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COUNTY ADMINISTRATIVE OFFICER:
Esperanza Colio Warren

COUNTY COUNSEL:
Gregory Priamos

CLERK OF THE BOARD:
Vanessa Delgado

**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, September 23,
2025**

Item Number: 2.3

MEETING DATE: 09/23/2025

DEPARTMENT: COUNTY COUNSEL

AGENDA ITEM PREPARER: Vanessa Delgado

DEPT HEAD/DIRECTOR: Gregory Priamos

SUBJECT:

COUNTY COUNSEL - G. PRIAMOS

1. Approve the updated and revised Purchasing Policy Section 17-1, Grant Applications, effective immediately, establishing procedures for grant application submission to the County Administrative Officer or designee, and for Board of Supervisors approval under certain circumstances; and
2. Adopt Resolution repealing Resolution No. 2023-139.

SBC FILE NUMBER: 160

RESOLUTION NO.: 2025-75

AGENDA SECTION:

REGULAR AGENDA

BACKGROUND/SUMMARY:

The Purchasing Policy was last updated on January 14, 2025. On September 9, 2025, the Board of Supervisors reviewed and considered an amendment to Section 17-1 of the County's Purchasing Policy regarding grant applications. After discussion and deliberation, staff was directed to further develop specific procedures for submission of grant applications to the County Administrative Officer (CAO) or designee for review and approval. The Board also gave direction to staff to outline the circumstances where grant applications must be submitted to the Board of Supervisors for approval. Finally, the Board requested that the CAO and County Counsel confer with certain stakeholders such as HHSA and Probation in developing the new procedures.

As a product of that collaboration, Staff now recommends that the policy be amended as set forth in the red-lined version attached hereto. Most importantly, the CAO will seek Board approval prior to the submission of an application if the grant commits the County to additional staffing obligations and/or

creation of a new County program; or requires additional or matching costs regardless of the source of funds; or extends commitments beyond the term of the grant; or has significant policy impacts inconsistent with formally adopted Board policies, strategic plans, or budgetary directives; or raises broader political or strategic implications.

It was also noted at the Board Meeting of September 9, that Resolution No. 2023-139 had previously been adopted by the Board of Supervisors. That resolution granted authorization to the County Clerk-Recorder/Registrar of Voters, to apply and accept, public and private grant awards on behalf of the County of San Benito. Since this prior resolution is inconsistent with the concerns expressed by the Board on September 9 as well as the revisions recommended by Staff, the Board is urged to repeal the prior resolution.

This will enable the Board to review and approve grant applications submitted on behalf of the County. The reason for this requested change is that it would be beneficial for the County to fully evaluate any County staff and monetary requirements prior to the submission of grant applications.

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

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2. Adopt Resolution repealing Resolution No. 2023-139.

ATTACHMENTS:

[Board Agenda Fact Sheet - COCO - Grant Applications Resolution - Repeal Resolution No. 2023-129](#)
[Revision to Purchasing Policy Section 17-1 - Red-lined](#)
[Revision to Purchasing Policy Section 17-1 - Clean](#)