

County of Monterey

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



Meeting Agenda - Final-Revised

Special Meeting

Friday, March 3, 2023

2:30 PM

Monterey Room

Budget Committee

Participation in meetings

While the Monterey Room remains open, members of the public may participate in Committee meetings in two (2) ways:

- 1. You may attend the meeting in person; or,**
- 2. You may observe the live stream of the Budget Committee meeting via Zoom at:
<https://montereycty.zoom.us/j/95521224788?pwd=VkJ5QVBaZ2d4b25mV0NzTngvMnNFdz09>**

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: 955 2122 4788 and Password: 147770

If you choose not to attend the Budget Committee meeting but wish to make a public comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on Thursday, March 2, 2023. Please submit your comment to Rocio Quezada at quezadar1@co.monterey.ca.us and your comment will be placed into the record at the meeting.

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.

Supervisor Chris Lopez will appear by video conference on this date at: 599 El Camino Real, Greenfield CA 93927. “Consistent with Government Code Section 54953, an agenda will be posted at this location, and it will be accessible by the public”

Supervisor Glen Church will appear by video conference on this date at: 11140 Speegle Street, Castroville CA 95012. “Consistent with Government Code Section 54953, an agenda will be posted at this location, and it will be accessible by the public”

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 January 25, 2023.

[MIN 23-012](#)

Attachments: [1-25-23 BC Meeting Minutes](#)

Consent Agenda

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

[BC 23-037](#)

Attachments: [Budget Committee Follow-Up Reports for February 2023](#)

3. Receive the California Department of Finance Bulletin for February 2023.

[BC 23-038](#)

Attachments: [CA Dept of Finance Bulletin - Feb 2023](#)

4.
 - a. Support amending the Fiscal Year (FY) 2022-23 Adopted Positions for Public Works, Facilities and Parks (PWFP), by reallocating one (1) Management Analyst II in General Fund 001, Parks Operations Appropriation Unit PFP058 to one (1) Administrative Operations Manager in General Fund 001, Facility Services Appropriation Unit PFP054, as indicated in Attachment A;
 - b. Support authorizing the Auditor-Controller to amend the FY 2022-23 Adopted Budget by increasing appropriations by \$70,619 in General Fund 001, Facility Services Appropriation Unit PFP054, financed by a decrease in appropriations of \$70,619 in General Fund 001, Parks Operations Appropriation Unit PFP058; and

[BC 23-016](#)

c. Support authorizing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget.

Attachments: [BC Report](#)
 [Attachment A - Position Reallocations Summary](#)
 [Attachment B - Current and Proposed Organization Charts](#)

5. a. Support amending the Fiscal Year (“FY”) 2022-23 County Counsel Adopted Budget (Fund 001-Dept. 1210-Unit 8057-Appropriation Unit COU001) to reallocate one (1) 1.0 FTE Deputy County Counsel IV to one (1) 1.0 FTE Administrative Operations Manager as indicated in Attachment A;
b. Support authorizing and directing the County Administrative Office and Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget.

BC 23-035

Attachments: [BC Report](#)
 [Attachment A](#)
 [Attachment B](#)

6. Support the request to:
a. Amend the Housing and Community Development Department (HCD) Budget Unit Administration, 001-3100-8542-HCD001 to reallocate of one (1) filled Full Time Equivalent (FTE) Redevelopment and Housing Project Analyst I to one (1) FTE Redevelopment and Housing Project Analyst II; and
b. Authorize the Auditor-Controller, and County Administrative Office to incorporate the position changes in the FY 2022-23 Housing and Community Development Department Adopted Budget, 001-3100-8542-HCD001; and
c. Direct Human Resources to implement the changes in the Advantage HRM system.

BC 23-032

Attachments: [BC Report](#)
 [Attachment A – Reallocate Position](#)
 [Attachment B – Proposed and Existing Org Chart](#)

7. Receive and accept the bi-annual financial report for the Information Technology Department (ITD) for Fiscal Year (FY) 2022-23.

BC 23-025

Attachments: [BC Report](#)
 [Exhibit A FY 2022-23 Bi-Annual Report](#)

8. Receive the Monterey County Workforce Development Board Fiscal Year (FY) 2022-23 Semiannual Financial Status Report for the Workforce Innovation and Opportunity Act (WIOA) funded programs through December 31, 2022

BC 23-029

Attachments: [BC Report](#)
 [FY 2022-23 Semiannual Report](#)

9. It is recommended that the Budget Committee receive a report on Natividad Medical Center's key capital projects from July 1, 2022, through December 31, 2022 [BC 23-021](#)

Attachments: [BC Report](#)
 [Exhibit A - Capital Matrix](#)

10. Receive Natividad Medical Center's Financial Report for the second quarter (October 2022 thru December 2022) of fiscal year 2023. [BC 23-024](#)

Attachments: [BC Report](#)
 [Financial Statement](#)

11. Receive a report on Key Capital Projects managed by the Public Works, Facilities and Parks Department (PWFP) for the period from July 1, 2022 through December 31, 2022 (Fiscal Year 2022-23, Quarters One and Two). [BC 23-020](#)

Attachments: [BC Report](#)
 [Attachment A - FY22-23 Q1-Q2 CIP Status Report](#)

Regular Agenda

12. a. Receive the Monterey County Financial Forecast, which assesses the County's fiscal condition for the current year and three forecast years (FY 2023-24 through FY 2025-26); [BC 23-031](#)
b. Receive the annual update to the County's General Financial Policies including technical corrections; and
c. Provide direction to staff.

Attachments: [BC Report](#)
 [March 2023 Monterey County Financial Forecast](#)
 [FY 2023-24 General Financial Policies Revision](#)
 [FY 2023-24 General Financial Policies Revision \[Redline Version\]](#)
 [FY 2022-23 Financial Forecast Presentation](#)

13. Receive and accept a report from the Office of the District Attorney on their financial estimates for their End-of-Year (EOY) fiscal status, for FY 2022-23. [BC 23-023](#)

Attachments: [BC Report](#)

14. a. Receive the Bi-Annual Report from the Assessor County Clerk Recorder; and [BC 23-040](#)

- b. Receive a report on the current year estimated deficit.

Attachments: [BC Report](#)
 [C-R Fee Report FY 22-23](#)

- 15.** Receive the Sheriff's Office Fiscal Year (FY) 2022-23 Mid-Year Financial Status Report. [**BC 23-017**](#)

Attachments: [BC Report](#)

- 16.** a. Support amending the Sheriff's Office Budget Unit 2300-8273-Fund 001-Appropriation Unit SHE001 to reallocate one (1) 1.0 FTE Management Analyst II position to one (1) 1.0 FTE Management Analyst III as indicated in Attachment A; and [**BC 22-172**](#)
b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget.

Attachments: [BC Report](#)
 [Attachment A](#)

- 17.** a. Support amending the FY 2022-23 Human Resources Department Adopted Budget (Fund 001-Dept. 1060-Unit 8496-Appropriation Unit HRD001) to reallocate and approve the reclassification of one (1) 1.0 FTE Management Analyst III to one (1) 1.0 FTE Human Resources Program Manager as indicated in Attachment A; [**BC 23-026**](#)
b. Support amending the FY 2022-23 Human Resources Department Adopted Budget (Fund 001-Dept. 1060-Unit 8496-Appropriation Unit HRD001) to approve the reclassification of one (1) incumbent from Personnel Analyst to Associate Personnel Analyst as indicated in Attachment A;
c. Support amending the FY 2022-23 Human Resources Department Adopted Budget (Fund 001-Dept. 1060-Unit 8402-Appropriation Unit HRD001) to reallocate one (1) 1.0 FTE Associate Personnel Analyst to one (1) 1.0 FTE Management Analyst II and transfer it from Unit 8402 to Unit 8445, and reclassify the incumbent filling this position from Personnel Analyst to Management Analyst II as indicated in Attachment A;
d. Support authorizing and directing the County Administrative Office, Human Resources Department, and the Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget.

Attachments: [BC Report](#)
 [Attachment A](#)
 [Attachment B](#)

- 18.** a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to reestablish the Managing Deputy District Attorney [**BC 23-022**](#)

classification and retitle the classification to Chief Deputy District Attorney with the salary range as indicated in Attachment A;

b. Support amending the Office of the District Attorney's Budget Unit 8062-Fund 001-Appropriation Unit DIS001 to reallocate one (1) Deputy District Attorney IV position to one (1) Chief Deputy District Attorney as indicated in Attachment A;

c. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM System.

Attachments: [BC Report](#)
 [Attachment A](#)
 [Attachment B](#)

- 19.** a. Support amending the Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Emergency Communications Manager with the salary range as indicated in Attachment A; [BC 23-027](#)
b. Support amending the Emergency Communications Department Budget Unit 1520-8507-Fund 028-Appropriation Unit EME004 to reallocate three (3) Management Analyst III positions to three (3) Emergency Communications Manager positions and approve the reclassification of two (2) Management Analyst III incumbents to two (2) Emergency Communications Managers as indicated in Attachment A;
c. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to retitle the classification of Emergency Communications Operations Manager to Assistant Director of Emergency Communications as indicated in Attachment A;
d. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.2 - Assistant Department Heads Designated to retitle the classification of Emergency Communications Operations Manager to Assistant Director of Emergency Communications 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 2022-23 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM System.

Attachments: [BC Report](#)
 [Attachment A](#)
 [Attachment B](#)

- 20.** Receive a report on the financial condition report of County Service Area 17 - Rancho Tierra Grande. Support a budget amendment to increase appropriations by \$20,977 to complete an Engineer's Report and subsequent Proposition 218 election required to establish an annual assessment to fund services, including open space and [BC 23-018](#)

storm drainage maintenance.

Attachments: [BC Report](#)
 [Attachment A - CSA 17 FY 2022-23 Financial Summary](#)
 [Attachment B - Location Map](#)

- 21.** Support the request to authorize the Auditor-Controller to amend the Fiscal Year (FY) 2022-23 Adopted Budget, General Fund 001, Contributions-Other Agencies Appropriations Unit CAO007, to increase appropriations by \$35,000, financed by a decrease in appropriations of \$35,000 in General Fund 001, Contingencies Appropriation Unit CAO020 to contribute to the Pajaro/Sunny Mesa Community Services District (District) for Pajaro Neighborhood Park (Park) maintenance.

BC 23-019

Attachments: [BC Report](#)
 [Attachment A - Board Referral No. 2022.23](#)
 [Attachment B - O&M Agreement 2012](#)
 [Attachment C - MOU Ops and Maint Funding 2015](#)
 [Attachment D - BOS Staff Report](#)
 [Attachment E - Staff Presentation](#)

Adjournment

The next regular meeting is scheduled on March 29, 2023 at 1:30 p.m.

Committee Members: Supervisor Chris Lopez, Chair; and Supervisor Glen Church, Vice Chair;
Committee Staff: Sonia M. De La Rosa, County Administrative Officer; Dewayne Woods, Assistant County Administrative Officer; Ezequiel Vega, County Budget Director; Leslie J. Girard, County Counsel; Rocio Quezada, Committee Secretary; and
Elected Officials: Rupa Shah, Auditor-Controller; Mary Zeeb, Treasurer-Tax Collector; and Marina Camacho, 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 at 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.