File No. 111255

Committee Item No. 3
Board Item No. _____

# COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

**Committee:** Budget and Finance Committee **Date:** February 22, 2012

**Board of Supervisors Meeting** **Date** _____

| Cmte | Board | |
|---|---|---|
| ☐ | ☐ | **Motion** |
| ☐ | ☐ | **Resolution** |
| ☐ | ☐ | **Ordinance** |
| ☐ | ☐ | **Legislative Digest** |
| ☐ | ☐ | **Budget & Legislative Analyst Report** |
| ☐ | ☐ | **Ethics Form 126** |
| ☒ | ☐ | **Introduction Form (for hearings)** |
| ☐ | ☐ | **Department/Agency Cover Letter and/or Report** |
| ☐ | ☐ | **MOU** |
| ☐ | ☐ | **Grant Information Form** |
| ☐ | ☐ | **Grant Budget** |
| ☐ | ☐ | **Subcontract Budget** |
| ☐ | ☐ | **Contract/Agreement** |
| ☐ | ☐ | **Award Letter** |
| ☐ | ☐ | **Application** |

**OTHER** **(Use back side if additional space is needed)**

| | | |
|---|---|---|
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |

**Completed by:** Victor Young **Date:** February 17, 2012
**Completed by:** Victor Young **Date:** _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

# INTRODUCTION FORM

By a member of the Board of Supervisors or the Mayor

Time Stamp or
Meeting Date

I hereby submit the following item for introduction:

- [x] 1. For reference to Committee: Budget Committee
  An ordinance, resolution, motion, or charter amendment
- [ ] 2. Request for next printed agenda without reference to Committee
- [ ] 3. Request for Committee hearing on a subject matter
- [ ] 4. Request for letter beginning "Supervisor _____ inquires..."
- [ ] 5. City Attorney request
- [ ] 6. Call file from Committee
- [ ] 7. Budget Analyst request (attach written motion).
- [ ] 8. Substitute Legislation File Nos.
- [ ] 9. Request for Closed Session
- [ ] 10. Board to Sit as A Committee of the Whole
- [ ] 11. Question(s) submitted for Mayoral Appearance before the BOS on _____

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- [ ] Small Business Commission
- [ ] Ethics Commission
- [ ] Building Inspection Commission
- [ ] Youth Commission
- [ ] Planning Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.]**

**Sponsor(s):** Supervisor Carmen Chu

**Subject:** Hearing on Budget Update for FY2012-2013

The text is listed below or attached:

Hearing to include financial update and information on budget instructions and process for FY2012-2013.

Signature of Sponsoring Supervisor: _____

**For Clerk's Use Only:**

Common/Supervisors Form

Revised 05/19/11

111255