

County of Monterey

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



Meeting Minutes - Draft

Wednesday, January 31, 2024

1:00 PM

Budget Committee

Attendees: Supervisor Chris Lopez, Chair; Supervisor Glenn Church, Vice-Chair; Sonia M. De La Rosa, County Administrative Officer; Ezequiel Vega, Assistant County Administrative Officer; Susan Blitch, Acting County Counsel; Rocio Quezada, Committee Secretary; and
Elected Officials: Rupa Shah, Auditor-Controller
Excused: Mary Zeeb, Treasurer-Tax Collector; and Marina Camacho, Assessor-Clerk-Recorder.

Call to Order

The meeting was called to order at 1:01 p.m.

Additions and Corrections

The following corrections were made to the agenda:

Item No. 7 - correct redline/strike-out document was attached to the file

Item No. 8 - correct redline/strike-out document, and correct draft Ordinance were attached to the file

Public Comment Period

No public comment received.

Appointment of Chair and Vice Chair

1. Consider appointment of the Chair and Vice Chair of the Budget Committee.

The Committee approved by consensus to appoint Supervisor Lopez as the Chair, and Supervisor Church as the Vice-Chair of the Budget Committee.

Approval of Action Minutes

2. Approve the Budget Committee Action Minutes of November 29, 2023.

The Budget Committee Action Minutes of November 29, 2023 were approved by consensus.

Consent Agenda

Consent Items Nos. 3 through 14

ACTION: Consent Items Nos. 3 through 14 were approved by consensus.

Public comment provided by Hillary Theyer

3. Receive the List of Standing and Follow-up Reports due to the Budget Committee.
4. Receive a Report on the Governor's Fiscal Year 2024-25 Proposed Budget.
5. a. Support, authorize and direct the Auditor-Controller to approve an Operating transfer out of \$402,500 for Fiscal Year 2023-24 from Laguna Seca Recreation Area Fund 453, Appropriation unit PFP067 to General Fund 001, Non-Program Revenue Appropriation Unit CAO019, Unit 8041, where Fund 453 has sufficient appropriations in its original adopted budget to finance this operating transfer; and
b. Support, authorize and direct the County Administrative Office (CAO) and the Public Works,

Facilities and Parks (PWWP) to include in their respective budgets for Fiscal years 2025 to 2028 all future annual Operating transfers to General Fund 001, Non-Program Revenue Appropriation Unit CAO019, Unit 8041, for a total amount of \$1,231,959, to be financed by the anticipated revenues from the Sponsorship Fees scheduled to be received from Gruma Corporation (dba Mission Foods) under its Sponsorship Agreement with the County of Monterey, passed and adopted on August 22, 2023.

6. a. Amend the Adopted Budget for the Office of the District Attorney - Criminal Budget Unit 2240-8063-Fund 001-Appropriation Unit DIS001 to reallocate one (1) Deputy District Attorney to one (1) Management Analyst I as indicated in Attachment A; and
b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2023-24 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.
7. Consider recommending that the County Code be amended to raise the contract authority of County Counsel, District Attorney, and Public Defender to a not to exceed amount of \$200,000 consistent with the authority of the Purchasing Agent.
8. Consider recommending that the County Code be amended to provide that the County Risk Manager have the discretion to approve deviations from or modifications to the County standard provisions regarding insurance and indemnification in appropriate circumstances exercising the Risk Manager's professional judgment.
9. a. Support amending the Human Resources Department Budget Unit 1060-8402 - Fund 001 - Appropriation Unit HRD001 to reallocate one (1) Associate Personnel Analyst to one (1) Supervising Personnel Analyst as indicated in Attachment A;
b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2023-24 Adopted Budget.
10. a. Support amending the Department of Social Services FY 2023-24 Budget Unit 001-5010-8262-SOC005 to reallocate one (1) Social Services Aide I to one (1) Staff Trainer II, and one (1) Office Maintenance Worker to one (1) Building Maintenance Worker; and
b. Support authorizing the County Administrative Office to incorporate the changes to the FY 2023-24 Adopted Budget Unit 001-5010-8262-SOC005 to reflect the change in position counts.
11. a. Support amending the Department of Social Services FY 2023-24 Budget Unit 001-5010-8262-SOC005 to add one (1) Assistant Deputy Director Social Services; and
b. Support authorizing the County Administrative Office to incorporate the changes to the FY 2023-24 Adopted Budget Unit 001-5010-8262-SOC005 to reflect the change in position counts.
12. Support the request to:
 - a. Amend the Monterey County Health Department's Behavioral Health Bureau Fiscal Year (FY) 2023-24 Adopted Budget (4000-023-HEA012-8410) to add six (6.0) Social Worker III (SW III) positions, one (1.0) Sr. Secretary position, one (1.0) Sr. Psychiatric Social Worker (Sr. PSW)

- position, and reallocate one (1.0) Sr. Account Clerk position to one (1.0) Accounting Technician position as indicated in Attachment A, resulting in increased costs of \$279,806 in FY 2023-24, and \$1,382,055 in FY 2024-25, financed by a corresponding increase in revenue; and
- b. Amend the Monterey County Health Department's Administration Bureau FY 2023-24 Adopted Budget (4000-001-HEA014-8438) to add seven (7.0) FTE Community Service Aide III (CSA III) positions, two (2.0) Chronic Disease Prevention Coordinator (CDPC) positions, one (1.0) Management Analyst II (MA II) position, one (1.0) Project Manager II position, and one (1.0) Principal Office Assistant (POA) position, as indicated in Attachment A, resulting in increased costs of \$399,966 in FY 2023-24, and \$1,413,663 in FY 2024-25, financed by a corresponding increase in revenue and charges for services; and
- c. Amend the Monterey County Health Department's Public Guardian FY 2023-24 Adopted Budget (4000-001-8118-HEA008) to add one (1.0) Deputy Public Guardian/Administrator/Conservator II (Deputy) position as indicated in Attachment A, resulting in increased costs of \$43,598 in FY 2023-24, and of \$174,391 in FY 2024-25, financed by a corresponding increase in revenue; and
- d. Increase appropriations and estimated revenue by \$3,958,171 in the Monterey County Health Department's Behavioral Health Bureau FY 2023-24 Adopted Budget (4000-023-HEA012-8410); and
- e. Increase appropriations and estimated revenue by \$3,310,000 in the Monterey County Health Department's Clinic Services Bureau FY 2023-24 Adopted Budget (4000-001-HEA007-8592); and
- f. Authorize and direct the Auditor-Controller, and the County Administrative Office to incorporate these position and appropriations changes in the Monterey County Health Department's Behavioral Health Bureau FY 2023-24 Adopted Budget (4000-023-HEA012-8410); and
- g. Authorize and direct the Auditor-Controller, and the County Administrative Office to incorporate the position changes in the Monterey County Health Department's Administration Bureau FY 2023-24 Adopted Budget (4000-001-HEA014-8438); and
- h. Authorize and direct the Auditor-Controller, and the County Administrative Office to incorporate the position changes in the Monterey County Health Department's Public Guardian FY 2023-24 Adopted Budget (4000-001-HEA008-8118); and
- i. Authorize and direct the Auditor-Controller, and the County Administrative Office to incorporate the appropriations changes in the Monterey County Health Department's Clinic Services Bureau FY 2023-24 Adopted Budget (4000-001-HEA007-8592).
- 13.** a. Support request to amend the FY 2023-24 Probation Department Adopted Budget (Fund 001-Dept. 2550-Unit 8166-Appropriation Unit PRO001) to reallocate one (1) 1.0 FTE Word Processor to one (1) 1.0 FTE Associate Personnel Analyst and transfer it from Unit 8166 to Unit 8167, 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 2023-24 Probation Department Adopted Budget.
- 14.** Receive Natividad Medical Center's Financial Report for the first quarter (July thru September 2023) of fiscal year 2024.

Regular Agenda

15. Support authorizing and directing the Auditor-Controller to increase appropriations and estimated revenues by \$404,787 in the Sheriff's FY 2023-24 Adopted Budget (001-2300-SHE003-8238) financed by an operating transfer from AB109 2011 Public Safety Realignment, (022-2550-PRO002) for the purchase of contraband scanners.

ACTION: The Committee supported Item No. 15 by consensus.

16. a. Support authorizing acceptance of cash donations amounting to \$25,453 and in-kind donations of equipment and vehicle with a market value of \$146,134 from Sheriff's Advisory Council as detailed in Attachment A; and
- b. Support authorizing and directing the Auditor-Controller to increase appropriations and estimated revenues by \$21,848 in the Sheriff's FY 2023-2024 Adopted Budget (001-2300-SHE001-8242) financed by a donation from Sheriff's Advisory Council (001-2300-SHE001-8242) to offset the expense of two previously purchased, six seat, electric Kandi Kruiser (Off Road) utility carts; and
- c. Support authorizing and directing the Auditor-Controller to increase appropriations and estimated revenues by \$3,605 in the Sheriff's FY 2023-2024 Adopted Budget (001-2300-SHE003-8238) financed by a donation from Sheriff's Advisory Council (001-2300-SHE003-8238) to offset the expense for one previously purchased pergola style awning.

ACTION: The Committee supported Item No. 16.a through 16.c by consensus.

17. a. Support request for the Auditor-Controller to amend the FY 2023-24 Adopted Budget (001-1040-8588-DEM001) to increase appropriations by \$50,000, funded by unspent ARPA revenues for contracted services to update the Monterey County Operational Area Emergency Operations Plan;
- b. Support request to direct the County Administrative Office in FY 2024-25 to set aside \$125,000 in ARPA funds to continue with contracted services to update the Monterey County operations plan; and
- c. Support request to authorize and direct the Auditor-Controller and County Administrative Office to incorporate these changes in FY 2023-24 Department of Emergency Management Adopted Budget (001-1040-8588-DEM001).

ACTION: The Committee supported Item No. 17.a through 17.c by consensus.

18. a. Support reallocating General Fund Strategic Reserves to provide advance funding to the Public Works, Facilities and Parks Department (PWFP) to complete the Fiscal Year (FY) 2022-23 Winter Storm Repair Projects to be repaid with reimbursements from the Federal Emergency Management Agency (FEMA) and other state and federal agencies;
- b. Support authorizing the County Administrative Office (CAO) and Auditor-Controller to make fund balance designations in FY 2023-24 included in Attachment A; and
- c. Support authorizing and directing the Auditor-Controller to amend the FY 2023-24 adopted budget by increasing appropriations and estimated revenues and making the appropriate transfers included in Attachment A.

ACTION: The Committee supported Item No. 18.a through 18.c by consensus.

19. Support to authorize and direct the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget to decrease appropriations by \$3,082,749 for the Housing and Community Development

Department (HCD), Fund 013, Unit 8545, Appropriation Unit HCD004 to correct negative Fund Balance. 4/5th vote required

ACTION: The Committee supported Item No. 19 by consensus.

Semi-Annual Reports

- 20.** Receive a report on the Mental Health Services Act (MHSA) fund balance.

ACTION: The Committee received an update on the Mental Health Services Act (MHSA) fund balance.

Public comment provided by Moira LaMountain

Adjournment

The meeting adjourned at 1:43 p.m.

The next regular meeting is scheduled on February 28, 2024 at 1:00 p.m.