

APPROVED

AUG 03 2010



AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

BY *Mary Chink Deputy*
CLERK OF THE BOARD

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|--|----------------------|---|---------------------------|
| ITEM TITLE: Receive status report on Year End close of FY2009/10; and Consider adopting a budget workshop meeting schedule for FY2010/11 | | BOARD MEETING DATE August 3, 2010 | AGENDA NUMBER 8 |
| Dept: | County Administrator | Supervisorial District Number | |
| Contact: | Birgitta E Corsello | ALL | |
| Extension: | 6100 | | |
| Published Notice Required? | | Yes _____ | No <u> X </u> |
| Public Hearing Required? | | Yes _____ | No <u> X </u> |

DEPARTMENTAL RECOMMENDATION:

The County Administrator's office recommends that the Board of Supervisors

1. Receive status report on Year End close of FY2009/10,
2. Consider adopting a budget workshop meeting schedule for FY2010/11

SUMMARY/ DISCUSSION:

Background

In the fall of 2009 the Board expressed a desire to address the preparation of the budget for FY2010/11 differently. The Board embarked on a series of meetings with the County Administrator (CAO) and Department Heads focused on the budget. The budget workshops were held between February and May 2010 and resulted in general direction which was incorporated into the preparation of the FY2010/11 Recommended Budget. The focus of the budget workshop discussions included looking at options for addressing the decline in revenues and the increase in projected expenses that contribute to the structural deficit in the General Fund. For FY2010/11, the Board has adopted a balanced budget using one time revenues to cover the gap or structural deficit in the General Fund projected at \$18 million and forecast to grow in FY2011/12.

Proposed FY2010/11 Board Budget Workshop Meeting Schedule

During the June 2010 Budget Hearings, the Board reaffirmed their desire to continue to have budget workshops to discuss a means to further reduce the structural deficit in the General Fund by \$6 million by reviewing program priorities. The Board instructed the County Administrator's office, in conjunction with Department Heads, to develop recommendations for the Board's consideration and action in October. The County Administrator has prepared a proposed meeting schedule for a series of Board Budget related workshops and suggested topics (Attachment A) to facilitate the development of program priorities so that budget recommendations to address the General Fund Structural deficit can be developed for board consideration and action in October. The proposed schedule suggests that the Board reserve several non Board meeting Tuesdays for morning workshops, which could be extended by the Board into the afternoon if desired. The schedule suggests a range of topics that focus areas of the budget for consideration as well as presentations and a dialog between the Board and Departments on programs and services provided by the County.

Status Report -Fiscal Year End 2009/10

Since the close of budget hearings and the end of the Fiscal Year on June 30, 2010, the County Auditor-Controller's office has been working with the CAO and Department heads to record and post the final financial transactions to the County's Integrated Financial Accounting System (IFAS) in order to officially close the County's financial records for June 30, 2010. As part of this Board report the Auditor-Controller will provide a verbal update to the Board regarding the General Fund Year End balance and the initial figures for the FY2010/11 General Fund Appropriation for Contingencies and Reserves. This information will be incorporated into the County's General Fund Five Year Forecast to update the projected structural deficit figures for FY2010/11.

ALTERNATIVES:

The Board could consider not beginning the process of discussing program priorities and budget strategies and set another date and time. This is not recommended as the Board could begin the budget setting priority process considering information available in the County budget and determine what additional information is desired before completing the process.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office has prepared this report with input and assistance from the Department Heads to assist the Board of Supervisors in their continued discussion of budget priorities for FY2010/11 and FY2011/12.

DEPARTMENT HEAD SIGNATURE:



Michael D Johnson, County Administrator

Attachments:

- A. Proposed Special Board meeting Schedule for Program priority Setting

PROPOSED - FY2010/11 Budget-Focused Workshops and Board Meetings Calendar

July 2010

July 27 Revision to County Hiring Freeze Policy

August 2010

Aug. 3 Report on FY2009/10 Year End Status, confirm reduction objectives, and approve special Board workshops

Aug. 17 FY2010/11 Budget Workshop #1

- Overview on SB90 vs. other mandates
- A87 Presentation on Drivers
- Fund 1 General Government department Mandate/Program review (non Central Support departments, begin Public Safety)

Aug. 24 Legislative Report, State Budget Update and State Ballot Measure Update with Paul Yoder (confirmed)

Discussion on alternatives to deal with cash flow impacts to the County brought about by the State's actions (IOUs, delayed payments)

Aug. 31 FY2010/11 Budget Workshop #2

- Review Mandated/Non-Mandated Discussion (continue Public Safety, and Other General Government)
- Update on workforce changes (layoffs, ERI results)

September 2010

Sept. 21 FY2010/11 Budget Workshop #3

- Mandated/Non-Mandated - H&SS Funding Presentation

Sept. 28 Potential State Budget Impact Discussion

October 2010

Oct. 5 HR Report on actuarial results from the two-tier retirement analysis as approved by the Board on June 29, 2010

Oct. 19/ 26 FY2010/11 Budget Workshop #4

- Program priorities & Budget reductions
- Potential position reductions/ position allocation review
- Quarterly vacant position control report
- Legislative Report (No Action) and Possible State Budget Impact Update (Possible Action)

Oct. 26 Possible State Budget Impact Update (Possible Action)

November 2010

Nov. 5 Election Day

Nov. 9 Post Election Report – Update on State Ballot Propositions

Adoption of 2011 Legislative Platform

Review on status of County-owned property inventory