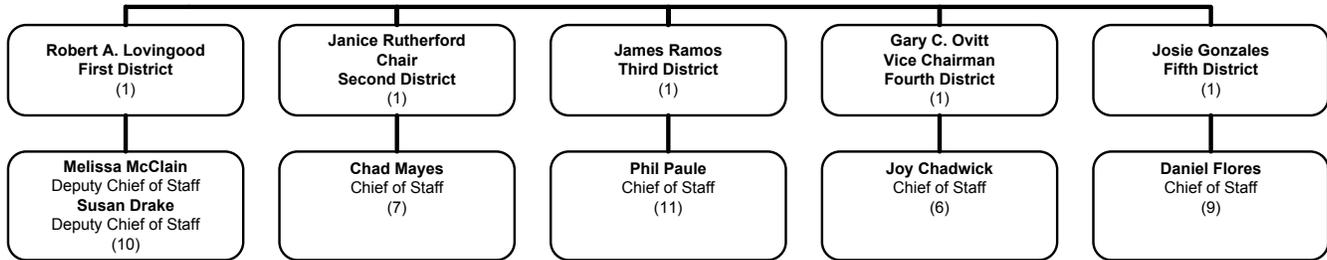


BOARD OF SUPERVISORS Janice Rutherford, Chair

ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
General Fund						
Board of Supervisors	7,190,670		7,190,670			48
Board Discretionary Fund	4,206,259		4,206,259			0
Total General Fund	11,396,929		11,396,929			48
Total - All Funds	11,396,929		11,396,929			48

5-YEAR REQUIREMENTS TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Board of Supervisors	8,869,044	7,903,032	7,647,052	7,142,316	7,190,670
Board Discretionary Fund	1,382,855	2,938,843	10,261,366	5,852,564	4,206,259
Total	10,251,899	10,841,875	17,908,418	12,994,880	11,396,929

5-YEAR SOURCES TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Board of Supervisors	0	0	0	0	0
Board Discretionary Fund	196,888	0	103,476	0	0
Total	196,888	0	103,476	0	0

5-YEAR NET COUNTY COST TREND

	2010-11	2011-12	2012-13	2013-14	2014-15
Board of Supervisors	8,869,044	7,903,032	7,647,052	7,142,316	7,190,670
Board Discretionary Fund	1,185,967	2,938,843	10,157,890	5,852,564	4,206,259
Total	10,055,011	10,841,875	17,804,942	12,994,880	11,396,929



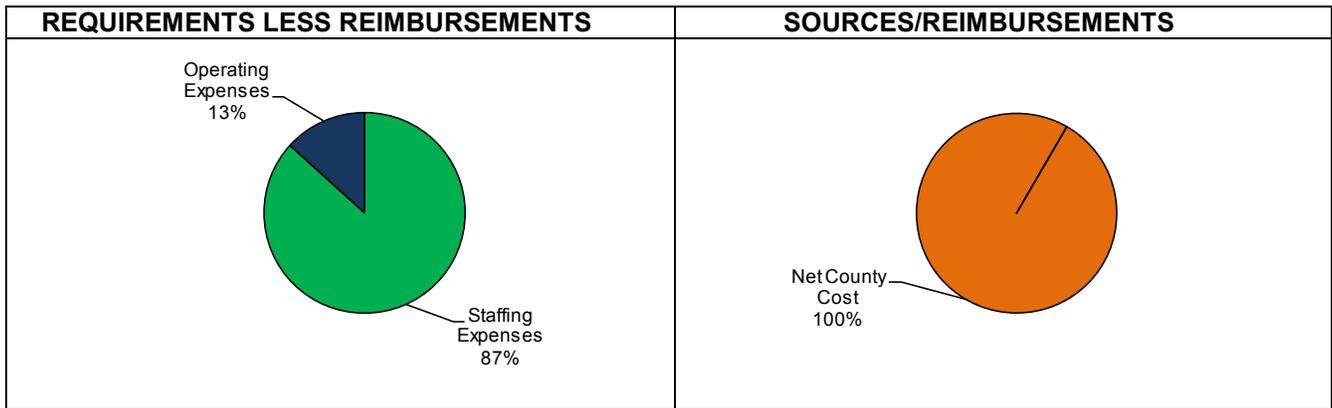
Board of Supervisors

DESCRIPTION OF MAJOR SERVICES

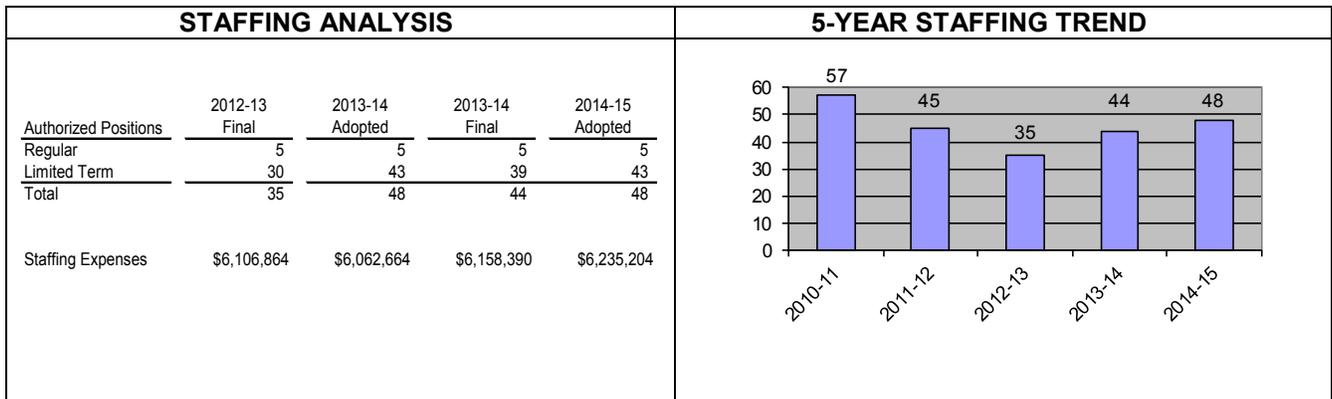
The Board of Supervisors is the governing body of the County government and Board-governed special districts. The Board of Supervisors establishes policy and exercises supervision over the official conduct of all County officers, Board-governed districts and special commissions. The Board of Supervisors also approves and adopts the annual budget and initiates and makes recommendations regarding proposed legislation at state and federal levels.

Budget at a Glance	
Requirements Less Reimbursements*	\$7,190,670
Sources/Reimbursements	\$0
Net County Cost	\$7,190,670
Total Staff	48
Funded by Net County Cost	100%
<small>*Includes Contingencies</small>	

2014-15 ADOPTED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Administration
 DEPARTMENT: Board of Supervisors
 FUND: General

BUDGET UNIT: AAA BDF
 FUNCTION: General
 ACTIVITY: Legislative and Administrative

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
Requirements							
Staffing Expenses	7,694,504	6,196,638	5,799,414	5,637,447	6,158,390	6,235,204	76,814
Operating Expenses	1,488,376	1,898,471	1,519,482	844,180	983,926	955,466	(28,460)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	9,182,880	8,095,109	7,318,896	6,481,627	7,142,316	7,190,670	48,354
Reimbursements	(313,836)	(276,982)	(95,110)	0	0	0	0
Total Appropriation	8,869,044	7,818,127	7,223,786	6,481,627	7,142,316	7,190,670	48,354
Operating Transfers Out	0	0	13,504	0	0	0	0
Total Requirements	8,869,044	7,818,127	7,237,290	6,481,627	7,142,316	7,190,670	48,354
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	0	0	0	0	0	0	0
Net County Cost	8,869,044	7,818,127	7,237,290	6,481,627	7,142,316	7,190,670	48,354
				Budgeted Staffing	44	48	4

MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$6.2 million make up the majority of the Board of Supervisor’s (Board) expenditures within this budget unit. Operating expenses of \$1.0 million includes COWCAP, phone services, office expenses, courier and printing charges, facilities management basic services, and travel related expenses.

BUDGET CHANGES AND OPERATIONAL IMPACT

Major changes for the Board include an increase in staffing expenses of \$76,814, which is primarily caused by increased retirement costs. This increase is offset by a reduction in operating expenses of \$28,460, primarily due to reductions in COWCAP (\$10,065) charges and general office expense (\$17,170).

For 2014-15 each district will receive an equal allocation of \$1.39 million in Net County Cost, totaling \$6.95 million across all five districts. In addition to this amount, each district will receive a share of augmentation funding based on the Board’s augmentation plan which was adopted as part of the 2012-13 Budget Hearing and directed that \$214,257 be allocated among each district budget based on the percentage of unincorporated population. The 2014-15 budget allocates the augmentation funding under the same methodology as in 2013-14 and is as follows:

Formula for Allocation of Staff Augmentation Funds			
Supervisory District	Population (Unincorporated)	% of Total Unincorporated Population	Allocation Amount
1	95,846	33%	70,382
2	59,401	20%	43,619
3	73,950	25%	54,303
4	13,117	4%	9,632
5	49,462	17%	36,321
Total	291,776	100%	214,257



STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$6.2 million fund 48 budgeted positions of which 5 are regular positions and 43 are limited term positions.

There is a net increase of 4 budgeted positions in this budget unit. Supervisorial Districts make staffing adjustments to limited term positions through separate board agenda items; however, it is through the annual budget process that these positions are added into the budget. This increase represents the net change resulting from staff added by separate board agenda items throughout 2013-14 and the deletion of positions which have become vacant throughout the year. Limited term positions within this budget unit are deleted upon becoming vacant.

Staffing changes are as follows and include a total of 7 deletions and 11 additions, for a net increase of 4 budgeted positions, including 2 new positions which are anticipated to be filled by the start of the new budget year (affected district noted in parenthesis):

Deletions (7 total)

- 1 Executive Aide (First District)
- 1 Community Service Liaison (Third District)
- 1 Intern Staff Assistant (Third District)
- 1 Policy Advisor (Third District)
- 1 District Director (Fourth District)
- 1 Chief of Staff (Fourth District)
- 1 Intern Staff Assistant (Fifth District)

Additions (11 total)

- 1 Deputy Chief of Staff (First District)
- 1 Intern Staff Assistant (First District)
- 1 Community Services Liaison (First District)
- 1 Field Representative I (Third District)
- 1 Communications Advisor (Third District)
- 1 Chief of Staff (Fourth District)
- 1 Policy Advisor (Fourth District)
- 1 Community Services Liaison (Fifth District)
- 1 Homeless Policy Advisor (Fifth District)
- 1 Special Projects Coordinator (Fifth District)
- 1 Communications Advisor (Fifth District)

2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
First District	1	10	11	11	0	0	11
Second District	1	7	8	8	0	0	8
Third District	1	11	12	11	0	1	12
Fourth District	1	6	7	7	0	0	7
Fifth District	1	9	10	9	0	1	10
Total	5	43	48	46	0	2	48



First District	Second District	Third District
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Elected Supervisor	1 Elected Supervisor	1 Elected Supervisor
2 Deputy Chief of Staff	1 Chief of Staff	1 Chief of Staff
1 Field Representative II	1 Deputy Chief of Staff	1 Deputy Chief of Staff
2 Field Representative I	2 Field Representative	1 BOS Administrative Analyst
1 Special Assistant	1 Policy Advisor	1 Executive Secretary
3 Community Service Liaison	1 Executive Aide	1 Communications Advisor
1 Intern Staff Assistant	1 District Representative	1 Communications Assistant
<hr/> 11 Total	<hr/> 8 Total	1 Executive Aide
		1 Field Representative
		<hr/> 3 Community Service Liaisons
		12 Total
Fourth District	Fifth District	
<u>Classification</u>	<u>Classification</u>	
1 Elected Supervisor	1 Elected Supervisor	
1 Chief of Staff	1 Chief of Staff	
1 Deputy Chief of Staff	1 BOS Administrative Analyst	
1 Policy Advisor	1 Special Projects Coordinator	
1 District Representative	1 Executive Secretary	
1 Field Representative	1 Field Representative	
1 Executive Secretary	1 Communications Advisor	
<hr/> 7 Total	1 Constituent Services Representative	
	1 Homeless Policy Advisor	
	1 Community Services Liaison	
	<hr/> 10 Total	



Board Discretionary Fund

DESCRIPTION OF MAJOR SERVICES

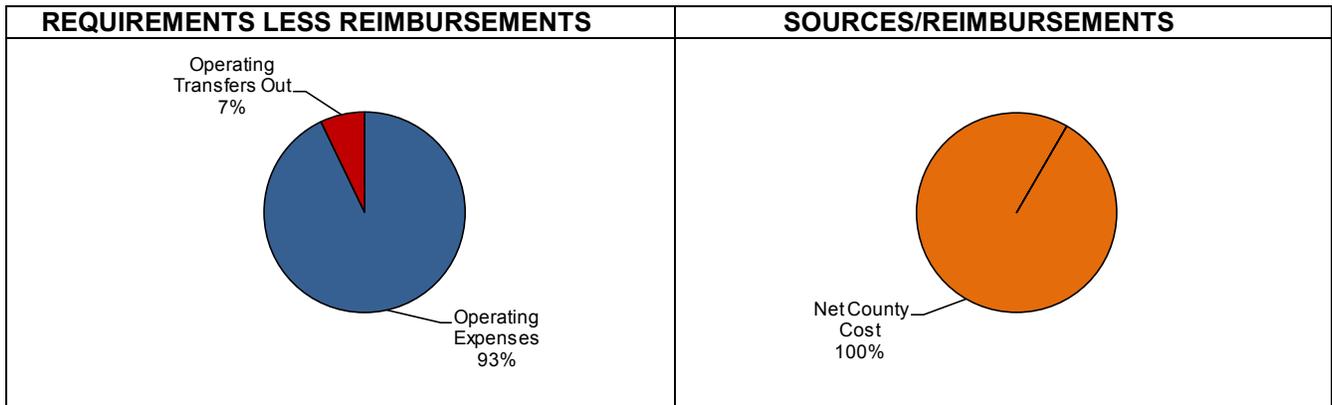
Beginning in 1999-00, \$1.0 million was allocated evenly between the five supervisorial districts as board discretionary funding for priority policy needs that may be identified during the fiscal year. In 2005-06, the annual allocation was increased to \$2.0 million, and in 2006-07 it was increased to \$2.5 million. During 2008-09, the annual allocation was increased to \$3.75 million, which was maintained for 2009-10.

The annual funding for 2010-11 was decreased to \$2.25 million and was subsequently transferred into the Board of Supervisors (Board) operating budget as part of the County's First Quarter Budget Report, which was approved by the Board on November 2, 2010. In 2011-12, the Board began obligating the remaining balance of funds via the County quarterly budget reports. Once approved, allocations are to be expensed within twelve months and existing allocations not spent within a fiscal year are carried over to the subsequent fiscal year by district. There is currently no ongoing funding included in this budget unit. County Policy 05-10 (formerly 02-18) provides that these funds are to be exhausted by the end of Fiscal Year 2015-16, and any remaining unspent funds are to be returned to the County general fund.

Budget at a Glance	
Requirements Less Reimbursements*	\$4,206,259
Sources/Reimbursements	\$0
Net County Cost	\$4,206,259
Total Staff	0
Funded by Net County Cost	100%
<small>*Includes Contingencies</small>	

Since the inception of this budget unit, the Board has identified various community programs in alignment with the County's vision of creating, supporting, and enhancing vibrant communities that emphasize beauty, culture, art, recreation, education, and a sense of history. Through use of these funds, and in conjunction with these community programs, the Board of Supervisors has provided support for several projects that promote the health, safety, well-being, and quality of life for County residents.

2014-15 ADOPTED BUDGET



ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Administration
DEPARTMENT: Board Discretionary Fund
FUND: General

BUDGET UNIT: AAA CNA
FUNCTION: General
ACTIVITY: Legislative and Administrative

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	2,160,675	2,289,173	4,128,360	1,766,730	5,502,564	3,906,259	(1,596,305)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	2,160,675	2,289,173	4,128,360	1,766,730	5,502,564	3,906,259	(1,596,305)
Reimbursements	(1,036,042)	0	(17,795)	0	0	0	0
Total Appropriation	1,124,633	2,289,173	4,110,565	1,766,730	5,502,564	3,906,259	(1,596,305)
Operating Transfers Out	57,358	550,890	298,750	33,500	350,000	300,000	(50,000)
Total Requirements	1,181,991	2,840,063	4,409,315	1,800,230	5,852,564	4,206,259	(1,646,305)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	0	0	45,000	153,925	0	0	0
Total Revenue	0	0	45,000	153,925	0	0	0
Operating Transfers In	196,889	0	58,989	0	0	0	0
Total Sources	196,889	0	103,989	153,925	0	0	0
Net County Cost	985,102	2,840,063	4,305,326	1,646,305	5,852,564	4,206,259	(1,646,305)
				Budgeted Staffing	0	0	0

MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Requirements of \$4.2 million represent funds carried over from prior fiscal years to support various community programs and projects that promote the health, safety, well-being, and quality of life for County residents. Operating expenses make up the majority of expenditures within this budget unit and includes allocations made directly to local agencies and non-profits as well as allocations to County departments to support various public works and community improvement projects.

BUDGET CHANGES AND OPERATIONAL IMPACT

These funds are utilized by Supervisorial Districts to support community programs and projects. In accordance with County Policy 05-10, these funds are allocated at the sole discretion of the Supervisor within his or her own Supervisorial District. On February 7, 2012, the Board adopted an amendment to County Policy 02-18 (now County Policy 05-10) which revised the policy related to the administration of these funds. In addition to new procedures regarding the administration of these funds, the amended policy also provides that these funds are to be exhausted by the end of Fiscal Year 2015-16, and any remaining unspent funds are to be returned to the County general fund.

The budget includes a reduction of \$1.6 million in requirements and represents payments made to support community programs and projects during the 2013-14 fiscal year. As of the Third Quarter Budget Report on May 6, 2014, funds remaining to be obligated by the Districts total approximately \$3.2 million. There is currently no ongoing funding included in this budget unit.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.

