



SAN BENITO COUNTY BOARD OF SUPERVISORS

Mark Medina
District No. 1
Board Chairman

Anthony Botelho
District No. 2

Peter Hernandez
District No. 3

Jim Gillio
District No. 4

Jaime De La
Cruz
District No. 5
Vice-Chairman

County Administration Building - Board of Supervisors Chambers, 481 Fourth Street, Hollister,
California

SPECIAL MEETING MINUTES **March 12, 2019** **9:00 AM**

Mission Statement

The County Board of Supervisors will recognize the public trust it holds, will on all occasions conduct business with honesty, integrity, and respect for the individual, and will hold the organization of County government to that same standard.

The San Benito County Board of Supervisors welcomes you to this meeting and encourages your participation.

- If you wish to speak on an item contained in the agenda please complete a Speaker Card identifying the item(s) and provide it to the Clerk of the Board prior to consideration of the item.

Each individual speaker will be limited to a presentation total of (3) minutes unless otherwise permitted by the Board Chair.

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Vice Chairman Jaime De La Cruz. Those present were Supervisors Anthony Botelho, Jim Gillio, Peter Hernandez, Supervisor Mark Medina was absent, as well as County Counsel Barbara Thompson, County Administrative Officer Ray Espinosa and Clerk of the Board Janet Slibsager.

- a. Pledge of Allegiance

**Pledge of Allegiance to be led by Supervisor, Jaime De La Cruz,
District #5.**

The Pledge of Allegiance was led by Supervisor Jaime De La Cruz.

- b. Acknowledge Certificate of Posting

Certificate of Posting.

MOTION:

*Motion To acknowledge the
Certificate of Posting:*

Made by **Supervisor Jim Gillio** and seconded by
Supervisor Peter Hernandez

4 - 0

For (4):

Against (0):

Ayes: Botelho, De La Cruz, Gillio, Hernandez

REGULAR AGENDA

1. DEPARTMENT HEAD ANNOUNCEMENT - R. ESPINOSA

CAO Ray Espinosa announced the hiring of a new Chief Probation Officer Joe Frontella. He said that he was not able to attend today.

2. COUNTY ADMINISTRATION OFFICE - R. ESPINOSA

Receive general overview of the budget process, projections for FY19/20 and Mid-Year FY18/19 financial report.
SBC FILE NUMBER: 865

CAO Ray Espinosa invited Budget Officer Stewart Patri up to do a presentation on the budget, current finances and revenue projections, fiscal report and FY 2019-20 Budget Instructions.

Mr. Patri provided a PowerPoint presentation on the FY 18/19 Second Quarter Financial Report which covered the following: Budget Performance (Expenditures) through 12/31/2018: Funds-General Fund; Special Revenue Funds; Capital Projects Funds; Enterprise Funds; Amended Budget; Actual Amount; % Expended; Tax Revenues through 12/31/2018; General Fund Salary & Benefit details through 12/31/2018.

Discussion by the Board and staff regarding staff overtime by the Sheriff's Department.

Continuation of the PowerPoint which included: Other Funds Salary & Benefits Expenditures through 12/31/2018; General Fund Contingencies; General Fund Contingency Balance \$1,000,000; Southside Landslide (8/21/18 BOS approved) \$397,458 Assessor SSCAP Grant Match (11/6/2018 BOS approved) \$125,000; Employee Bonus (12/11/2018 BOS approved) \$250,000; Balance as of 12/31/2018 \$227,542.

Discussion ensued by Board and staff.

Mr. Patri said that this was his first budget report and if the Board had any questions or recommendations to let him know so he can include them in his future reports.

The next item he covered was: FY 2019-2020 Budget Instructions: What has been sent out to the Departments in regards to their budget process; Changes in the budget; Budget request form for FY 2019-2020; Overview; Budget request and submission; Organization chart; Budget timeline with special Board meeting dates and other timelines needed by the Departments; Budget hearings begin June 24, 2019

Supervisor Gillio thanked Stewart for keeping them informed and what he is doing with the

Departments in regards to their budgets.

Next item he covered was: Sales Tax Revenue update report by HDL: Provided information in regards to first quarter of our fiscal year; Revenue Comparison - 2017-18 and 2018-19 and PV2 project; Wayfair report from Sacramento; Top 25 Producers; Sales Tax by Major Business Group; Business License Tax; TOT Tax, Property taxes; Cannabis taxes.

Discussion ensued by Board and staff.

Clerk, Auditor, Recorder, Joe Paul Gonzalez provided additional information in regards to the TOT Tax.

Continued discussion by Board and staff.

Mr. Patri highlighted some items coming out of the Governor's budget: Positive for our County are; Increase the IHSS funding; Emergency Management and Response funding-Wildfire Prevention; Improvements to 911 System and mutual aid; Housing and Homelessness; Transportation funds (SB1) linked to transportation funding-housing.

Discussion ensued by Board and staff.

Mr. Patri spoke on Budget policies; Budget revision policies; Transfer and revisions within a Department.

Discussion ensued by Board and staff.

Mr. Patri continued in regards to: Reserve policy and fund; Capital reserves; Highlighted County of Monterey's balances and recommended budget and how he wants to propose the same process for our County to make sure we are funding our general fund reserves adequately. He said that he would like to get some feed back from the Board if this is something that the Board would like to consider moving forward.

Discussion ensued by Board and staff in regards to reserves.

CAO Ray Espinosa said that he would like clarity and direction in regards to aligning policies. He asked if the Board was against moving forward with that or maybe looking at it a little closer at one of our next meetings.

Supervisor Anthony Botelho said that he wants to be very cautious how we develop these policies. He said that he is supportive of looking at what the CAO and Budget Director brings moving forward and look at the pros and cons.

Supervisor Jim Gillio said that he encourages them to adopt a formal reserve policy with a percentage and also how and when we spend it and what is the standard of practice for counties vs. cities.

Mr. Patri said that was exactly what was brought up in our meetings. He said that concluded his presentation.

CAO Ray Espinosa said that Stewart did a great job with his first go around with this appreciates all that he has done. Also thanked the Department Heads for their work as well.

Adjourn to the next regular meeting of Tuesday, March 19, 2019.

MOTION:

Motion To adjourn the meeting at 10:34 a.m.: Made by **Supervisor Jim Gillio** and seconded by **Supervisor Peter Hernandez**

4 - 0

For (4):

Against (0):

Ayes: Botelho, De La Cruz, Gillio, Hernandez

In compliance with the Americans with Disabilities Act (ADA) the Board of Supervisors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 636-4000 at least 48 hours before the meeting to enable the County to make reasonable arrangements to ensure accessibility.