



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Betsy Dirks  
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District No. 2  
Vice Chair

Peter Hernandez  
District No. 3  
Chair

Bob Tiffany  
District No. 4

Bea Gonzales  
District No. 5

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**Item Number: 4.20**

**MEETING DATE:** 12/13/2022

**DEPARTMENT:** HUMAN RESOURCES

**AGENDA ITEM PREPARER:** Henie Ring

**DEPT HEAD/DIRECTOR:** Henie Ring

**SUBJECT:**

**HUMAN RESOURCES - H. RING**

Approve contingency and Interdepartmental transfer of \$230,830.00 for the distribution of one-time money from ARPA and Contingency funds for \$1,000.00 to be paid to full-time employees only and added to their payroll check during payroll week of December 16, 2022. (requiring 4/5 Board of Supervisors approval)

SBC FILE NUMBER: 630

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

In an effort to address retention of current staffing, County Administrative Officer asked staff to review one-time monies from the ARPA Fund and contingency to be paid to full-time employees only. The recommendation was an amount of \$1000 to be added to their payroll check for the December 16, 2022 payroll.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

N/A

**CONTRACT NEEDED FOR THIS ITEM:**

N/A

**CONTRACT AND RFP HISTORY:**

N/A

**LAST CONTRACT AMOUNT OR N/A:**

N/A

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

N/A

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

Yes

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

No

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

No

**BUDGETED:**

No

**BUDGET ADJUSTMENT NEEDED:**

Yes

**SOURCE OF FUNDING:**

N/A

**UNFUNDED MANDATE:**

N/A

**SBC BUDGET LINE ITEM NUMBER:**

101.15.1015.1000.670.000/101.00.1325.1000.999.901

**CURRENT FY COST:**

230,830.00

**STAFF RECOMMENDATION:**

1. Approve contingency transfer in the amount of \$109,457.00 (requiring 4/5 Board of Supervisors approval)
2. Approve Interdepartmental transfer of \$121,373 from General Fund ARPA
3. Authorize staff to process the distribution of one-time money in the amount of \$1,000.00 for each full-time employee only, and added to their payroll check dated for December 16, 2022.

**ATTACHMENTS:**

[Employee Budget Adjustment](#)