Wood, Brunella

From: Nuzum, Danielle
Sent: Thursday, September 1, 2022 7:49 AM
To: Hurtado;Maria;Michaelis;Matt
Cc: Baldwin;Denise
Subject: RE: BAs for PG&E fund expenses

Maria,
Thank you, thank you, thank you! Very helpful, there were many grant-related and equipment related so, besides one-time funding and salaries, we weren't finding BAWs.

Matt- can you reach out to Graciela and inform her that we are doing the BAWs in the "old" way similar to ARPA- we have the old templates going to the board for approval with authority and put into the system upon approval. They will want to take a look.

I will work with IS to secure a BAW a today for the FY 2022-23 start-up costs and then they will budget subsequent years in the budget process.

Danielle

From: Hurtado, Maria <MHurtado@buttecounty.net>
Sent: Wednesday, August 31, 2022 5:27 PM
To: Michaelis, Matt <MMichaelis@buttecounty.net>
Cc: Nuzum, Danielle <DNuzum@buttecounty.net>; Baldwin, Denise <DBaldwin@buttecounty.net>
Subject: RE: BAs for PG&E fund expenses

Hi Matt, Danielle and Denise!

PG&E proposals should have included a BAW if the funds were going to be spent and/or transferred from the PG&E Settlement Fund to a department in the same fiscal year.

There are a few exceptions to this process:

1. If the proposal was for equipment, then a BAW may not have been included if the purchase was not likely to be made and acquired in that fiscal year (e.g., generators, cars, alert and warning equipment, etc.).
2. For the HMGP Alert and Warning funding, Casey did not include a BAW with the proposal as we were still waiting on the grant award. The plan was to take an item to the board once the award was received and include the PG&E transfer at the same time.
3. Lastly, it's possible that departments took their BAWs to the board after the proposal presentation (see example attached).

Please note that while I'm pretty sure this isn't the case, it's possible that a BAW may have been missed if the department have already budgeted for an item/service and the PG&E fund was just reimbursing the department. I think a BAW probably should have been done in that case to show the transfer from the fund to the department.

In the FY22-23 budget, I followed up with every department on each project to confirm the amount that needed to be budgeted for those projects with available programmed allocations. That spreadsheet can be found in the BF7 folder under Maria in the FY22-23 budget folder.

I hope that I answered all (or at least most) of your questions. I took over the management of the PG&E funds in the summer of last year so have limited knowledge prior to my onboarding.

Also, don't forget that the Assigned Fund Balance is due at the end of August for both the PG&E Settlement and Disaster Funds (includes ARPA). I left a journal template from Meegan in the PG&E and ARPA folders called Assigned Fund Balance.

I miss you guys and hope you're staying COVID-free!

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From: Michaelis, Matt <MMichaelis@buttecounty.net>
Sent: Wednesday, August 31, 2022 4:16 PM
To: Hurtado, Maria <MHurtado@buttecounty.net>
Cc: Nuzum, Danielle <DNuzum@buttecounty.net>; Baldwin, Denise <DBaldwin@buttecounty.net>
Subject: BAs for PG&E fund expenses

Hello Maria,

Quick question for ya. We are trying to decide if two requests for PG&E funding will require Budget Adjustments. As we go through the history we see that there were very few budget adjustments recommended when we took requests for funding to the Board. Do you happen to know why or perhaps what the past practice was regarding budget adjustments being tied to requests for PG&E funding?

We were speculating all kinds of possible explanations and thought to check with you.

Matt Michaelis
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