



Legislation Text

File #: 20-282, Version: 1

Memorandum

Date: March 31, 2020

To: The Honorable Moke Simon, Chair, Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: (a) Consideration of Recommended Changes in Customary Budget Procedure for Fiscal Year (FY) 2020/2021 Recommended and Final Recommended Budget; and
(b) Consideration of Changes to Board's Annual Meeting Calendar for 2020

Executive Summary: (include fiscal and staffing impact narrative):

(a) In light of the COVID-19 crisis, we must make alternative plans for the impending budget process for FY 2020/2021, when staffing resources are so severely limited due to disaster response. Staff met recently with the Auditor-Controller and with department heads to discuss solutions and determined that the best option will be to initiate the budget process by replicating the numbers from Adopted Budget for FY 2019/2020, as a starting point for FY 2020/2021.

The Administrative office, in conjunction with departments, will make minor adjustments, between April 13, 2020 and May 1, 2020.

Department head budget presentations to the Board will be made, in entirety, on September 23, 2020 - September 24, 2020, during Final Recommended Budget hearings.

(b) As your Board is aware, consideration of Recommended Budget Hearings for Fiscal Year 2020/2021 were originally calendared for June 10 - 11, 2020 and Final Recommended Budget hearings were originally calendared for September 15, 2020.

Due to the Covid-19 Health Emergency, staff is requesting to move these meetings as follows:

Recommended Budget Hearings - Tuesday, June 9, 2020

Final Recommended Budget Hearings - Wednesday - Thursday, September 23-24, 2020

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Not applicable |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Disaster Recovery | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input type="checkbox"/> Revenue Generation |
| | | | <input type="checkbox"/> Cost Savings |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action: (a) No action needed - informational only; and (b) Approve changes to the Board's annual meeting calendar, moving Recommended Budget Hearings to June 9, 2020 and Final Recommended Budget Hearings to September 23-24, 2020.