief overview of the Community Development Agency's ("CAO") Mission Statement, goals, objectives, and initiatives. Mr. Hinds summarized the FY 2006-07 Managing for Results Pilot Measurement Program, Sustainability, and noted that the goal of this program is to make the county more sustainable by reducing our ecological footprint on the environment.

Board members and staff briefly discussed several issues including a Community Development Agency Organizational assessment, the importance of an Economic Development Specialist, the reorganization of the Redevelopment Agency, a General Plan maintenance fee, a Design Review Board reporting structure change, and the formation of a Restaurant Advisory Committee.

**PUBLIC COMMENT**

No member of the public addressed the Board.

**CLOSING STATEMENTS**

Board members individually thanked County Administrator Matthew Hymel and his staff, and Department Heads and their staff, and expressed support for the development of the budget process.

Mr. Hymel reported that the County is in good shape and briefly commented on the base-line budget, mandatory vs. discretionary program services, and Budget Change Requests ("BCPs").

The meeting was adjourned at 5:15 p.m.

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PRESIDENT

ATTEST:

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CLERK