

**2. SUMMARY OF ACTIONS TAKEN LAST MONTH
REGARDING REORGANIZATION**

Following closed session at the end of last month's meeting, the Board approved a reorganization plan for County Administration and the Accounting Department(s).

While the approval is reflected in last month's meeting minutes, and already reported by the local media, the Board asked me to put together a brief presentation in the interest of full transparency.

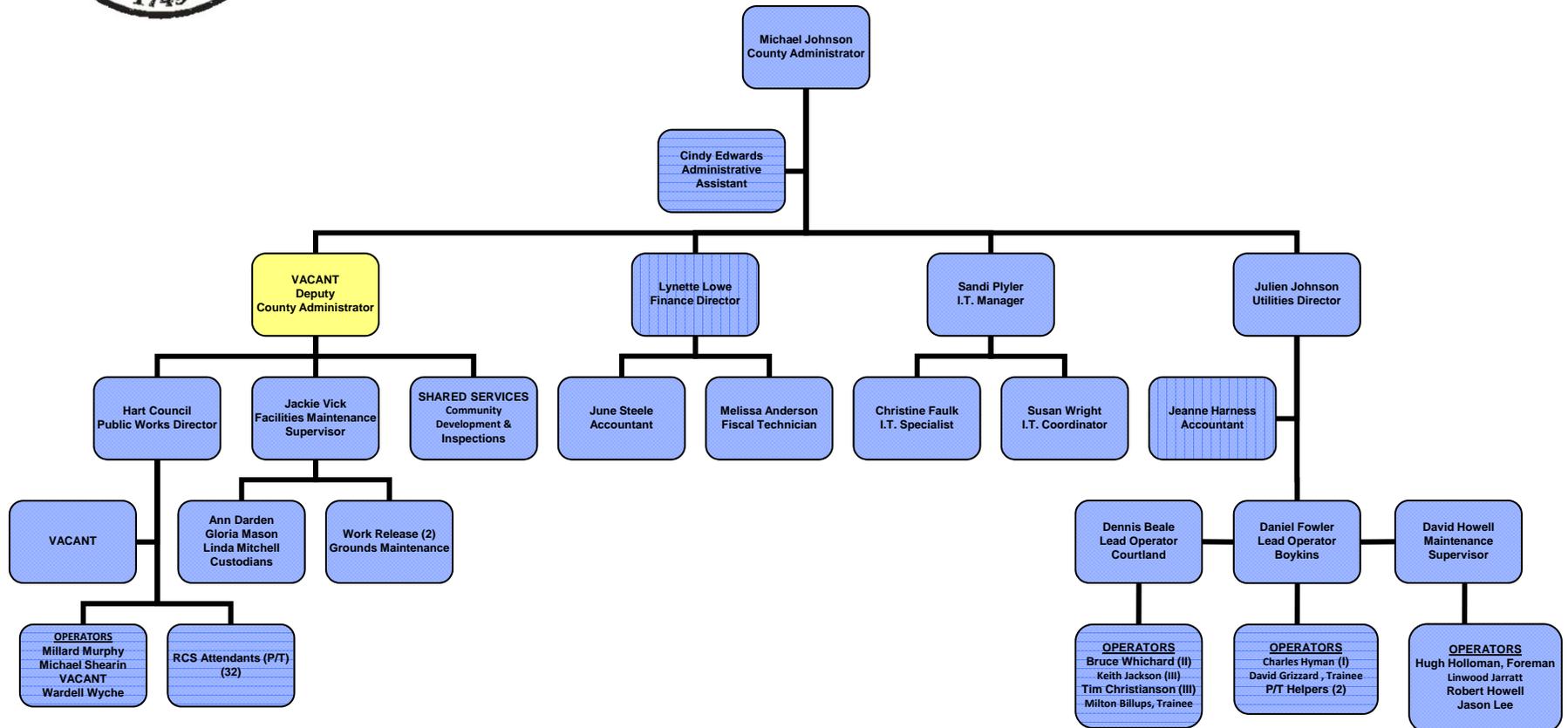
Please find a copy of the presentation attached.

NO MOTION REQUIRED



Organizational Structure

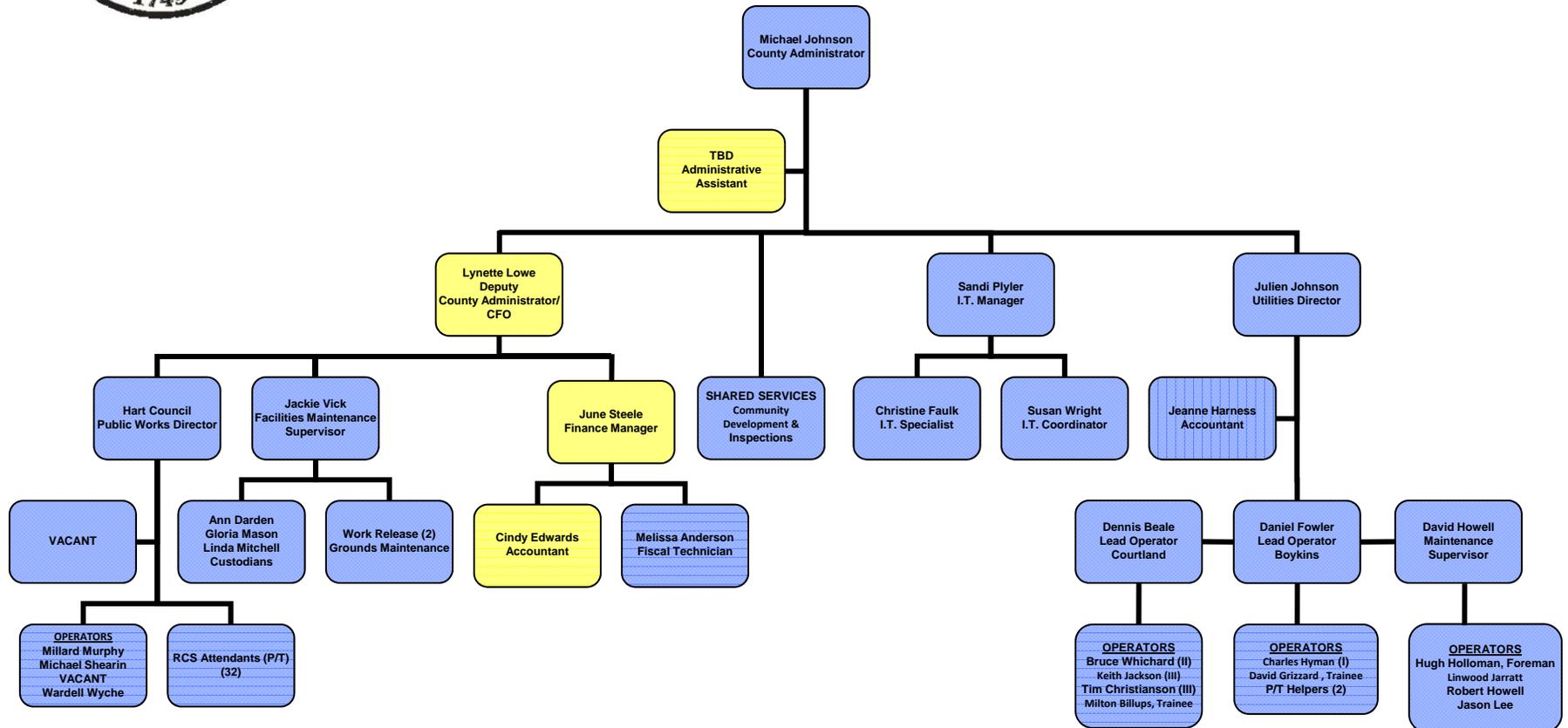
November 25, 2013





Organizational Structure

January 1, 2014



Why Reorganize?

- Unmet Needs
 - Management of major projects
 - Missed grant opportunities
 - Critical evaluation of daily operations
- Better alignment of existing resources to improve responsiveness, increase efficiency and lower cost

Key Duties of Deputy Administrator/CFO

- Consult with and advise department heads relating to operational activities
- Assist in supervising day to day operations, such as planning special projects and programs; staff instruction; resolution of problems; ensuring adequate manpower; assigning, reviewing and planning work; motivating and disciplining workers.
- Direct, develop, coordinate, and manage County projects, including preparation and oversight of grants.
- Initiate measures to improve the administrative and operational efficiency of the County .
- Oversee all aspects of financial matters including oversight of and monitoring of the budget and preparation of the CAFR.
- Conduct financial research and forecasting.
- Represent the County on local and regional boards, commissions and committees – function as point of contact for all Towns.
- Meet with citizens, represent the Board and County at official functions and respond to citizen inquiries and complaints.

Key Duties of Finance Manager

- Control, plan, design and implement departmental financial management systems and procedures ensuring that all operations are implemented in accordance with accounting standards and requirements.
- Review financial analysis and reports concerning the County's fund structure as needed in the ongoing evaluation of the County's financial status.
- Provide financial assistance as necessary to other departments including such tasks as preparing financial analysis, evaluating proposals/budget requests and supplying direction and advice.
- Develop and assemble various budget/expenditure records and utilize such information in the evaluation, verification, accounting, auditing and reviewing of same in order to assist in preparation of the annual budget and budget amendments.
- Oversees daily accounting and purchasing activities.

2014 PAY PLAN

Salary Ranges

Grade	Begin	SY 5	SY 10	SY 15	SY 20	SY 25	SY 30	SY 35	SY 40
11	18,322	19,581	20,841	22,100	23,360	24,619	25,879	27,139	28,398
15	22,270	23,801	25,332	26,863	28,393	29,924	31,455	32,986	34,517
16	23,383	24,991	26,598	28,206	29,813	31,421	33,028	34,636	36,244
17	24,552	26,240	27,928	29,616	31,304	32,992	34,680	36,367	38,055
18	25,780	27,552	29,325	31,097	32,869	34,642	36,414	38,186	39,959
19	27,068	28,929	30,790	32,651	34,512	36,373	38,234	40,095	41,956
20	28,422	30,376	32,330	34,284	36,238	38,192	40,146	42,100	44,054
21	29,843	31,895	33,947	35,999	38,050	40,102	42,154	44,206	46,257
22	31,336	33,490	35,644	37,798	39,953	42,107	44,261	46,415	48,570
23	32,902	35,164	37,426	39,688	41,950	44,212	46,474	48,736	50,998
24	34,547	36,922	39,298	41,673	44,048	46,423	48,798	51,173	53,549
25	36,275	38,768	41,262	43,756	46,250	48,744	51,238	53,732	56,226
26	38,088	40,707	43,325	45,944	48,562	51,181	53,799	56,418	59,037
27	39,993	42,742	45,492	48,241	50,991	53,740	56,490	59,239	61,988
28	41,992	44,879	47,766	50,653	53,540	56,427	59,314	62,201	65,088
29	44,092	47,124	50,155	53,186	56,217	59,249	62,280	65,311	68,343
30	46,296	49,479	52,662	55,845	59,028	62,211	65,394	68,577	71,760
31	48,612	51,954	55,296	58,638					75,348
32	51,043	54,552	58,061	61,570					79,114
33	53,594	57,279	60,963	64,648					83,071
34	56,274	60,143	64,012	67,880					87,225
35	59,088	63,150	67,212	71,275					91,586
37	65,144	69,623	74,102	78,800					90,973
38	68,401	73,104	77,800	82,600					96,022
39	71,821	76,759	81,697	86,634					111,323
40	75,413	80,597	85,782	90,966	96,151	101,335	106,520	111,704	116,889

Deputy County Admin./CFO
1/1/2014
\$77,603

2014 PAY PLAN

Salary Ranges

Grade	Begin	SY 5	SY 10	SY 15	SY 20	SY 25	SY 30	SY 35	SY 40
11	18,322	19,581	20,841	22,100	23,360	24,619	25,879	27,139	28,398
15	22,270	23,801	25,332	26,863	28,393	29,924	31,455	32,986	34,517
16	23,383	24,991	26,598	28,206	29,813	31,421	33,028	34,636	36,244
17	24,552	26,240	27,928	29,616	31,304	32,992	34,680	36,367	38,055
18	25,780	27,552	29,325	31,097	32,869	34,642	36,414	38,186	39,959
19	27,068	28,929	30,790	32,651	34,512	36,373	38,234	40,095	41,956
20	28,422	30,376	32,330	34,284	36,238	38,192	40,146	42,100	44,054
21	29,843	31,895	33,947	35,999	38,050	40,102	42,154	44,206	46,257
22	31,336	33,490	35,644	37,798	39,953	42,107	44,261	46,415	48,570
23	32,902	35,164	37,426	39,688	41,950	44,212	46,474	48,736	50,998
24	34,547	36,922	39,298	41,673	44,048	46,423	48,798	51,173	53,549
25	36,275	38,768	41,262	43,756	46,250	48,744	51,238	53,732	56,226
26	38,088	40,707	43,325	45,944	48,562	51,181	53,799	56,418	59,037
27	39,993	42,742	45,492	48,241	50,991	53,740	56,490	59,220	61,988
28	41,992	44,879	47,766	50,653	53,540	56,441	59,271	62,111	65,088
29	44,092	47,124	50,155	53,186	56,217	59,192	62,122	65,023	68,343
30	46,296	49,479	52,662	55,845	59,028	62,143	65,073	68,073	71,760
31	48,612	51,954	55,296	58,638	61,980	65,104	68,124	71,124	75,348
32	51,043	54,552	58,061	61,570	65,078	68,155	71,175	74,175	79,114
33	53,594	57,279	60,963	64,648	68,332	72,006	74,226	77,226	83,071
34	56,274	60,143	64,012	67,880	71,749	75,061	78,171	81,171	87,225
35	59,088	63,150	67,212	71,275	75,337	79,399	83,461	87,523	91,586
37	65,144	69,623	74,102	78,580	83,059	87,537	92,016	96,494	100,973
38	68,401	73,104	77,806	82,509	87,212	91,914	96,617	101,319	106,022
39	71,821	76,759	81,697	86,634	91,572	96,510	101,448	106,385	111,323
40	75,413	80,597	85,782	90,966	96,151	101,335	106,520	111,704	116,889

Finance Manager
1/1/2014
\$56,447

2014 PAY PLAN

Salary Ranges

Grade	Begin	SY 5	SY 10	SY 15	SY 20	SY 25	SY 30	SY 35	SY 40
11	18,322	19,581	20,841	22,100	23,360	24,619	25,879	27,139	28,398
15	22,270	23,801	25,332	26,863	28,393	29,924	31,455	32,986	34,517
16	23,383	24,991	26,598	28,206	29,813	31,421	33,028	34,636	36,244
17	24,552	26,240	27,928	29,616	31,304	32,992	34,680	36,367	38,055
18	25,780	27,552	29,325	31,097	32,869	34,642	36,414	38,186	39,959
19	27,068	28,929	30,790	32,651	34,512	36,373	38,234	40,095	41,956
20	28,422	30,376	32,330	34,284	36,238	38,192	40,146	42,100	44,054
21	29,843	31,895	33,947	35,999	38,050	40,102	42,154	44,206	46,257
22	31,336	33,490	35,644	37,798	39,953	42,107	44,261	46,415	48,570
23	32,902	35,164	37,426	39,688	41,950	44,212	46,474	48,736	50,998
24	34,547	36,922	39,299	41,672	44,048	46,423	48,798	51,173	53,549
25	36,275	38,766	41,199	43,672	46,250	48,744	51,238	53,732	56,226
26	38,088	40,711	43,354	45,672	48,562	51,181	53,799	56,418	59,037
27	39,993	42,711	45,354	47,672	50,491	53,740	56,490	59,239	61,988
28	41,992	44,877	47,426	49,672	52,540	56,427	59,314	62,201	65,088
29	44,092	47,127	49,477	51,672	54,617	59,249	62,280	65,311	68,343
30	46,296	49,477	51,672	53,672	56,728	62,211	65,394	68,577	71,760
31	48,612	51,952	54,147	55,672	58,880	65,322	68,664	72,006	75,348
32	51,043	54,552	58,061	61,570	65,078	68,587	72,096	75,605	79,114
33	53,594	57,279	60,963	64,648	68,332	72,017	75,701	79,386	83,071
34	56,274	60,143	64,012	67,880	71,749	75,618	79,487	83,356	87,225
35	59,088	63,150	67,212	71,275	75,337	79,399	83,461	87,523	91,586
37	65,144	69,623	74,102	78,580	83,059	87,537	92,016	96,494	100,973
38	68,401	73,104	77,806	82,509	87,212	91,914	96,617	101,319	106,022
39	71,821	76,759	81,697	86,634	91,572	96,510	101,448	106,385	111,323
40	75,413	80,597	85,782	90,966	96,151	101,335	106,520	111,704	116,889

Accountant
1/1/2014
\$38,088

2014 PAY PLAN

Salary Ranges

Grade	Begin	SY 5	SY 10	SY 15	SY 20	SY 25	SY 30	SY 35	SY 40
11	18,322	19,581	20,841	22,100	23,360	24,619	25,879	27,139	28,398
15	22,270	23,801	25,332	26,863	28,393	29,924	31,455	32,986	34,517
16	23,383	24,991	26,598	28,206	29,813	31,421	33,028	34,636	36,244
17	24,552	26,241	27,930	29,619	31,308	32,997	34,686	36,375	38,064
18	25,780	27,559	29,338	31,117	32,896	34,675	36,454	38,233	39,959
19	27,068	28,987	30,906	32,825	34,744	36,663	38,582	40,501	41,956
20	28,422	30,371	32,340	34,309	36,278	38,197	40,146	42,100	44,054
21	29,843	31,892	33,941	35,970	37,959	39,918	42,154	44,206	46,257
22	31,336	33,495	35,654	37,813	39,962	42,107	44,261	46,415	48,570
23	32,902	35,161	37,420	39,672	41,916	44,212	46,474	48,736	50,998
24	34,547	36,922	39,281	41,631	43,870	46,423	48,798	51,173	53,549
25	36,275	38,768	41,262	43,756	46,250	48,744	51,238	53,732	56,226
26	38,088	40,707	43,325	45,944	48,562	51,181	53,799	56,418	59,037
27	39,993	42,742	45,492	48,241	50,991	53,740	56,490	59,239	61,988
28	41,992	44,879	47,766	50,653	53,540	56,427	59,314	62,201	65,088
29	44,092	47,124	50,155	53,186	56,217	59,249	62,280	65,311	68,343
30	46,296	49,479	52,662	55,845	59,028	62,211	65,394	68,577	71,760
31	48,612	51,954	55,296	58,638	61,980	65,322	68,664	72,006	75,348
32	51,043	54,552	58,061	61,570	65,078	68,587	72,096	75,605	79,114
33	53,594	57,279	60,963	64,648	68,332	72,017	75,701	79,386	83,071
34	56,274	60,143	64,012	67,880	71,749	75,618	79,487	83,356	87,225
35	59,088	63,150	67,212	71,275	75,337	79,399	83,461	87,523	91,586
37	65,144	69,623	74,102	78,580	83,059	87,537	92,016	96,494	100,973
38	68,401	73,104	77,806	82,509	87,212	91,914	96,617	101,319	106,022
39	71,821	76,759	81,697	86,634	91,572	96,510	101,448	106,385	111,323
40	75,413	80,597	85,782	90,966	96,151	101,335	106,520	111,704	116,889

Admin. Assistant
1/1/2014
\$25,780

Cost Comparison

Annual Cost of Filling Deputy Administrator Position @ Entry Level (Salary and Fringes)	\$88,756
Annual Cost of Reorganization as Proposed (Salary and Fringes)	\$72,069

Reorganization is 18.8% less than filling the position at the entry level