



**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

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**Item Number: 1.31**

**MEETING DATE:** 06/24/2025

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Ramesh Pandurangan

**DEPT HEAD/DIRECTOR:** Steve Loupe

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR**

Approve Budget Adjustment of \$170,000.00 from Salaries and Benefits to fund additional costs to Services and Supplies for Buildings and Grounds Maintenance to pay the utility bills and maintenance services for County buildings.

SBC FILE NUMBER: 105

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

We currently spend \$30,000 per month in utilities for a total of \$90,000 through FY 24/25. We've received the utility invoices for April, and will then be receiving the utility invoices for May and June. Additionally, there are ongoing maintenance projects at the jail, the Resource Management Agency building, the Sheriff's office, and a few other plumbing issues at other County buildings that will cost approximately \$80,000 for maintenance and repair costs.

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

No

**CONTRACT NEEDED FOR THIS ITEM:**

No

**RFP AND BID HISTORY:**

N/A

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

N/A

**CONTRACT HISTORY (Describe all amendments and previous contracts):**

N/A

**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**

No

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

Yes

**BUDGETED:**

Yes

**BUDGET ADJUSTMENT NEEDED:**

Yes

**SOURCE OF FUNDING:**

N/A

**UNFUNDED MANDATE:**

No

**SBC BUDGET LINE ITEM NUMBER:**

101.70.1295.1000.610.101 and 101.70.1290.1000.610.101

**CURRENT FY COST:**

\$170,000.00

**STAFF RECOMMENDATION:**

Staff respectfully recommends that the Board:

Approve budget adjustment/transfer from Salaries and Benefits to fund additional costs to Services and Supplies for Buildings and Grounds Maintenance.

**ATTACHMENTS:**

[Budget Adjustment - Utilities](#)