

Monterey County

*Monterey County Government Center
Board of Supervisors Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901*



Meeting Agenda - Final

Tuesday, April 20, 2021

10:30 AM

**IMPORTANT COVID-19 NOTICE ON PAGE 2-4
AVISO IMPORTANTE SOBRE COVID-19 EN LA PAGINA 2-4**

<https://montereycty.zoom.us/j/224397747>

Boronda County Sanitation District

Chair Director Wendy Root Askew - District 4

Vice Chair Director Mary L. Adams - District 5

Director Luis A. Alejo - District 1

Director John M. Phillips - District 2

Director Chris Lopez - District 3

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:

1. While the Board chambers remain open, you are strongly encouraged to observe the live stream of the Board of Supervisors meetings at http://monterey.granicus.com/ViewPublisher.php?view_id=19, <http://www.mgtvonline.com/>, www.youtube.com/c/MontereyCountyTV or <https://www.facebook.com/MontereyCoInfo/>

If you attend the Board of Supervisors meeting in person, you will be required to maintain appropriate social distancing, i.e., maintain a 6-foot distance between yourself and other individuals.

2. If you choose not to attend the Board of Supervisors meeting but desire to make general public comment, or comment on a specific item on the agenda, you may do so in three ways:

a. submit your comment via email by 5:00 p.m. on the Monday prior to the Board meeting. Please submit your comment to the Clerk of the Board at cob@co.monterey.ca.us. In an effort to assist the Clerk in identifying the agenda item relating to your public comment please indicate in the Subject Line, the meeting body (i.e. Board of Supervisors Agenda) and item number (i.e. Item No. 10). Your comment will be placed into the record at the Board meeting.

b. if you are watching the live stream of the Board meeting, you may submit your comment, limited to 250 words or less, to the Clerk of the Board at publiccomment@co.monterey.ca.us. General public comment must be received during the General Public Comment item on the agenda, and comments on specific agenda items must be received as it is being heard. In an effort to assist the Clerk in identifying the agenda item relating to your public comment please indicate in the Subject Line, the meeting body (i.e. Board of Supervisors Agenda) and item number (i.e. Item No. 10). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

c. you may participate through ZOOM. For ZOOM participation please join by computer audio at: <https://montereycty.zoom.us/j/224397747>

OR to participate by phone call any of these numbers below:

+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 253 215 8782 US
+1 301 715 8592 US

Enter this Meeting ID number: 224397747 when prompted. Please note there is no Participant Code, you will just hit # again after the recording prompts you.

You will be placed in the meeting as an attendee; when you are ready to make a public comment if joined by computer audio please Raise your Hand; and by phone please push *9 on your keypad.

3. Additional seating with audio of the Board meeting will be available in the Monterey Room on the 2nd floor of the County Government Center.

Aviso importante sobre COVID 19

Basado en la guía del Departamento de Salud Pública de California y la Oficina del Gobernador de California, para minimizar la propagación del virus COVID 19, haga lo siguiente:

1. Mientras las cámaras de la Junta permanecen abiertas, le recomendamos que observe la transmisión en vivo de las reuniones de la Junta de Supervisores en http://monterey.granicus.com/ViewPublisher.php?view_id=19, <http://www.mgtvonline.com/>, www.youtube.com/c/MontereyCountyTV o <https://www.facebook.com/MontereyCoInfo/>

Si asiste a la reunión de la Junta de Supervisores en persona, deberá mantener un distanciamiento social apropiado, es decir, mantener una distancia de 6 pies entre usted y otras personas.

2. Si elige no asistir a la reunión de la Junta de Supervisores pero desea hacer un comentario público general o comentar un tema específico de la agenda, puede hacerlo de tres maneras:

a. envíe su comentario por correo electrónico antes de las 5:00 p.m. el lunes anterior a la reunión de la Junta. Envíe su comentario al Secretario de la Junta a cob@co.monterey.ca.us. En un esfuerzo por ayudar al Secretario a identificar el ítem de la agenda relacionado con su comentario público, indique en la línea de asunto, el cuerpo de la reunión (es decir, la agenda de la Junta de Supervisores) y el número de ítem (es decir, el ítem No. 10). Su comentario se colocará en el registro en la reunión de la Junta.

b. Si está viendo la transmisión en vivo de la reunión de la Junta, puede enviar su comentario, limitado a 250 palabras o menos, al Secretario de la Junta en publiccomment@co.monterey.ca.us. Los comentarios del público en general deben recibirse durante el elemento de Comentarios del público en general en la agenda, y los comentarios sobre los elementos específicos de la agenda deben recibirse mientras se escuchan. En un esfuerzo por ayudar al Secretario a identificar el ítem de la agenda relacionado con su comentario público, indique en la línea de asunto, el cuerpo de la reunión (es decir, la agenda de la Junta de Supervisores) y el número de ítem (es decir, el ítem No. 10). Se hará todo lo posible para leer su comentario en el registro, pero algunos comentarios pueden no leerse debido a limitaciones de tiempo. Los comentarios recibidos después de un ítem de la

agenda serán parte del registro si se reciben antes del final de la reunión.

c. Puedes participar a través de ZOOM. Para participar en ZOOM, únase por audio de computadora en: <https://montereycty.zoom.us/j/224397747>

O para participar por teléfono, llame a cualquiera de estos números a continuación:

+1 669 900 6833 EE. UU. (San José)
+1346248 7799 EE. UU. (Houston)
+1312626 6799 EE. UU. (Chicago)
+1929205 6099 EE. UU. (Nueva York)
+1 253 215 8782 EE. UU.
+1301715 8592 EE. UU.

Ingrese este número de ID de reunión: 224397747 cuando se le solicite. Tenga en cuenta que no hay un Código de participante, simplemente presionará # nuevamente después de que la grabación lo solicite.

Se lo colocará en la reunión como asistente; cuando esté listo para hacer un comentario público si se une al audio de la computadora, levante la mano; y por teléfono presione * 9 en su teclado.

3. Los asientos adicionales con audio de la reunión de la Junta estarán disponibles en la Sala de Monterey en el segundo piso del Centro de Gobierno del Condado.

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

PUBLIC COMMENT: Members of the public may address comments to the Board concerning each agenda item. The timing of public comment shall be at the discretion of the Chair.

Please refer to the separate agenda for the Board of Supervisors

Pursuant to Governor Newsom's Executive Order No. N-29-20, some or all Supervisors may participate in the meeting by telephone or video conference.

10:30 A.M. - Call to Order

Roll Call

Additions and Corrections by Clerk

The Clerk of the Board will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.

Public Comment

Consent Calendar

1. Acting as the Board of Directors of the Boronda County Sanitation District adopt a resolution to:
 - a. Authorize and direct the Auditor-Controller to amend the Fiscal Year 2020-21 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit RMA045, to increase appropriations and operating transfers in by \$35,091, financed by Boronda County Sanitation District Unassigned Fund Balance, Fund 156, Appropriations Unit RMA045, Balance Sheet Account 3101 (4/5 vote required).

Attachments: [Board Report](#)
[Attachment A-BCSD Financial Summary FY End 06302021](#)
[Attachment B-Draft Resolution](#)
[Attachment C-Location Map](#)

Adjournment



Monterey County

Item No.1

Board Report

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

Legistar File Number: RES 21-065

April 20, 2021

Introduced: 4/6/2021

Current Status: Consent Agenda

Version: 1

Matter Type: BoS Resolution

Acting as the Board of Directors of the Boronda County Sanitation District adopt a resolution to:

- Authorize and direct the Auditor-Controller to amend the Fiscal Year 2020-21 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit RMA045, to increase appropriations and operating transfers in by \$35,091, financed by Boronda County Sanitation District Unassigned Fund Balance, Fund 156, Appropriations Unit RMA045, Balance Sheet Account 3101 (4/5 vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors, acting as the Board of Directors of the Boronda County Sanitation District, adopt a resolution to:

- Authorize and direct the Auditor-Controller to amend the Fiscal Year 2020-21 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit RMA045, to increase appropriations and operating transfers in by \$35,091, financed by Boronda County Sanitation District Unassigned Fund Balance, Fund 156, Appropriations Unit RMA045, Balance Sheet Account 3101 (4/5 vote required).

SUMMARY/DISCUSSION:

The Boronda County Sanitation District (BCSD) will incur costs greater than the amount budgeted in FY 2020-21 due to higher than anticipated costs related to maintenance expenses and consulting services to complete the rate study and Proposition 218 election that will establish new customer rates.

The processing of several Fiscal Year 2019-20 invoices for unanticipated maintenance and repairs were delayed, causing them to be processed in the current fiscal year. Additionally, the sewer rate study and Proposition 218 rate increase, originally planned for completion by the end of Fiscal Year 2019-20 was delayed due to loss of two staff members, reducing special district to one staff person. Since the delay of this project was not anticipated, funds for the completion of this work were not included in the FY 2020-21 budget.

Due to the staffing shortages identified above, the revised date to complete the final rate study will be by the end of April 2021 and the Proposition 218 hearing will be held by the end of August 2021. This revised schedule will allow for new rates to be implemented by October 2021.

The current budget does not have sufficient funding to accommodate the increased expenditures, requiring an appropriation of the \$35,091 fund balance.

OTHER AGENCY INVOLVEMENT:

The Budget Committee voted to support the action at their meeting on March 31, 2021.

FINANCING

As of June 20, 2020, the BCSD Unassigned Fund Balance has \$35,091 available to finance the requested appropriation increase. The FY 2020-21 Adopted Budget allocation of \$3,500 for Building Improvement & Maintenance and \$5,000 for Other Professional Services is insufficient to cover anticipated annual cost increases for these services. If approved, the recommended action will increase appropriations for Fiscal Year 2020-21 Boronda County Sanitation District Adopted Budget, Fund 156, Account 3101, to fund the additional expenditures necessary for the maintenance and operations of the District and completion of the rate study and reduce the fund balance to \$0. Attachment A provides a Financial Summary for the BCSD Fiscal Year Ending 06-30-2021.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The requested appropriations to fund operations and maintenance costs and fund a rate structure that can support the financial sustainability of the sanitation system supports the Health & Human Services and Infrastructure Strategic Initiatives by protecting public health and infrastructure ensuring that BCSD facilities continue to function properly.

- ☐ Economic Development
- ☐ Administration
- ☒ Health & Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

Reviewed by: Tom Moss, Senior Water Resources Hydrologist

Approved by: Shawne Ellerbee, Assistant Director of Public Works, Facilities, and Parks

Approved by: Randy Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities, and Parks

Attachments are on file with the Clerk of the Board

Attachment A - BCSD Financial Summary FY End 06302021

Attachment B - Resolution

Attachment C - Location Map



Monterey County

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- ☐ Economic Development
- ☐ Administration
- ☒ Health & Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

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Approved by: Shawne Ellerbee, Assistant Director of Public Works, Facilities, and Parks

Approved by: Randy Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities, and Parks 

Attachments are on file with the Clerk of the Board

Attachment A - BCSD Financial Summary FY End 06302021

Attachment B - Resolution

Attachment C - Location Map

BORONDA COUNTY SANITATION DISTRICT
FY 2020-21 Financial Summary
Fund 156 Unit 197 RMA045

Estimated Beginning Fund Balance **\$ 43,960**

| | | FY 2020-21 Revenue Budget | FY 2020-21 Revenue YTD 03-03-2021 | FY 2020-21 Revenue Est Year End |
|----------------|----------------------------------|--|--|--|
| Revenue | | | | |
| 4250 | Road Privileges and Permits | \$ 200 | \$ 1,800 | \$ 1,800 |
| 4600 | Investment Income | \$ 100 | \$ 228 | \$ 684 |
| 5680 | Sanitation Services | \$ 159,000 | \$ 33,467 | \$ 159,000 |
| 5750 | Other Services | \$ 7,452 | \$ - | \$ - |
| | Total Revenues | \$ 166,752 | \$ 35,495 | \$ 161,484 |
| <hr/> | | | | |
| | Total Available Financing | \$ 166,752 | \$ 35,495 | \$ 205,444 |

| | | FY 2020-21 Expenditure Budget | FY 2020-21 Expenditures YTD 03-03-2021 | FY 2020-21 Expenditures Est Year End |
|-------------------------------|---------------------------------|--|---|---|
| Financing Requirements | | | | |
| 6231 | Communications Charges | \$ 1,437 | \$ 600 | \$ 1,338 |
| 6266 | Insurance (Property) - Property | \$ 2,239 | \$ 1,108 | \$ 2,215 |
| 6311 | Bldg & Imp Maint - Ext | \$ 3,500 | \$ 7,590 | \$ 21,269 |
| 6312 | Bldg & Imp Maint - Int | \$ - | \$ 715 | \$ 715 |
| 6321 | Equipment Maint | \$ 6,000 | \$ - | \$ 3,000 |
| 6406 | Mail Handling Charges | \$ 55 | | \$ 55 |
| 6411 | Postage & Shipping | \$ 82 | \$ - | \$ 82 |
| 6609 | Other Personnel Services | \$ 102,037 | \$ 64,538 | \$ 101,725 |
| 6613 | Other Professional Services | \$ 5,000 | \$ 13,433 | \$ 26,000 |
| 6835 | Other Special Departmental Exp | \$ 3,500 | \$ 3,202 | \$ 3,500 |
| 6881 | Utilities | \$ 7,703 | \$ 2,998 | \$ 7,195 |
| 7614 | Operating Transfers Out | \$ 38,800 | \$ 38,350 | \$ 38,350 |
| | Total Expenditures | \$ 170,353 | \$ 132,534 | \$ 205,444 |

Ending Fund Balance **\$ -**

**Before the Board of Directors of the Boronda County Sanitation District
County of Monterey, State of California**

Resolution No. 21-0 _____

- a. Adopt a resolution to authorize and direct)
the Auditor-Controller to amend the Fiscal)
Year 2020-21 Boronda County Sanitation)
District Adopted Budget, Fund 156,)
Appropriation Unit RMA045, to increase)
appropriations and operating transfers in by)
\$35,091, financed by Boronda County)
Sanitation District Unassigned Fund Balance,)
Fund 156, Appropriations Unit RMA045,)
Balance Sheet Account 3101 (4/5 vote)
required).)

WHEREAS, the Board of Supervisors of the County of Monterey is the Board of Directors of the Boronda County Sanitation District (BCSD);

WHEREAS, the BCSD FY 2020-21 adopted revenue budget is insufficient to fund higher than anticipated maintenance and consulting costs in the fiscal year;

WHEREAS, \$35,091 remains in the BCSD unappropriated fund balance;

WHEREAS, Fiscal Year 2019-20 maintenance and repair invoices processing was delayed and paid from the FY 2020-21 budget;

WHEREAS, Special Districts is currently experiencing a staff shortage with two of the three designated positions vacant;

WHEREAS, a rate study is currently in progress to support a rate structure that can provide financial sustainability to the BCSD;

WHEREAS, upon completion of a new rate structure, a Proposition 218 election will be held;

NOW, THEREFORE, BE IT RESOLVED THAT the Monterey County Board of Supervisors, acting as the Board of Directors for the Boronda County Sanitation District, hereby approves the following:

- a. Adopt a resolution to authorize and direct the Auditor-Controller to amend the Fiscal Year 2020-21 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit RMA045, to increase appropriations and operating transfers in by \$35,091, financed by Boronda County

Sanitation District Unassigned Fund Balance, Fund 156, Appropriations Unit
RMA045, Balance Sheet Account 3101 (4/5 vote required).

PASSED AND ADOPTED upon motion of Director _____, seconded by Director
_____ and carried this 20th day of April 2021, by the following vote, to wit:

AYES:

NOES:

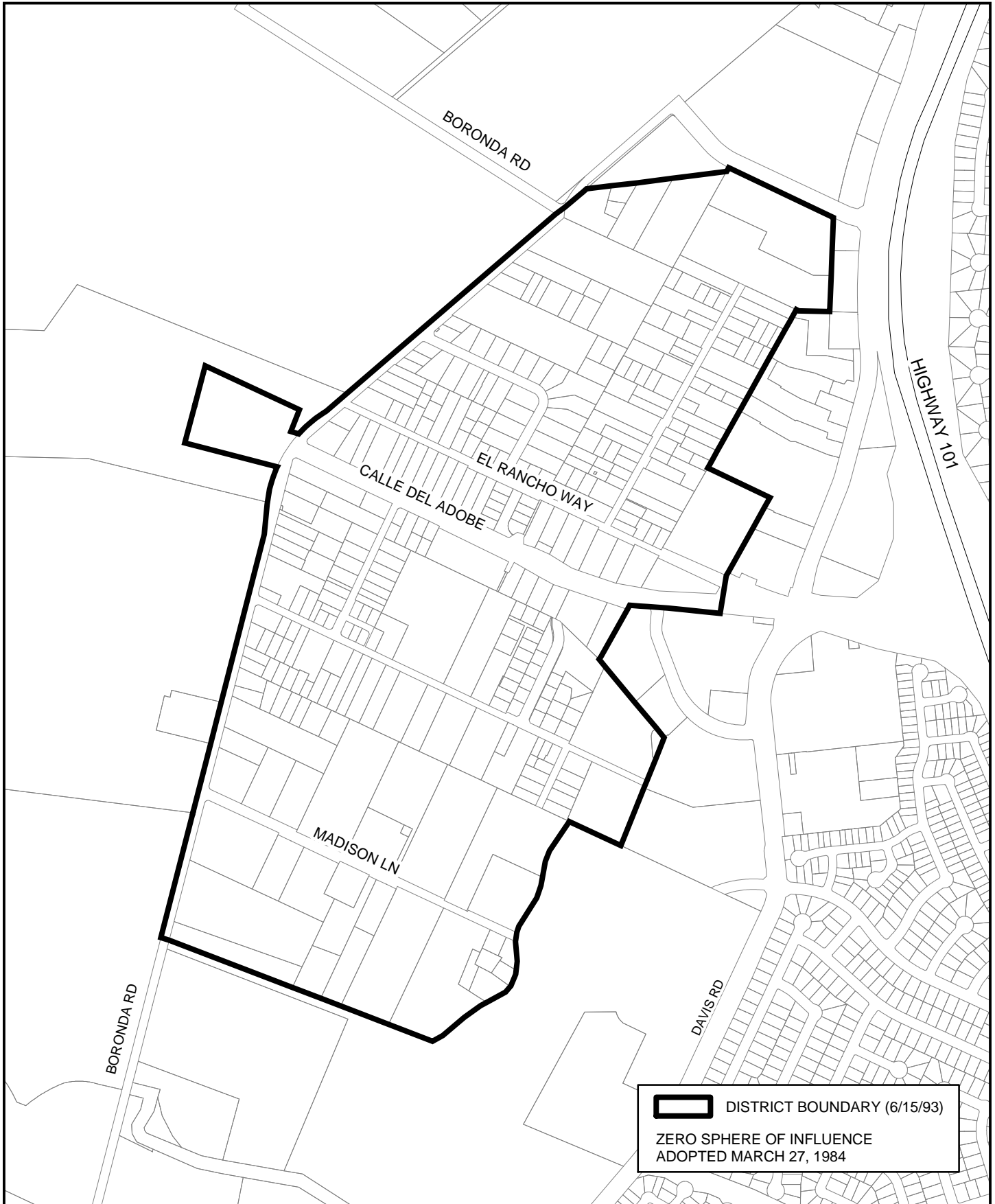
ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original resolution of said Board of Supervisors duly made and entered in the minutes thereof Minute Book ____ for the meeting on April 20, 2021.

Dated: _____
File Number: _____

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
Deputy



| | | |
|--|------------------------------|--|
| <p>LAFCO <i>of Monterey County</i></p> <p>LOCAL AGENCY FORMATION COMMISSION</p> <p>P.O. Box 1369 132 W. Gabilan St., Suite 102 Salinas, CA 93902 Salinas, CA 93901 Telephone (831) 754-5838 Fax (831) 754-5831</p> | <p>0 1,000 Feet</p> | <p style="text-align: center;">SPECIAL DISTRICTS</p> <hr/> <p style="text-align: center;">BORONDA COUNTY SANITATION DISTRICT</p> |
|--|------------------------------|--|