



Monterey County

Budget Committee

Meeting Minutes - Final

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

Wednesday, August 25, 2021

1:30 PM

Monterey Room

Attendees: Supervisor Luis A. Alejo, Chair; Supervisor Wendy R. Askew, Vice Chair; Charles McKee, County Administrative Officer; Dewayne Woods, Assistant County Administrative Officer; Ezequiel Vega, County Budget Director; Les Girard, County Counsel; Rocio Quezada, Committee Secretary; Rupa Shah, Auditor-Controller; Mary Zeeb, Treasurer-Tax Collector; and Steve Vagnini, Assessor-Clerk-Recorder.

Call to Order

The meeting was called to order at 1:30 p.m.

Additions and Corrections

Correction: Item No. 9 was pulled from the agenda per the request of Kim Moore, Assistant Human Resources Director.

Public Comment Period

There was no public comment received.

Approval of Action Minutes

1. Approve the Budget Committee Action Minutes of July 28, 2021.

[MIN 21-042](#)

The Budget Committee Action Minutes of July 28, 2021 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 California Department of Finance Bulletin for July 2021.
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.
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

[BC 21-107](#)

[BC 21-108](#)

[BC 21-091](#)

[BC 21-092](#)

- b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.
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 [BC 21-096](#)
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.
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). [BC 21-106](#)

Regular Agenda

8. Receive a status update on Federal Emergency Management Agency (FEMA) reimbursement. [BC 21-095](#)

ACTION: The Committee received a status update on Federal Emergency Management Agency (FEMA) reimbursement.

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; [BC 21-105](#)
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.

Item No. 9 was pulled from the agenda per the request of Kim Moore, Assistant Human Resources Director.

- 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.

[BC 21-109](#)

ACTION: The Committee supported the recommendations under Item No. 10.a. through 10.c. by consensus.

- 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

[BC 21-094](#)

ACTION: The Committee received an update on the Enterprise Resource Planning (ERP) Replacement Project Planning, and supported the recommendations under Item No. 11.a. and 11.c. by consensus.

- 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

[BC 21-103](#)

f. Provide other direction to staff as appropriate.

ACTION: The Committee received a report on the deposits associated with the Cannabis Business Permit, and supported the recommendations under Item No. 12.a. through 12.f. by consensus.

13. a. Receive a report on the commercial cannabis distribution tax imposed by Monterey County, including comparisons to other jurisdictions; [BC 21-104](#)
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.

ACTION: The Committee received a report on the commercial cannabis distribution tax. This item will go to the Board of Supervisors for consideration.

Quarterly Reports

14. a. Receive a Status Report on the 2016 Soberanes Fire and 2017 Winter Storm Repair Projects; [BC 21-085](#)
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.

ACTION: The Committee received a status report on the Winter Storms and Fire Damage Repair Projects.

***The Committee requested to move the reporting of this report to semi-annual.**

Semi-Annual Reports

15. Receive and accept the fourth quarter financial report for the Information Technology Department (ITD) for FY 2020-21. [BC 21-093](#)

ACTION: The Committee received the fourth quarter financial report for the Information Technology Department for FY 20-21.

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). [BC 21-097](#)

ACTION: The Committee received a Semi-Annual Financial Status Report from the Water Resources Agency for the period through June 30, 2021.

17. Receive the Monterey County Workforce Development Board FY 2020-21 Fourth [BC 21-098](#)

Quarter Financial Status Report for the Workforce Innovation and Opportunity Act (WIOA) funded programs through June 30, 2021

ACTION: The Committee received a fourth quarter financial status report from the Workforce Development Board for the period through June 30, 2021.

18. Receive and accept the semi-annual report of expenditures and caseload data for the Department of Social Services. [BC 21-099](#)

ACTION: The Committee received a semi-annual report of expenditures and caseload data from Department of Social Services.

19. Receive a report on Natividad Medical Center's key capital projects as of June 30, 2021. [BC 21-102](#)

ACTION: The Committee received a semi-annual report on Natividad Medical Center's key capital projects for the period ending June 30, 2021.

Adjournment

The meeting adjourned at 3:15 p.m. The next meeting is scheduled for September 29, 2021 at 1:30 p.m. in the Monterey Room.