

DESCRIPTION OF SERVICES

The County Administrator is the Chief Administrative Officer of the County. He is appointed by the Board of Supervisors and is responsible to the Board for the execution of policies it establishes. He is expected to handle the daily administrative operations of the County, as well as recommend service and policy improvements, develop an annual budget, generally guide the work of County employees, and ensure that the affairs of the County are conducted in an effective and responsible manner. The County Administrator also acts as Clerk to the Board.

BUDGET SUMMARY

	<u>FY07 Budget</u>	<u>FY08 Plan</u>	<u>FY08 Adopted</u>
Personnel	\$359,139	\$375,261	\$374,453
Operating	<u>29,750</u>	<u>26,725</u>	<u>26,740</u>
Total	<u><u>\$388,889</u></u>	<u><u>\$401,986</u></u>	<u><u>\$401,193</u></u>

PERSONNEL

Full-time Personnel	2.5	2.5	2.5
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BUDGET COMMENTS

This budget provides for a continuation of service.