



MENDOCINO COUNTY BOARD OF SUPERVISORS

ONLINE AGENDA SUMMARY

BOARD AGENDA # 6(c)

- Arrangements for public hearings and timed presentations must be made with the Clerk of the Board in advance of public/media noticing
- Agenda Summaries must be submitted no later than noon Monday, 15 days prior to the meeting date (along with electronic submittals)
- Send 1 complete original single-sided set and 1 photocopy set – Items must be signed-off by appropriate departments and/or Co. Co.
Note: If individual supporting document(s) exceed 25 pages each, or are not easily duplicated, please provide 7 hard-copy sets)
- Transmittal of electronic Agenda Summaries, records, and supporting documentation must be emailed to: bosagenda@co.mendocino.ca.us
- Electronic Transmission Checklist: ☐ Agenda Summary ☐ Records ☐ Supp. Doc. ☐ If applicable, list other online information below
- Executed records will be returned to the department within one week. *Arrangements for expedited processing must be made in advance*

TO: Board of Supervisors DATE: November 10, 2011
FROM: Executive Office MEETING DATE: November 15, 2011

DEPARTMENT Carmel J. Angelo, CEO PHONE: 463-4441 Present ☒ On Call ☐
RESOURCE/ Kyle C. Knopp, DCEO PHONE: 463-4441 Present ☒ On Call ☐
CONTACT:

Consent Agenda ☐ Regular Agenda ☒ Noticed Public Hearing ☐ Time Allocated for Item: 30 mins

■ **AGENDA TITLE: Discussion and Possible Action Regarding the 1st Quarter Budget Report on the Status of County Departmental Budgets for Fiscal Year 2011-2012, Including Discussion and Possible Action on Recommendations Related to County Policy 38, and Recommendations on Budgetary Adjustments.**

■ **PREVIOUS BOARD/BOARD COMMITTEE ACTIONS:** On September 27, 2011 the Board of Supervisors formally adopted the Mendocino County 2011-2012 Final Budget.

■ **SUMMARY OF REQUEST:** This is the agenda summary is the 1st Quarter Report for Fiscal Year 2010-2011. Similar to last year, this report focuses on personnel costs across the County system specifically associated with regular payroll, overtime, and extra-help. The graphs contained within the report provide details of actual costs for departments that exceeded the expected benchmark. By identifying departmental overruns and structural issues early on, it is hoped that corrections can be made in order to achieve a balanced 2011-2012 budget and ensure that the County operates in a sustainable manner. The Executive Office will present the mid-year report in February of 2012 where detailed projections will be presented to the Board. Additionally, the 1st Quarter Report includes amendments to County Policy 38 necessary to enact changes to the County's Position Allocation Table as previously directed by your Board. The 1st Quarter Report also contains recommended budget adjustments requiring a 4/5ths vote of your Board.

■ The Report will be made available online no later than 12:00pm noon on Monday, November 14 at the address below.

■ **SUPPLEMENTAL INFORMATION AVAILABLE ONLINE AT:**

[HTTP://WWW.CO.MENDOCINO.CA.US/ADMINISTRATION/BOARDWORKSHOPS.HTM](http://www.co.mendocino.ca.us/administration/boardworkshops.htm)

Source of Funding	Current F/Y Cost	Annual Recurring Cost	Budgeted in Current F/Y
Refer to Adjustments	Refer to Adjustments		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

SUPERVISORIAL DISTRICT: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ All ☒ ■ **VOTE REQUIREMENT:** Majority ☒ 4/5^{ths} ☒

■ **RECOMMENDED ACTION/MOTION:** It is recommended that the Board of Supervisors approve the 1st Quarter Report on the status of departmental spending on personnel line items for Fiscal Year 2011-2012 and approve recommended actions including; approval of amendments to Policy 38; and a 4/5th vote for recommended budget adjustments.

■ **ALTERNATIVES:** Take no action.

■ **CEO REVIEW (NAME):** Kyle Knopp, DCEO PHONE: 463-4441

BOARD ACTION (DATE: _____): ☐ Approved ☐ Referred to _____ ☐ Other _____

RECORDS EXECUTED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____ ☐ Other _____