



# County of Monterey

Item No.

## Board Report

Board of Supervisors  
Chambers

168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: BC 25-084

September 24, 2025

Introduced: 8/26/2025

Current Status: Agenda Ready

Version: 1

Matter Type: Budget Committee

- a. Support approving an increase in appropriations and estimated revenues of \$231,398 in Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229), financed by a Memorandum of Understanding (MOU) with seven (7) Law enforcement Agencies for the funding of two (2) new unbudgeted Records Specialist II positions, in the amount of \$231,398; and
- b. Support authorizing and directing the Auditor-Controller to amend the Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229) by increasing appropriations and estimated revenues of \$231,398 in the Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229), financed by a Memorandum of Understanding (MOU) with seven (7) Law enforcement Agencies for the funding of two (2) Records Specialist II positions, in the amount of \$231,398.

### RECOMMENDATION:

It is recommended that the Board of Supervisors Budget Committee:

- a. Support approving an increase in appropriations and estimated revenues of \$231,398 in Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229), financed by a Memorandum of Understanding (MOU) with seven (7) Law enforcement Agencies for the funding of two (2) new unbudgeted Records Specialist II positions, in the amount of \$231,398; and
- b. Support authorizing and directing the Auditor-Controller to amend the Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229) by increasing appropriations and estimated revenues of \$231,398 in the Sheriff's FY 2025-26 Adopted Budget (001-2300-SHE001-8229), financed by a Memorandum of Understanding (MOU) with seven (7) Law enforcement Agencies for the funding of two (2) Records Specialist II positions, in the amount of \$231,398.

### SUMMARY/DISCUSSION:

As a result of a review conducted by the Monterey County Sheriff's Office (MCSO), it was determined that the County has been supplementing costs when providing services to our municipal partners; therefore, the MCSO is seeking approval of this Memorandum of Understanding (MOU) with the following Law Enforcement Agencies: City of Gonzales, City of Greenfield, City of King, City of Marina, City of Sand, City of Seaside, and the City of Soledad.

The purpose of this MOU is to provide coverage Monday thru Friday from 1700-0800, all day Saturday and Sunday and all Holidays. This will supplement the above-mentioned agencies existing hours of operation to meet compliance requirements mandated by the California Law Enforcement Telecommunications Systems (CLETS) Polices, Practices and Procedures.

The above-mentioned agencies do not have the ability at this time to provide coverage during the times mentioned above. The Sheriff's Office has been providing the necessary coverage and was in the

process of hiring staff to fill the positions when the hiring freeze was implemented.

Due to budgetary constraints, it is currently more cost effective for the above agencies to share the expenses for two (2) Records Specialist II positions. The MOU will be reviewed annually to ensure that the cost for the two (2) positions will continue to be covered by the participating agencies.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

County Counsel and the Auditor/Controller have reviewed this document and approved as to legal and fiscal provisions, respectively. Upon review and acceptance from the County Board of Supervisors the listed police chiefs have agreed to sign the MOU.

FINANCING:

The Sheriff's Office is asking support from the Budget Committee to increase appropriations and estimated revenues of the Adopted Budget for FY 2025-26 in the amount of \$231,398 for two (2) Records Specialist II positions. There will be no increase in General Fund contributions as a result of this action. Future costs will be incorporated during the budget process.

Prepared by: Arthur Curtright, Management Analyst III, Ext #3708

Reviewed by: Jason Smith, Chief, Ext #3801

Reviewed by: Keith Boyd, Undersheriff, Ext #3859

Approved by: Tina Nieto, Sheriff/Coroner, Ext #3750

Attachment(s):

Budget Committee Report

Draft MOU