

County of Monterey

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



Meeting Minutes - Final

Wednesday, November 29, 2023

1:00 PM

Budget Committee

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

Call to Order

The meeting was called to order at 1:02 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 November 17, 2023.

The Budget Committee Action Minutes of November 17, 2023 were approved by consensus.

Consent Agenda

Consent Items Nos. 2 through 7

ACTION: Consent Items Nos. 2 through 7 were approved by consensus.

2. Receive the List of Standing and Follow-up Reports due to the Budget Committee.
3. Receive the October 2023 California Department of Finance Bulletin.
4.
 - a. Support authorizing the Auditor-Controller to amend the Fiscal Year 2023-2024 Adopted Budget to increase appropriations and estimated revenues by \$4,500,000 to Budget Unit 8054- FUND 001-Appropriation Unit CAO004, financed by a grant award from the California Interagency Council on Homelessness (CAL ICH); and
 - b. Support authorizing the County Administrative Officer or designee, to execute non-standard service contracts, as necessary, and upon approval by the Board of Supervisors, to effectuate the purchase of modular units to operate a low-barrier non-congregate shelter in Watsonville, California in partnership with Santa Cruz County, in an amount not to exceed the grant award of \$7,986,354.
5.
 - a. Consider supporting the amendment of Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Community Engagement Program Manager with the salary range as indicated in Attachment A;
 - b. Consider supporting the amendment of the FY 2023-24 County Administrative Office Adopted Budget (Fund 001-Dept. 1050-Unit 8440-Appropriation Unit CAO004) to reallocate one (1) vacant 1.0 FTE Management Analyst III to one (1) 1.0 FTE Community Engagement Program Manager in (Fund 001-Dept. 1050-Unit 8054-Appropriation Unit CAO004) as indicated in Attachment A;
 - c. Support approving a resolution and authorizing the Auditor-Controller to increase appropriations in

the amount of \$129,760 in the County Administrative Legislative Affairs (001-1050-CAO004-8054) Fiscal Year (FY) 2023-24 adopted budget financed by a decrease in appropriations in the County Administrative Community Engagement & Strategic Advocacy (001-1050-CAO024-8440) FY 2023-24 adopted budget (4/5th vote required);

d. Consider supporting the amendment of Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Legislative Program Manager with the salary range as indicated in Attachment A;

e. Consider supporting the amendment of the FY 2023-24 County Administrative Office Adopted Budget (Fund 001-Dept. 1050-Unit 8054-Appropriation Unit CAO004) to reallocate and approve the reclassification of one (1) 1.0 FTE Management Analyst III to one (1) 1.0 FTE Legislative Program Manager as indicated in Attachment A;

f. Consider supporting the County Administrative Office and the Auditor-Controller to incorporate the approved budgetary and position changes in the FY 2023-24 Adopted Budget and the Human Resources Department to implement the position changes in the Advantage Human Resources Management (HRM) System.

6. a. Support request to designate and authorize the Department of Emergency Management Director of Emergency Management and Emergency Services Manager to execute and manage grant documents for the California Governor's Office of Emergency Services (CalOES) 2022 Listos California CERT Support Grant (LC) Program; and
b. Support directing the Auditor-Controller to amend the Fiscal Year (FY) 2023-24 Adopted Budget for the Department of Emergency Management (001-1040-8588-DEM001) to increase appropriations and estimated revenues by \$15,000 funded by grant revenues from the Governor's Office of Emergency Services (CalOES), 4/5th vote required.
7. Receive the Monterey County Workforce Development Board FY 2022-23 Semiannual Financial/Close Out Status Report for the Workforce Innovation and Opportunity Act (WIOA) funded programs through June 30, 2023

Regular Agenda

8. a. Receive and accept the County Administrative Office's Budget End-of-Year Report for Fiscal Year 2022-23; and
b. Support authorizing the County Administrative Office and Auditor-Controller to make fund balance designations in Fiscal Year 2023-24 as specified in Attachment A.

ACTION: The Committee received the County Administrative Office's Budget End-of-Year Report, and supported the recommendations to make amendments to the FY 2023-24 adopted budget and fund balance designations as listed in Attachment A. The Committee also supported assigning \$971,000 instead of \$264,916 for future Agricultural Commissioner capital project outlay. This item will go to the full Board for consideration on December 6, 2023.

Public comment provided by: Undersheriff Boyd

9. Receive an update on the Enterprise Resource Planning (ERP) Replacement Project Planning.

ACTION: The Committee received an update on the Enterprise Resource Planning (ERP) Replacement Project.

10. a. Support authorizing the Director of the Department of Emergency Management to take all steps necessary to implement and administer the grant of \$20,000,000 from the California Office of Emergency Services via the 2023 Winter Storm Flood Relief (WS) Program #WS23 01 0270 as indicated in Attachment A; and
- b. Support authorizing and directing the Auditor-Controller to amend the FY 2023-24 Adopted Budget by increasing appropriations in the Department of Emergency Management (001-1040-8588-DEM001) by \$70,354, funded by a release from Cannabis Assignment (BSA-001-3132) for Management and Administration of the grant funding; and
- c. Support directing the County Administrative Office to set aside \$140,707 funding for FY 24-25 and \$70,354 for FY 25-26 from the Cannabis Assignment Fund for Management and Administration of the grant funding; and
- d. Support authorizing and directing the Auditor-Controller and County Administrative Office to incorporate these changes in FY 2023-24 Department of Emergency Management Adopted Budget (001-1040-8588-DEM001).

ACTION: The Committee supported Item No. 10.a. thru 10.d by consensus with support to utilize unspent ARPA funds for management and administration of the grant funding.

11. Receive a report on financial status and recent developments for the Department of Public Works, Facilities and Parks (PWFP) American Rescue Plan Act (ARPA) Program.

ACTION: The Committee received a financial status report on the ARPA Program from the Department of Public Works, Facilities and Parks.

Adjournment

The meeting adjourned at 2:35 p.m.