



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: July 14, 2026

TO: Del Norte County Board of Supervisors

FROM: Neal Lopez, County Administrative Officer
Administration

SUBJECT: Approve a temporary General Fund hiring freeze

RECOMMENDATION FOR BOARD ACTION:

1) Pursuant to Title 10, section 10.10.020 of the County Administrative Manual, approve a temporary hiring freeze for all positions fully or partially funded by the County General Fund; and 2) Authorize the County Administrative Officer/Budget Officer, the Auditor-Controller and Human Resources Director to consider General Fund employee requisitions on a case by case basis for any exceptions to the hiring freeze based on operational needs; and 3) Direct the CAO/Budget Officer to bring this item back to the Board prior to the final Adopted Budget in September for further consideration by the Board of Supervisors as Recommended by the CAO/Budget Officer.**

DISCUSSION/SUMMARY:

On June 23, 2026, by majority vote, the Board of Supervisors approved and adopted the FY 26/27 Recommended Budget. The General Fund presented, before the year-end fund balance and adjusting entries, reflected a deficit of approximately \$9.6M dollars. Over the next several months, the County Budget Team, County Department heads and fiscal staff and the Board of Supervisors will work towards the final Adopted Budget that will be presented at the second Board meeting in September. As authorized by the County Administrative Manual, Title 10, the County Budget Officer is requesting a temporary budgetary control in the form of a General Fund hiring freeze effective immediately. Although a fluid number due to ongoing recruitment, the General Fund reportedly has 31 vacancies. Based on projections from the Auditor-Controller, these vacancies provide an estimated savings of \$81,381 per pay period. In addition, the Budget Officer is requesting authorization for exceptions to be made based on operational needs and, if approved, for the Board to provide direction on the term of the hiring freeze.

ALTERNATIVES:

Do not approve the hiring freeze, or revise the request to reflect a specific term for the temporary freeze beyond September (e.g. through the last pay period in December).

FINANCING:

Fiscal Year 2026/2027 Budget.

OTHER AGENCY INVOLVEMENT:

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

Focus Area 1: County Staffing and Capacity (CSC)

Focus Area 2: Infrastructure and Economic Development (IED)

Focus Area 3: Law, Justice, and Homelessness (LJH)

Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

GGB-2: Practice Fiscal Responsibility

ATTACHMENTS:

None

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 7/7/2026
Final Approval - 7/8/2026