



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/17/2013
Agenda Placement: 9A
Set Time: 9:00 AM PUBLIC HEARING
Estimated Report Time: All Day

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Pamela Kindig for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Pamela Kindig, Assistant CEO - 253-4406
SUBJECT: Fiscal Year 2013-2014 Budget Hearings

RECOMMENDATION

County Executive Officer requests the Board open the Fiscal Year 2013-2014 Recommended Budget Hearings and accept: (See Fiscal Year 2013-2014 Recommended Budget Hearing Schedule)

1. County Executive Officer's budget overview;
2. Supplemental Budget Report No. 1 for consideration;
3. Auditor-Controller's comments on the Recommended Budget;
4. Public and Board comments on the overall County budget priorities and programs; and
5. Presentation and consideration of budget divisions by functional groups, continuing through Wednesday if necessary.

EXECUTIVE SUMMARY

Recommended Budget Hearings for Fiscal Year 2013-2014 will commence Monday, June 17, 2013 and continue on Tuesday, June 18 and Wednesday, June 19, 2013, if necessary. Budgets will be considered by functional groups according to the Budget Hearing Schedule.

Once discussion is completed for each functional group, staff is recommending that the Board tentatively approve the budgets for budget divisions included in that functional group, including any revisions made by the Board during the hearing. Upon completion of presentations and hearings for all functional groups, various closeout items and other pending issues which may be brought up by the Board or the public during the hearings will be considered, including the budget for Contingencies. Upon completion of these actions, the hearings will be continued to Tuesday, June 25, 2013 for adoption by the Board.

PROCEDURAL REQUIREMENTS

1. Open Public Hearing.
2. Staff reports.
3. Public comments.
4. Motion, second, discussion and vote to tentatively approve the budget.
5. Continue Public Hearing to Tuesday, June 18, 2013, if necessary, otherwise continue to Tuesday, June 25, 2013 for final adoption.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Hearings will set the appropriation limits for Fiscal Year 2013-2014.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	N/A - annual hearings for recommended budget.
Consequences if not approved:	N/A - annual hearings for recommended budget.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Recommended Budget for Fiscal Year 2013-2014 has been prepared and distributed. The Recommended Budget (policy) book containing information related to department functions and responsibilities, interesting facts, summaries and any significant adjustments is provided to your Board and is available on the County website.

Following the presentation of the Budget overview, the hearings will be organized by functional groups according to the Budget Hearing Schedule. For each functional group, the presentation will proceed as follows:

- A CEO Analyst will provide an overview of the budget for that functional group and answer Board questions regarding the functional group budgets; and
- Department heads will answer Board questions about program specific details in that functional group.

Once discussion is completed on each functional group, staff is recommending that the Board tentatively approve the appropriations for the budget divisions included in that group, including any revisions made by the Board at these hearings. It is anticipated that hearings may be completed by Monday, June 17, 2013. However, if additional hearing time is necessary, they may be continued on Tuesday and Wednesday, June 18-19, 2013.

Supplemental Report No. 1 is also presented for consideration. Since the Fiscal Year 2013-2014 Recommended Budget was compiled, circumstances have arisen which require modification to certain schedules and appropriations. These modifications will be presented when the affected budget is considered.

Upon conclusion of hearings by functional groups, various closeout items and other pending issues which may be brought up during the hearings by the Board or the public will be considered, including the budget for Contingencies. Upon completion of these actions, hearings will be continued to Tuesday, June 25, 2013 for final adoption by your Board.

SUPPORTING DOCUMENTS

A . FY 2013-2014 Budget Hearing Schedule

B . Supplemental Budget Report #1

CEO Recommendation: Approve

Reviewed By: Helene Franchi