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COUNTY ADMINISTRATIVE OFFICER:
Esperanza Colio Warren

COUNTY COUNSEL:
Gregory Priamos

CLERK OF THE BOARD:
Vanessa Delgado

**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, December 16, 2025**

Item Number: 1.10

MEETING DATE: 12/16/2025

DEPARTMENT: COUNTY ADMINISTRATION OFFICE

AGENDA ITEM PREPARER: Dulce Alonso

DEPT HEAD/DIRECTOR: Esperanza Colio Warren

SUBJECT:

COUNTY ADMINISTRATION OFFICE - E. COLIO WARREN

1. Adopt a Budget Amendment Resolution to increase appropriations in the general-purpose insurance recovery fund by \$1,260,738.00 from Trindel Risk Management for Rural Counties, the County's risk management insurance company, due to the fire incident at the San Benito County Old Court House located at 440 5th Street on September 6th, 2023; and
2. Authorize the Board Chair to sign the Resolution. (4/5 required)

SBC FILE NUMBER: 119

RESOLUTION NO.: 2025-105

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

On September 6, 2023, a destructive fire incident occurred causing significant damages the building, equipment, and inventory of the County Clerk Recorder/Registrar of Voters, Assessor's Office, and Tax Collector-Treasurer, Public Administrator. Under the current circumstances, it was and is necessary to bypass the standard procurement process, to minimize disruptions of services during this transition and to ensure the continuation of services.

The Board of Supervisors on October 10, 2023, adopted an urgency resolution authorizing the County Administrative Officer or designee to execute contracts for the purpose of replacing equipment and inventory, without adoption of specifications or competitive bidding, for the office of the County Clerk-Recorder/Registrar of Voters, Assessor's Office, and Tax Collector-Treasurer, Public Administrator following the emergency due to the fire incident on September 6, 2023. In addition, the Board approved a budget transfer to increase appropriations in general fund contingency in the amount of one million

dollars received from insurance proceeds and authorized the County Administrative Officer, Auditor/Controller and respective Department Heads affected by the fire to proceed forward with any budget transfers/adjustments to use insurance funds above \$500,000.00 for all expenditures related to the fire, except for capital improvements, not to exceed one million dollars without further Board authorization.

On November 21, 2023, the Board of Supervisors approved a budget transfer to increase appropriations in general fund contingency in the amount of two million dollars to be received from insurance proceeds due to the fire incident on September 6th, 2023. In addition, the Board authorized the County Administrative Officer, Auditor/Controller and respective Department Heads affected by the fire to proceed forward with any budget transfers/adjustments to use insurance funds above \$50,000.00 for all expenditures related to the fire, except for capital improvements, not to exceed two million dollars without further Board authorization.

On December 12, 2023, the Board of Supervisors approved a budget transfer to increase appropriations in general fund contingency in the amount of one million dollars to be received from insurance proceeds due to the fire incident on September 6th, 2023. In addition, the Board authorized the County Administrative Officer, Auditor/Controller and respective Department Heads affected by the fire to proceed forward with any budget transfers/adjustments to use insurance funds above \$50,000.00 for all expenditures related to the fire, except for capital improvements, not to exceed one million dollars without further board authorization.

On April 9, 2024, the Board of Supervisors approves a budget transfer to increase appropriation in general fund contingency in the amount of \$2,687,141.01 to be received from insurance proceeds due to the fire incident on September 6th, 2023. In addition, the Board authorized the County Administrative Officer, Auditor/Controller and respective Department Heads affected by the fire to proceed forward with any budget transfers/adjustments to use insurance funds above \$50,000.00 for all expenditures related to the fire, except for capital improvements, not to exceed \$2,687,141.01 without further board authorization.

On March 11, 2025, the County Board of Supervisors approved a budget adjustment to increase appropriations in the general-purpose insurance recovery fund by \$1,468,091.00, to be received from insurance proceeds due to the fire incident on September 6th, 2023, and used for related expenditures.

On May 6, 2025, the County incurred additional expenditures related to fire restoration in the amount not to exceed \$500,000. The Board approved a budget adjustment to increase appropriations in the General Purpose Insurance Recovery Fund. However, there was a remaining outstanding balance in the amount of \$388,469.43 that was paid directly to the vendor by Public Risk Innovation Solutions Management (PRISM), the County's risk management insurance company.

Around mid-September 2025, Trindel contacted County Administration, indicating they had a discrepancy in their year-end books. It was discovered that PRISM, the County's excess insurance company, has distributed an additional \$1,510,738.00 of insurance recovery funds to Trindel for the county's restoration expenses. These funds will be intended as revenue accrued for the fiscal years 2025/26 and 2024/25. The amount will be used to cover future costs related to the fire, including the design and remodel required for the new construction of the building.

The account will have a balance of \$1,260,737.00 accrued in FY 25/26. Staff will perform a reconciliation, with an amount not to exceed \$250,000, for FY 24/25.

FISCAL IMPACT:

Increasing appropriations by \$1,510,738.00 in general fund non-departmental revenue relating to the insurance recovery fund by \$1,510,738.00 due to the fire incident on September 6th, 2023. Staff will

perform a reconciliation, with an amount not to exceed \$250,000.00 for FY 24/25, and the account will have a balance of \$1,260,737.59 will be accrued in FY 25/26.

STAFF RECOMMENDATION:

1. Adopt a Budget Amendment Resolution to increase appropriations in the general-purpose insurance recovery fund by \$1,260,738.00 from Trindel Risk Management for Rural Counties, the County's risk management insurance company, due to the fire incident at the San Benito County Old Court House located 440 5th Street on September 6th, 2023; and
2. Authorize the Board Chair to sign the Resolution. (4/5 required)

ATTACHMENTS:

[Agenda Fact Sheet - Budget Adjustment Resolution - Trindel](#)
[Resolution Budget Amendment - Trindel](#)