



# Monterey County

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

## Meeting Agenda - Final Budget Committee

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Thursday, November 19, 2020

3:00 PM

Monterey Room

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### Special Meeting / Zoom Call-in Instructions

#### IMPORTANT NOTICE REGARDING COVID 19

Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of the COVID 19 virus, please do the following:

You are strongly encouraged to observe the live stream of the Budget Committee meeting via Zoom at

<https://montereycty.zoom.us/j/92155985824?pwd=V2JFa2xCVENqY1ZHWkVpWGpGaU1kUT09>

If you do not have access to a computer, you may call into the meeting and participate by calling the following number: 1-669-900-6833 and entering the following meeting ID: 921 5598 5824 and

Password: 592131

2. If you choose not to attend the Budget Committee meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on Wednesday, November 18, 2020. Please submit your comment to Rocio Quezada at [quezadar1@co.monterey.ca.us](mailto:quezadar1@co.monterey.ca.us) and your comment will be placed into the record at the meeting.

3. If you are watching the live stream of the Budget Committee meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, please select the "raise hand" option on the Zoom screen, and your microphone will be unmuted so you can speak. To select the "raise hand" option, click on the 'participants' icon at the bottom of your Zoom screen, then click the "raise hand" icon next to your name.

4. If you attend the Budget Committee meeting in person, you will be required to maintain appropriate social distancing, specifically you must maintain a 6-foot distance between yourself and other individuals.

**Pursuant to Governor Newsome's Executive Order No. N-25-20, any and all Supervisors may participate in the meeting by telephone or video conference.**

**NOTE: All agenda titles related to numbered items are live web links. Click on the title to be directed to corresponding Committee Report.**

**PUBLIC COMMENT: Members of the public may address comments to the Committee concerning each agenda item. Timing of the public comment shall be at the discretion of the Chair.**

### **Call to Order**

### **Public Comment Period**

*This portion of the meeting is reserved for persons to address the Committee on any matter not on this agenda but under the jurisdiction of the Committee.*

### **Approval of Action Minutes**

1. Approve the Budget Committee Action Minutes of October 28, 2020.

**Attachments:** [10-28-20 BC Action Minutes](#)

### **Consent Agenda**

2. Adopt the Budget Committee 2021 Meeting Schedule.

**Attachments:** [Budget Committee 2021 Meeting Schedule - Draft](#)

3. Receive the List of Standing and Follow-Up Reports due to the Budget Committee.

**Attachments:** [Budget Committee Follow-Up Reports for November 2020](#)

4. Receive the California Department of Finance Bulletin for October 2020.

**Attachments:** [CA Department of Finance Bulletin - October 2020](#)

5.
  - a. Support amending the Department of Social Services Budget Unit 001-5010-8262-SOC005 to add one (1) Program Manager II (60I02) to backfill for a current employee that will be assigned to the California Statewide automated Welfare System (CalSAWS) Migration Project;
  - b. Support authorizing the County Administrative Office to incorporate the changes to the FY 2020-21 Adopted Budget Unit 001-5010-8262-SOC005 to reflect the change in position counts;
  - c. Support approval for an increase in appropriations and estimated revenues of \$100,313 for the Social Services Budget Unit 001-5010-8262-SOC005 FY 2020-21 Adopted Budget; and

d. Support authorizing the Auditor-Controller to amend the FY 2020-21 Adopted Budget by increasing appropriations and estimated revenues by \$100,313 in the Social Services Budget Unit 001-5010-8262-SOC005.

**Attachments:** [Budget Committee Report](#)  
[RTC FY 2020-21 Add Program Manager II\\_CalSAWS](#)

6. a. Support amending the Department of Social Services Budget Unit 001-5010-8262-SOC005 to reallocate six (6) Social Worker V's to six (6) Social Worker III's, one (1) Accounting Clerical Supervisor to one (1) Supervisor Office Assistant, and one (Principal Office Assistant to one (1) Associate Personnel Analyst;
- b. Support amending the Department of Social Services IHSS Public Authority Budget Unit 005-5010-8259-SOC008 to reallocate one (1) Social Worker V to one (1) Social Worker III, and
- c. Support authorizing the County Administrative Office to incorporate the changes to the FY 2020-21 Adopted Budget Unit 001-5010-8262-SOC005 and 005-5010-8259-SOC008 to reflect the change in position counts.

**Attachments:** [Budget Committee Report](#)  
[DSS FY 2020-21 Outside Budget Cycle - Reallocate SW V to SW III \(7 Position\)](#)  
[RTC FY 2020-21 Outside Budget Cycle - Reallocate Acct Clerical Sup. to Super](#)  
[RTC FY 2020-21 Outside Budget Cycle - Reallocation Principal Office Assistant](#)

7. a. Support amending the Fiscal Year (FY) 2020-21 Health Department Adopted Budget 001-4000-8438-HEA014 to delete 1.0 FTE vacant Chronic Disease Prevention Specialist II, and add 1.0 FTE Chronic Disease Prevention Coordinator, resulting in estimated increased costs of \$2,730 for FY 2020-21 and \$5,460 for FY 2021-22, financed by a corresponding increase in revenue; and
- b. Support directing the Auditor-Controller and County Administrative Office to incorporate the position changes in the FY 2020-21 Health Department Adopted Budget 001-4000-8438-HEA014.

**Attachments:** [Budget Committee Report](#)  
[Attachment A](#)

8. a. Support the Board of Supervisors approving and authorizing the Auditor Controller to amend the Fiscal Year 2020-21 Adopted Budget to increase appropriations and revenues by \$116,789 for the Parks Operations, where the financing source is the California Department of Forestry and Fire Protection California Climate Investments (CCI) Fire Prevention Grant Program to manage wildfire risk at Jacks Peak County Park through fuel load reduction.

**Attachments:** [Budget Committee Report](#)  
[Attachment A - Resolution No. 18-374](#)  
[Attachment B - California Dept of Forestry & Fire Protection CCI Forest Health C](#)  
[Attachment C - Project Area Map](#)  
[Attachment D - Project Cost Estimates from Goats R Us and Topes Tree Servic](#)

9. Receive a report on the Mental Health Services Act (MHSA) fund balance.

**Attachments:** [Budget Committee Report](#)  
[MHSA Fund Balance Report Nov 2020](#)

10. Receive Natividad Medical Center's Financial Report for the first quarter (Q1) July thru September 2020.

**Attachments:** [Budget Committee Report](#)  
[NMC Financial Statement](#)

### **Regular Agenda**

11. Recommend approval of the following actions with regard to the professional services agreement with TMD Creative to provide strategy, design and placement of public health messaging to address the Covid 19 pandemic emergency in Monterey County:
- Extend to the contract period for 6 months to May 31, 2021, and
  - Increase the contract the contract amount by \$335,000 to a total of \$744,959
  - Authorize the Chair of the Board of Supervisors to sign the amended contract
  - Adopt a resolution authorizing and directing the Auditor-Controller to amend the FY 2020-21 Office of Emergency Services Adopted Budget, Fund 001, Appropriation Unit CAO 005, to increase appropriations by \$335,000, financed by a release of Cannabis Tax Assignment (BSA 001-3132)

**Attachments:** [Budget Committee Report](#)  
[2021 Strategy Statement r3](#)  
[COM COVID Q1 Q2 2021 media budget estimate](#)  
[TMD extension reolution](#)  
[TMD Fully Executed Contract](#)  
[Fully Executed TMD Amendment No. 1](#)  
[20-691 Board Order](#)

12. a. Receive a report on the Housing and Economic Development Division's unspent cannabis assignment funds of \$35,597.50 from fiscal year 2019-20;  
b. Support authorizing the Auditor-Controller to amend the FY 2020-21 Adopted Budget by increasing appropriations in the Housing and Economic Development Division (001-8514-CAO038) by \$35,597.50, financed by a release of Cannabis

Tax Assignment, Fund 001, Balance Sheet Account 3132; and  
c. Support authorizing the Housing and Economic Development Division to use the \$35,597.50 in FY 2020-21 toward housing development, homelessness consultants and a contribution to the Fondo Empresarial Emergency Loan Program.

**Attachments:** [Budget Committee Report](#)

- 13.** Support authorizing the Auditor-Controller to amend the FY 2020-21 Adopted Budget for the Cannabis Program (001-1050-8533-CAO004) to increase appropriations by \$33,927, where the financing source is the Cannabis Tax Assignment fund balance (001-3132).

**Attachments:** [Budget Committee Report](#)  
[MGT Proposal](#)

- 14.** Receive and support a recommendation to:
- a. Support the request to amend the FY 2020-21 Human Resources Department Adopted Budget (001-1060-8401-HRD001) to add one 1.0 FTE Human Resources Program Manager as indicated in Attachment A;
  - b. Support the request to authorize and direct the Auditor-Controller to amend the FY 2020-21 Adopted Budget by increasing appropriations in the Human Resources Department (001-8401-HRD001) by \$94,587, funded out of contingencies; and
  - c. Support the request to authorize and direct the Auditor-Controller and County Administrative Office to incorporate these changes in the FY 2020-21 Adopted Budget.

**Attachments:** [Budget Committee Report](#)  
[Attachment A](#)

- 15.**
- a. Support amending Fiscal Year 2020-21 Auditor-Controller budget (1110-AUD001-8011-001) in reallocating one (1) Administrative Services Assistant (14C70) to one (1) Administrative Services Officer (14C71); and
  - b. Support authorizing the Auditor-Controller and County Administrative Office to incorporate the approved changes in the Fiscal Year 2020-21 Adopted Budget.

**Attachments:** [Budget Committee Report](#)  
[Attachment A - Resolution](#)

- 16.** Support Recommendation to:
- a. Authorize the Auditor-Controller to amend the FY 2020-21 Adopted Budget in the Facility Master Plan Projects, Fund 404, Appropriation Unit RMA015, to increase appropriations by \$1,614,318 financed by savings from the rescoping of the New Juvenile Hall Project in the same amount;
  - b. Authorize the Auditor-Controller to transfer \$1,614,318 from the FY 2020-21 Facility Master Plan Projects, Fund 404, Appropriation Unit RMA015 to the Building Improvement and Replacement Fund 478, Sub-Fund BIR, Appropriation Unit CAO047;

- c. Authorize the Auditor-Controller to amend the FY 2020-21 Adopted Budget in the Building Improvement and Replacement Fund 478, Sub-Fund BIR, Appropriation Unit CAO047, to increase appropriations by \$1,614,318 financed by an operating transfer from the Facility Master Plan Projects, Fund 404, Appropriation Unit RMA015;
- d. Authorize the Auditor-Controller to transfer of up to \$1,614,318 for the Jail Housing Addition Project 8819 on a reimbursement basis from the FY 2020-21 Building Improvement and Replacement Fund 478, Sub-Fund BIR, Appropriation Unit CAO047, to Facility Master Plan Projects, Fund 404, Appropriation Unit RMA015;
- e. Authorize the Auditor-Controller to amend the FY 2020-21 Adopted Budget in the Capital Projects Fund 402, Appropriation Unit RMA014, to increase appropriations by \$58,218 to transfer funds to Fund 478 where the financing source is unassigned fund balance generated by savings from various capital projects;
- f. Authorize the Auditor-Controller to amend the FY 2020-21 Adopted Budget in Building Improvement and Replacement Fund 478, Sub-Fund BIR, Appropriation Unit CAO047, to increase appropriations by \$58,218 financed by the transfer of unassigned fund balance from Capital Projects Fund 402, Appropriation Unit RMA014; and
- g. Authorize the Auditor-Controller to transfer \$58,218 from the FY 2020-21 Capital Projects Fund 402, Appropriation Unit RMA014, to the Building Improvement and Replacement Fund 478, Appropriation Unit CAO047.

### **Monthly Reports**

17. Receive a status report on the New Juvenile Hall, Project 8811.

**Attachments:** [Budget Committee Report](#)  
[Attachment A - Project Budget](#)  
[Attachment B - Change Order History](#)

### **Audits**

18. Support approval of the Auditor-Controller's Fiscal Year 2020-21 and FY 2021-22 Internal Audit Plan.

**Attachments:** [Budget Committee Report](#)  
[Attachment A - FY20-21 & FY21-22 Internal Audit Plan](#)

### **Adjournment**

**The next meeting is scheduled on December 16, 2020 at 1:30 p.m. in the Monterey Room.**

**Committee Members:** Supervisor Jane Parker, Chair; and Supervisor Luis A. Alejo, Vice Chair.

**Committee Staff:** Charles McKee, County Administrative Officer; Dewayne Woods, Assistant County Administrative Officer; Ezequiel Vega, County Budget Director; Les Girard, County Counsel; Rocio Quezada, Committee Secretary; and

**Elected Officials:** Rupa Shah, Auditor-Controller; Mary Zeeb, Treasurer-Tax Collector; and Steve Vagnini, Assessor-Clerk-Recorder.

- Copies of staff reports or other written documentation relating to items referenced on this agenda and/or submitted after distribution of the agenda packet are on file and available for public inspection at the County Administrative Office, Monterey County Government Center, 168 West Alisal Street, 3rd Floor, Salinas.
- Meetings of the Board of Supervisors' Budget Committee are accessible to individuals with disabilities. The Administration Building and Monterey Conference Room are wheelchair accessible. Please contact the Monterey County Civil Rights Office a 831-755-5117 if you need assistance or accommodations in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.
- The following services are available when requests are made by 5:00 p.m. of the Friday before this noted meeting: American Sign Language interpreters during a meeting, large print agenda or minutes in alternative format.
- If you require the assistance of an interpreter, please contact Rocio Quezada, Administrative Secretary in the County Administrative Office at 831-755-5115. Every effort will be made to accommodate requests for translation assistance. Requests should be made as soon as possible, and at a minimum 24 hours in advance of any meeting.
- Si usted requiere la asistencia de un interprete, por favor comuniquese con las oficina de Administracion localizada en el Centro de Gobierno del Condado de Monterey, (Monterey County Government Center), 168 W. Alisal, Tercer Piso, Salinas - o por telefono llamar a Rocio Quezada, 831-755-5115. La asistente hara el esfuerzo para acomodar los pedidos de asistencia de un interprete. Los pedidos se deberan hacer lo mas pronto posible, y a lo minimo 24 horas de anticipo de cualquier junta.