



# Public Works

## *Section F*

Water from the Sacramento River flows across the Tisdale Weir and under the new Garmire Bridge. In 2009, Sutter County's Public Works Department won two American Public Works Association awards: one for the new bridge, which improves water flow into the Tisdale Bypass, and one for construction of a new boat ramp at the Tisdale Weir.

# Public Works County Consolidated Street Lighting District (0-340)

Douglas Gault, Public Works Director

## EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: CO CONSOLIDATED ST LIGHT DIST      FUND: CO CONSOLIDATED ST LIGHT DIST      0340 0-340

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	36,795	27,458	40,000	65,000	65,000	62.5
OTHER CHARGES	35	357	798,510	9,115	9,115	98.9-
* GROSS BUDGET	36,830	27,815	838,510	74,115	74,115	91.2-
* NET BUDGET	36,830	27,815	838,510	74,115	74,115	91.2-
APPROPRIATION FOR CONTINGENCY	0	0	0	61,172	61,172	***
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	36,830	27,815	838,510	135,287	135,287	83.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	915	391	850	830	830	2.4-
GENERAL REVENUES	113,343	62,897	103,600	81,500	81,500	21.3-
CANCELLATION P/Y DESIGNATIONS	0	0	757,861	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	101,230-	23,801-	23,801-	52,957	52,957	322.5-
TOTAL AVAILABLE FINANCING	13,028	39,487	838,510	135,287	135,287	83.9-
* UNREIMBURSED COSTS	23,802	11,672-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The County Consolidated Street Lighting District is responsible for the maintenance and operations of street lights within the District.

The Public Works Department is responsible for the management of this District.

## Major Budget Changes

### Supplies & Services

- \$25,000 Increase in Maintenance and Professional/Specialized

Services to perform a street light inventory and perform maintenance as required

### Other Charges

- (\$798,041) Decrease in Contribution to Other Agency – Yuba City, to reflect the transfer of unencumbered funds to the City based on prior year annexations

# Public Works County Consolidated Street Lighting District (0-340)

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*Douglas Gault, Public Works Director*

## General Revenues

- (\$20,000) Decrease in Interest Apportioned

## Program Discussion & Summary Budget Request

The County Consolidated Street Lighting District consolidates over 40 smaller districts and finances the maintenance and operation of street lights within the unincorporated area of Sutter County. The District is obligated to provide service for which taxes are collected. The County Consolidated Street Lighting District is supported by ad valorem property taxes (as opposed to benefit assessments) on properties within the district.

Over the past few years, the City of Yuba City has annexed approximately 50% of the District and has assumed ownership of and responsibility for the operation and maintenance of those streetlights that now fall within the City limits. Current revenues are now being apportioned to the City for these facilities.

The Contribution to Other Agency – Yuba City account has decreased by \$798,041 as a result of a one-time transfer, in FY 2009-10, of unencumbered funds. The transfer was performed as a result of prior year annexations.

An additional \$25,000 is budgeted in the Maintenance and Professional/Specialized Services accounts in order to perform a street light inventory review and to perform additional maintenance as required.

\$8,394 is budgeted in the Interfund Transfer-Out Special Revenue account to transfer funds to the Plant Acquisition budget unit to fund

the District's share of cost of a street lighting energy improvement and upgrade project. The project will include the replacement of certain lighting fixtures with LED lights. The majority of the project is grant funded.

It is anticipated that interest earnings will decrease by approximately \$20,000 based on a reduced fund balance resulting from the transfer of funds to the City of Yuba City.

## Use of Reserves/Designations

This fund contains a Designation for Future Appropriations. The Designation was decreased in FY 2009-10 in order to transfer funds to the City of Yuba City. There are no recommended increases or decreases to this designation for FY 2010-11.

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

Royo Ranchero Construction - Live Oak Canal (0-389)

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

UNIT: ROYO RANCHERO CNSTRCT-LO CANAL FUND: ROYO RANCHERO CNSTRCT-LO CANAL 0389 0-389

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	650	650	***
INCREASE IN DESIGNATIONS	0	0	203	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	203	650	650	220.2
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	1,003	632	1,000	800	800	20.0-
UNDESIGNATED FUND BALANCE 7/1	1,800-	797-	797-	150-	150-	81.2-
TOTAL AVAILABLE FINANCING	797-	165-	203	650	650	220.2
* UNREIMBURSED COSTS	797	165	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The primary purpose of this budget unit is to appropriate the interest revenue for the remaining balance in a construction fund related to Live Oak Canal improvements, as provided in a 1986 bond issuance.

construction and acquisition of necessary right-of-way and construction of Royo Ranchero Drive northerly from Colusa Highway frontage road to Butte House Road.

**Major Budget Changes**

There are no major budget changes for FY 2010-11.

**Use of Reserves/Designations**

The Royo Ranchero Construction-Live Oak Canal fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$650.

**CAO Recommendation**

This budget is recommended as requested.

The Royo Ranchero - Live Oak Canal improvement project provided for the

The Public Works Director concurs with the recommended budget.

# Public Works Stonegate Sewer Improvement Construction (0-394)

*Douglas Gault, Public Works Director*

## EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: STONEGATE SEWER IMPRVMT CNSTR FUND: STONEGATE SEWER IMPRVMT CNSTR 0394 0-394

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	450	450	***
INCREASE IN DESIGNATIONS	0	0	349	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	349	450	450	28.9
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	624	393	600	550	550	8.3-
UNDESIGNATED FUND BALANCE 7/1	875-	251-	251-	100-	100-	60.2-
TOTAL AVAILABLE FINANCING	251-	142	349	450	450	28.9
* UNREIMBURSED COSTS	251	142-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget was established to appropriate funds for improvements at the Stonegate Sewer Plant.

The Public Works Department prepares and manages this budget unit.

## Major Budget Changes

There are no major budget changes for FY 2010-11.

## Program Discussion & Summary Budget Request

The Requested Budget is \$450.

Stonegate is a subdivision within the City of Yuba City, located south of Jefferson Avenue, north of Monroe Avenue, east of Royo Ranchero Drive and west of Madison Avenue.

## Use of Reserves/Designations

The Stonegate Sewer Improvement Construction fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Royo Ranchero Construction (0-397)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: ROYO RANCHERO CONSTRUCTION      FUND: ROYO RANCHERO CONSTRUCTION      0397 0-397

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	450	450	***
INCREASE IN DESIGNATIONS	0	0	291	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	291	450	450	54.6
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	590	372	600	600	600	.0
UNDESIGNATED FUND BALANCE 7/1	900-	309-	309-	150-	150-	51.5-
TOTAL AVAILABLE FINANCING	310-	63	291	450	450	54.6
* UNREIMBURSED COSTS	310	63-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget was established to appropriate funds for improvements at Royo Ranchero Drive. Remaining funds are to be expensed for future improvements to Royo Ranchero Drive.

The Public Works Department prepares and manages this budget unit.

**Major Budget Changes**

There are no major budget changes for FY 2010-11.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$450.

Royo Ranchero Drive is located within the City of Yuba City, bounded by Jefferson Avenue to the north and Highway 20 to the south.

**Use of Reserves/Designations**

The Royo Ranchero Construction fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

**CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works Building Maintenance (1-700)

Douglas Gault, Public Works Director

EXECUTIVE SUMMARY							
DEPT HEAD: DOUGLAS R. GAULT	UNIT: BUILDING MAINTENANCE		FUND: GENERAL			0001 1-700	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
SALARIES AND EMPLOYEE BENEFITS	1,995,067	1,699,420	2,305,224	2,424,486	2,177,773	5.5-	
SERVICES AND SUPPLIES	902,998	583,656	1,188,605	1,158,760	1,073,510	9.7-	
OTHER CHARGES	170,551	98,755	192,245	188,214	185,304	3.6-	
CAPITAL ASSETS	49,911	38,595	38,600	35,710	35,710	7.5-	
* GROSS BUDGET	3,118,527	2,420,426	3,724,674	3,807,170	3,472,297	6.8-	
INTRAFUND TRANSFERS	8,305	233,764-	74,693	146,602	146,602	96.3	
* NET BUDGET	3,126,832	2,186,662	3,799,367	3,953,772	3,618,899	4.7-	
OTHER REVENUES							
USER PAY REVENUES	327,656	453,868	438,075	457,584	457,584	4.5	
GOVERNMENTAL REVENUES	0	0	0	9,115	9,115	***	
OTHER FINANCING SOURCES	1,730	0	0	0	0	.0	
TOTAL OTHER REVENUES	329,386	453,868	438,075	466,699	466,699	6.5	
* UNREIMBURSED COSTS	2,797,446	1,732,794	3,361,292	3,487,073	3,152,200	6.2-	
ALLOCATED POSITIONS	34.00	33.00	33.00	33.00	33.00	.0	

## Purpose

The purpose of the Public Works Building Maintenance Division is to maintain the buildings and grounds that are owned, rented, or leased by Sutter County. Building Maintenance is responsible for grounds and building maintenance, as well as janitorial services, for 25 County properties supporting approximately 800 County employees with an annual budget of approximately \$3.5 million.

The Building Maintenance staff is responsible for repair and renovation of County-owned facilities including electrical, plumbing, HVAC, and structural systems.

With few exceptions, maintenance projects budgeted at less than \$15,000 are included

in the Building Maintenance budget. Projects with a cost of \$15,000 or above are budgeted in the Plant Acquisition budget unit (1-801).

## Major Budget Changes

### Salaries & Benefits

- (\$207,932) Decrease for three Custodian positions and one Building Services Worker position to be held vacant and unfunded
- \$5,602 Increase to change two Custodian positions and one MH Custodian positions to Senior Custodian positions, with offsetting savings in the

# Public Works Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

Purchasing budget unit (1-205)

- (\$8,500) Decrease in Overtime based on historic expenditures
- \$52,382 Increase in Interfund Workers Compensation costs
- (\$20,000) General reduction for salary savings

## Services & Supplies

- (\$12,025) Decrease in Weed Control Chemical expense; the Weed Control program is now being handled by the Agricultural Commissioner (budget unit 2-601)
- (\$40,600) Decrease in General Supplies based on a review of historic expenditures and estimated requirements for FY 2010-11
- (\$50,600) Decrease in Professional & Specialized Services based on a review of historic expenditures and estimated requirements for FY 2010-11
- (\$16,000) Decrease in Other Equipment; expense is now reflected in Small Tools

## Other Charges

- (\$17,687) General decrease in Interfund Vehicle Maintenance

## Capital Assets

- \$35,710 Replacement of aging vehicle with one utility truck

## Intrafund Transfers

- (\$13,794) Decrease in Intrafund A-87 Building Maintenance revenue (reflected as a negative expenditure)
- \$60,000 Increase in Intrafund Administration charges due to increased administrative services provided by Public Works Administration

## Revenues

- \$18,009 Increase in Interfund A-87 Building Maintenance revenue

## Program Discussion & Summary Budget Request

The Requested Budget is \$3,953,772.

The Building Maintenance division contains three programs that provide three separate services: Facilities Maintenance, Custodial Service, and Grounds Maintenance.

The Public Works Director is requesting reorganization within the Public Works Department, specifically affecting positions within the Building Maintenance budget unit and the Purchasing budget unit. The purpose of the reorganization is to allow for better utilization of staff in both departments, to increase flexibility of scheduling, and to increase efficiencies over

# Public Works

## Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

time. For the Building Maintenance budget unit, the reorganization reflects:

- Deleting one Custodian - MH Inpatient Unit position (1 FTE at GEN29) and adding one Senior Custodian position (1 FTE at GEN29).
- Deleting two Custodian positions (2 FTEs at GEN28) and adding two Senior Custodian positions (2 FTEs at GEN 29).

The cost for the above changes is \$5,602. This cost includes all salary and related benefit costs and reflects the amount of increase for a full year.

The increase in cost is offset by a savings of \$35,633 in the Purchasing budget unit (1-205), due to the reorganization of certain positions within that division of the Public Works Department. Therefore, the overall savings for the reorganization is \$30,031.

As compared to FY 2009-10, minor adjustments have been made to Professional and Specialized Services and General Supplies to better reflect actual expenses. Some of these costs are related to services provided to other Public Works budget units, including Airport, Parks and Recreation and the Veteran's Hall, and will be billed back to these budget units in future years through the A-87 Cost Plan.

Building Maintenance is requesting \$35,710 for the replacement of vehicle #634, an aging Dodge Ram Van. Annual maintenance costs currently exceed \$20,000. It is requested that the replacement vehicle be a 1/2-ton utility truck in order to allow the Building Maintenance Division more

flexibility in vehicle utilization, and thereby increasing efficiency.

Building Maintenance projects planned for FY 2010-11 include, but are not limited to: replacing the intercom system at Mental Health (1965 Live Oak Boulevard), re-coating the floors at Fleet Maintenance, lead abatement and encapsulation of the Quonset hut at Road yard in Trowbridge, ADA ramp modifications and re-stripping of the parking lot at the Veterans Memorial Building (1425 Veterans Memorial Circle).

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$3,618,899.

It is recommended that three Custodian positions (3 FTEs) and one Building Services Worker I position (1 FTE) be held vacant and unfilled for the year. This results in a budget savings of \$207,932. These positions will be re-evaluated for FY 2011-12 based on the needs of the department and available financing.

The requested reorganization plan is recommended for a cost of \$5,602 in the Building Maintenance budget unit, and an overall savings of \$30,031, based on the Public Works Director's stated needs for this budget unit as well as the Purchasing budget unit. This reorganization is subject to the adoption of the appropriate position classification and job specification for the Senior Custodian job class, and is subject to any "meet and confer" obligations.

## Public Works Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

Reductions of \$18,781 in Extra Help, \$25,500 in General Supplies, and \$59,750 in Professional and Specialized Services are recommended from the requested amounts, based on a review of historic actual expenditures.

A decrease of \$20,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$2,910 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

Capital Assets are recommended at \$35,710 for the replacement of vehicle #634 with a ½-ton utility truck. The purchase will be funded with a cancellation from the Designation for Future Vehicle Purchases (reflected in the Purchasing budget unit 1-205).

The Public Works Director concurs with the recommended budget.

**Public Works  
Plant Acquisition (1-801)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PLANT ACQUISITION		FUND: GENERAL		0001 1-801	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	532,864	446,142	1,261,923	1,471,535	1,471,535	16.6
OTHER CHARGES	170,272	226,353	224,353	0	0	100.0-
CAPITAL ASSETS	1,666,309	94,912	3,010,000	2,829,377	2,829,377	6.0-
* GROSS BUDGET	2,369,445	767,407	4,496,276	4,300,912	4,300,912	4.3-
INTRAFUND TRANSFERS	69,507	1,171	385,600-	357,500-	357,500-	7.3-
* NET BUDGET	2,438,952	768,578	4,110,676	3,943,412	3,943,412	4.1-
OTHER REVENUES						
USER PAY REVENUES	801,148	630	2,426,070	1,920,079	1,920,079	20.9-
GOVERNMENTAL REVENUES	1,532,167	0	1,158,000	1,512,083	1,512,083	30.6
TOTAL OTHER REVENUES	2,333,315	630	3,584,070	3,432,162	3,432,162	4.2-
* UNREIMBURSED COSTS	105,637	767,948	526,606	511,250	511,250	2.9-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget unit, which is managed by the Public Works Department, reflects all major County capital improvement and maintenance projects.

This budget unit is prepared jointly by the County Administrative Office and the Public Works Department.

**Program Discussion & Summary Budget Request**

The Requested Budget for FY 2010-11 Plant Acquisition projects is \$4,300,912. The request includes 13 projects that were authorized in FY 2009-10, and are continuing in FY 2010-11, as well as six new projects for FY 2010-11.

Plant Acquisition projects are funded by a variety of funding sources, including State

grants, Special Revenue funds, and the County General Fund. The Unreimbursed Cost shown in this budget unit represents the total General Fund cost. Each project that is financed by sources other than General Fund reserves is shown with a matching revenue account. If a project is being undertaken with a split financing arrangement, that split is also indicated on the revenue line. The project ledgers will show the corresponding revenues and clearly demonstrate when a project has been fully reimbursed.

Plant Acquisition projects are primarily budgeted between two expenditure accounts. Projects budgeted in account #52130, Maintenance/Structures and Improvements in the Services and Supplies account group, include the larger maintenance and remodel projects that should not be capitalized as they do not appreciably add to the life of the facility. Projects budgeted in Capital Assets account #54200, Structures and Improvements, are capital projects that are

# Public Works Plant Acquisition (1-801)

*Douglas Gault, Public Works Director*

new acquisitions or major improvements or remodels which appreciably extend the life of the facility. Projects proposed in the Facilities Master Plan will usually be budgeted in this budget unit when approved for construction by the Board of Supervisors. In some cases, budget account #52180, Professional and Specialized Services, is used when the project is a study, a plan or an assessment.

It should be noted that generally, for FY 2010-11, major projects budgeted at a cost of \$15,000 and over, which can be reimbursed directly from outside revenue sources, or which are performed directly by

an outside contract, are included in the Plant Acquisition budget unit. General maintenance projects that are budgeted at less than \$15,000 and which should be reflected in the County's A-87 Cost Plan are generally included in the Building Maintenance budget unit (1-700).

The Public Works Director and the County Administrative Officer are recommending Board of Supervisors authorization to continue working on prior-year projects that are being re-budgeted, without waiting for the adoption of the final budget resolution. These continuing projects total \$3,923,042 and include the following:

<b>Funding Source</b>	<b>Project No.</b>	<b>Description</b>	<b>Amount</b>
General Fund	9726	Jail Fuel Tank Removal/Replace (on-going project)	\$200,000
Road Fund (Budget Unit 3-100)	9920	Road Tank Remediation at Samuel Drive (on-going project)	\$165,000
General Fund and Cities of Yuba City and Live Oak	0505	Animal Control Facility: Re-budget for balance of Design & Programming plus completion of Construction Drawings, Plans & Specifications	\$357,500
Welfare Fund (Budget Unit 5-101)	0707	HVAC Ducting at Welfare/Social Services @ 190 Garden Highway Survey, Design, Repair/Replace (re-budget for balance of project)	\$51,805
General Fund	0817	Replace one (1) HVAC unit at Health Department (re-budget one of three authorized in FY 2009-10)	\$11,250
Airport Fund (Budget Unit 3-200)	0904	Replace Runway, Taxiway, and Approach Lighting	\$510,000
Airport Fund (Budget Unit 3-200)	0906	Airport Layout Plan Update (FAA Grant Requirement)	\$150,000
Proposition 40 Grant Funds and Museum Donation	1002	Museum Meeting Room construction (re-budget of project added mid-year FY 2009-10)	\$479,477
State Boating & Waterways Grant	0912	Live Oak Riverfront Boat Launch Facility (previously authorized under Parks & Recreation Budget Unit)	\$1,091,000

**Public Works  
Plant Acquisition (1-801)**

*Douglas Gault, Public Works Director*

Criminal Justice Construction Fund (Fund -0262)	0712	Sheriff Dept. Design and Improvements at Firing Range (re-budget to complete the Construction phase)	\$152,300
Criminal Justice Construction Fund (Fund 0-262)	0810	Sheriff's Upgrade of Minimum Security Jail Facility Shower/Restroom refurbish	\$8,110
Criminal Justice Construction Fund (Fund 0-262)	0821	Replace Chiller unit at Jail with HVAC system – Design Phase	\$90,000
Criminal Justice Construction Fund (Fund 0-262)	0908	Jail Minimum Security Facility Upgrade	\$506,600
General Fund	0903	Update Facilities Master Plan (re-budget with reduced scope of work and reduced cost)	\$150,000

The following chart summarizes the newly requested projects recommended for approval, and indicates the funding sources for those projects. The total of the newly requested projects for FY 2010-11 is

\$377,870. Projects with an asterisk (\*) are recommended for immediate Board of Supervisor's authorization so that repairs or construction can take place prior to adoption of the final budget, if necessary.

<b>Funding Source</b>	<b>Project No.</b>	<b>Description</b>	<b>Estimate</b>
State Grant & Street Light District Fund (0-340)	1004*	Energy Grant Projects: Upgrade Street Lighting to LED (various locations) and Upgrade to Programmable Thermostats (County offices not currently upgraded)	\$150,000
Welfare Fund (Budget Unit 5-101)	1005*	Replace Roof at Welfare offices (190 Garden Hwy.)	\$28,500
Road Fund (Budget Unit 3-100)	1006	Install Surveillance System at Road / Corporation Yard (275 Samuel Drive)	\$14,870
Criminal Justice Facilities Fund (Fund 0-262)	1007	Replace/Upgrade HVAC System in Jail Nursing Station	\$10,500
General Fund	1011*	Repair Erosion at Tisdale Boat Launch Facility and Parking Lot	\$150,000
Road Fund (Budget Unit 3-100)	1013	Relocate and Refurbish Modular Building at Road / Corporation Yard (275 Samuel Drive)	\$24,000

### **Use of Reserves/Designations**

It is recommended that the \$511,250 Unreimbursed Cost of this budget be funded by the General Fund Designation for Capital Projects (account #37312). This one-time revenue is included in the Cancellation of Prior Year Designations account in the General Revenues budget (1-209).

### **CAO Recommendation**

This budget is recommended as requested.

It is recommended that immediate authorization be given to the Public Works Director to continue work on prior year projects and to start work on certain time sensitive new projects, as indicated above. The Public Works Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PUBLIC WORKS		FUND: GENERAL		0001 1-920	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	928,474	997,920	1,367,567	1,502,830	1,398,863	2.3
SERVICES AND SUPPLIES	19,893	18,229	37,800	34,800	25,650	32.1-
OTHER CHARGES	446,529	21,392	192,333	46,740	44,176	77.0-
CAPITAL ASSETS	0	0	0	21,000	21,000	***
* GROSS BUDGET	1,394,896	1,037,541	1,597,700	1,605,370	1,489,689	6.8-
INTRAFUND TRANSFERS	787,541-	1,438	859,705-	717,820-	717,820-	16.5-
* NET BUDGET	607,355	1,038,979	737,995	887,550	771,869	4.6
OTHER REVENUES						
USER PAY REVENUES	415,258	18,438	559,720	619,243	619,243	10.6
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	415,258	18,438	559,720	619,243	619,243	10.6
* UNREIMBURSED COSTS	192,097	1,020,541	178,275	268,307	152,626	14.4-
ALLOCATED POSITIONS	9.50	12.00	12.00	13.00	13.00	8.3

## Purpose

Public Works Administration is responsible for the management and operations of a large number of budget units, some of which cover all or most of their expenses, but do not have administrative staff. Administrative services are provided to the County Airport, Facilities Management, Central Services, Fleet Management, Fish & Game, Parks and Recreation, Road Department, Water Agency, Water Resources, Purchasing, Veterans Hall, Water and Sewer Districts, Street Lighting and Landscape Districts and other Special Districts. General engineering services are provided to the public mainly in support of new development.

## Major Budget Changes

### Salaries and Benefits

- (\$75,617) Decrease to hold one Highway Engineering Technician II position vacant and unfunded
- \$83,373 Increase related to the transfer of one Accountant I position from the Fleet Management budget unit (4-580)
- (\$16,000) General reduction for salary savings
- \$18,120 Increase for Interfund Workers Compensation charges due in part to the transfer of employees from the Road

Division to the Public Works division in FY 2009-10

**Services & Supplies**

- (\$5,000) Decrease in Maintenance Equipment Contract based on anticipated needs of the department
- (\$5,000) Decrease in Professional & Specialized Services based on anticipated needs of the department

**Other Charges**

- (\$150,000) Decrease in Interfund Measure M expense related to the processing of the Measure M development application

**Capital Assets**

- \$21,000 Replacement of an aging vehicle with a small sport utility-type vehicle

**Intrafund Transfers**

- (\$150,000) Decrease in Intrafund Measure M revenue (shown as a negative expense) related to the processing of the Measure M development application
- \$7,880 Increase in Intrafund Administration Services revenue (shown as a negative expense) for administrative services provided to other budget units

**Revenues**

- (\$60,775) Decrease in Public Works fee revenues based on amounts received in FY 2009-10
- \$82,573 Increase in Interfund Public Works Administrative Services revenue related to services provided to the Fleet Management division
- \$52,000 Increase in Interfund Public Works Administration – Road revenue for services provided to the Road division
- (\$15,000) Decrease in Contribution from Other Agency for costs related to administrative services provided to the Waterworks District #1

**Program Discussion & Summary Budget Request**

The Requested Budget is \$887,550.

The Public Works Director is recommending that one Accountant I position be transferred to the Public Works budget unit (1-920) from the Fleet Management budget unit (4-580) in an effort to consolidate finance functions of the Public Works Department under one administrative arm of the department. It is requested that this position be reassigned to provide technical support to the other Public Works divisions, not just to Fleet, in the future. Due to the transfer, there is a corresponding increase in Public Works Administrative charges for financial and accounting services that will continue to be provided to Fleet Management.

The department is requesting \$21,000 for the replacement of vehicle #375, an aging 1996 Ford Ranger truck, due to age, condition and overall maintenance costs. It is requested that the replacement vehicle be a small sport utility-type vehicle, which will allow the Public Works Department more flexibility in vehicle utilization.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$771,864.

It is recommended that one Highway Engineering Tech position (1 FTE) be held vacant and unfunded for the year. This results in a budget savings of \$75,617. This position will be reevaluated for FY 2011-12 based on the needs of the department and available financing.

Extra Help has been reduced by \$12,350 from the department's request. The department's request for an Extra Help Office Assistant I position is not recommended at this time.

A decrease of \$6,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$3,000 from the requested amount is recommended in various other Services & Supplies line items, based on a review of historic actual expenditures.

Capital Assets is recommended at \$21,000 for the replacement of vehicle #634, an aging 1996 Ranger truck, with a small sport utility-

type vehicle. The purchase will be funded with a cancellation from the Designation for Future Vehicle Purchases (reflected in the Purchasing budget unit 1-205).

Interfund Information Technology charges have been reduced by \$2,564 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Public Works Director concurs with the recommended budget.

# Public Works

Douglas Gault, Public Works Director

## Urban Area Residential Street Lighting District (3-000)

### EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

UNIT: URBAN AREA RESIDENT ST LIGHTING FUND: URBAN AREA RESIDENT ST LIGHTING 3000 3-000

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	17,177	10,162	18,000	25,000	25,000	38.9
OTHER CHARGES	16	228	301	235	235	21.9-
* GROSS BUDGET	17,193	10,390	18,301	25,235	25,235	37.9
* NET BUDGET	17,193	10,390	18,301	25,235	25,235	37.9
APPROPRIATION FOR CONTINGENCY	0	0	0	1,752	1,752	***
INCREASE IN DESIGNATIONS	0	0	2,216	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	17,193	10,390	20,517	26,987	26,987	31.5
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	25,693	15,182	26,000	25,200	25,200	3.1-
UNDESIGNATED FUND BALANCE 7/1	13,984-	5,483-	5,483-	1,787	1,787	132.6-
TOTAL AVAILABLE FINANCING	11,709	9,699	20,517	26,987	26,987	31.5
* UNREIMBURSED COSTS	5,484	691	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Urban Area Residential Street Lighting District is responsible for the maintenance and operations of street lights within the District.

The Public Works Department is responsible for the management of this District.

## Major Budget Changes

### Services & Supplies

- \$7,000 Increase in Maintenance of Structures & Improvement and

Professional & Specialized Services to perform a street light inventory and to perform maintenance as required.

## Program Discussion & Summary Budget Request

The Requested Budget is \$26,987.

The Urban Area Residential Street Lighting District was established as a zone of benefit to finance the maintenance and operation of street lighting in the District. The District is obligated to provide service for which

## Public Works

*Douglas Gault, Public Works Director*

### Urban Area Residential Street Lighting District (3-000)

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assessments are collected. The budget includes a total of eight subdivisions: three in the community of Sutter, two west of George Washington, one in the north Yuba City area, one in Century Park, and one near Bogue Road and Highway 99. The Urban Area Residential Street Lighting District is supported by benefit assessments that are applied to properties within the district. Assessment rates are reviewed annually and may be adjusted if necessary to meet costs.

An additional \$7,000 is budgeted in the Maintenance and Professional/Specialized Services accounts in order to perform a street light inventory review and to perform additional maintenance as required.

### Use of Reserves/Designations

The Urban Area Residential Street Lighting District fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works

Douglas Gault, Public Works Director

## Wildewood West Street Landscape Maintenance District (4-011)

### EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

UNIT: SUTTER CO ST LNDSKP WILDEWOOD W FUND: SUTTER CO ST LNDSKP WILDEWOOD W 4011 4-011

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	2,090	1,900	3,200	3,200	3,200	.0
OTHER CHARGES	1,716	0	0	347	347	***
* GROSS BUDGET	3,806	1,900	3,200	3,547	3,547	10.8
* NET BUDGET	3,806	1,900	3,200	3,547	3,547	10.8
APPROPRIATION FOR CONTINGENCY	0	0	480	3,126	3,126	551.3
INCREASE IN DESIGNATIONS	0	0	248	0	0	100.0-
INCREASES IN RESERVES	0	0	0	1,541	1,541	***
* TOTAL BUDGET	3,806	1,900	3,928	8,214	8,214	109.1
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	2,938	1,806	3,255	3,195	3,195	1.8-
CANCELLATION P/Y DESIGNATIONS	0	0	0	4,599	4,599	***
UNDESIGNATED FUND BALANCE 7/1	1,541	673	673	420	420	37.6-
TOTAL AVAILABLE FINANCING	4,479	2,479	3,928	8,214	8,214	109.1
* UNREIMBURSED COSTS	673-	579-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Wildewood West Street Landscape Maintenance District was established as a zone of benefit to finance the maintenance and operation of street landscape strips in the Wildewood West subdivision.

The Wildewood West Street Landscape Maintenance District is located just west of the City of Yuba City limits.

## Major Budget Changes

- \$347 Increase in Interfund A-87 Building Maintenance expense

## Program Discussion & Summary Budget Request

The Requested Budget is \$8,214.

Revenues for the district are derived from assessments levied on the properties within the Wildewood West subdivision. The District budget provides for professional landscaping services, at \$2,280 annually, and other required professional maintenance and repairs of the maintenance district.

The amount requested this year for Interfund A-87 Building Maintenance expense reflects a normal level of costs. In a prior year, County force labor, which is billed through the A-87

## Public Works

*Douglas Gault, Public Works Director*

### Wildewood West Street Landscape Maintenance District (4-011)

Building Maintenance account, was used to repair the irrigation system for the Landscape District, which resulted in a higher cost in FY 2008-09.

#### **Use of Reserves/Designations**

The Wildewood West Street Landscaping Maintenance District fund contains a Designation for Future Appropriations. No increase or decrease to the Designation is proposed for FY 2010-11.

#### **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Capital Projects (Human Services Building) (4-100)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN	UNIT: CAPITAL PROJECTS		FUND: CAPITAL PROJECTS			4100 4-100
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	0	0	300,000	300,000	300,000	.0
* GROSS BUDGET	0	0	300,000	300,000	300,000	.0
* NET BUDGET	0	0	300,000	300,000	300,000	.0
APPROPRIATION FOR CONTINGENCY	0	0	16,029	19,029	19,029	18.7
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	316,029	319,029	319,029	.9
OTHER REVENUES						
USER PAY REVENUES	0	0	300,000	300,000	300,000	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	4,507	2,840	3,000	3,000	3,000	.0
UNDESIGNATED FUND BALANCE 7/1	8,522	13,029	13,029	16,029	16,029	23.0
TOTAL AVAILABLE FINANCING	13,029	15,869	316,029	319,029	319,029	.9
* UNREIMBURSED COSTS	13,029-	15,869-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This fund was created to account for costs incurred for the proposed new Human Services building, as this is a major construction project for the County. This budget unit is jointly administered by the Public Works Director and the County Administrative Officer.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$319,029.

The need to provide adequate facilities for the various Human Services divisions was formally identified close to ten years ago. For several years, this need has been

planned to be addressed by the construction of a new Human Services Building adjacent to the Mental Health Facility at 1965 Live Oak Boulevard, Yuba City. The building has been fully designed by an architectural firm retained by the County. The construction cost of the building was last calculated at \$16 million. However, construction of the building has repeatedly been held up by the unavailability of State funding. The County had been exploring alternative means of providing for the facility needs of the Human Services divisions. We recommend that the annual budget of \$300,000 be continued as it has not yet been determined with certainty that it is not feasible to construct a Human Services facility now or in the future.

**Use of Reserves/Designations**

The Capital Projects fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

**CAO Recommendation**

This budget is recommended as requested.

The CAO and the Public Works Director concur with the recommended budget.

**Public Works  
Fleet Management (4-580)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: FLEET MANAGEMENT ISF		FUND: FLEET MANAGEMENT ISF		4580 4-580	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	516,796	434,904	543,710	481,167	474,167	12.8-
SERVICES AND SUPPLIES	721,663	538,180	940,582	881,675	881,675	6.3-
OTHER CHARGES	632,230	74,840	332,355	206,838	205,984	38.0-
CAPITAL ASSETS	14,658	12,060	25,500	27,000	27,000	5.9
* GROSS BUDGET	1,885,347	1,059,984	1,842,147	1,596,680	1,588,826	13.8-
* NET BUDGET	1,885,347	1,059,984	1,842,147	1,596,680	1,588,826	13.8-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	7,854	***
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	1,885,347	1,059,984	1,842,147	1,596,680	1,596,680	13.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	1,199,535	733,655	1,674,602	1,579,595	1,579,595	5.7-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	23,017	4,496	24,000	10,600	10,600	55.8-
CANCELLATION P/Y DESIGNATIONS	0	0	146,050	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	660,290	2,505-	2,505-	6,485	6,485	358.9-
TOTAL AVAILABLE FINANCING	1,882,842	735,646	1,842,147	1,596,680	1,596,680	13.3-
* UNREIMBURSED COSTS	2,505	324,338	0	0	0	.0
ALLOCATED POSITIONS	8.00	7.00	7.00	6.00	6.00	14.3-

**Purpose**

The Fleet Management Internal Service Fund (ISF) is operated by the Public Works Department General Services Division. The ISF provides management services for County vehicles and equipment. Management of the vehicles and equipment includes inventory, utilization, preventative maintenance, inspections, un-scheduled maintenance, accident repair, outside and warranty repairs, fuel card-lock system, tracking of associated costs, replacement recommendations, and disposal.

Fleet Management also ensures adherence to government mandates such as state smog inspections, California Highway Patrol Biennial Terminal Inspections (BIT), California Air Resource Board (CARB) on-road and off-road regulations, Heavy-Duty Vehicle Idling Emission Reduction Program, Periodic Smoke Inspection Program (PSIP) for heavy-duty diesel vehicles and Emission Control Label regulations.

Fuel cardlock interface and transaction auditing are performed checking fueling details and quoted pricing from fuel vendors. Services are also provided to other

# Public Works Fleet Management (4-580)

*Douglas Gault, Public Works Director*

local agencies or municipalities upon request.

## Major Budget Changes

### Salaries & Benefits

- (\$83,373) Decrease related to the transfer of one Accountant I to the Public Works budget unit (1-920)
- \$13,459 General salary and benefit adjustments
- (\$7,000) General reduction for salary savings

### Services & Supplies

- (\$59,033) Decrease in Other Department Fuel & Oil based on anticipated fuel costs

### Other Charges

- \$83,373 Increase in Interfund Public Works Administration Service charges related to the transfer of one Accountant I to the Public Works budget unit (1-920)
- (\$175,000) Decrease in Interfund Plant Acquisition – no new projects planned in FY2010-11 – one-time project in FY 2009-10
- (\$30,382) Decrease in Interfund Overhead (A-87) Costs

### Capital Assets

- \$6,500 Replacement of one Diesel Exhaust Emissions Diagnostic Scan Tool

### Revenue

- (\$13,400) Decrease in Interest revenue based on historic data
- (\$59,770) Decrease in Interfund Fuel & Oil revenue corresponding to a decrease in anticipated fuel costs
- (\$52,078) Decrease in Interfund Vehicle Maintenance revenue
- \$14,264 General increase in Interfund Fleet Administration charges

## Program Discussion & Summary Budget Request

The Requested Budget is \$1,596,680.

Fleet Management operates as an ISF and, as such, must generate its own revenue to cover expenditures. Fleet Management has been working with the CAO's office and the Auditor-Controller's office to revise the methodology used to distribute these costs. The final resolution of these changes could have an impact on the distribution of Fleet's charges, reserves, and working capital.

The volatility in the price of fuel continues to be a major budget impact that is difficult to accurately estimate. The recommended budget for FY 2010-11 includes \$488,581 for the purchase of fuel as compared to the FY 2009-10 adopted budget of \$547,614. Unforeseen market fluctuations substantially

## Public Works Fleet Management (4-580)

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*Douglas Gault, Public Works Director*

impact our ability to forecast these costs. There is a corresponding decrease in Interfund Oil & Fuel Revenue.

The Public Works Director is recommending that one Accountant I position be transferred to the Public Works budget unit (1-920) in an effort to consolidate finance functions of the Public Works Department under on administrative arm of the department. Due to the transfer, there is a corresponding increase in Public Work Administrative charges for financial and accounting services that will continue to be provided to Fleet Management.

New regulations for calendar year 2010 include: the Bureau of Automotive Repair (BAR) Light Duty Diesel powered vehicles incorporated into the Smog Check Program, and the California Air Resource Board (CARB) Tire Pressure regulation.

Fleet Management is replacing the Red Mountain Opacity tester for the Periodic Smoke Inspection Program (PSIP). CARB requires heavy duty on-road diesel trucks be PSIP tested annually. This opacity tester measures the exhaust emissions and prints the report to be kept on file for CARB. The current tester is 10 years old and has exceeded its expected service life and requires repairs exceeding the value of the tester. This asset will need to be replaced prior to the next cycle of testing in August 2010.

Fleet will have the shop maintenance floors be cleaned and repainted due to wear. The automotive side will require two coats of paint while the heavy equipment side will need one coat. The walkway needs the anti-slip repainted. This project will be performed by the Building Maintenance

division and will be billed back to the Fleet budget unit through the A-87 Cost Plan.

Fleet provides vehicle utilization information to the CAO's office and to departments to promote improved vehicle utilization and to aide decision making regarding replacement of aging vehicles. Collectively with Fleet, the County continues to recognize the importance of extending the life of the fleet vehicles and equipment assets.

Fleet Management continues to look at methods and procedures to further improve preventative maintenance, customer service and communications with departments.

### Use of Reserves/Designations

The Fleet Management fund contains a Designation for Future Appropriations. There are no increases or decreases to the designation recommended for FY 2010-11.

### CAO Recommendation

This budget is recommended at \$1,596,680. The CAO recommendation differs from the department request in two respects.

A decrease of \$7,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$854 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technologies Department Budget.

## Public Works Fleet Management (4-580)

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*Douglas Gault, Public Works Director*

Because the Fleet Management budget unit operates as an ISF and must balance revenues to expenditures within the fund, an offsetting increase in Appropriation for Contingencies of \$7,854 is recommended in order to balance the budget to the recommended changes.

The Public Works Director concurs with the recommended budget.

# Public Works Purchasing (1-205)

Douglas Gault, Public Works Director

## EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT	UNIT: PURCHASING	FUND: GENERAL			0001 1-205		
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
SALARIES AND EMPLOYEE BENEFITS	225,882	151,652	249,011	211,206	208,206	16.4-	
SERVICES AND SUPPLIES	6,213	3,609	11,450	10,100	10,100	11.8-	
OTHER CHARGES	23,201	37,174	38,694	19,983	20,887	46.0-	
CAPITAL ASSETS	21,210	0	0	0	0	.0	
* GROSS BUDGET	276,506	192,435	299,155	241,289	239,193	20.0-	
INTRAFUND TRANSFERS	68,124	659	65,295	65,827	65,827	.8	
* NET BUDGET	344,630	193,094	364,450	307,116	305,020	16.3-	
OTHER REVENUES							
USER PAY REVENUES	13,961	602	26,219	25,000	25,000	4.6-	
GOVERNMENTAL REVENUES	0	0	0	0	0	.0	
OTHER FINANCING SOURCES	683	0	0	0	0	.0	
CANCELLATION P/Y DESIGNATIONS	0	0	142,825	56,710	56,710	60.3-	
TOTAL OTHER REVENUES	14,644	602	169,044	81,710	81,710	51.7-	
* UNREIMBURSED COSTS	329,986	192,492	195,406	225,406	223,310	14.3	
ALLOCATED POSITIONS	4.00	4.00	4.00	3.00	3.00	25.0-	

## Purpose

The Purchasing budget unit is operated by the Public Works Department General Services Division. The primary function of Purchasing is to purchase the supplies, materials, capital assets, and services required by the County staff in a timeframe that meets their needs and to ensure that maximum value is obtained for each dollar spent.

Purchasing is responsible for administering purchasing policies, as approved by the Board of Supervisors; dealing fairly with all potential sources of supplies; obtaining goods and services in an efficient and businesslike manner; consolidating purchases of like or common items; obtaining fair prices for materials,

equipment, supplies, and services; and generally defining how to affect cost savings and coordinated purchasing and contracting procedures for Sutter County.

## Major Budget Changes

### Salaries & Benefits

- (\$35,633) Decrease to delete one Buyer position, one Central Services Assistant II position and one Office Assistant II position and to add one Procurement and Contract Analyst position and one Office Assistant III position
- (\$3,000) General reduction for salary savings

# Public Works Purchasing (1-205)

*Douglas Gault, Public Works Director*

## Services & Supplies

processing and delivery on behalf of the Courts

- (\$1,100) Decrease in Communications based on historic expenditures
- \$3,000 Increase in Office Equipment for the purchase of one modular workstation
- (\$2,000) Decrease in Transportation and Travel based on historic expenditures

## Other Charges

- \$4,913 General increase in Interfund Information Technology charges including on-going maintenance for the Purchasing module of the Sungard system
- (\$21,387) Decrease in Interfund Projects for costs related to the purchase and implementation of the Purchasing module of Sungard system

## Revenues

- \$25,000 Increase in Interfund Transfer-In from the Criminal Justice Facilities fund (0-262) to fund the purchase of a voice logger system for the Sheriff's Department
- (\$26,219) Decrease in Court Reimbursement as the department no longer provides centralized mail

## Program Discussion & Summary Budget Request

The Requested Budget is \$307,116.

The primary goal of the Purchasing Department is to focus on volume buying, product standardization, creating vendor competition, evaluating vendor performance, and overall procurement coordination.

The Public Works Director is requesting reorganization within the Public Works Department, specifically affecting positions within the Purchasing budget unit and the Building Maintenance budget unit. The purpose of the reorganization is to allow for better utilization of staff in both departments, to increase flexibility of scheduling, and to increase efficiencies over time. For the Purchasing budget unit, the reorganization reflects:

- Deleting one Buyer position (1 FTE at PRO35) and adding one Procurement and Contract Analyst position (1 FTE at PRO38)
- Deleting one Office Assistant II position (1 FTE at GCL28) and adding one Office Assistant III position (1 FTE at GCL30)
- Eliminating one vacant Central Services Assistant II position (1 FTE at GEN30)

The savings created by the above changes is \$35,633. This calculation includes all salary

and related benefit costs and reflects the amount of increase for a full year.

The savings is offset by a moderate increase in cost within the Building Maintenance budget unit (1-700) of \$5,602 due to the reorganization of certain positions within that division of the Public Works Department. Therefore, the overall savings for the reorganization is \$30,031.

The SunGard software system, which includes modules for Purchasing as well as Personnel, Payroll and Budgeting, is currently scheduled to be implemented in July 2010. The Purchasing module will be an added security measure as only authorized staff will have access to the software.

## **Use of Reserves/Designations**

Purchasing is a General Fund department and thus does not have its own Reserve or Designation accounts. However, the cancellation of General Fund designations for General Fund vehicle and/or major equipment purchases is reflected in the Purchasing budget unit. This budget includes the Cancellation of Designations in the amount of \$56,710 from the Designation for Future Vehicle Purchases (account number 37337) for the following replacement vehicles:

- \$21,000 is recommended to be cancelled for the purchase of one (1) small sport utility-type vehicle (Public Works budget unit 1-920);
- \$35,710 is recommended to be cancelled for the purchase of one (1) 1/2 ton utility truck (Building Maintenance budget unit 1-700).

## **CAO Recommendation**

This budget is recommended at \$305,020.

The requested reorganization plan is recommended for a savings of \$35,633 in the Purchasing budget unit, and an overall savings of \$30,031, based on the Public Works Director's stated needs for this budget unit as well as the Building Maintenance budget unit. This reorganization is subject to the adoption of the appropriate position classification and job specification for the Procurement and Contract Analyst job class, and is subject to any "meet and confer" obligations.

A decrease of \$3,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$1,096 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Interfund Projects account has been increased by \$2,000 to reflect a re-budget of Sungard implementation costs from FY 2009-10, to cover project components that will not be completed by June 30, 2010.

The Interfund Transfer-In account is recommended at \$25,000 to fund the purchase of a voice logger system for the Sheriff's Department. Funds will be transferred from the Criminal Justice Facilities fund (0-262).

**Public Works  
Purchasing (1-205)**

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*Douglas Gault, Public Works Director*

The Public Works Director concurs with the recommended budget.

**Public Works  
Central Services (1-924)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: CENTRAL SERVICES		FUND: GENERAL		0001 1-924	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	677,551	439,018	604,732	482,921	482,921	20.1-
* GROSS BUDGET	677,551	439,018	604,732	482,921	482,921	20.1-
INTRAFUND TRANSFERS	227,275-	129,642-	183,455-	162,965-	162,965-	11.2-
* NET BUDGET	450,276	309,376	421,277	319,956	319,956	24.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	444,134	287,097	409,077	314,846	314,846	23.0-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	444,134	287,097	409,077	314,846	314,846	23.0-
* UNREIMBURSED COSTS	6,142	22,279	12,200	5,110	5,110	58.1-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

Central Services is operated by the General Services Division of the Public Works Department. This budget unit provides for inter-office mail services, postal services, printing services and copier leases for County departments.

**Revenues**

- (\$20,490) Decrease in Intrafund revenue related to decreases in expense accounts
- (\$94,231) Decrease in User Pay Revenues related to decreases in expense accounts

**Major Budget Changes**

**Services & Supplies**

- (\$79,026) Decrease in Professional & Specialized Services
- (\$42,135) Decrease in Rents & Leases Equipment

**Program Discussion & Summary Budget Request**

The Requested Budget is \$319,956.

Costs for the provision of postage, printing, and copier leases services to County departments are passed through this budget unit and charged to the recipient County Departments.

Printing services are billed to user departments based on the cost of printing. Copier leases are billed to user departments based on copier machine rental costs. Postage is also billed to the user department based on the postage costs for mail process for each user.

A significant budget change for this budget unit is the copier lease re-negotiation which extends the current lease contract an additional two years, changing a four-year term to a six-year term. With this contract extension, the County departments utilizing the copier contract will experience a decrease in annual copier lease expense of approximately 50%. This results in a decrease of \$47,135 in the Rents & Leases Equipment account.

Another major change is the reduction in postage expense. This is related primarily to the Welfare department due to a conversion to a new computer system and offsite processor which will greatly impact the way mail is processed and reduce Welfare's volume of outgoing mail processed by Central Services.

There is also a reduction in printing costs paid to outside vendors.

The combined changes to postage and printing result in a reduction of \$79,026 in the Professional & Specialized Services account.

The overall reduction in costs results in a decrease of revenue to the budget, based on reduced costs charged out to County departments.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works Fish & Game Propagation (2-703)

Douglas Gault, Public Works Director

## EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT	UNIT: FISH & GAME PROPAGATION	FUND: FISH AND GAME	0006 2-703			
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	6,950	6,633	16,000	18,000	18,000	12.5
OTHER CHARGES	867	1,074	3,590	3,610	3,610	.6
* GROSS BUDGET	7,817	7,707	19,590	21,610	21,610	10.3
* NET BUDGET	7,817	7,707	19,590	21,610	21,610	10.3
APPROPRIATION FOR CONTINGENCY	0	0	2,938	0	0	100.0-
INCREASE IN DESIGNATIONS	0	0	7,307	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	7,817	7,707	29,835	21,610	21,610	27.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	2,250	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	10,855	6,677	10,700	10,500	10,500	1.9-
CANCELLATION P/Y DESIGNATIONS	0	0	8,890	799	799	91.0-
UNDESIGNATED FUND BALANCE 7/1	4,956	10,245	10,245	10,311	10,311	.6
TOTAL AVAILABLE FINANCING	18,061	16,922	29,835	21,610	21,610	27.6-
* UNREIMBURSED COSTS	10,244-	9,215-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The purpose of this budget unit is to support Fish and Game Commission programs.

This budget is financed by fines from violations of the Fish and Game Code. The revenue from these fines is restricted to use for fish and game purposes.

Public Works provides administrative services to this budget unit.

## Major Budget Changes

### Services and Supplies

- \$2,000 Increase in Special Departmental Expenses due to increased costs in programs supported by the Fish and Game Commission

## Program Discussion & Summary Budget Request

The Requested Budget is \$21,610.

## Public Works Fish & Game Propagation (2-703)

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*Douglas Gault, Public Works Director*

Under the direction of the Board of Supervisors, the Fish and Game Advisory Commission uses this budget to aid programs that help to preserve the hunting, fishing, and wildlife heritage by providing opportunities for people to learn the skills, safety, ethics, respect, and stewardship in the conduct of outdoor pursuits. To this end, the Commission supports programs that aid in the education of children and young adults. This includes participation in the Duck Egg Recovery Program, purchase of pheasants and support of an annual Junior Pheasant Hunt, Salmon aquariums for the local grade schools, field trips to fish hatcheries and wildlife preserves, junior fishing derbies, hunter safety and habitation restoration.

Other local support from the Fish and Game Commission includes donations. These donations are not to exceed \$1,000 per group, not to exceed \$7,000 awarded for the year, to specific organizations that support the Fish and Game Commission goals. Associations and programs benefiting from donations include Westside Anglers, California Deer Association, Sutter Sportsman Association, various duck egg recovery projects and various school educational activities.

Revenue for the Fish and Game Propagation Fund is generated from court fines charged for violations of state fish and game laws within the County.

### Use of Reserves/Designations

The Fish and Game Propagation fund contains a Designation for Future Appropriations. In order to fund Fish and Game Commission activities, \$799 will be cancelled from the Designation. The estimated balance in the Designation account will be \$52,469.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works County Airport (3-200)

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY AIRPORT		FUND: COUNTY AIRPORT		0005 3-200	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	3,792	3,073	3,560	3,660	3,660	2.8
SERVICES AND SUPPLIES	95,347	82,286	122,110	105,190	105,190	13.9-
OTHER CHARGES	571,994	87,806	750,211	812,274	812,274	8.3
* GROSS BUDGET	671,133	173,165	875,881	921,124	921,124	5.2
* NET BUDGET	671,133	173,165	875,881	921,124	921,124	5.2
APPROPRIATION FOR CONTINGENCY	0	0	28,292	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	671,133	173,165	904,173	921,124	921,124	1.9
<b>OTHER REVENUES</b>						
USER PAY REVENUES	161,408	368,194	431,173	212,886	212,886	50.6-
GOVERNMENTAL REVENUES	268,137	10,000	585,250	627,000	627,000	7.1
GENERAL REVENUES	17,321	10,107	18,000	15,000	15,000	16.7-
OTHER FINANCING SOURCES	0	0	67,811	34,292	34,292	49.4-
UNDESIGNATED FUND BALANCE 7/1	26,206	265,872-	198,061-	31,946	31,946	116.1-
TOTAL AVAILABLE FINANCING	473,072	122,429	904,173	921,124	921,124	1.9
* UNREIMBURSED COSTS	198,061	50,736	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The County Airport, a class A-II airport established in 1947, is located within Sutter County and is operated by the Sutter County Public Works Department. The State of California Department of Transportation Division of Aeronautics (Caltrans) and the Federal Aviation Administration (FAA) certify the Sutter County Airport as a General Aviation airport.

The airport's single paved runway is 3,040 feet long and 75 feet wide. The runway has edge lighting, runway end identification lights, a lighted segmented circle and a visual approach slope indicator for the

northern approach. This airport is limited to visual flight operations.

The airport has a total of 52 hangar spaces in 8 County owned hangar buildings, 12 private hangars, 14 end spaces and 5 commercial tenants. The asphalt concrete apron contains 113 total tie-down spaces, designated as, 85 rentals and 28 transients. Services available at the airport include taxi service, aircraft repair and fuel sales.

The County maintains the airport to ensure aeronautical safety, and compliance with Federal, State, and local aviation rules and regulations and aviation advisories.

# Public Works County Airport (3-200)

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*Douglas Gault, Public Works Director*

## Major Budget Changes

correcting entry made in FY  
2009-10

### Services & Supplies

- (\$20,000) Decrease in Fuel & Oil related to reduced Airport fuel purchases
- (\$2,500) Decrease in Maintenance Structures/Improvements due to fuel tank maintenance costs being reflected in the Building Maintenance budget (costs will be billed to the Airport through the A-87 Cost Plan)
- \$6,000 Increase in Special Department Expense Resale account for quarterly sales tax reimbursement to the State for airport fuel sales

- (\$10,000) Decrease in State Aid for Aviation revenue; this State funding is not currently available
- (\$14,750) Decrease in State grant revenue related to Airport Capital Improvement projects; this State funding not currently available
- (\$3,000) Decrease in Interest earnings

### Other Financing Sources

- (\$33,519) Decrease in Long Term Debt Proceeds due to a decrease in the General Fund loan required for FY 2010-11

### Other Charges

- (\$9,000) Decrease in Interfund Admin-Miscellaneous Departments, reflecting decreased Public Works Administration services provided to the Airport

### Revenues

- \$16,798 Increase in Rent Land and Buildings revenue based on approved rent increases and increased occupancy
- (\$10,000) General decrease in Airport Fuel sales
- (\$226,353) Decrease in Interfund Misc. Transfer; this was a one-time

## Program Discussion & Summary Budget Request

The requested budget is \$921,124.

In FY 2009-10, the Board approved a rolling five year Airport Capital Improvement Plan (ACIP) with planned improvements ranging from an updated airport layout plan, runway/taxiway lighting, obstruction removal, apron overlay, and fuel farm replacement. The airport layout plan, runway/taxiway lighting and the obstruction removal are planned for completion in FY 2010-11.

The Airport operates as a separate enterprise and, as such, the intention is that it generates sufficient revenue to cover the costs to operate and maintain the airport facilities.

## Public Works County Airport (3-200)

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*Douglas Gault, Public Works Director*

During FY 2008-09 the Board of Supervisors authorized graduated increases in Airport rental rates and fees with annual operating deficits being covered by a loan from the pooled treasury/General Fund. The estimated General Fund loan amount required for operating expenses for FY 2009-10 was \$67,811. The Airport fund will borrow an additional \$34,292 in FY 2010-11. The General Fund loan is capped at \$125,000.

This year's expenditures include \$660,000 in charges for updating the Airport layout plan and the construction of the runway/taxiway lighting upgrade and obstruction removal. These projects were originally authorized in FY 2009-10 and are being re-budgeted for FY 2010-11. Approximately \$627,000 of these costs will be covered by grants from the FAA. State funding is not available as of this writing. The runway and taxiway lighting upgrade will update the runway lighting and signage to meet current FAA standards for aircraft operations. Additionally the project will include the replacement of the Precision Approach Path Indicators (PAPI).

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Parks and Recreation (7-101)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY							
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PARKS & RECREATION		FUND: GENERAL			0001 7-101	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
SERVICES AND SUPPLIES	64,865	46,922	41,900	26,400	26,400	37.0-	
OTHER CHARGES	30,941	1,977	42,577	41,631	41,631	2.2-	
* GROSS BUDGET	95,806	48,899	84,477	68,031	68,031	19.5-	
INTRAFUND TRANSFERS	224,524	172,210	261,804	207,360	207,360	20.8-	
* NET BUDGET	320,330	221,109	346,281	275,391	275,391	20.5-	
OTHER REVENUES							
USER PAY REVENUES	16,222	11,722	14,700	14,000	14,000	4.8-	
GOVERNMENTAL REVENUES	148,568	21,183	0	0	0	.0	
TOTAL OTHER REVENUES	164,790	32,905	14,700	14,000	14,000	4.8-	
* UNREIMBURSED COSTS	155,540	188,204	331,581	261,391	261,391	21.2-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0	

**Purpose**

The Parks and Recreation budget unit provides for the operation, routine maintenance services, management, planning, and improvements for the County park system, which includes parks, boat ramps, monuments, and recreational areas. The mission of Parks and Recreation is to provide and adequately maintain recreation opportunities which are highly accessible and offer a high-quality outdoor experience in a safe environment; to protect park resources from incompatible uses; and to plan park development in such a manner as to minimize environmental impacts.

**Major Budget Changes**

**Services & Supplies**

- (\$16,500) Decrease in Maintenance Structures and Improvements expenses; expenditures now reflected in the Building Maintenance budget unit (1-700)
- \$1,000 Increase in Utilities based on estimated increase in PG&E rates

**Other Charges**

- (\$30,600) Decrease in Interfund Administration Miscellaneous Department expense; expenditures now reflected in the Interfund Road account

## Public Works Parks and Recreation (7-101)

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*Douglas Gault, Public Works Director*

- \$30,000 Increase in Interfund Road for charges for maintenance performed on County boat launching facilities and access roads at recreational areas

This year the Public Works Department will be updating the boat ramp at Live Oak Park with a grant from the California Department of Boating and Waterways. The revenues and expenses for this project are reflected in the Plant Acquisition budget unit (1-801).

### Program Discussion & Summary Budget Request

The Requested Budget is \$275,391.

The County parks system provides opportunities for a wide variety of recreational activities including camping, picnicking, swimming, fishing, and boating.

This budget unit covers the ongoing operation and maintenance of the County parks and recreation system. Maintenance duties include grounds keeping, repairing facilities (buildings, parking areas, fences, boat ramps, utilities, picnic tables, and signs). Staff interacts regularly with the public by providing information on park facilities and regulations. Staff also monitors and collects fees for the use of facilities.

This budget unit funds the maintenance and improvements for three County parks, four boat launching facilities, several monuments, and associated structures and grounds. These activities are budgeted and administered by the General Services Division of the Public Works Department.

These recreational facilities include Live Oak Park and boat ramp, Harter Park, Donahue Park, and the Boyd's (Pump), Yuba City, and Tisdale boat launching facilities.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budgets.

**Public Works**  
**Veterans' Memorial Community Building (7-203)**

*Douglas Gault, Public Works Director*

E X E C U T I V E S U M M A R Y

DEPT HEAD: DOUGLAS R. GAULT      UNIT: VETS MEMORIAL COMMUNITY BLDG      FUND: GENERAL      0001 7-203

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	46,091	27,420	39,000	39,500	39,500	1.3
OTHER CHARGES	2,240	1,626	1,626	1,718	1,718	5.7
* GROSS BUDGET	48,331	29,046	40,626	41,218	41,218	1.5
INTRAFUND TRANSFERS	130,071	42,559	85,961	75,096	75,096	12.6-
* NET BUDGET	178,402	71,605	126,587	116,314	116,314	8.1-
OTHER REVENUES						
USER PAY REVENUES	32,400	25,160	35,000	35,000	35,000	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	32,400	25,160	35,000	35,000	35,000	.0
* UNREIMBURSED COSTS	146,002	46,445	91,587	81,314	81,314	11.2-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The Veterans' Memorial Community Building budget unit covers the expenses of operating and maintaining the building. The Veterans' Building is leased to local veterans' associations for member meetings, dinners, and public access fundraising projects at no associated cost. This facility is also available to individuals, groups, and other organizations for rent.

The Public Works Department is responsible for the ongoing operation and maintenance of the Veterans' Building.

**Major Budget Changes**

**Intrafund Transfers**

- \$5,814 Increase in Intrafund A-87 Building Maintenance charges
- (\$17,000) Decrease in Public Works administrative charges based on historic administrative charges to this budget unit

**Program Discussion & Summary Budget Request**

The Requested Budget is \$116,314.

The Veterans' Memorial Community Building is operated by the County as a service to the community. The building is

# Public Works Veterans Hall Community Building (7-203)

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*Douglas Gault, Public Works Director*

available to the community for rent on a first come, first served basis. Those renting the building are granted use of the main auditorium and the kitchen. Qualified veterans organizations have been given first priority for use of the building. The rental fees collected are used to help offset the costs of maintenance and improvements. The County General Fund covers the remainder of expenses.

An online reservation system is now available to the public to check the availability of the building and to tentatively reserve dates for use.

The Public Works Department is responsible for the ongoing operation and maintenance of the Veterans' building. Maintenance duties include grounds keeping and repairing facilities. Staff interacts regularly with the public by providing information on regulations, collecting fees, responding to community questions, and coordinating the rentals with other agencies.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Road Department (3-100)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: ROAD		FUND: ROAD		0003 3-100	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	2,244,039	1,527,160	2,166,669	2,135,419	2,112,419	2.5-
SERVICES AND SUPPLIES	8,722,828	2,660,130	10,957,369	11,032,706	11,059,335	.9
OTHER CHARGES	921,221	455,652	1,371,653	1,287,420	1,283,791	6.4-
CAPITAL ASSETS	472,742	155,350	178,000	23,500	23,500	86.8-
* GROSS BUDGET	12,360,830	4,798,292	14,673,691	14,479,045	14,479,045	1.3-
* NET BUDGET	12,360,830	4,798,292	14,673,691	14,479,045	14,479,045	1.3-
APPROPRIATION FOR CONTINGENCY	0	0	125,000	0	0	100.0-
INCREASES IN RESERVES	0	0	5,000	146,081	146,081	2,821.6
* TOTAL BUDGET	12,360,830	4,798,292	14,803,691	14,625,126	14,625,126	1.2-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	757,433	34,914	242,100	69,080	69,080	71.5-
GOVERNMENTAL REVENUES	9,095,119	2,625,690	9,142,297	6,794,675	6,794,675	25.7-
GENERAL REVENUES	1,081,497	781,519	1,187,000	815,000	815,000	31.3-
OTHER FINANCING SOURCES	29,166	3,003	0	0	0	.0
CANCELLATION OF PRIOR YEAR RESERVES	0	0	0	141,081	141,081	***
UNDESIGNATED FUND BALANCE 7/1	11,259,824	8,464,588	4,232,294	6,805,290	6,805,290	60.8
TOTAL AVAILABLE FINANCING	22,223,039	11,909,714	14,803,691	14,625,126	14,625,126	1.2-
* UNREIMBURSED COSTS	9,862,209-	7,111,422-	0	0	0	.0
ALLOCATED POSITIONS	32.50	30.00	30.00	30.00	30.00	.0

**Purpose**

The Road Department is responsible for the inspection and maintenance of approximately 790 miles of County roads and 98 bridges. Additionally, the department designs and constructs new roads and bridges, and road improvements. The Road Department also performs selected maintenance related activities for other budget units administered by the Public Works Department, as well as for other departments.

**Major Budget Changes**

**Salaries & Benefits**

- (\$72,808) Decrease to hold one Public Works Maintenance Supervisor I position vacant and unfunded
- (\$23,000) General reduction for salary savings

# Public Works Road Department (3-100)

*Douglas Gault, Public Works Director*

## Services & Supplies

- (\$25,000) Decrease in Fuel & Oil expense due to reduced use of in-house road equipment
- \$429,591 Increase in Professional and Specialized Services based on FY 2010-11 projects
- (\$300,000) Decrease in Paving Materials Expense due to a reduction of in-house paving operations

## Other Charges

- (\$64,923) Decrease in Interfund Vehicle Maintenance due to reduced road equipment
- (\$105,862) Decrease in Interfund Plant Acquisition costs based on current year projects
- \$40,182 Increase in Interfund Overhead (A-87) Cost

## Capital Assets

- \$23,500 Replacement of one aging vehicle with a full-size, half-ton pick-up truck

## Revenues

- (\$150,000) Decrease in Interfund Measure M funding
- (\$780,000) Decrease in Proposition 1B transportation revenue
- (\$244,000) Decrease in State Highway Users gas tax revenues

(accounts 45120, 45121, and 45129) based on current economic conditions and trends

- (\$1,557,748) Decrease in Federal Bridge Replacement Program revenue due to the completion of the Garmire and Cranmore bridges project
- (\$400,000) Decrease in State Transportation Development Act revenues (Transportation Tax account 41410) due to decreases in revenue allocations distributed by SACOG

## Program Discussion & Summary Budget Request

The Requested Budget is \$14,625,126.

The Road department has been divided into three budget programs; Road Maintenance, Road Engineering, and Road Capital Improvements. Road Maintenance has responsibility for the maintenance of all County Roads and Bridges and has a staff of 20. Road Engineering is responsible for the design and contract management of road overlays, bridge construction contracts, and encroachment permitting, and has a staff of four. The Road Capital Improvements program budget reflects all of the major road and bridge contracts monitored by the Road Engineering program.

Public Works is recommending that one vacant Public Works Maintenance Supervisor I (1.0 FTE) position be defunded for FY 2010-

## Public Works Road Department (3-100)

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*Douglas Gault, Public Works Director*

11, based on the operational needs of the department.

In total, the department will be holding 7.0 FTE positions vacant and unfunded for FY 2010-11. Six of these positions were formally defunded in FY 2009-10. Due to generally increasing costs with no increases in consistent State program revenues, the Road Division has reviewed its operations and will be adjusting its core functions and staffing to match the funding that is consistently available. The department plans to utilize special program revenues, or one-time revenues, which are seen as less consistent, by making more extensive use of construction contracts. The revised functions of in-house Road Maintenance staff are still being developed and will focus more on recurring maintenance tasks and service response requests.

The FY 2010-11 budget includes the following major projects for the coming year: the design of the Pleasant Grove Creek Bridge (\$20,000) and Curry Creek Bridges design and construction effort (\$1,100,000), and the design of the Pennington Road Bridge (\$102,600). The budget also reflects costs for the continuation of the Bridge Preventative Maintenance Project (\$185,000), which is funded in part by the State. There is also a project to improve Butte House Road (\$862,000). An aggressive road overlay program is slated for the coming year and will include the paving of major roadways and residential areas (\$1,400,000).

Capital Assets is requested at \$23,500 to replace vehicle #385, an aging 1996 Ranger truck, with a full-size half-ton pick-up truck. The vehicle that is being replaced is over 15 years old and has become increasingly costly to maintain. Additionally, the replacement

vehicle will allow for greater flexibility within the Road division.

State funded programs including the Highway User Tax, State Development Transportation Act, Transportation Congestion Improvement Act (Prop 42), and Highway Safety Bond Act of 2006 (Prop 1B) may have delays or reductions in funding due to the state's financial situation. State government decisions to date have been incorporated into this budget. A conservative expense plan and healthy fund balance are again maintained during this period to smooth the impacts of any changes by the state.

Revenue for the coming year includes \$390,000 in Proposition 1B funding. Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, authorized the state to sell \$19.9 billion in general obligation bonds to fund state and local transportation improvement projects to relieve congestion, improve movement of goods, improve air quality, and enhance safety and security of the transportation system. Proposition 1B funding was initially suspended for FY 2008-09 as part of the State's remedy to the State budget deficit. Proposition 1B payments are currently expected to be fully reinstated.

Traffic Congestion funding is budgeted at \$1,800,000 for FY 2010-11. Until the spring of 2010 this funding was from Proposition 42 (Transportation Congestion Improvement Act of 2002). This funding stream was "swapped" in FY 2009-10, when the State eliminated the 5 percent (temporarily 6 percent through FY 2010-11) sales tax on gas (which funds Proposition 42 allocations), but provided an alternative revenue source by increasing the excise tax on gas (Highway Users Tax Account or HUTA). The alternative HUTA

revenues will be allocated first to pay state transportation debt services, then will be allocated 50 percent to the State Transportation Improvement Program (STIP) and 50 percent split evenly between cities and counties using current HUTA formulas. The two major policy concerns regarding this swap are that (1) the excise tax is a declining source of revenue, and (2) the change effectively undermines existing voter protections for local streets and roads funding.

In prior years, Franchise Fee revenue (a General Fund revenue) was budgeted in the Road fund. Franchise Fee revenue provided the required “county match” for Proposition 42 (Transportation Congestion Improvement Act of 2002) funding to counties. However, due to the elimination of Proposition 42, this revenue has been removed from the FY 2010-11 budget.

State Highway Users Tax Apportionment (gas tax) revenues are expected to decrease slightly based on current market conditions. This budget request does not include Regional Surface Transportation Program (RSTP) revenues for FY 2010-11. RSTP is a Federal funding program primarily for road construction, to include new construction, rehabilitation or replacement. It is a program funded under the current Transportation Equity Act which is the five year federal legislation for all transportation related funding. This Act expired in federal fiscal year (FFY 2009) and therefore the RSTP program also ended. It is expected that when new federal Transportation legislation is passed and begins, that legislation will include a program similar to RSTP.

## **Use of Reserves/Designations**

The Road fund contains the following Reserves and/or Designations: Reserve for Inventory, Reserve for Imprest Cash (Petty Cash), Reserve for 5<sup>th</sup> Street Bridge Maintenance, Reserve for Road Equipment Replacement, Reserve for FEMA/OES, and a Reserve for Land.

Cancellation of Prior Year Reserves is recommended at \$141,081, and Increases in Reserves is recommended at \$146,081. The County currently participates, by agreement with the City of Yuba City, the City of Marysville and Yuba County, in the on-going maintenance and major maintenance of the 5<sup>th</sup> Street Bridge. As of this writing, the jurisdictions are in the process of recommending that each adopt a revised Joint Resolution. In the revised Joint Resolution, the County will only have responsibility for contributing towards future major maintenance of the bridge. Under the new terms, the County will no longer be committed to maintaining a reserve for “5<sup>th</sup> Street Bridge Maintenance” but will be required to maintain a reserve for major maintenance, or “capital outlay,” and will be committed to increasing that reserve by \$5,000 each year.

Therefore, this recommendation reflects the removal of funds from the current “Reserve for 5<sup>th</sup> Street Bridge Maintenance” in the amount of \$141,081; a recommendation to create a new reserve entitled “Reserve for 5<sup>th</sup> Street Bridge Capital Outlay;” and a recommendation to increase the new reserve by (1) \$141,081 to replace funds removed from the prior reserve, and (2) by an additional \$5,000 for the required increase for FY 2010-11.

# Public Works Road Department (3-100)

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*Douglas Gault, Public Works Director*

There are no increases or decreases recommended for the other designation or reserve accounts for FY 2010-11.

## CAO Recommendation

This budget is recommended at \$14,625,126.

The department's request to hold one Public Works Maintenance Supervisor I position (1.0 FTE) vacant and unfunded is recommended. The position will be re-evaluated in the future based on the needs of the department and available financing.

A decrease of \$23,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$3,629 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Professional and Specialized Services account has been increased by \$26,629 in order to balance the budget to the above changes.

Capital Assets are recommended at \$23,500 to replace vehicle #385, an aging 1996 Ranger truck, with a full-size half-ton pick-up truck.

It should be noted that the recommended budget currently reflects a \$400,000 decrease in State Transportation Development Act revenues, based on decreased revenue allocations distributed by SACOG. State Transportation Development Act revenues reflect the County Road Department's share of

Local Transportation Fund (LTF) tax revenue. In late April, 2010, it was discovered that a revenue allocation error had taken place, in which deposits received from the State were mis-allocated between the County General Fund and the LTF. SACOG has been notified of the error and the desire of the County to correct the allocation; however, as of this writing, the correction to these accounts and the subsequent adjustment to SACOG revenue allocations have not taken place. The correction will in all likelihood lead to an increase in Transportation Tax funding to the County Road fund. A budget amendment will be brought to the Board of Supervisors for approval once final adjusted revenue allocations are announced by SACOG.

The Public Works Director concurs with the recommended budget.

**Public Works  
Transportation Development (3-300)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT	UNIT: TRANSPORTATION DEVELOPMENT	FUND: GENERAL	0001 3-300			
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	145,751	129,821	160,000	100,000	100,000	37.5-
* GROSS BUDGET	145,751	129,821	160,000	100,000	100,000	37.5-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	145,751	129,821	160,000	100,000	100,000	37.5-
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	145,751	129,821	160,000	100,000	100,000	37.5-
TOTAL OTHER REVENUES	145,751	129,821	160,000	100,000	100,000	37.5-
* UNREIMBURSED COSTS	0	0	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget unit finances the County’s portion of the Yuba-Sutter Transit Authority (YSTA) for the residents of the unincorporated area of Sutter County. Funding of this program comes from the County’s share of State Transportation Development Act Funds. The State Transit Assistance component is allocated and provided directly to the YSTA. The Local Transportation Fund (LTF) component is allocated to the County for the unincorporated area. Pursuant to State law, a portion of Sutter County’s LTF funds must first be used to satisfy any unmet transit needs. After insuring there are no unmet transit needs, the remaining LTF monies are to be used by the County to fund general road maintenance work. Therefore, the remainder portion of the LTF is credited as revenue directly to the Sutter County Road Fund (3-100).

Sutter County is party to a Joint Powers Agreement (JPA) along with the Cities of Yuba City and Marysville, and Yuba County. As indicated, a portion of the LTF annual allocation is used to finance YSTA transit services. The amount of LTF funds contributed each year by each jurisdiction is based on an apportionment adopted by the YSTA Board of Directors.

**Major Budget Changes**

**Expenses**

- (\$60,000) Decrease in Contribution to Other Agencies based on Yuba-Sutter Transit Authority estimates

**Revenues**

- (\$60,000) Decrease in the Transportation Tax to be applied to Yuba-Sutter Transit Authority

## **Program Discussion & Summary Budget Request**

The Requested Budget is \$100,000, to fund Sutter County's contribution to the Yuba-Sutter Transit Authority.

Funding for this program comes from the County's share of the Local Transportation Fund (LTF) and is used to fund unmet transit needs as required by State law.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Sutter County Water Agency (0-320)**

*Douglas Gault, Public Works Director*

**EXECUTIVE SUMMARY**

DEPT HEAD: DOUGLAS R. GAULT      UNIT: SUTTER COUNTY WATER AGENCY      FUND: SUTTER COUNTY WATER AGENCY      0320 0-320

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	237,070	72	254,282	183,721	183,721	27.7-
* GROSS BUDGET	237,070	72	254,282	183,721	183,721	27.7-
* NET BUDGET	237,070	72	254,282	183,721	183,721	27.7-
APPROPRIATION FOR CONTINGENCY	0	0	10,383	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	237,070	72	264,665	183,721	183,721	30.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	109,269	2,038	120,210	40,210	40,210	66.6-
GOVERNMENTAL REVENUES	2,098	951	1,800	1,900	1,900	5.6
GENERAL REVENUES	142,232	80,430	131,372	131,600	131,600	.2
UNDESIGNATED FUND BALANCE 7/1	5,246-	11,283	11,283	10,011	10,011	11.3-
TOTAL AVAILABLE FINANCING	248,353	94,702	264,665	183,721	183,721	30.6-
* UNREIMBURSED COSTS	11,283-	94,630-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The Sutter County Water Agency provides, operates, and maintains County drainage systems within the boundaries of the County of Sutter.

**Major Budget Changes**

**Other Charges**

- (\$70,610) Decrease in Interfund Transfer to Water Resources

**Revenues**

- (\$80,000) Decrease in Interfund Transfers from Water Zones

**Program Discussion & Summary Budget Request**

This budget is requested at \$183,721.

This fund operates as a revenue consolidation mechanism to fund drainage operations and maintenance for the water zones. Personnel, supplies, and equipment costs for the drainage maintenance crew and the engineering staff are funded within the Water Resources budget unit (1-922). Capital projects are funded within each water agency zone of benefit budget unit.

A portion of the revenue for this budget is restricted for the purposes of improvement, operation, and maintenance of the Live Oak Canal. This revenue is derived from

# Public Works Sutter County Water Agency (0-320)

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*Douglas Gault, Public Works Director*

assessments in Water Agency Zones 4, 5, 6, 7, 8, and 9 and the El Cerrito Drainage Zone. This fund also receives minor revenues from Property Taxes. All operational expenditures are reflected in the Water Resources budget unit (1-922).

The Interfund Water Resources account reflects the transfer out of all available resources from the Water Agency to the Water Resources division, to cover as much of the drainage maintenance and operations expenses and associated projects as possible.

In FY 2009-10, the Interfund transfers in to the Water Agency and transfers out to the Water Resources division were increased to pay for anticipated drainage projects. The increased revenues included both the annual maintenance assessments and a portion of the capital reserves established in each of the zones. Due to resource shortages the drainage projects were not started in FY 2009-10 and are being re-budgeted in FY 2010-11. The projects have been scaled down to preliminary studies to better identify future capital improvement projects that fit within an updated drainage master plan. The studies will also allow County drainage improvements to compliment drainage improvements planned by the City of Yuba City.

The individual assessment amounts in each zone remain essentially unchanged and will be used primarily to cover the routine maintenance of the Live Oak Canal.

## Use of Reserves/Designations

The Water Agency fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works Water Zone 2 (0-324)

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #2		FUND: COUNTY WATER ZONE #2		0324 0-324	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	572	572	***
INCREASE IN DESIGNATIONS	0	0	169	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	169	572	572	238.5
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	669	422	500	500	500	.0
UNDESIGNATED FUND BALANCE 7/1	1,000-	331-	331-	72	72	121.8-
TOTAL AVAILABLE FINANCING	331-	91	169	572	572	238.5
* UNREIMBURSED COSTS	331	91-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The purpose of the Sutter County Water Agency Zone 2 is to provide the mechanism to collect funds from properties within the Zone to reimburse the County for funds advanced for new development and capital projects.

## Program Discussion & Summary Budget Request

The Requested Budget is \$572.

In 1980, the Sutter County Water Agency contracted to construct a storm drainage line in and along the County-owned right-of-way of Franklin Road connecting into Walton Avenue, benefiting the future properties. The budget is self-supporting and financed by drainage connection fees that are collected as

development occurs. The fees are used for Capital Improvements within the zone. No annual maintenance assessment fees are levied within Zone 2. Interest revenue is expected at \$500, with all available financing placed into the Appropriation for Contingency.

## Use of Reserves/Designations

The Water Zone 2 fund contains a Designation for Future Appropriations. No increases or decreases to the designation are proposed for FY 2010-11.

## CAO Recommendation

This budget is recommended as requested. The Public Works Director concurs with the recommended budget.

## Public Works

*Douglas Gault, Public Works Director*

## Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334) and El Cerrito Drainage Zone (0-390)

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### Purpose

The primary purpose of Water Zones 4 through 9, 11 through 13 and the El Cerrito Drainage Zone is to collect assessments and provide revenues for new development, capital projects, and operations and maintenance of drainage facilities for properties within the Zones.

The Water Zone and El Cerrito Drainage Zone budgets are managed by the Water Resources Division of the Public Works Department.

### Major Budget Changes:

#### Services & Supplies

- (\$24,100) Decrease in consultant services (Zone 4)
- (\$29,100) Decrease in consultant services (Zone 5)
- (\$5,100) Decrease in consultant services (Zone 6)
- (\$32,600) Decrease in consultant services (Zone 7)
- \$4,000 Increase in consultant services (Zone 8)
- (\$7,000) Decrease in consultant services (Zone 9)

### Other Charges

- (\$18,078) Decrease in in-house engineering and Water Agency charges (Zone 4)
- (\$7,300) Decrease in in-house engineering and Water Agency charges (Zone 5)
- (\$17,850) Decrease in in-house engineering and Water Agency charges (Zone 6)
- (\$25,350) Decrease in in-house engineering and Water Agency charges (Zone 7)
- (\$7,450) Decrease in in-house engineering and Water Agency charges (Zone 8)
- (\$7,800) Decrease in Water Agency charges (Zone 9)

### Revenues

- \$4,042 Increase in net General Revenues related to assessments (Zones 4, 5, 6, 7, 8 and 9 only)
- (\$21,485) Decrease in Interest Apportioned based on revised earnings estimates

## **Program Discussion & Summary Budget Request**

Revenues for each zone of benefit are collected from two primary sources: property assessments on the lots within each zone of benefit and one-time fees for drainage connections as new homes are built. One-time revenues are placed in a Designation for Future Appropriations and are reserved for major upgrades and improvements to the system. The annual on-going maintenance revenue is transferred to the Water Agency budget (0-320) and then to the Water Resources division (1-922) to offset costs to perform the required operations and maintenance.

In FY 2010-11, the Water Resources division, which manages the Zones, is requesting to fund a consultant contract for the performance of drainage studies in the amount of \$50,000. The studies are of the Live Oak Canal and are made necessary by development in the specific Zones of Benefit. The cost of these efforts will be funded by Zone 4 (\$10,900), Zone 5 (\$2,500), Zone 6 (\$6,700), Zone 7 (\$12,400), and Zone 8 (\$17,500). The project will be funded by a combination of funds from the Designation for Future Appropriations and Interest revenue.

The Interfund Administration – Miscellaneous Departments account is used to reflect charges to the individual zones for in-house engineering services performed by the Water Resources division. It is anticipated that charges will be incurred in FY 2010-11 related to work performed for Live Oak Canal improvements.

The anticipated developer reimbursement of \$350,000 from Zone 6 (0-328) has been re-budgeted for FY 2010-11. The reimbursement is pursuant to the Harter Packing reimbursement agreement. It is also anticipated that Zone 11 will need to fund \$4,000 in developer reimbursements based on the collection of drainage fees. This has been reflected in the Zone 11 budget (0-332).

Assessments within the zones of benefit were increased in FY 2008-09 in an effort to bring the assessments current with the established ordinance. Many of the zones now see an increase in revenues, which is used to help offset the cost of maintenance and on-going operations.

## **Use of Reserves/Designations**

Each of the Water Zones and the El Cerrito Drainage Zone contain a Designation for Future Appropriations. The following is a summary of increases or decreases to the Designations for FY 2010-11.

- Zone 9 (0-331) will increase the Designation for Future Appropriations by \$15,700, generally reflecting excess revenues available due to a decrease in amounts transferred to the Water Agency.
- El Cerrito Drainage Zone (0-390) will increase the Designation for Future Appropriations by \$400, generally reflecting excess revenues available.

There are no increases or decreases to the Designation for Future Appropriations in Zone 4 (0-326), Zone 5 (0-327), Zone 6 (0-

## Public Works

*Douglas Gault, Public Works Director*

## Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334) and El Cerrito Drainage Zone (0-390)

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328), Zone 7 (0-329), Zone 8 (0-330), Zone 11 (0-332), Zone 12 (0-333) and Zone 13 (0-334).

It is recommended that excess Financing Available that is not being used to increase designations be placed into the Appropriation for Contingency for each fund.

## CAO Recommendation

The budgets are recommended as requested.

The Public Works Director concurs with the recommended budgets.

**Public Works**

*Douglas Gault, Public Works Director*

**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)  
and El Cerrito Drainage Zone (0-390)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #4		FUND: COUNTY WATER ZONE #4		0326 0-326	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	0	267	31,200	7,100	7,100	77.2-
OTHER CHARGES	28,412	8	32,608	14,530	14,530	55.4-
* GROSS BUDGET	28,412	275	63,808	21,630	21,630	66.1-
* NET BUDGET	28,412	275	63,808	21,630	21,630	66.1-
APPROPRIATION FOR CONTINGENCY	0	0	0	63,348	63,348	***
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	28,412	275	63,808	84,978	84,978	33.2
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	37,319	22,809	38,400	35,765	35,765	6.9-
CANCELLATION P/Y DESIGNATIONS	0	0	26,488	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	9,988-	1,080-	1,080-	49,213	49,213	4,656.8-
TOTAL AVAILAABLE FINANCING	27,331	21,729	63,808	84,978	84,978	33.2
* UNREIMBURSED COSTS	1,081	21,454-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works** *Douglas Gault, Public Works Director*  
**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)**  
**and El Cerrito Drainage Zone (0-390)**

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EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #5      FUND: COUNTY WATER ZONE #5      0327 0-327

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	0	148	37,700	8,600	8,600	77.2-
OTHER CHARGES	13,285	5	17,105	9,828	9,828	42.5-
* GROSS BUDGET	13,285	153	54,805	18,428	18,428	66.4-
* NET BUDGET	13,285	153	54,805	18,428	18,428	66.4-
APPROPRIATION FOR CONTINGENCY	0	0	0	50,872	50,872	***
INCREASE IN DESIGNATIONS	0	0	6,378	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	13,285	153	61,183	69,300	69,300	13.3
<b>OTHER REVENUES</b>						
USER PAY REVENUES	32,836	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	30,373	18,891	31,300	26,300	26,300	16.0-
UNDESIGNATED FUND BALANCE 7/1	20,041-	29,883	29,883	43,000	43,000	43.9
TOTAL AVAILABLE FINANCING	43,168	48,774	61,183	69,300	69,300	13.3
* UNREIMBURSED COSTS	29,883-	48,621-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works**

*Douglas Gault, Public Works Director*

**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)  
and El Cerrito Drainage Zone (0-390)**

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #6      FUND: COUNTY WATER ZONE #6      0328 0-328

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	0	84	6,700	1,600	1,600	76.1-
OTHER CHARGES	20,575	10	372,010	354,331	354,331	4.8-
* GROSS BUDGET	20,575	94	378,710	355,931	355,931	6.0-
* NET BUDGET	20,575	94	378,710	355,931	355,931	6.0-
APPROPRIATION FOR CONTINGENCY	0	0	17,385	62,915	62,915	261.9
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	20,575	94	396,095	418,846	418,846	5.7
<b>OTHER REVENUES</b>						
USER PAY REVENUES	12,662	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	33,128	19,562	35,300	28,689	28,689	18.7-
CANCELLATION P/Y DESIGNATIONS	0	0	335,448	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	133	25,347	25,347	390,157	390,157	1,439.3
TOTAL AVAILABLE FINANCING	45,923	44,909	396,095	418,846	418,846	5.7
* UNREIMBURSED COSTS	25,348-	44,815-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works**

*Douglas Gault, Public Works Director*

**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)  
and El Cerrito Drainage Zone (0-390)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #7		FUND: COUNTY WATER ZONE #7		0329 0-329	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	0	93	42,200	9,600	9,600	77.3-
OTHER CHARGES	23,725	2	31,352	6,035	6,035	80.8-
* GROSS BUDGET	23,725	95	73,552	15,635	15,635	78.7-
* NET BUDGET	23,725	95	73,552	15,635	15,635	78.7-
APPROPRIATION FOR CONTINGENCY	0	0	1,600	94,885	94,885	5,830.3
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	23,725	95	75,152	110,520	110,520	47.1
OTHER REVENUES						
USER PAY REVENUES	1,166	0	0	500	500	***
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	32,372	20,866	34,050	34,920	34,920	2.6
CANCELLATION P/Y DESIGNATIONS	0	0	41,286	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	9,997-	184-	184-	75,100	75,100	40,915.2-
TOTAL AVAILAABLE FINANCING	23,541	20,682	75,152	110,520	110,520	47.1
* UNREIMBURSED COSTS	184	20,587-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works**

*Douglas Gault, Public Works Director*

**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)  
and El Cerrito Drainage Zone (0-390)**

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #8      FUND: COUNTY WATER ZONE #8      0330 0-330

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	0	58	20,000	24,000	24,000	20.0
OTHER CHARGES	78,045	29	16,379	8,935	8,935	45.4-
* GROSS BUDGET	78,045	87	36,379	32,935	32,935	9.5-
* NET BUDGET	78,045	87	36,379	32,935	32,935	9.5-
APPROPRIATION FOR CONTINGENCY	0	0	141	12,864	12,864	9,023.4
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	78,045	87	36,520	45,799	45,799	25.4
OTHER REVENUES						
USER PAY REVENUES	1,908	387	0	500	500	***
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	16,143	11,455	17,500	14,988	14,988	14.4-
CANCELLATION P/Y DESIGNATIONS	0	0	13,544	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	65,468	5,476	5,476	30,311	30,311	453.5
TOTAL AVAILABLE FINANCING	83,519	17,318	36,520	45,799	45,799	25.4
* UNREIMBURSED COSTS	5,474-	17,231-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works** *Douglas Gault, Public Works Director*  
**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)**  
**and El Cerrito Drainage Zone (0-390)**

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EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #9      FUND: COUNTY WATER ZONE #9      0331 0-331

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	0	6	8,000	1,000	1,000	87.5-
OTHER CHARGES	5,247	2	12,002	4,210	4,210	64.9-
* GROSS BUDGET	5,247	8	20,002	5,210	5,210	74.0-
* NET BUDGET	5,247	8	20,002	5,210	5,210	74.0-
APPROPRIATION FOR CONTINGENCY	0	0	0	89	89	***
INCREASE IN DESIGNATIONS	0	0	382	15,700	15,700	4,009.9
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	5,247	8	20,384	20,999	20,999	3.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	6,227	3,951	6,500	5,956	5,956	8.4-
CANCELLATION P/Y DESIGNATIONS	0	0	14,500	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	1,596-	616-	616-	15,043	15,043	2,542.0-
TOTAL AVAILABLE FINANCING	4,631	3,335	20,384	20,999	20,999	3.0
* UNREIMBURSED COSTS	616	3,327-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works**

*Douglas Gault, Public Works Director*

**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)  
and El Cerrito Drainage Zone (0-390)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #11		FUND: COUNTY WATER ZONE #11		0332 0-332	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	0	0	4,000	4,000	4,000	.0
* GROSS BUDGET	0	0	4,000	4,000	4,000	.0
* NET BUDGET	0	0	4,000	4,000	4,000	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	8,593	8,593	***
INCREASE IN DESIGNATIONS	0	0	16,138	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	20,138	12,593	12,593	37.5-
OTHER REVENUES						
USER PAY REVENUES	14,119	5,071	5,000	6,000	6,000	20.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	2,619	1,827	2,800	2,250	2,250	19.6-
UNDESIGNATED FUND BALANCE 7/1	4,400-	12,338	12,338	4,343	4,343	64.8-
TOTAL AVAILABLE FINANCING	12,338	19,236	20,138	12,593	12,593	37.5-
* UNREIMBURSED COSTS	12,338-	19,236-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works** *Douglas Gault, Public Works Director*  
**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)**  
**and El Cerrito Drainage Zone (0-390)**

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E X E C U T I V E   S U M M A R Y

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #12      FUND: COUNTY WATER ZONE #12      0333 0-333

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	23	23	***
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	0	23	23	***
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	58	36	70	43	43	38.6-
CANCELLATION OF PRIOR YEAR RESERVES	0	0	3	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	131-	73-	73-	20-	20-	72.6-
TOTAL AVAILABLE FINANCING	73-	37-	0	23	23	***
* UNREIMBURSED COSTS	73	37	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works** *Douglas Gault, Public Works Director*  
**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)**  
**and El Cerrito Drainage Zone (0-390)**

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EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #13      FUND: COUNTY WATER ZONE #13      0334 0-334

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	1,121	1,121	***
INCREASE IN DESIGNATIONS	0	0	212	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	212	1,121	1,121	428.8
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	1,812	1,142	1,800	1,375	1,375	23.6-
UNDESIGNATED FUND BALANCE 7/1	3,400-	1,588-	1,588-	254-	254-	84.0-
TOTAL AVAILABLE FINANCING	1,588-	446-	212	1,121	1,121	428.8
* UNREIMBURSED COSTS	1,588	446	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works** *Douglas Gault, Public Works Director*  
**Sutter County Water Agency Zone 4-9, 11-13 (0-326 - 0-334)**  
**and El Cerrito Drainage Zone (0-390)**

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EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: EL CERRITO DRAINAGE DISTRICT      FUND: EL CERRITO DRAINAGE DISTRICT      0390 0-390

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	601	1	611	611	611	.0
* GROSS BUDGET	601	1	611	611	611	.0
* NET BUDGET	601	1	611	611	611	.0
APPROPRIATION FOR CONTINGENCY	0	0	92	96	96	4.3
INCREASE IN DESIGNATIONS	0	0	151	400	400	164.9
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	601	1	854	1,107	1,107	29.6
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	13	5	12	12	12	.0
GENERAL REVENUES	872	445	599	770	770	28.5
UNDESIGNATED FUND BALANCE 7/1	41-	243	243	325	325	33.7
TOTAL AVAILABLE FINANCING	844	693	854	1,107	1,107	29.6
* UNREIMBURSED COSTS	243-	692-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Public Works  
Rio Ramaza District (0-395)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

UNIT: RIO RAMAZA COMMUNITY SRVC DIST FUND: RIO RAMAZA COMMUNITY SRVC DIST 0395 0-395

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	4,862	7,744	5,900	6,525	6,525	10.6
OTHER CHARGES	11,463	321	13,605	12,535	12,535	7.9-
* GROSS BUDGET	16,325	8,065	19,505	19,060	19,060	2.3-
* NET BUDGET	16,325	8,065	19,505	19,060	19,060	2.3-
APPROPRIATION FOR CONTINGENCY	0	0	1,264	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	16,325	8,065	20,769	19,060	19,060	8.2-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	1,512	2,707	1,680	3,240	3,240	92.9
GOVERNMENTAL REVENUES	31	14	14	20	20	42.9
GENERAL REVENUES	4,457	2,535	4,180	3,670	3,670	12.2-
CANCELLATION P/Y DESIGNATIONS	0	0	18,392	10,834	10,834	41.1-
UNDESIGNATED FUND BALANCE 7/1	6,830	3,497-	3,497-	1,296	1,296	137.1-
TOTAL AVAILABLE FINANCING	12,830	1,759	20,769	19,060	19,060	8.2-
* UNREIMBURSED COSTS	3,495	6,306	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The Rio Ramaza District was established to provide sewer and water service to the Rio Ramaza Mobile Home Park.

This budget is prepared and administered by the Water Resources division of the Public Works Department.

**Major Budget Changes**

**Other Charges**

- (\$1,200) Decrease in Interfund Weed Control Spraying as no spraying is planned for FY 2010-11

- \$1,000 Increase in Interfund Administration to reflect the cost of services provided by the Water Resources and Road divisions

**Revenues**

- \$1,560 Increase in User Pay revenues for utility services based on current receipts
- (\$650) Decrease in Interest Apportioned based on current earnings

## **Program Discussion & Summary Budget Request**

The Requested Budget is \$19,060.

The Rio Ramaza Mobile Home Park is located on the southern edge of Sutter County, just north of the Sacramento International Airport. Due to the district's location along the flight path of the airport, the Sacramento County Board of Supervisors has allocated, and continues to allocate, funds to the Sacramento Metro Airport Authority for the acquisition of properties in the Rio Ramaza Mobile Home Park. Properties are to be acquired when they become available. Nine active accounts remain in the district.

## **Use of Reserves/Designations**

The Rio Ramaza District fund contains a Designation for Future Appropriations. It is recommended that \$10,834 be cancelled from the Designation for Future Appropriations in FY 2010-11 to cover necessary expenses of the district.

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

**Public Works  
Water Resources (1-922)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: WATER RESOURCES		FUND: GENERAL		0001 1-922	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	574,343	415,619	614,024	609,024	536,934	12.6-
SERVICES AND SUPPLIES	226,060	30,504	291,272	306,799	253,799	12.9-
OTHER CHARGES	51,148	45,088	61,978	66,752	65,936	6.4
CAPITAL ASSETS	84,369	0	0	0	0	.0
* GROSS BUDGET	935,920	491,211	967,274	982,575	856,669	11.4-
INTRAFUND TRANSFERS	119,873	1,167	201,232	209,877	209,877	4.3
* NET BUDGET	1,055,793	492,378	1,168,506	1,192,452	1,066,546	8.7-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	357,895	3,348	459,410	395,950	395,950	13.8-
GOVERNMENTAL REVENUES	0	156,911	71,000	140,000	140,000	97.2
TOTAL OTHER REVENUES	357,895	160,259	530,410	535,950	535,950	1.0
* UNREIMBURSED COSTS	697,898	332,119	638,096	656,502	530,596	16.8-
ALLOCATED POSITIONS	6.00	6.00	6.00	6.00	6.00	.0

**Purpose**

The Water Resources Department operates the Sutter County Water Agency and implements water resources programs such as ground water management, regional water/wastewater treatment, integrated regional water management planning, drainage and grading ordinances, floodplain management, and Clean Water Act requirements.

**Major Budget Changes**

**Salaries & Benefits**

- (\$66,090) Decrease to hold one Public Works Equipment Operator position vacant and unfunded

- (\$6,000) General reduction for salary savings

**Services & Supplies**

- \$5,000 Increase in Outside Printing for public outreach materials and mailings related to FEMA's floodplain remapping
- (\$40,000) Decrease in Professional and Specialized Services reflecting a reduction in contracts for FY 2010-11
- \$4,900 Increase in Other Equipment for the replacement of one vehicle with a used vehicle from the Road Fund

# Public Works Water Resources (1-922)

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*Douglas Gault, Public Works Director*

## Other Charges

- \$9,214 Increase in Interfund Vehicle Maintenance charges based on the allocation provided by the Fleet Management Division
- \$3,920 Increase in Intrafund Postage for required mailings related to FEMA's floodplain remapping
- \$5,000 Increase in Intrafund Administrative Services charges from the Public Works Department for administrative assistance provided to the Water Resources Division

This budget request includes a continued need for spending in the Professional and Specialized Services account over the coming year. This account provides for consultant services for engineering and legal services on flood plain management and drainage for the County. The division will use consulting services in FY 2010-11 for a countywide drainage study and a regional Wastewater feasibility study. Consultants will also assist with developing the County's Ground Water Management Plan and other watershed special projects. These consultant services expenses are estimated at \$250,000, with some costs offset by an estimated \$140,000 in State grant funding. Consultant contracts are budgeted in the Professional and Specialized Services account.

## Revenues

- (\$70,610) Decrease in Interfund Water Agencies revenue to reflect less revenue being transferred from the Water Agency Zones of Benefit
- \$7,150 Increase in Interfund Admin – Miscellaneous Departments revenue reflecting the value of engineering work provided to non-General Fund departments
- \$69,000 Increase in State Grant revenue related to a two-year Ground Water Management Program grant

It is anticipated that new Flood Insurance Rate Maps (FIRMs) will be issued this year for nearly two-thirds of Sutter County. The Division will be participating in and managing activities such as public outreach workshops and coordinating with FEMA and the State Floodplain Coordinator. The budget request reflects additional expenses for printing and postage to support these public outreach efforts.

The department is requesting \$4,900 to replace one aging vehicle with a used vehicle from the Road department. Due to restructuring, the Road department is no longer in need of the vehicle.

## Use of Reserves /Designations

This budget unit does not include any reserves or designations.

## Program Discussion & Summary Budget Request

The Requested Budget is \$1,192,452.

## CAO Recommendation

This budget is recommended at \$1,066,546.

It is recommended that one Public Works Equipment Operator position (1 FTE) be held vacant and unfunded for the year. This results in a budget savings of \$66,090. This position will be reevaluated for FY 2011-12 based on the needs of the department and available financing.

A decrease of \$6,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Professional and Specialized Services has been reduced by \$50,000. The request for \$50,000 for a drainage study is not recommended at this time and will be reevaluated for FY 2011-12. A reduction of \$3,000 from the requested amount is also recommended in various other Services & Supplies line items, based on a review of historic actual expenditures.

Interfund Information Technology charges have been reduced by \$816 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Public Works Director concurs with the recommended budget.

**Public Works  
Flood Control (1-923)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: FLOOD CONTROL		FUND: GENERAL		0001 1-923	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	3,526	17,510	27,990	27,990	27,990	.0
SERVICES AND SUPPLIES	122,716	259,472	1,536,300	1,236,300	1,236,300	19.5-
OTHER CHARGES	25	598	0	1,447	1,343	***
* GROSS BUDGET	126,267	277,580	1,564,290	1,265,737	1,265,633	19.1-
INTRAFUND TRANSFERS	126	193	235	500	500	112.8
* NET BUDGET	126,393	277,773	1,564,525	1,266,237	1,266,133	19.1-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	0	.0
INCREASE IN DESIGNATIONS	0	0	300,000	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	126,393	277,773	1,864,525	1,266,237	1,266,133	32.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	62,816	25,764	31,500	31,500	31,500	.0
GOVERNMENTAL REVENUES	0	0	1,400,000	1,100,000	1,100,000	21.4-
TOTAL OTHER REVENUES	62,816	25,764	1,431,500	1,131,500	1,131,500	21.0-
* UNREIMBURSED COSTS	63,577	252,009	433,025	134,737	134,633	68.9-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The primary function of this budget unit is to appropriate the funding to support flood control efforts in Sutter County. The majority of expenditures in this unit are payments to support activities for state and federal advocacy efforts to obtain funding for levee and flood control improvements.

**Revenues**

- (\$300,000) Decrease in State Grant revenue due to receipt of Proposition 13 funding for work completed in FY 2009-10 on the United States Army Corps of Engineers Feasibility Study

**Major Budget Changes**

**Services and Supplies**

- (\$300,000) Decrease in Special Departmental Expenses (Flood) for work completed in FY 2009-10 on the U.S. Army Corps of Engineers Feasibility Study

**Program Discussion & Summary Budget Request**

The Requested Budget is \$1,266,237.

The Sutter Buttes Flood Control Agency (SBFCA) was formed by the Sutter –Butte Joint Exercise of Powers Agreement (JPA) for the purpose of jointly exercising the powers of its members to provide flood control. The 2010-11 Recommended Budget

## Public Works Flood Control (1-923)

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*Douglas Gault, Public Works Director*

control and protection. In December of 2007, Sutter County, Sutter County Water Agency, Butte County, Yuba City, City of Live Oak, City of Biggs, City of Gridley, Levee District 1, and Levee District 9 signed a JPA establishing the SBFCA. The members agreed to have the power and authorization to acquire, construct, improve, operate, and maintain works for the purpose of controlling and conserving waters for the protection of life and property that would or could be damaged by inundation caused by still or flowing water. This unit supports SBFCA by funding part time support staff and allocating State proposition monies to SBFCA.

Additionally, this unit provides funding for costs incurred by federal and state representatives which are actively advocating for funding for levee improvements and flood control related projects in Sutter County.

The United States Army Corps of Engineers Sutter Basin Feasibility Study was initiated in 2000. The Project Management Plan, which has recently been completed, identifies \$5.6 million in work that is required to complete the study over the next three years. The local share of this project is currently estimated to be \$2.8 million, of which \$2.05 million will be met using a Proposition 13 grant. Proposition 13 in this context is the "Safe Drinking Water, Clean Water, Watershed Protection and Flood Protection Act of 2000." The remaining \$0.75 million is currently proposed to be met with local revenues. The FY 2010-11 Proposition 13 funding contribution will be \$1,100,000.

The County provides funding through this budget unit to support one part-time Extra

Help Staff Analyst assigned to the Sutter Butte Flood Control Agency.

### Use of Reserves/Designations

In FY 2008-09 and FY 2009-10, this budget unit included an increase to the Designation for Flood Control in the amount of \$300,000 annually. This year's recommended budget does not include an increase to this designation. There is currently \$600,000 in the County's Designation for Flood Control. This designation is contained in the County's General Fund.

### CAO Recommendation

This budget is recommended at \$1,266,133.

Interfund Information Technology charges have been reduced by \$104 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Public Works Director concurs with the recommended budget.

**Public Works  
CDBG Rio Ramaza Grant (4-406)**

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: CDBG-RIO RAMAZA GRANT		FUND: HOUSING REHABILITATION CDBG		0009 4-406	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	475	475	***
INCREASE IN DESIGNATIONS	0	0	16,559	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	16,559	475	475	97.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	437	275	0	200	200	***
UNDESIGNATED FUND BALANCE 7/1	16,122	16,559	16,559	275	275	98.3-
TOTAL AVAILABLE FINANCING	16,559	16,834	16,559	475	475	97.1-
* UNREIMBURSED COSTS	16,559-	16,834-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget was established as a requirement of the Community Development Block Grant (CDBG). This project is for the installation of wells to income eligible residents of Rio Ramaza. Rio Ramaza is a small sub-division in the unincorporated area of Sutter County, bordering Sacramento County.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$475.

This budget unit appropriates funds for reimbursements to consultants for special

departmental services and for County staff charges that are incurred in the process of writing grant applications to the State of California for the funding for CDBG related projects.

This fund will be closed when all obligations have been met. In the prior fiscal year the fund was anticipated to be closed. The department is currently working with the Department of Housing and Community Development, which operates the CDBG program, to finalize the closing of this fund.

**Use of Reserves/Designations**

The CDBG Rio Ramaza Grant fund contains a Designation for Future Appropriations.

**Public Works  
CDBG Rio Ramaza Grant (4-406)**

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*Douglas Gault, Public Works Director*

The balance in the designation is \$16,559. No increases or decreases to the designation are proposed for FY 2010-11.

**CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.