

BOARD OF SUPERVISORS

Mission

“El Dorado County will remain the leader in supporting our safe, healthy, and vibrant communities, wisely managing our natural resources, and preserving our local heritage.

El Dorado County government will provide efficient, courteous, and effective services and infrastructure for the safety, protection, and well-being of our residents, businesses and visitors.

All customers will receive quality service and accurate information in a courteous, professional, and timely manner.”

The Board of Supervisors is a five-member governing body of the County serving a population of 181,058 residents operating within the County Charter and State Law. Each board member is elected for a four-year term and represents a geographic jurisdiction. The presiding official, Chair, is elected annually among the five members. The Board convenes in regular sessions weekly on Tuesday at the County Government Center in Placerville.

Pursuant to its constitutional and statutory power, the El Dorado County Board of Supervisors sets policy for County departments, oversees a budget of over \$530 million and adopts ordinances on local matters, as well as land use policies that affect unincorporated areas.

The Board also sits as the El Dorado County Bond Authority, In-Home Supportive Services Public Authority, and is the Governing Board of the County Air Quality Management District and County Service Areas. In the area of planning oversight, the Board acts as an Appeals Board for the County Planning Commission.

This fiscal year the County will be completing the redistricting process affecting the current district boundaries to equalize the population within each district.

The Board of Supervisors department has a staff of 14 employees, inclusive of the Supervisors, Supervisors Assistants and the Clerk of the Board staff.

Program Summaries

District 1

Positions: 2 FTE

Total Appropriations: \$185,764

Total Revenues: \$0

Net County Cost: \$185,764

The first supervisorial district includes the unincorporated areas in the western part of El Dorado County including El Dorado Hills.

District 2

Positions: 2 FTE

Total Appropriations: \$222,684

Total Revenues: \$0

Net County Cost: \$222,684

The second supervisorial district includes the unincorporated areas in the southern part of El Dorado County including the communities of Latrobe, Mt. Aukum, Fairplay, Outingdale, Omo Ranch, Happy Valley, Nashville, Somerset, Pleasant Valley, Grizzly Flat, Cameron Park, and portions of El Dorado Hills.

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District 3
Positions: 2 FTE

Total Appropriations: \$185,321
Total Revenues: \$0
Net County Cost: \$185,321

The third supervisorial district includes City of Placerville as well as the unincorporated communities of Camino, Smith Flat, Diamond Springs and El Dorado.

District 4
Positions: 2 FTE

Total Appropriations: \$199,430
Total Revenues: \$0
Net County Cost: \$199,430

The fourth supervisorial district includes the unincorporated areas in the northern part of El Dorado County including the communities of Cameron Park, Rescue, Cold Springs, Pilot Hill, Cool, Lotus, Coloma, Spanish Flat, Kelsey, Mosquito, Swansboro, Greenwood, Garden Valley, Georgetown, Volcanoville, Quintette, and portions of El Dorado Hills, Cameron Park, and Shingle Springs.

District 5
Positions: 2 FTE

Total Appropriations: \$224,530
Total Revenues: \$0
Net County Cost: \$224,530

The fifth supervisorial district includes the City of South Lake Tahoe as well as the communities of Fallen Leaf, Meyers, Twin Bridges, Straweberry, Sciots Camp, Kyburz, White Hall, and Pollock Pines.

Clerk of the Board of Supervisors
Positions: 4 FTE

Total Appropriations: \$476,261
Total Revenues: \$9,407
Net County Cost: \$466,261

The office of the Clerk of the Board is committed to providing professional and courteous service to the Board of Supervisors and the public as well as maintaining accurate records of the past and present for the future of the County of El Dorado.

The Clerk of the Board directs business functions of the Board of Supervisors, services and distributes information to all citizens, officials, and staff regarding Board of Supervisors hearing matters, provides the Board of Supervisors' agendas and minutes with supporting documentation as well as current status of filled and vacant positions of approximately 70 Board-appointed boards and commissions. The COB prepares and posts agendas consistent with the open meetings provisions of the Ralph M. Brown Act, records and maintains minutes, and acts as custodian of the BOS official record from 1850 to the present. In addition, the Clerk of the Board administers the Assessment Appeals Board Program.

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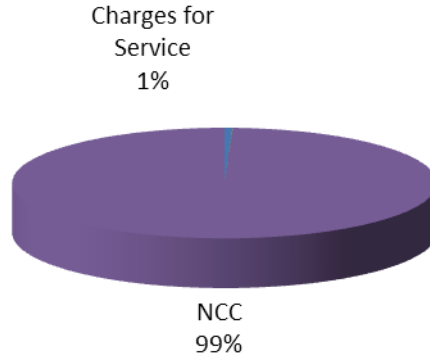
Financial Charts

Source of Funds

Charge for Services (\$9,000):
Assessment Appeals filing fees

Miscellaneous (\$107): This is the expected revenue from the sale of copies of documents, audio tapes and CD's to the public.

Other Financing Sources (\$300): This is the Board Clerk's share of revenue derived from the fees charged on timeshare projects pursuant to County ordinance Chapter 40.

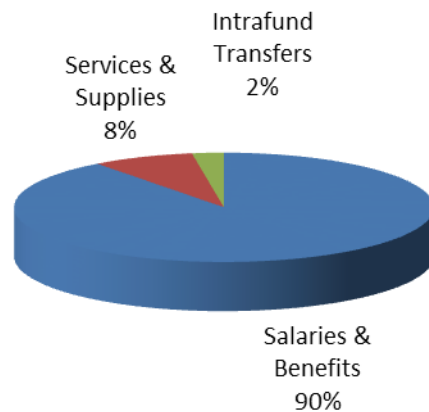


Net County Cost (\$1,484,583: The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

Use of Funds

Salaries & Benefits (\$1,319,088): Primarily comprised of permanent salaries (\$893,772), retirement (\$157,828) and health insurance (\$129,360).

Services & Supplies (\$82,265): Major expenses include general liability insurance (\$27,216), special departmental expense (\$47,500), and transportation and travel (\$18,000).



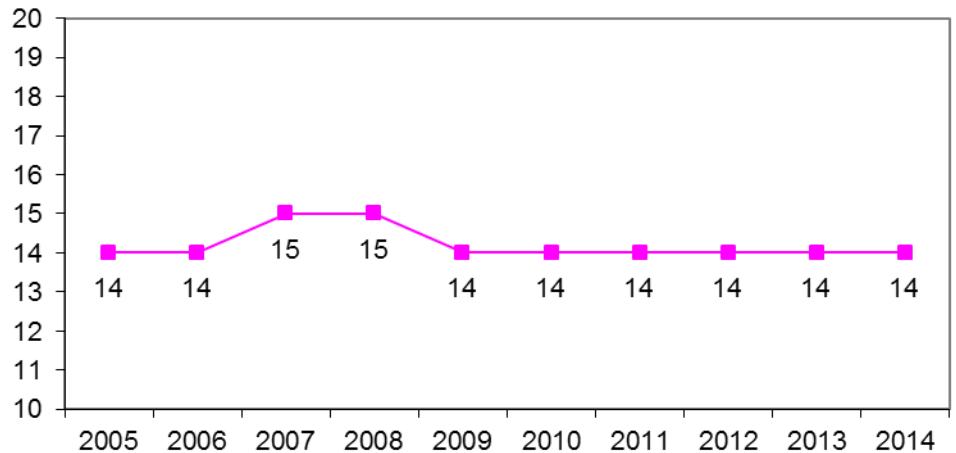
Fixed Assets (\$23,000): The Clerk of the Board is requesting a new Tab filing system to consolidate all records in one secure system.

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Intrafund Transfers (\$36,071): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$4,530), network support (\$17,056), and telephone (\$8,400).

Staffing Trend

Staffing for the Board of Supervisors Office over the past six years has remained steady at 14.



Chief Administrative Comments

The Recommended Budget represents an overall decrease of \$55,649 or 85% in revenues and a decrease of \$90,980 or 5% in appropriations when compared to the FY 2012-13 approved budget. As a result, the Net County Cost has decreased \$35,331 or 2%.

The change in revenues is due to a decrease in one-time interfund revenues (\$27K) and a decrease in charges for service to other County departments (\$28K). The decrease in one-time funds relates to the grant award last year from the Air Quality Management District for the purchase of video conferencing equipment for the Grand Jury. This equipment was purchased, so there is no grant funding for FY 2103-14. The decrease in charges for service has to do with charges to departments for processing agenda items. These charges are very difficult to track and substantiate, therefore the department does not anticipate charging for services for agenda processing at this time.

The decrease in appropriations is primarily comprised of the net of a decrease in computer equipment related to the reduction for one-time video conferencing equipment, offset with an increase in transportation and travel due to moving approved travel for Board members into the Clerk's budget. In addition, the salary and benefits budgets for the individual districts have been trued up to reflect actual salary and benefit costs. This is a departure from Board of Supervisors Policy D-5 - *Board of Supervisors Departmental Budget and Expense Reimbursement* and should be discussed and approved during the budget workshop. These changes result in salary and benefit reductions of \$111,494.

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
DEPARTMENT: 01 BOS - BOARD OF SUPERVISORS

| | | MID-YEAR PROJECTION | CURRENT YR APPROVED BUDGET | DEPARTMENT REQUEST | CAO RECOMMENDED BUDGET | DIFFERENCE |
|-------------------------|-------------------------------------|------------------------|----------------------------------|-----------------------|------------------------------|------------|
| TYPE: R REVENUE | | | | | | |
| SUBOBJ | SUBOBJ | | | | | |
| 1740 | CHARGES FOR SERVICES | 9,000 | 9,000 | 9,000 | 9,000 | 0 |
| 1800 | INTERFND REV: SERVICE BETWEEN FUND | 0 | 55,249 | 0 | 0 | -55,249 |
| CLASS: 13 | REV: CHARGE FOR SERVICES | 9,000 | 64,249 | 9,000 | 9,000 | -55,249 |
| 1940 | MISC: REVENUE | 500 | 500 | 107 | 107 | -393 |
| CLASS: 19 | REV: MISCELLANEOUS | 500 | 500 | 107 | 107 | -393 |
| 2020 | OPERATING TRANSFERS IN | 307 | 307 | 300 | 300 | -7 |
| CLASS: 20 | REV: OTHER FINANCING SOURCES | 307 | 307 | 300 | 300 | -7 |
| TYPE: R SUBTOTAL | | 9,807 | 65,056 | 9,407 | 9,407 | -55,649 |

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Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND
DEPARTMENT: 01 BOS - BOARD OF SUPERVISORS

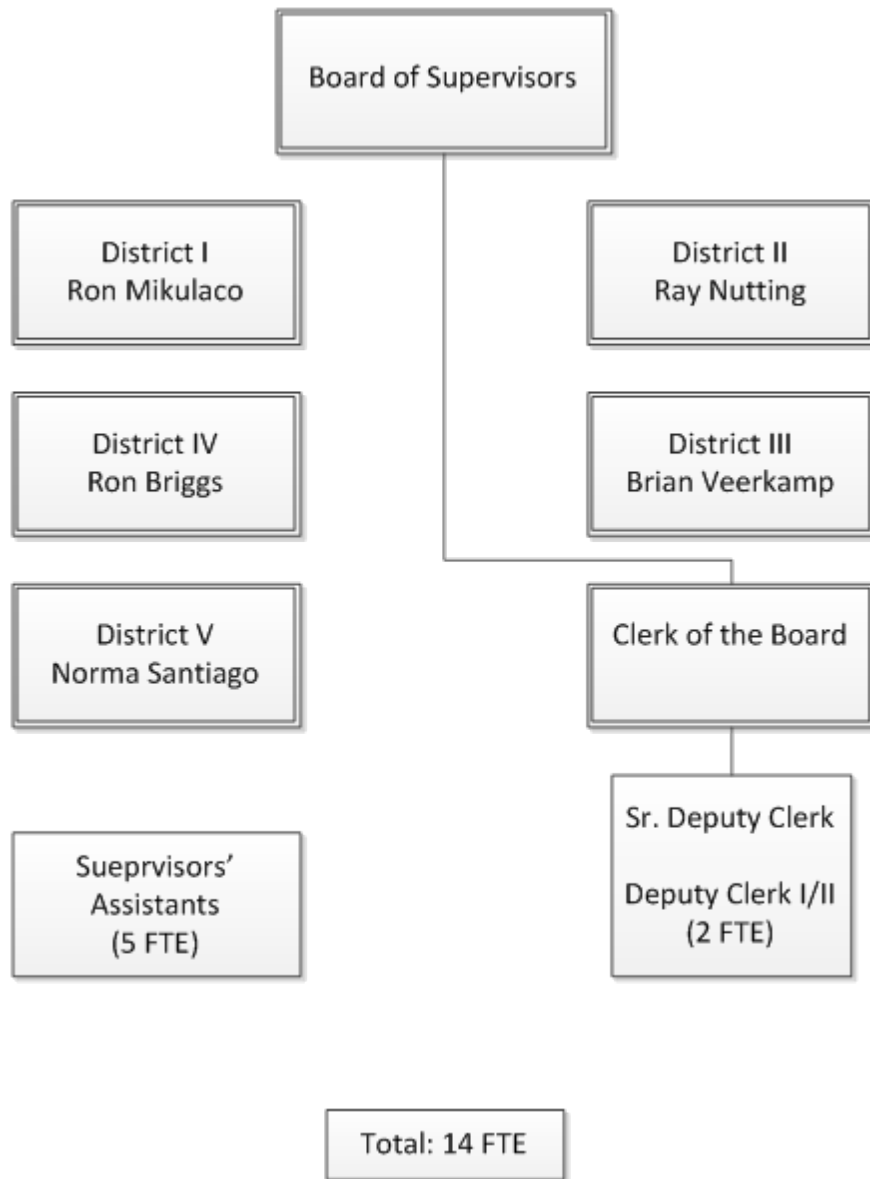
| | MID-YEAR PROJECTION | CURRENT YR APPROVED BUDGET | DEPARTMENT REQUEST | CAO RECOMMENDED BUDGET | DIFFERENCE |
|---|------------------------|----------------------------------|-----------------------|------------------------------|-----------------|
| TYPE: E EXPENDITURE | | | | | |
| SUBOBJ SUBOBJ | | | | | |
| 3000 PERMANENT EMPLOYEES / ELECTED | 896,094 | 923,094 | 893,772 | 893,772 | -29,322 |
| 3004 OTHER COMPENSATION | 11,503 | 11,503 | 9,145 | 9,145 | -2,358 |
| 3020 RETIREMENT EMPLOYER SHARE | 149,597 | 154,597 | 157,828 | 157,828 | 3,231 |
| 3022 MEDI CARE EMPLOYER SHARE | 13,493 | 13,493 | 12,958 | 12,958 | -535 |
| 3040 HEALTH INSURANCE EMPLOYER SHARE | 214,221 | 214,221 | 129,360 | 129,360 | -84,861 |
| 3041 UNEMPLOYMENT INSURANCE EMPLOYER | 7,245 | 7,245 | 1,960 | 1,960 | -5,285 |
| 3042 LONG TERM DISABILITY EMPLOYER | 3,363 | 3,363 | 3,219 | 3,219 | -144 |
| 3043 DEFERRED COMPENSATION EMPLOYER | 4,000 | 4,000 | 4,000 | 4,000 | 0 |
| 3046 RETIREE HEALTH: DEFINED CONTRIBUTIONS | 13,615 | 13,615 | 21,395 | 21,395 | 7,780 |
| 3060 WORKERS' COMPENSATION EMPLOYER | 1,451 | 1,451 | 1,451 | 1,451 | 0 |
| 3080 FLEXIBLE BENEFITS | 84,000 | 84,000 | 84,000 | 84,000 | 0 |
| CLASS: 30 SALARY & EMPLOYEE BENEFITS | 1,398,582 | 1,430,582 | 1,319,088 | 1,319,088 | -111,494 |
| 4041 COUNTY PASS THRU TELEPHONE CHARGES | 770 | 770 | 770 | 770 | 0 |
| 4060 FOOD AND FOOD PRODUCTS | 0 | 0 | 100 | 100 | 100 |
| 4100 INSURANCE: PREMIUM | 20,203 | 20,203 | 27,216 | 27,216 | 7,013 |
| 4140 MAINT: EQUIPMENT | 500 | 500 | 500 | 500 | 0 |
| 4180 MAINT: BUILDING & IMPROVEMENTS | 250 | 250 | 250 | 250 | 0 |
| 4220 MEMBERSHIPS | 660 | 660 | 475 | 475 | -185 |
| 4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY | 200 | 200 | 200 | 200 | 0 |
| 4260 OFFICE EXPENSE | 2,262 | 2,262 | 6,000 | 6,000 | 3,738 |
| 4261 POSTAGE | 1,400 | 1,400 | 1,200 | 1,200 | -200 |
| 4266 PRINTING / DUPLICATING SERVICES | 750 | 750 | 1,250 | 1,250 | 500 |
| 4300 PROFESSIONAL & SPECIALIZED SERVICES | 2,250 | 2,250 | 7,390 | 7,390 | 5,140 |
| 4400 PUBLICATION & LEGAL NOTICES | 1,400 | 1,400 | 1,600 | 1,600 | 200 |
| 4420 RENT & LEASE: EQUIPMENT | 9,300 | 9,300 | 0 | 0 | -9,300 |
| 4461 EQUIP: MINOR | 0 | 0 | 500 | 500 | 500 |
| 4462 EQUIP: COMPUTER | 3,751 | 27,000 | 530 | 530 | -26,470 |
| 4463 EQUIP: TELEPHONE & RADIO | 500 | 500 | 0 | 0 | -500 |
| 4500 SPECIAL DEPT EXPENSE | 47,500 | 47,500 | 47,500 | 47,500 | 0 |
| 4501 SPECIAL PROJECTS | 450 | 450 | 450 | 450 | 0 |
| 4503 STAFF DEVELOPMENT | 900 | 900 | 1,200 | 1,200 | 300 |
| 4600 TRANSPORTATION & TRAVEL | 420 | 420 | 18,000 | 18,000 | 17,580 |
| 4602 MILEAGE: EMPLOYEE PRIVATE AUTO | 400 | 400 | 600 | 600 | 200 |
| 4606 FUEL PURCHASES | 100 | 100 | 100 | 100 | 0 |
| 4608 HOTEL ACCOMMODATIONS | 800 | 800 | 0 | 0 | -800 |
| CLASS: 40 SERVICE & SUPPLIES | 94,766 | 118,015 | 115,831 | 115,831 | -2,184 |
| 5300 INTERFND: SERVICE BETWEEN FUND TYPES | 250 | 250 | 0 | 0 | -250 |
| CLASS: 50 OTHER CHARGES | 250 | 250 | 0 | 0 | -250 |
| 6040 FIXED ASSET: EQUIPMENT | 0 | 0 | 23,000 | 23,000 | 23,000 |
| CLASS: 60 FIXED ASSETS | 0 | 0 | 23,000 | 23,000 | 23,000 |
| 7220 INTRAFND: TELEPHONE EQUIPMENT & | 8,400 | 8,400 | 8,400 | 8,400 | 0 |
| 7223 INTRAFND: MAIL SERVICE | 2,303 | 2,303 | 2,303 | 2,303 | 0 |
| 7224 INTRAFND: STORES SUPPORT | 232 | 232 | 232 | 232 | 0 |
| 7225 INTRAFND: CENTRAL DUPLICATING | 800 | 800 | 800 | 800 | 0 |
| 7227 INTRAFND: MAINFRAME SUPPORT | 4,530 | 4,530 | 4,530 | 4,530 | 0 |
| 7229 INTRAFND: PC SUPPORT | 1,750 | 1,750 | 1,750 | 1,750 | 0 |
| 7231 INTRAFND: IS PROGRAMMING SUPPORT | 1,000 | 1,000 | 1,000 | 1,000 | 0 |
| 7232 INTRAFND: MAINT BLDG & IMPROVMNTS | 720 | 720 | 0 | 0 | -720 |
| 7234 INTRAFND: NETWORK SUPPORT | 17,056 | 17,056 | 17,056 | 17,056 | 0 |
| CLASS: 72 INTRAFUND TRANSFERS | 36,791 | 36,791 | 36,071 | 36,071 | -720 |
| 7350 INTRFND ABATEMENTS: GF ONLY | -668 | -668 | 0 | 0 | 668 |
| CLASS: 73 INTRAFUND ABATEMENT | -668 | -668 | 0 | 0 | 668 |
| TYPE: E SUBTOTAL | 1,529,721 | 1,584,970 | 1,493,990 | 1,493,990 | -90,980 |
| DEPARTMENT: 01 SUBTOTAL | 1,519,914 | 1,519,914 | 1,484,583 | 1,484,583 | -35,331 |

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Personnel Allocation

| Classification Title | 2012-13 Adjusted Allocation | 2013-14 Dept Request | 2013-14 CAO Recm'd | Diff from Adjusted |
|--|-----------------------------------|----------------------------|--------------------------|-----------------------|
| Supervisors | 5.00 | 5.00 | 5.00 | - |
| Clerk of the Board Of Supervisors | 1.00 | 1.00 | 1.00 | - |
| Deputy Clerk of the Board I/II | 2.00 | 2.00 | 2.00 | - |
| Sr. Deputy Clerk of the Board of Supervisors | 1.00 | 1.00 | 1.00 | - |
| Supervisor's Assistant | 5.00 | 5.00 | 5.00 | - |
| Department Total | 14.00 | 14.00 | 14.00 | - |

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Ten Year History

| | 04/05 Actual | 05/06 Actual | 06/07 Actual | 07/08 Actual | 08/09 Actual |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|
| Charges for Service | 28,249 | 28,249 | 28,249 | 28,249 | 28,249 |
| Misc. | 1,404 | 1,589 | 914 | 796 | 977 |
| Other Financing Sources | - | - | - | - | 461 |
| Total Revenue | 29,653 | 29,838 | 29,163 | 29,045 | 29,687 |
| Salaries | 684,447 | 756,189 | 829,208 | 930,986 | 947,777 |
| Benefits | 304,360 | 345,344 | 335,369 | 378,209 | 376,180 |
| Services & Supplies | 75,742 | 72,933 | 95,474 | 57,419 | 76,262 |
| Other Charges | 50 | 113 | 279 | - | 130 |
| Fixed Assets | 18,851 | - | 1,508 | - | - |
| Intrafund Transfers | 51,524 | 46,189 | 48,658 | 50,012 | 51,314 |
| Total Appropriations | 1,134,974 | 1,220,768 | 1,310,496 | 1,416,626 | 1,451,663 |
| NCC | 1,105,321 | 1,190,930 | 1,281,333 | 1,387,581 | 1,421,976 |
| FTE's | 14 | 14 | 15 | 15 | 14 |

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Ten Year History

| | 09/10 Actual | 10/11 Actual | 11/12 Actual | 12/13 Projected | 13/14 Budget |
|-----------------------------|------------------|------------------|------------------|--------------------|------------------|
| Charges for Service | 69,479 | 36,979 | 9,610 | 9,000 | 9,000 |
| Misc. | 521 | 906 | 482 | 500 | 107 |
| Other Financing Sources | 595 | 80 | 275 | 307 | 300 |
| Total Revenue | 70,595 | 37,965 | 10,367 | 9,807 | 9,407 |
| Salaries | 903,475 | 901,679 | 908,790 | 907,597 | 902,917 |
| Benefits | 362,520 | 364,168 | 379,831 | 490,985 | 416,171 |
| Services & Supplies | 79,293 | 58,536 | 66,162 | 94,766 | 115,831 |
| Other Charges | 55 | - | - | - | - |
| Fixed Assets | - | 1,558 | - | - | 23,000 |
| Intrafund Transfers | 50,435 | 50,264 | 43,903 | 36,791 | 36,071 |
| Total Appropriations | 1,395,778 | 1,376,205 | 1,398,686 | 1,530,139 | 1,493,990 |
| NCC | 1,325,183 | 1,338,240 | 1,388,319 | 1,520,332 | 1,484,583 |
| FTE's | 14 | 14 | 14 | 14 | 14 |

| 10 Year Variance | | |
|-----------------------------|-----------------|-------------|
| | \$ Change | % Change |
| Charges for Service | (19,249) | -68% |
| Misc. | (1,297) | -92% |
| Total Revenue | (20,246) | -68% |
| Salaries | 218,470 | 32% |
| Benefits | 111,811 | 37% |
| Services & Supplies | 40,089 | 53% |
| Other Charges | (50) | -100% |
| Fixed Assets | 4,149 | 22% |
| Intrafund Transfers | (15,453) | -30% |
| Total Appropriations | 359,016 | 32% |
| NCC | 379,262 | 34% |
| FTE's | - | 0% |

| Notes |
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