



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1
Vice-Chair

Kollin Kosmicki
District No. 2
Chair

Mindy Sotelo
District No. 3

Angela Curro
District No. 4

Ignacio Velazquez
District No. 5

Item Number: 1.17

MEETING DATE: 06/10/2025

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

AGENDA ITEM PREPARER: Enrique Arreola

DEPT HEAD/DIRECTOR: Tracey Belton

SUBJECT:

HEALTH AND HUMAN SERVICES AGENCY-T. BELTON

Approve Budget Adjustment transfer reflecting an increase of \$26,679.00 in grant revenue for the 25B-3029 LIHEAP grant and a corresponding \$26,679.00 increase to the expenditure budget for Community Services and Workforce Development (CSWD) staff to administer the LIHEAP grant program which provides utility assistance for residents of San Benito County. (4/5 Vote Required.)

SBC FILE NUMBER: 939

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Request approval for a budget increase of \$26,679 in grant revenue for the 25B-3029 Low Income Home Energy Assistance Program (LIHEAP) and a corresponding increase of \$26,679 to the expenditure budget for Community Services and Workforce Development (CSWD) staff to administer the program.

LIHEAP is a federally funded program that provides critical energy assistance to low-income households in San Benito County. The program supports residents who are behind on their utility payments, have received a 15-day or shut-off notice, or are otherwise at risk of energy insecurity. San Benito County has successfully administered LIHEAP for over 30 years, serving approximately 350 to 500 households annually. The initial 2025 award of \$370,588 has now been fully expended, and this amendment will allow staff to continue delivering services to residents who are most in need.

The additional funding is expected to support up to 100 more households, depending on individual circumstances and benefit amounts.

Program services include:

- **HEAP (Home Energy Assistance Program):** One-time financial assistance to help eligible households pay their energy bills and avoid utility shut-offs.
- **Fast Track Services:** Expedited support for households facing immediate shut-off or who have received a 15-day notice. These applications are prioritized, and CSWD staff processes them the same day, including submitting a guarantor letter to the utility company to prevent disconnection.

This budget amendment ensures that CSWD can continue to respond swiftly and compassionately to the energy needs of the County’s most vulnerable residents.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

No

RFP AND BID HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

\$370,588

CONTRACT HISTORY (Describe all amendments and previous contracts):

San Benito County receives annual allocations and contract with the State Department of Community Services and Development. The contract amount of 2024 was \$493,784. In 2023, the County received \$395,834.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

No

BUDGET ADJUSTMENT NEEDED:

Yes

SOURCE OF FUNDING:

Non-general Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

240.80.2555.2760

CURRENT FY COST:

\$101,500.00

STAFF RECOMMENDATION:

Approve a budget adjustment transfer reflecting an increase of \$26,679.00 in grant revenue for the 25B-3029 LIHEAP grant and a corresponding \$26,679.00 increase to the expenditure budget for Community Services and Workforce Development (CSWD) staff to administrate the LIHEAP grant program which provides utility assistance for residents of San Benito County. (4/5 Vote Required.)

ATTACHMENTS:

[LIHEAP Amendment Budget Adjustment](#)