



# 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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Wednesday, August 25, 2021

1:30 PM

Monterey Room

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**MEETING WILL BE HELD VIA ZOOM**

### **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/95692484151?pwd=bjkyNFZyTWloUldaYk1yWlYzWmxqUT09>

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: 956 9248 4151 and Password: 203694

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 Tuesday, August 24, 2021. 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**

### **Additions and Corrections**

### **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 July 28, 2021.

**Attachments:** [7-28-21 BC Action Minutes](#)

### **Consent Agenda**

2. Receive the List of Standing and Follow-up Reports due to the Budget Committee.

**Attachments:** [Budget Committee Follow-Up Reports for August 2021](#)

3. Receive the California Department of Finance Bulletin for July 2021.

**Attachments:** [CA DOF July 2021 Finance Bulletin](#)

4. Support the request to authorize the Auditor/Controller to reallocate one .5 Weights and Measures Inspector III position to one .5 Agricultural Inspector Biologist III position in the Agricultural Commissioner’s Department 2810, Unit 8001, Fund 001 funded with Cannabis revenue.

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

5.
  - a. Support amending the Office of the District Attorney - Criminal Budget Unit 2240-8063-Fund 001-Appropriation Unit DIS001 to reallocate one (1) Managing Deputy District Attorney to one (1) Assistant District Attorney as indicated in Attachment A; and
  - b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

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

6. a. Support amending the Department of Social Services Budget Unit 001-5010-8262-SOC005 to reallocate one (1) Principal Clerk Confidential to one (1) Personnel Technician Confidential for Human Resources; and  
b. Support authorizing and directing the County Administrative Office and the Auditor-Controller's Office to incorporate the changes in the FY 2021-22 Adopted Budget Unit 001-5010-SOC005-8262 to reflect the change in position counts.

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

7. Support authorizing and directing the Auditor-Controller to amend the Fiscal Year (FY) 2021-22 Adopted Budget for County Service Area 47 Carmel Views/Mar Vista, Fund 076, Appropriation Unit PFP030, increasing appropriations in the amount of \$28,607 to fund necessary street maintenance and repairs, where Fund 076 unassigned fund balance is the financing source (4/5th vote required).

**Attachments:** [Budget Committee Report](#)  
[Attachment A – Street Maintenance Project Budget](#)  
[Attachment B – FY 2021-22 Appropriation Budget](#)  
[Attachment C – Project Location Map](#)  
[Attachment D – CSA 47 LAFCO Map](#)

### **Regular Agenda**

8. Receive a status update on Federal Emergency Management Agency (FEMA) reimbursement.

**Attachments:** [Budget Committee Report](#)  
[EOC FEMA Project Listing](#)

9. a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to consolidate and retitle the Storekeeper and Warehouse Worker classification series to Inventory Control Specialist series with the salary ranges as indicated in Attachment A;  
b. Support amending the County Administrative Office - Contracts/Purchasing Budget Unit 1050-8047 - Fund 001 - Appropriation Unit CAO002 to reallocate and to approve the reclassification of one (1) Warehouse Worker to one (1) Senior Inventory Control Specialist as indicated in Attachment A;  
c. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classifications of Fleet Parts Coordinator and Senior Fleet Parts Coordinator with the salary ranges as indicated in Attachment A;  
d. Support amending the County Administrative Office Budget - Fleet Administration

Budget Unit 1050-8451 - Fund 001 - Appropriation Unit CAO025 to reallocate and to approve the reclassification of two (2) Storekeepers to two (2) Fleet Parts Coordinators as indicated in Attachment A;

e. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

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

- 10.
- a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to retitle the classification of Senior Deputy County Counsel to Chief Deputy County Counsel and adjust the salary range as indicated in Attachment A;
  - b. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the salary range of the Chief Deputy Public Defender as indicated in Attachment A;
  - c. Support directing the Human Resources Department to implement the changes in the Advantage HRM system.

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

- 11.
- a. Receive an update on the Enterprise Resource Planning (ERP) Replacement Project Planning; and
  - b. Support increasing appropriations in the amount of \$690,000 in the Enterprise Resource Planning's Budget 478-1050-CAO034-8506 funded by fund balance in fund 478 ERP sub-fund for the ERP project's employee resource costs related to pre-implementation planning phase which will include requirements definition, implementation resource planning, Request for Proposals (RFP) development and release, and vendor selection; and
  - c. Support authorizing an operating transfer of up to \$690,000 (on a reimbursement basis) from 478-1050-CAO034-8506 to the County Administrative Office non departmental Other General Expenses budget 001-1050-CAO014-8039

**Attachments:** [Budget Committee Report](#)  
[ERP Replacement Leadership Update](#)

- 12.
- a. Receive a report on deposits associated with the Cannabis Business Permit;
  - b. Support the recommendation to authorize the Auditor-Controller to amend the FY 2021-22 Adopted Budget for the County Administrative Office Cannabis Program (001- CAO004) to increase appropriations by \$52,054.50, financed by Restricted Fund Balance Public Protection-Project Deposits Land Use (001-3041-PROJ-Cannabis);
  - c. Support the recommendation to authorize the Auditor-Controller to amend

the FY 2021-22 Adopted Budget for the Health Department - Environmental Health Bureau (001-HEA005) to increase appropriations by \$6,497.04, financed by Restricted Fund Balance Public Protection-Project Deposits Land Use (001-3041-PROJ-Cannabis);

d. Support the recommendation to authorize the Auditor-Controller to amend the FY 2021-22 Adopted Budget for the Office of County Counsel (001-COU001) to increase appropriations by \$11,019.02, financed by Restricted Fund Balance Public Protection-Project Deposits Land Use (001-3041-PROJ-Cannabis);

e. Recommend staff report to the Board of Supervisors for approval; and

f. Provide other direction to staff as appropriate.

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

**13.**

a. Receive a report on the commercial cannabis distribution tax imposed by Monterey County, including comparisons to other jurisdictions;

b. Consider options for the commercial cannabis distribution tax and recommend options for the Board of Supervisors to consider;

c. Provide direction to staff as appropriate.

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

[A. Distribution Tax Rate Overview](#)

### **Quarterly Reports**

**14.**

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. Consider retroactively adding the 2020 Fire Damage Repair Projects to the FY 2020-21 Annual Work Program for Road Fund; and

f. Consider retroactively adding the 2021 Winter Storms Repair Projects to the FY 2020-21 Annual Work Program for Road Fund.

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

[Attachment A -2017 Winter Storm & Soberanes Fire Project Status.pdf](#)

[Attachment B- 2019 Winter Storm Project Status.pdf](#)

[Attachment C - 2020 Fires Damage.pdf](#)

[Attachment D - 2021 Winter Storm.pdf](#)

### **Semi-Annual Reports**

**15.**

Receive and accept the fourth quarter financial report for the Information Technology Department (ITD) for FY 2020-21.

**Attachments:** [Budget Committee Report](#)  
[Exhibit A - ITD FY 20-21 EOY Summary Overview Estimate](#)

16. Consider receiving the Monterey County Water Resources Agency (Agency) FY 2020-21 Semi-Annual Financial Status Report through June 30, 2021 (up to period 12).

**Attachments:** [Budget Committee Report](#)  
[FY 2020-21 Semi-Annual Financial Summary \(up to period 12\)](#)

17. Receive the Monterey County Workforce Development Board FY 2020-21 Fourth Quarter Financial Status Report for the Workforce Innovation and Opportunity Act (WIOA) funded programs through June 30, 2021

**Attachments:** [Budget Committee Report](#)  
[Workforce Development Board Fourth Quarter Expense Report FY 2020-21](#)

18. Receive and accept the semi-annual report of expenditures and caseload data for the Department of Social Services.

**Attachments:** [Budget Committee Report](#)  
[2021-06 Caseload & Expenditure Report](#)

19. Receive a report on Natividad Medical Center's key capital projects as of June 30, 2021.

**Attachments:** [Budget Committee Report](#)  
[Project Matrix June 2021](#)

## Adjournment

**The next meeting is scheduled on September 29, 2021 at 1:30 p.m. in the Monterey Room.**

**Committee Members:** Supervisor Luis A. Alejo, Chair; and Supervisor Wendy R. Askew, 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.