



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: RES 26-119

August 11, 2026

Introduced: 7/31/2026

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to approve the Measure AA Citizens Advisory/Review Committee Structure, Appointment Procedure, and Measure AA Funding Protocol for implementation beginning FY 2026-27.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

- a. Approve the Measure AA Citizens Advisory/Review Committee Structure and Appointment Procedure, establishing committee purpose, membership composition, terms, appointment process, quorum rules, meeting requirements, voting procedures, staff support provisions, and Brown Act compliance requirements;
- b. Approve the Measure AA Funding Protocol, defining the Board's priority funding areas, annual allocation guidelines, departmental submission processes, Measure AA committee review procedures, reimbursement rules, and reporting requirements; and
- c. Direct the County Administrative Office and County Counsel to take any actions necessary to implement the approved structure, procedures, and funding protocol.

SUMMARY:

As recommended by the Measure AA Committee, this item requests Board approval of two foundational components of the Measure AA governance framework. The first is the Citizens Advisory/Review Committee Structure and Appointment Procedure, which establishes how committee members are selected, how meetings are conducted, and how committee business is carried out. The second is the Measure AA Funding Protocol, which defines how Measure AA revenue will be allocated across priority areas and outlines how departments will request, track, and receive Measure AA funding.

Together, these documents ensure consistent oversight, transparent allocation of Measure AA funds, and clear direction for departments participating in the Measure AA program.

DISCUSSION:

Citizens Advisory/Review Committee Structure and Appointment Procedure

The proposed Citizens Advisory/Review Committee is intended to provide independent review of Measure AA expenditures, ensuring compliance with voter intent and alignment with Board-approved priorities. Under the proposed structure, the Committee would consist of ten members, with two representing each supervisorial district. Terms are four years in length, with initial appointments staggered between four-year and five-year terms.

Under the proposed procedures, the Committee would elect a Chairperson and Vice Chairperson annually. The proposed Committee would meet twice per calendar year at the County Government Center and must comply with the Ralph M. Brown Act, including public participation requirements. County Administrative Office (CAO) staff support the Committee by preparing agendas, maintaining minutes, coordinating reports, and providing training on conflicts of interest and Brown Act compliance.

The proposed appointment procedure requires the Clerk of the Board, Board Chiefs of Staff, CAO, and Committee staff to coordinate vacancy notifications, public solicitations, and screening of applicants. The Board ultimately appoints members after reviewing district representation, qualifications, and residency within unincorporated areas.

Measure AA Funding Protocol

The Funding Protocol establishes how Measure AA revenues will be distributed across several Board priority areas, including road repair and infrastructure, water and sewer improvements, parks projects, essential and mandated services, and public safety. The protocol outlines three main allocation categories. These are ongoing costs, road projects, and one-time items. This funding protocol establishes percentage thresholds for each category as a guideline for allocation of Measure AA funds. For ongoing costs a maximum threshold of 35% is recommended, with Roads Projects recommended to be between 40%-50%, and one-time costs the remaining 15%-25% based on projected annual Measure AA revenue.

Requests for ongoing Measure AA funding are incorporated into the CAO Recommended Budget through departmental budget submissions. Road projects will be prioritized annually by Public Works based on community input, Board direction, and roadway condition, and are subsequently reviewed by the Measure AA Committee before final Board consideration. One-time funding requests will be submitted by departments and community partners on a quarterly basis through an online portal, reviewed for alignment with Board priorities and eligibility within unincorporated areas, and then forwarded to the Measure AA Committee for recommendation to the full Board of Supervisors.

The protocol also establishes the Measure AA reimbursement process. Requiring departments to track expenditures using designated capital and non-capital program codes. The CAO Finance Team reviews these expenses monthly and issues reimbursements up to the Board-approved funding level for each project. Departments must ensure accurate coding and adherence to project budgets, as expenses incurred beyond approved amounts will not be eligible for reimbursement.

Approval of both documents will ensure all departments follow consistent standards when proposing, executing, and reporting on Measure AA-funded activities.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

This report was reviewed by the County Administrative Office, Budget & Analysis Division.

FINANCING:

There is no direct financial impact associated with approving the Oversight Committee Structure and

Appointment Procedure or the Funding Protocol. Existing departmental resources will be used to support implementation. Measure AA revenues budgeted in General Fund 1001, Other Financing Uses Unit 105014, will continue to serve as the source of funding for Measure AA-approved projects and for reimbursements carried out under the approved protocol.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

This item advances the Board's Well-Being and Quality of Life, Sustainable Infrastructure for the Present and Future, and Safe and Resilient Communities strategic goals.

Mark a check to the related Board of Supervisors Strategic Plan Goals:

- ☒ Well-Being and Quality of Life
- ☒ Sustainable Infrastructure for the Present and Future
- ☒ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy
- ☐ Dynamic Organization and Employer of Choice

Link to the Strategic Plan:

<https://www.countyofmonterey.gov/home/showdocument?id=139569>

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Approved by: Deja Sero, County Budget Director, x6780

Attachments:

Attachment A - Measure AA Citizens Oversight Committee Structure & Procedures

Attachment B - Measure AA Funding Protocol

Attachment C - Draft Resolution