



**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

Item Number: 3.5

MEETING DATE: 05/06/2025

DEPARTMENT: COUNTY ADMINISTRATION OFFICE

AGENDA ITEM PREPARER: Vanessa Delgado

DEPT HEAD/DIRECTOR: Henie Ring

SUBJECT:

COUNTY ADMINISTRATION OFFICE - H. RING - INTERIM COUNTY ADMINISTRATIVE OFFICER

Authorize Interim County Administrative Officer to contract a professional consulting firm with expertise in government accounting and budgeting to assist with the completion of the San Benito County Budget for Fiscal Year 2025/2026 and provide recommendations on budgeting methodology moving forward in an amount not to exceed \$50,000.00, and delegate authority to the Interim County Administrative Officer to negotiate and execute the contract. Additionally, the Budget Ad Hoc recommends to give the Interim County Administrative Officer authority to implement a hiring freeze, effective immediately, with exception of Public Safety Positions and the County Administrative Officer position, and provide staff direction as desired.

SBC FILE NUMBER: 119

AGENDA SECTION:

REGULAR AGENDA

BACKGROUND/SUMMARY:

Due to the current transition in County Administration, the Budget Ad Hoc Committee composed of Supervisors Velazquez and Kosmicki is recommending the county contract with an outside professional consulting firm to assist staff and the board with final preparation of the Fiscal Year 2025-26 Budget. The ad hoc committee is requesting to give the County Administrative Officer authorization to contract with a credible professional firm with expertise in government accounting and budgeting, and if necessary to provide recommendations on how to improve the county's methodology used in preparing future budgets in an amount not to exceed \$50,000.00.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

Yes

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

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

N/A

SBC BUDGET LINE ITEM NUMBER:

101.15.1010.619.22

CURRENT FY COST:

\$50,000.00

STAFF RECOMMENDATION:

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ATTACHMENTS: