

# **County of Monterey**

168 W. Alisal St., 2nd Floor  
Monterey Room  
Salinas, CA 93901  
831.755.5115



## **Meeting Minutes - Final**

**Wednesday, October 25, 2023**

**2:00 PM**

**Budget Committee**

**Attendees: Supervisor Chris Lopez, Chair; Supervisor Glenn Church, Vice-Chair; Ezequiel Vega, Assistant County Administrative Officer; Leslie J. Girard, County Counsel; Rocio Quezada, Committee Secretary;**  
**Elected Officials: Marina Camacho, Assessor-Clerk-Recorder;**  
**Excused: Sonia M. De La Rosa, County Administrative Officer; Rupa Shah, Auditor-Controller; and Mary Zeeb, Treasurer-Tax Collector**

### **Call to Order**

**The meeting was called to order at 2:03 p.m.**

### **Additions and Corrections**

**There were no additions or corrections to the agenda.**

### **Public Comment Period**

**No public comment received.**

### **Approval of Action Minutes**

1. Approve the Budget Committee Action Minutes of September 27, 2023.

**The Budget Committee Action Minutes of September 27, 2023 were approved by consensus.**

### **Consent Agenda**

#### **Consent Items Nos. 2 through 11**

**ACTION: Consent Items Nos. 2 through 11 were approved by consensus.**

2. Receive the List of Standing and Follow-up Reports due to the Budget Committee.
3. Adopt the Budget Committee Meeting Schedule for Calendar Year 2024.
4. Receive Natividad Medical Center's Financial Report for the fourth quarter (April 2023 thru June 2023) of fiscal year 2023.
5. Support that the Monterey County Water Resources Agency Board of Supervisors adopt a resolution approving and authorizing the Auditor-Controller to:
  - a. Increase Fiscal Year 2023-24 (FY24) appropriations by \$1,812,000 to the Adopted Budget of Fund 112 (Pajaro), Appropriation WRA002, Unit 8484 to pay for increased operation needs funded by \$1,212,000 of increased revenue and \$600,000 of Fund 112 Fund Balance; and
  - b. Increase FY24 revenue by \$1,212,000 to the Adopted Budget of Fund 112, Appropriation WRA002, Unit 8484 with transfer of \$900,000 from Fund 116 and other revenue of \$312,000; and
  - c. Increase FY24 appropriations in Fund 116, Appropriation WRA006, Unit 8485 by \$900,000 to transfer to Fund 112 Appropriation WRA002, Unit 8484 for repair expenses of the 2022/23 winter storm events.
6. a. Support authorizing and directing the Auditor-Controller to amend Fiscal Year 2023-24 Adopted Budget as follows:
  1. Increase appropriations by \$3,647,411 in Fund 478-BIR, Appropriation Unit CAO047, financed

- by Unrestricted Net Position (478-BIR-3202);
2. Increase appropriations by \$9,523,444 in Capital Projects, Fund 404, Appropriation Unit PFP057, financed by increased revenues from Federal Aid Reimbursements of \$821,934, a transfer in from Fund 478-BIR, Appropriation Unit CAO047 of \$4,865,213, and Unassigned Fund Balance (404-3101) of \$3,836,297;
3. Increase appropriations by \$503,067 in General Fund, Fund 001, Facility Services Appropriation Unit PFP054, financed by a transfer in from Fund 478-BIR, Appropriation Unit CAO047.
- b. Support authorizing and directing the Auditor-Controller to transfer \$5,368,280 from Fund 478-BIR, Appropriation Unit CAO047 to Capital Projects, Fund 404, Appropriation Unit PFP057 (\$4,865,213) and General Fund, Fund 001, Facility Services Appropriation Unit PFP054 (\$503,067).
7. Authorize the Auditor-Controller to amend the NGEN (Next Generation Radio System) Capital Fund Fiscal Year 2023-24 Adopted Budget (405-1520-EME002-8426-7531) to increase appropriations by \$722,000 financed with fund balance to pay for NGEN projects which were not completed in FY 2022-23 (4/5th vote required).
8. a. Support authorizing the Contracts and Purchasing Officer or their designee to sign a Service Agreement with Kofile Technologies, Inc. in an amount not exceeding \$238,550 for the term of November 9, 2023, to June 30, 2024, for the preservation and conservation of the County Clerk-Recorder's index books; and
- b. Support authorizing the Auditor-Controller to amend the County Clerk-Recorder's FY 2023-24 Adopted Budget, Fund 027, Appropriation Unit ACR003, to increase appropriations by \$238,550, financed by fund balance (027-2730-3101).
9. a. Support request to amend the Health Department FY 2023-24 Adopted Budget to increase appropriations and estimated revenue by \$211,184.05 in the Emergency Medical Services Bureau 001-4000-8109-HEA006, funded by grant revenues from the Department of Healthcare Services (DHCS) via the Public Health Institute (PHI) under the CA Bridge Program; and
- b. Support directing the Auditor-Controller and County Administrative Office to incorporate the changes in the FY 2023-24 Health Department Adopted Budget.
10. Support approval of a resolution to ratify the execution of a federal funding agreement with the United States Department of Agriculture (USDA) and authorizing and directing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget, Social Services, Fund 001, Appropriations Unit SOC005, increasing appropriations and estimated revenues by \$409,977 funded with the USDA grant to provide funding for a vehicle for the mobile enrollment office project.
11. a. Consider supporting to amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary ranges of the Finance Manager I-III as indicated in Attachment A;
- b. Support directing the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

### **Regular Agenda**

12. a. Support authorizing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget for

the Capital Project Fund (404-3200-PFP057-8564) to increase appropriations and estimated revenues in the amount of \$103,136 financed by an operating transfer-in from Other Financing Uses (001-1050-CAO017-8038) to install Level 3 Electric Vehicle Fast Chargers at the County libraries in Castroville, Greenfield, and San Lucas; and,

b. Support authorizing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget for Other Financing Uses (001-1050-CAO017-8038) to increase appropriations in the amount of \$103,136 financed by the Cannabis Tax Assignment (001-3132); and,

c. Support authorizing the Auditor-Controller to transfer \$103,136 from Other Financing Uses (001-1050-CAO017-8038) to the Capital Project Fund (404-3200-PFP057-8564); and,

d. Support authorizing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget for the Capital Project Fund (404-3200-PFP057-8564) to increase appropriations and estimated revenues in the amount of \$534,969 financed by a decrease in appropriations and estimated revenue in the amount of \$534,969 in the County Administration Office Sustainability (001-1050-CAO004-8587).

**ACTION: The Committee supported Item No. 12.a. thru 12.d. by consensus.**

- 13.** a. Support request to amend the Fiscal Year (FY) 2023-24 Department of Emergency Management Adopted Budget 001-1040-8588-DEM001 to add 1.0 FTE Emergency Services Manager (Chief Resilience Officer); and
- b. Support directing the Auditor-Controller and County Administrative Office to incorporate the position changes in FY 2023-24 Department of Emergency Management Adopted Budget 001-1040-8558-DEM001; and
- c. Support directing Human Resources to implement the changes in the Advantage Human Resource Management module (HRM) system.

**ACTION: The Committee supported Item No. 13.a. thru 13.c. by consensus.**

**14. REF220010 - CASTROVILLE COMMUNITY PLAN UPDATE AND IMPACT FEE NEXUS STUDY**

Consider a recommendation to the Board of Supervisors to:

- a. Authorize the Director of Housing and Community Development, or designee, to ratify application of and accept grant funds from the California Department of Housing and Community Development Regional Early Action Planning Grants Program of 2021 (REAP 2.0) in the amount of \$180,000 for grant period September 1, 2023 to March 31, 2026, to fund planning implementation for the Castroville Community Plan Update and Impact Fees Nexus Study;
- b. Approve and authorize the Director of Housing and Community Development, or designee, to sign and deliver a Memorandum of Understanding agreeing to the terms and conditions of the \$180,000 grant award as required by the REAP 2.0 program with the Association of Monterey Bay Area Governments (AMBAG) that is the Metropolitan Planning Organization and Council of Governments charged to administer approximately \$2.5 million in housing implementation funds to the Central Coast region through the REAP 2.0 grant program;
- c. Approve Amendment No. 2 to Professional Services Agreement No. A-16128 with Kimley-Horn and Associates, Inc. to include additional services associated with completion of the Castroville Community Plan Update, Impact Fees Nexus Study, and environmental review for increase of the total not to exceed amount of \$533,575 by \$35,000 for a new total not to exceed amount of

\$568,575 with no change to the term date, and authorize future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount by more than ten percent (10%), subject to review and approval by County Counsel; and d. Authorize and direct the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget to increase appropriations by \$287,739 and revenue by \$287,739 for the Housing and Community Development Department, Fund 013, Unit 8545, Appropriation Unit HCD004 financed by an increase in revenue from grants as follows: Senate Bill 2 (set to expire December 31, 2023) funds in the amount of \$62,085, Local Early Action Program funds in the amount of \$45,654, and REAP 2.0 funds in the amount of \$180,000. (4/5ths vote required)

**ACTION: The Committee supported Item No. 14.a. thru 14.d. by consensus.**

#### **Semi-Annual Reports**

15. a. Receive a Status Report on the 2016 Soberanes Fire and 2017 Winter Storm Repair Projects;  
b. Receive a Status Report on the 2019 Winter Storms Repair Projects;  
c. Receive a Status Report on the 2020 Fire Damage Repair Projects;  
d. Receive a Status Report on the 2021 Winter Storms Repair Projects; and  
e. Receive a Status Report on the 2023 Winter Storms Repair Projects;

**ACTION: The Committee received a status report on the fire and winter storm repair projects.**

#### **Annual Reports**

16. a. Receive and accept the Cannabis Program update on performance indicators for Fiscal Year 2022-2023; and  
b. Provide direction to staff as appropriate.

**ACTION: The Committee received an update on the Cannabis Program performance indicators for FY 2022-23.**

#### **Adjournment**

**The meeting adjourned at 2:42 p.m.**

**The next meeting is scheduled on November 29, 2023 at 1:00 p.m.**