



Public Works

Section F

Jeff Griffith of the Road Crew (upper left), Roy Blair of Facilities (upper right), Randy Henderson of Fleet (lower left), and Scott Riddle and Neal Hay of Engineering.

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

Douglas R. 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 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	36,798	29,719	65,000	48,460	25.4-
OTHER CHARGES	1,450	2,463	9,115	841,623	9,133.4
* GROSS BUDGET	38,248	32,182	74,115	890,083	1,100.9
* NET BUDGET	38,248	32,182	74,115	890,083	1,100.9
APPROPRIATION FOR CONTINGENCY	0	0	801,106	14,353	98.2-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	38,248	32,182	875,221	904,436	3.3
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	830	380	830	790	4.8-
GENERAL REVENUES	96,249	65,307	81,500	77,250	5.2-
UNDESIGNATED FUND BALANCE 7/1	734,060	792,891	792,891	826,396	4.2
TOTAL AVAILABLE FINANCING	831,139	858,578	875,221	904,436	3.3
* UNREIMBURSED COSTS	792,891-	826,396-	0	0	.0
ALLOCATED POSITIONS	.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 budget unit and the District.

Major Budget Changes

Supplies & Services

- (\$17,000) Decrease in Maintenance and Professional/Specialized Services accounts to reflect work performed and paid for in FY 2010-11

Other Charges

- \$841,000 Increase in Contribution to Other Agency – Yuba City, to reflect the transfer of unencumbered funds to the City based on prior year annexations

Program Discussion

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.

At this time, the District does not own any streetlights, but rather pays Pacific Gas and Electric to provide, maintain, and power the streetlights located in the District.

Over the past several 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.

Recommended Budget

This budget is recommended at \$904,436. This budget unit does not receive financing from the General Fund. The District receives its funding from ad valorem property taxes on properties within the district.

Due to annexations and the transfer of portions of the street lighting district properties to the City of Yuba City, a portion of the funds (the “unencumbered fund balance”) remaining in this budget unit had been budgeted in the past to be transferred to the City of Yuba City. However, additional research was necessary prior to any transfer being made.

This budget now contains a recommendation to transfer identified funds to the City in an amount not to exceed \$841,000. The City concurs with this recommendation. It should be noted that these funds are being transferred in the same manner as the funds that are being collected and transferred on an ongoing basis.

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 2011-12.

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

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

DEPT HEAD: DOUGLAS R. GAULT UNIT: ROYO RANCHERO CNSTRCT-LO CANAL FUND: ROYO RANCHERO CNSTRCT-LO CANAL 0389 0-389

	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	661	1,591	140.7
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	661	1,591	140.7
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	861	647	800	850	6.3
UNDESIGNATED FUND BALANCE 7/1	1,000-	139-	139-	741	633.1-
TOTAL AVAILABLE FINANCING	139-	508	661	1,591	140.7
* UNREIMBURSED COSTS	139	508-	0	0	.0
ALLOCATED POSITIONS	.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.

northerly from Colusa Highway frontage road to Butte House Road.

Recommended Budget

This budget is recommended \$1,591. The General Fund does not provide any financing for this budget unit.

Major Budget Changes

There are no major budget changes for FY 2011-12.

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 2011-12.

Program Discussion

The Royo Ranchero - Live Oak Canal improvement project provided for the construction and acquisition of necessary right-of-way of Royo Ranchero Drive

Public Works Stonegate Sewer Improvement Construction (0-394)

Douglas R. 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 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	486	1,021	110.1
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	486	1,021	110.1
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	536	403	550	540	1.8-
UNDESIGNATED FUND BALANCE 7/1	600-	64-	64-	481	851.6-
TOTAL AVAILABLE FINANCING	64-	339	486	1,021	110.1
* UNREIMBURSED COSTS	64	339-	0	0	.0
ALLOCATED POSITIONS	.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 2011-12.

Program Discussion

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.

Recommended Budget

This budget is recommended at \$1,021. The General Fund does not provide any financing for this budget unit.

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 2011-12.

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

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY					
DEPT HEAD: DOUGLAS R. GAULT	UNIT: ROYO RANCHERO CONSTRUCTION	FUND: ROYO RANCHERO CONSTRUCTION	0397 0-397		
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	507	947	86.8
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	507	947	86.8
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	507	381	600	520	13.3-
UNDESIGNATED FUND BALANCE 7/1	600-	93-	93-	427	559.1-
TOTAL AVAILABLE FINANCING	93-	288	507	947	86.8
* UNREIMBURSED COSTS	93	288-	0	0	.0
ALLOCATED POSITIONS	.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 2011-12.

Program Discussion

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

Recommended Budget

This budget is recommended at \$947. The General Fund does not provide any financing for this budget unit.

Use of Reserves/Designations

The Royo Ranchero Construction fund contains a Designation for Future Appropriations. No increases or decreases to the designation are recommended for FY 2011-12.

Public Works Building Maintenance (1-700)

Douglas R. Gault, Public Works Director

		EXECUTIVE SUMMARY				
DEPT HEAD: DOUGLAS R. GAULT	UNIT: BUILDING MAINTENANCE	FUND: GENERAL			0001 1-700	
		ACTUAL	ACTUAL	ADOPTED	CAO	% CHANGE
		EXPENDITURE	EXPENDITURE	BUDGET	RECOMMEND	OVER
		2009-10	4-30-11	2010-11	2011-12	2010-11
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS		2,054,558	1,759,887	2,177,773	2,105,820	3.3-
SERVICES AND SUPPLIES		773,578	594,017	1,073,510	943,189	12.1-
OTHER CHARGES		187,917	94,126	185,304	171,316	7.5-
CAPITAL ASSETS		38,595	26,242	35,710	0	100.0-
* GROSS BUDGET		3,054,648	2,474,272	3,472,297	3,220,325	7.3-
INTRAFUND TRANSFERS		74,352	3,775	146,602	43,853	70.1-
* NET BUDGET		3,129,000	2,478,047	3,618,899	3,264,178	9.8-
OTHER REVENUES						
USER PAY REVENUES		459,323	11,064	457,584	400,635	12.4-
GOVERNMENTAL REVENUES		11,274	1,629	9,115	0	100.0-
TOTAL OTHER REVENUES		470,597	12,693	466,699	400,635	14.2-
* UNREIMBURSED COSTS		2,658,403	2,465,354	3,152,200	2,863,543	9.2-
ALLOCATED POSITIONS		33.00	35.00	33.00	30.00	9.1-

Purpose

The Building Maintenance budget unit includes three facilities management and maintenance functions: Facilities Management, Grounds Maintenance, and Custodial services. The budget unit is managed by the Public Works Department General Services Division. The purpose of the budget unit is to provide the resources to maintain the buildings and grounds that are owned, rented, or leased by Sutter County. This division of General Services is responsible for the building and grounds maintenance and custodial services for 41 County properties that support approximately 800 County employees with an annual budget of approximately \$3.0 million.

Minor improvement projects, budgeted at less than \$15,000, are included in the

Facilities Management portion of this budget unit. Public Works projects with a cost of \$15,000 or above are budgeted in the Plant Acquisition budget unit (1-801).

Major Budget Changes

Salaries & Benefits

- (\$178,016) Decrease in Salaries and Benefits due to the elimination of three filled positions:
 - One Groundskeeper I position (\$67,388)
 - One Custodian position (\$50,810)
 - One Office Assistant II position (\$59,818)
- \$11,409 Increase in Extra Help for seasonal assistance

Public Works Building Maintenance (1-700)

Douglas R. Gault, Public Works Director

- \$35,477 Increase in Co-Contribution – Group Insurance
- (\$5,924) Decrease in Interfund Workers Compensation costs
- \$64,471 General salary and benefits adjustments

Services & Supplies

- (\$25,200) Decrease in Household Expenses reallocated to General Supplies and Professional & Specialized Services
- (\$24,500) Decrease in General Supplies based on a reduction in staffing
- (\$12,675) Decrease in Professional & Specialized Services based on a reduction in staffing
- \$54,089 Increase in Special Departmental Expense based on estimated assessments for Sutter-Butte Flood Control Agency
- (\$80,000) Decrease in Utilities based on a reduction in staffing
- (\$24,585) Decrease in Maintenance Structure/Improvements due to a reduction in staffing

Other Charges

- (\$10,732) Decrease in Interfund Insurance ISF Premium

Capital Assets

- (\$35,710) Decrease in Capital Assets due to a one-time purchase in FY 2010-11

Intrafund Transfers

- (\$52,096) Decrease in Intrafund Building Maintenance (A-87 Cost Plan) revenue (reflected as a negative expenditure)
- (\$50,305) Decrease in Intrafund Administration charges from the Public Works Department for administrative assistance provided to the Facilities Management Division

Revenues

- (\$56,949) Decrease in Interfund Building Maintenance (A-87 Cost Plan) revenue

Program Discussion

The Building Maintenance budget unit contains three programs that provide three distinct services: Facilities Maintenance (70), Grounds Maintenance (71), and Custodial Services (72).

The Facilities Maintenance Branch staff performs preventative maintenance and routine repairs for County-owned facilities, including the repair of electrical, plumbing, HVAC, and structural systems.

The Grounds Maintenance Branch staff maintains the grounds of 22 buildings, 8 recreation areas, and the Sutter County Airport. These responsibilities include:

Public Works Building Maintenance (1-700)

Douglas R. Gault, Public Works Director

- Mowing
- Edging
- Weed control
- Leaf removal
- Tree pruning and trimming
- Fertilization
- Litter removal
- Maintenance of irrigation systems.

The Custodial Branch staff performs cleaning services for County buildings, including the 24/7 Mental Health Inpatient Unit. These responsibilities include:

- General cleaning
- Vacuuming
- Trash and recycling removal
- Restroom cleaning with restocking of supplies
- Carpet cleaning
- Window washing

Products and consumable cleaning items for the majority of County buildings are also budgeted within this program unit.

Selected staff also oversee services contracts such as contracts for inspecting and maintaining fire suppression and security systems, custodial services, landscaping services, and minor renovations.

Costs for all three of these programs are allocated through the A87 Cost Plan based on labor, with the exception of utilities which are allocated by square footage attributed to County activities. For FY 2011-12, staff will be working with the Auditor's Office to allocate new flood control assessments by square footage for those facilities located on assessed parcels.

Recommended Budget

This budget unit is recommended at \$3,264,178. The General Fund provides 88% of the financing for this budget unit and is reduced by \$288,657 (10%) compared to FY 2010-11. A portion of the costs for this budget unit are recouped from outside and subvented funds through the annual A-87 cost plan.

The recommended budget reflects the reduction of the following three filled positions:

- One Groundskeeper I position (GEN 31)
- One Custodian position (GEN 28)
- One Office Assistant II position (GCL 28)

The elimination of these positions will significantly impact the building and grounds services provided by the General Services Division as follows:

Grounds Maintenance

- Reduction in the frequency of mowing (and related lawn/turf maintenance), from weekly to bi-weekly during the spring and summer.
- Reduction in leaf cleanup in parking lots and walkways during the fall.
- Reduction in the frequency of watering; decreasing the watering times for lawn/turf areas, shrubs, and plants resulting in visible brown of lawn/turf areas.

Public Works Building Maintenance (1-700)

Douglas R. Gault, Public Works Director

Custodial

- Special cleaning projects, outside the normal nightly cleaning routine, such as waxing, buffing floors, policing of spider webs and carpet cleaning will be cut by 25%. Also, reflected in this estimated reduction of services is the cessation of service to the Health Department Clinic spaces leased to Peachtree Clinic.

Clerical

- Selected Building Maintenance clerical duties will be transferred to the Purchasing Branch. Other tasks will be picked up by the Public Works Department office staff. The remaining clerical tasks will be handled by other building services staff, reducing available time for maintenance tasks to be performed.
- The lobby at 146 Garden Highway was staffed by the clerical position which will be eliminated. The foot traffic through this lobby is mostly limited to Veterans Hall requests and Airport payments.
 - All customers making Airport payments will be referred to Public Works at 1130 Civic Center Drive.
 - The scheduling of rentals for the Veterans Hall will be handled by Public Works administrative staff at 1130 Civic Center Drive.
 - Visitors will be seen by appointment only and the lobby will be closed.
- The phone system at 146 Garden Highway will be answered by the automated system.

In FY 2010, funding for three Custodial positions and one Building Services Worker position was eliminated. Those four positions will continue to be held vacant and unfunded for FY 2011-12. These reductions combined with the elimination of funding for one additional Custodian and a Grounds Maintenance Worker this year, puts a strain on providing basic building and grounds services to County operations.

As compared to FY 2010-11, minor adjustments have been made to Professional and Specialized Services and General Supplies moving some costs from the Airport, Parks and Recreation and the Veterans' Hall budgets. These costs will be charged to these budget units through the A-87 Cost Plan.

Minor improvement projects planned for FY 2011-12 include, but are not limited to:

- Roof repairs to 146 Garden Highway
- Various ADA improvements countywide

This budget has been prepared anticipating no reduction in County owned and maintained floor space and grounds this fiscal year. To help mitigate the adverse impacts of the budget cuts, consolidations and reductions in the County's maintained space and grounds will be sought throughout FY 2011-12.

Additional reductions to the Facilities Management budget, beyond the recommended level, would require additional staff reductions and would lead to the inability to adequately maintain facilities and grounds necessary for County operations.

**Public Works
Building Maintenance (1-700)**

Douglas R. Gault, Public Works Director

Use of Reserves/Designations

This budget unit does not include any reserves or designations.

Public Works Plant Acquisition (1-801)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PLANT ACQUISITION	FUND: GENERAL			0001 1-801	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	641,603	581,798	1,190,285	732,710	38.4-	
OTHER CHARGES	348,178	43,955-	0	0	.0	
CAPITAL ASSETS	397,428	1,464,048	2,829,377	1,500,500	47.0-	
* GROSS BUDGET	1,387,209	2,001,891	4,019,662	2,233,210	44.4-	
INTRAFUND TRANSFERS	39,926	0	357,500-	308,000-	13.8-	
* NET BUDGET	1,427,135	2,001,891	3,662,162	1,925,210	47.4-	
OTHER REVENUES						
USER PAY REVENUES	821,876	202,180	1,920,079	1,296,210	32.5-	
GOVERNMENTAL REVENUES	0	796,095	1,512,083	280,000	81.5-	
TOTAL OTHER REVENUES	821,876	998,275	3,432,162	1,576,210	54.1-	
* UNREIMBURSED COSTS	605,259	1,003,616	230,000	349,000	51.7	
ALLOCATED POSITIONS	.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

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 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.

Public Works

Plant Acquisition (1-801)

Douglas R. Gault, Public Works Director

Generally, those major projects budgeted at a cost of \$15,000 and over and 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).

Recommended Budget

This budget is recommended at \$2,233,210. The recommendation includes eight projects that were authorized in FY 2010-11 and are

continuing in FY 2011-12, as well as six new projects for FY 2011-12.

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.

Continuing Projects. 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 \$1,726,210, of which \$150,000 is an on-going General Fund cost, and include the following:

Funding Source	Project No.	CONTINUING PROJECTS - DESCRIPTION	Amount
General Fund Designation for Capital Projects	9726	Jail Fuel Tank Removal/Replace (on-going project)	\$150,000
Road Fund (Budget Unit 3-100)	9920	Road Tank Remediation at Samuel Drive (on-going project)	\$160,000
Airport Fund (Budget Unit 3-200), FAA Grant	0904	Replace Runway, Taxiway, and Approach Lighting (re-budget of \$486,000 plus additional \$61,500)	\$547,500
Airport Fund (Budget Unit 3-200), FAA Grant	0906	Airport Layout Plan Update (Required by FAA for Continued Grant Funding of Airport Projects)	\$71,710
Criminal Justice Construction Fund (Fund 0-262)	0908	Jail Minimum Security Facility Upgrade	\$495,000
State Boating & Waterways Grant	0912	Live Oak Riverfront Boat Launch Facility	\$150,000
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)	\$130,000
Road Fund (Budget Unit 3-100)	1013	Relocate and Refurbish Modular Building at Road / Corporation Yard (275 Samuel Drive)	\$22,000

Public Works

Plant Acquisition (1-801)

Douglas R. Gault, Public Works Director

Recommended New Projects. The following chart summarizes new projects recommended for approval, and indicates the funding sources for those projects. The total of the newly requested projects for FY 2011-12 is \$507,000. Several of these recommended projects are funded by the General Fund, either through the use of the Designation for Capital Projects or through special funds set aside in prior years for specific project types. The recommendation

reflects those necessary maintenance and improvement projects that the County Administrative Officer and Public Works Director recommend not be postponed into a future year.

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.

Funding Source	Project No.	NEW PROJECTS - DESCRIPTION	Estimate
General Fund Designation for Capital Projects	1201*	Replace Portion of Roof at 1160 Civic Center Blvd.	\$33,000
General Fund Designation for Capital Projects	1202*	Remove Sediment Build-up at Yuba City Boat Launch	\$48,000
General Fund Designation for Capital Projects	1203*	Repairs to Parking Lot at 1160 Civic Center Blvd. and ADA Improvements	\$56,000
General Fund Designation for Flood Control Projects	1204	Installation and Survey/Leveling at Five County-maintained River Gauge Monitoring Stations	\$27,000
General Gov't Impact Fee Fund (0-101) & Unclaimed Gas Tax	1205*	Expansion of Agricultural Commissioner Main Offices at 142 Garden Highway and Relocation of Staff	\$308,000
General Fund Designation for Capital Projects (possible reimbursement from State)	1206*	Erosion Repairs at Tisdale Boat Launch Facility (following Winter Storms of 2011)	\$35,000

Use of Reserves/Designations

It is recommended that \$27,000 of the General Fund Designation for Flood Control Projects (account #37306) be liquidated to fund the recommended installation and surveying of eight river gauges within Sutter County. This one-time revenue is included

in the Cancellation of Prior Year Designations account in the General Revenues budget (1-209).

It is recommended that the remaining \$322,000 Unreimbursed Cost of this budget be funded by the General Fund Designation for Capital Projects (account #37312). This

Public Works Plant Acquisition (1-801)

Douglas R. Gault, Public Works Director

one-time revenue is included in the Cancellation of Prior Year Designations account in the General Revenues budget (1-209).

The \$308,000 cost for the recommended expansion of the Agricultural Commissioner's offices at 142 Garden Highway has been charged to the Agricultural Commissioner's budget unit (2-601). Therefore, the Unreimbursed Cost of this project appears in that budget unit rather than in the Plant Acquisition budget unit. It is recommended that \$30,000 of the General Fund Designation for Future Remodel – Ag Building (account #37311) be liquidated to help fund the expansion project. This one-time revenue is included in the Cancellation of Prior Year Designations account in the General Revenues budget (1-209), along with a transfer in of \$278,000 of General Government Development Impact Fees (fund #0-101), to fund the County's share of cost of this project in this year. It should be noted that an additional \$120,000 in revenue will be included in the Agricultural Commissioner budget (2-601) over the next three years reflecting anticipated Unclaimed Gas Tax reimbursement towards this project. This revenue will be used to reimburse the General Government Development Impact Fee fund in the year in which the revenue is received.

Public Works Public Works (1-920)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PUBLIC WORKS	FUND: GENERAL			0001 1-920	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,227,154	1,071,314	1,398,863	1,422,702	1.7	
SERVICES AND SUPPLIES	26,367	28,243	25,650	21,250	17.2-	
OTHER CHARGES	97,044	26,427	44,176	40,789	7.7-	
CAPITAL ASSETS	0	0	21,000	0	100.0-	
* GROSS BUDGET	1,350,565	1,125,984	1,489,689	1,484,741	.3-	
INTRAFUND TRANSFERS	780,873-	3,886	717,820-	705,799-	1.7-	
* NET BUDGET	569,692	1,129,870	771,869	778,942	.9	
OTHER REVENUES						
USER PAY REVENUES	375,537	21,215	619,243	628,957	1.6	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
OTHER FINANCING SOURCES	27	0	0	0	.0	
TOTAL OTHER REVENUES	375,564	21,215	619,243	628,957	1.6	
* UNREIMBURSED COSTS	194,128	1,108,655	152,626	149,985	1.7-	
ALLOCATED POSITIONS	12.00	14.00	13.00	14.00	7.7	

Purpose

The Public Works budget unit is managed by the Public Works Department Administration & Finance Division. This budget unit provides funding for the Administration & Finance Division, the Department Director's Office, portions of the Engineering Division, and the County Surveyor's Office.

The Director's Office manages, coordinates, and supervises the five functional divisions of the Public Works Department:

- Administration & Finance
- Engineering
- General Services
- Road Maintenance
- Water Resources

The Administration & Finance Division is responsible for the administration of 48 budget programs/units, providing general administrative support to the five divisions as well as some direct support to Department staff.

Using the resources in this budget unit, the Engineering Division:

- Processes development applications and public works permits
- Supports County planning efforts
- Plans and constructs County facilities
- Provides general engineering support
- Operates the County Surveyor's Office

Major Budget Changes

Salaries & Benefits

- \$6,699 General salary and benefits adjustments

Services & Supplies

- (\$5,000) Decrease in Professional & Specialized Services due to consultants not being needed for new or on-going projects

Capital Assets

- (\$21,000) Decrease in Capital Assets - no new assets requested

Intrafund Transfers

- (\$12,000) Decrease in Intrafund Administrative Services revenue to reflect a reallocation of staff time

Revenues

- \$77,280 Increase in Planning & Engineering Fees based on historical data
- (\$119,013) Decrease in Interfund Public Works Administrative Services revenue due to a reallocation of staff time
- \$39,412 Increase in Public Works Administrative charges to Road due to a reallocation of staff time

- \$12,000 Increase in Contribution from Other Agency Sutter County to correctly reflect reimbursement revenue from Water Works District #1

Program Discussion

The Public Works budget unit provides funding for the Administration & Finance Division, the Department Director's Office and the Development Branch of the Engineering Division, each of which provide different services.

Department Director's Office

Besides managing the five Divisions of the Department, the Director has multiple County functions:

- Road Commissioner
- County Engineer
- Floodplain Manager
- Purchasing Agent

The Department Director's Office staff is responsible for:

- Coordinating selected administrative actions of the Department
- Providing clerical support to all Public Work divisions including
- Preparation and publication of Public Works Support Services, Fish & Game Commission and the Gilsizer Drainage District meeting packets
- Processing personnel actions
- Maintaining personnel files
- Preparing and tracking of staff reports to the Board of Supervisors

Public Works

Public Works (1-920)

Douglas R. Gault, Public Works Director

The Director's Office and the Administration & Finance Division assist each other to balance workload issues associated with these responsibilities.

Administration & Finance Division

The Administration & Finance Division staff is responsible for the administration of 48 program/budget units. These budget units support a myriad of diverse activities, including:

- The County Airport
- Building and grounds maintenance
- Facilities management
- Central services
- Fleet management
- Fish & Game
- Parks and recreation
- Road maintenance
- Sutter County Water Agency
- Water resources
- Purchasing
- Veterans Memorial Community Building
- Water and sewer utilities
- Streetlighting and landscaping districts
- Other special districts

The accounting staff processes over 400 invoices per month totaling on average over \$400,000. The accountants prepare all required journal entries, handle all vendor inquiries and correct, as required, any discrepancies between the Auditor-Controller's office and the Department. In addition, the accountants maintain a cost accounting management computer system for the Road Fund. The Division supports and responds to a number of audits each year.

Additionally, selected other administrative tasks in support of the Director's Office are performed by the Division staff.

Engineering Division

The Engineering Division staff:

- Processes development permits, plan reviews, and the Public Works portions of planning applications
- Design and construct County buildings and building improvements
- Provide General engineering support to County activities such as the Road Fund, on a reimbursable basis

Staff responds to an average of over 70 counter inquiries per month requesting information on maps, surveys, development, traffic, roads and the processing of related fees.

The Engineering Division performs the County Surveyor functions:

- Reviewing and processing subdivision maps, lot line adjustments, and records of surveys
- Maintaining records of the County real property and public rights-of-way

County Surveyor's Office

The County Surveyor's Office consists of a part-time County Surveyor. Due to the defunding of an Engineering Technician in the Development Branch of the Engineering Division, a backlog of actions has developed in this office.

Public Works

Public Works (1-920)

Douglas R. Gault, Public Works Director

The Administration & Finance Division staff track their time and directly charge activities to both General funded and non-General fund budget units, essentially making their activities reimbursable. The activities of the Director's Office are charged as overhead to the various budget units in the Department. However, it should be noted that much of the reimbursement comes from budget units that have General Fund sources of financing.

Roughly 60% of the costs for the Engineering Division activities performed under this budget unit are reimbursed through fees for services charged to the applicants for permits and mapping approvals; and through the Plant Acquisition budget unit, the Road Fund and Building Maintenance/Facilities Management.

Recommended Budget

This budget is recommended at \$778,942. The General Fund provides 20% of the funding for this budget unit and is reduced \$2,641 (1.7%) compared to FY 2010-11.

This recommended budget reflects the salary changes attributable to the newly negotiated MOUs and Agreements with County employee groups. The budget also reflects a reduction in revenues from the other Divisions in the Department.

During FY 2011-12, the Department will be bringing to the Board of Supervisors a request to change the multi-level Associate Civil Engineer/Public Works Engineer II/Public Works Engineer I position in the Public Works budget unit to an Associate Civil Engineer position. Due to the elimination of an Associate Civil Engineer position in Water Resources in FY 2011-12, the Engineer position in the Development Branch will

assume some of the critical duties of that position. Additionally, the Development Engineer position necessitates an Associate level engineer due to the complexity of the position:

- Supervising permit processing
- Addressing permitting and planning issues
- Representing the County Engineer on planning actions before the Planning Commission and Board of Supervisors

In FY 2010-11, an Engineering Technician II position was defunded in FY 2010-11, and it is recommended that this position remain defunded and vacant through FY 2011-12.

Additional reductions in the Public Works budget unit, beyond those recommended, would require additional staff reductions. Further reductions would reduce the Department's ability to provide the required services. Therefore, no additional reductions are recommended at this time.

Use of Reserves/Designations

This budget unit does not include any reserves or designations.

Public Works

Douglas R. Gault, Public Works Director

Urban Area Residential Street Lighting District (3-000)

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT UNIT: URBAN AREA RESIDENT ST LIGHTNG FUND: URBAN AREA RESIDENT ST LIGHTNG 3000 3-000

	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	13,637	10,446	25,000	24,140	3.4-
OTHER CHARGES	2,638	177	235	2,742	1,066.8
* GROSS BUDGET	16,275	10,623	25,235	26,882	6.5
* NET BUDGET	16,275	10,623	25,235	26,882	6.5
APPROPRIATION FOR CONTINGENCY	0	0	1,115	9,289	733.1
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	16,275	10,623	26,350	36,171	37.3
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	25,123	15,792	25,200	25,000	.8-
UNDESIGNATED FUND BALANCE 7/1	7,699-	1,150	1,150	11,171	871.4
TOTAL AVAILABLE FINANCING	17,424	16,942	26,350	36,171	37.3
* UNREIMBURSED COSTS	1,149-	6,319-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Urban Area Residential Street Lighting District is responsible for the operation and maintenance of streetlights within the District. The Public Works Department is responsible for the management of this budget unit and District.

Major Budget Changes

There are no major budget changes for FY 2011-12.

Program Discussion

The Urban Area Residential Street Lighting District finances the operation and maintenance of streetlights within the District serviced by Sutter County. The Urban Area Residential Street Lighting District is supported by benefit assessments that are applied to properties within the District. Assessment rates are capped, but may be adjusted within the cap if necessary within the provisions of Proposition 218.

The District includes 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.

Urban Area Residential Street Lighting District (3-000)

At this time, the District does not own any streetlights, but rather pays Pacific Gas and electric to provide, maintain, and power the streetlights located in the District.

Recommended Budget

This budget is recommended at \$36,171. The General Fund does not provide any financing for this budget unit.

Use of Reserves/Designations

The Urban Area Residential Street Lighting District fund contains a Designation for Future Appropriations. There are no increases or decreases in the Designation recommended for FY 2011-12.

Public Works

Douglas R. Gault, Public Works Director

Wildewood West Street Landscape Maintenance District (4-011)

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

UNIT: SUTTER CO ST LNDSCP WILDWOOD W FUND: SUTTER CO ST LNDSCP WILDWOOD W 4011 4-011

	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	2,280	1,900	3,200	3,200	.0
OTHER CHARGES	0	0	347	0	100.0-
* GROSS BUDGET	2,280	1,900	3,547	3,200	9.8-
* NET BUDGET	2,280	1,900	3,547	3,200	9.8-
APPROPRIATION FOR CONTINGENCY	0	0	4,320	4,852	12.3
INCREASES IN RESERVES	0	0	1,541	0	100.0-
* TOTAL BUDGET	2,280	1,900	9,408	8,052	14.4-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	3,469	2,161	3,195	3,732	16.8
CANCELLATION P/Y DESIGNATIONS	0	0	4,599	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	425	4,672	1,614	4,320	167.7
TOTAL AVAILABLE FINANCING	3,894	6,833	9,408	8,052	14.4-
* UNREIMBURSED COSTS	1,614-	4,933-	0	0	.0
ALLOCATED POSITIONS	.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 city limits of the City of Yuba City. Revenues 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 \$920 for other required professional maintenance and repairs of the maintenance district.

Major Budget Changes

There are no major budget changes for FY 2011-12.

Recommended Budget

This budget is recommended at \$8,052. This budget unit does not receive any funding from the General Fund. Funding is provided through assessments.

Program Discussion

The Wildewood West Street Landscape Maintenance District is located just west of

Use of Reserves/Designations

This budget unit has no Designations or Reserves.

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

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN	UNIT: CAPITAL PROJECTS	FUND: CAPITAL PROJECTS			4100 4-100
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	0	0	300,000	0	100.0-
RESIDUAL EQUITY TRANS-OUT	0	0	0	182,759	***
* GROSS BUDGET	0	0	300,000	182,759	39.1-
* NET BUDGET	0	0	300,000	182,759	39.1-
APPROPRIATION FOR CONTINGENCY	0	0	19,899	0	100.0-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	319,899	182,759	42.9-
OTHER REVENUES					
USER PAY REVENUES	0	0	300,000	0	100.0-
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	3,871	2,908	3,000	4,000	33.3
CANCELLATION P/Y DESIGNATIONS	0	0	0	157,860	***
UNDESIGNATED FUND BALANCE 7/1	13,029	16,899	16,899	20,899	23.7
TOTAL AVAILABLE FINANCING	16,900	19,807	319,899	182,759	42.9-
* UNREIMBURSED COSTS	16,900-	19,807-	0	0	.0
ALLOCATED POSITIONS	.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.

Major Budget Changes

Residual Equity Transfer-Out

- \$182,759 Increase to reflect transfer of remaining General Fund equity back to the General

Fund with the recommendation to close this fund

Program Discussion

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 design was completed in 2005 by an architectural firm retained by the County. The construction cost of the building was

Capital Projects (Human Services Building) (4-100)

last calculated at \$16 million. However, construction of the building has repeatedly been held up by the unavailability of State funding. The County has explored alternative means of meeting the facility needs of the Human Services divisions. However, at this time it is highly unlikely that funding from the State will be available in the near-term to fund the construction of a new Human Services Building.

Recommended Budget

This budget is recommended at \$182,759.

It is recommended that this budget unit be closed in FY 2011-12. The General Fund transferred \$300,000 to the fund from the General Fund's Designation for Capital Projects in FY 2001-02, and it is recommended that the remaining balance in the fund, in the amount of \$182,759, be returned to the General Fund and deposited back to the Designation for Capital Projects (account #37312). It is further recommended that the Auditor-Controller's office close the fund and deposit any additional interest that accrues to the fund to the General Fund.

Use of Reserves/Designations

The Capital Projects fund contains a Designation for Future Appropriations in the amount of \$157,860. It is recommended that the Designation be cancelled in FY 2011-12 and returned, along with any accrued interest, to the General Fund Designation for Capital Projects.

Public Works Fleet Management (4-580)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: FLEET MANAGEMENT ISF	FUND: FLEET MANAGEMENT ISF			4580 4-580	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	520,750	379,139	474,167	490,385	3.4	
SERVICES AND SUPPLIES	692,918	591,127	881,675	899,603	2.0	
OTHER CHARGES	154,263	50,978	205,984	223,951	8.7	
CAPITAL ASSETS	19,548	5,856	27,000	19,500	27.8-	
* GROSS BUDGET	1,387,479	1,027,100	1,588,826	1,633,439	2.8	
* NET BUDGET	1,387,479	1,027,100	1,588,826	1,633,439	2.8	
APPROPRIATION FOR CONTINGENCY	0	0	209,204	216,038	3.3	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	1,387,479	1,027,100	1,798,030	1,849,477	2.9	
OTHER REVENUES						
USER PAY REVENUES	1,448,953	622,525	1,579,595	1,630,340	3.2	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	6,221	7,736	10,600	4,462	57.9-	
UNDESIGNATED FUND BALANCE 7/1	140,137	207,835	207,835	214,675	3.3	
TOTAL AVAILABLE FINANCING	1,595,311	838,096	1,798,030	1,849,477	2.9	
* UNREIMBURSED COSTS	207,832-	189,004	0	0	.0	
ALLOCATED POSITIONS	7.00	6.00	6.00	6.00	.0	

Purpose

The Fleet Management budget unit operates as an Internal Service Fund (ISF) managed by the Public Works Department General Services Division. The Fleet Management ISF provides management services for County vehicles and equipment. Fleet Management, as an ISF, must generate its own revenue to cover expenditures.

Fleet Management currently administers and maintains over 440 County owned and operated vehicles and equipment. The vehicles and equipment include cars and light duty trucks, semi trucks and trailers, off road equipment and specialty equipment such as ATV's.

Services are also provided to other local agencies or municipalities upon request.

Major Budget Changes

Salaries & Benefits

- \$16,218 General salary and benefits adjustments

Services & Supplies

- \$60,662 Increase in Other Department Fuel and Oil expense based on an anticipated increase in fuel costs

Public Works Fleet Management (4-580)

Douglas R. Gault, Public Works Director

- (\$24,000) Decrease in Other Parts expense based on historic data
- (\$18,734) General decrease in remaining Services and Supplies accounts to achieve additional budget reductions

anticipated reduction in staff time spent in Fleet Administration

- (\$6,138) Decrease in anticipated Interest earnings

Other Charges

- (\$24,909) Decrease in Interfund Public Works Administrative Services charges due to reduction in Public Works Administrative support
- \$47,895 Increase in Interfund A-87 Cost Plan charges as provided by the Auditor-Controller's office

Program Discussion

The goal of Fleet Management is to provide the highest possible quality of vehicle and equipment maintenance and repair at the lowest possible cost; while ensuring the customer's maintenance and safety needs are met with the utmost courtesy and professionalism.

The Fleet Maintenance Section directly budgeted in this budget unit is managed by the Deputy Director for General Services. Staff provides administrative services and vehicle maintenance services for County vehicles.

Capital Assets

- (\$6,500) Decrease in Capital Assets - no replacement equipment purchases have been planned in an effort to achieve budget reductions

Administrative services provided include:

- Fleet inventory
- Licensing, utilization
- Tracking of associated costs
- Replacement recommendations
- Access to the fuel cardlock system
- Disposal

Revenue

- \$72,583 Increase in Interfund Fuel & Oil revenue based on an anticipated increase in fuel costs
- \$7,298 Increase in Interfund Vehicle Maintenance revenue based on increasing age of vehicles and related service needs
- (\$26,479) Decrease in Interfund Fleet Admin revenue based on an

Maintenance services include performing preventative maintenance, inspections, unscheduled maintenance, accident repairs, special contract repairs and warranty repairs.

Fleet Management staff also oversees adherence to government mandates such as:

- State unleaded and diesel smog inspections

Public Works

Fleet Management (4-580)

Douglas R. Gault, Public Works Director

- 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
- Emission Control Label regulations

Additionally, the new CARB Tire Inflation Regulation was initiated in September 2010.

Fuel cardlock interface and transaction auditing is performed, which involves checking fueling details and quoted pricing from fuel vendors.

Fleet provides vehicle utilization information for reporting to the County Administrator's Office and each department. This utilization information is made available to promote vehicle utilization and aide decision making regarding replacement of aging vehicles. Collectively with Fleet, the County continues to recognize the importance of extending the life of vehicle and equipment assets.

Costs for Fleet are charged in three ways:

- Costs for the repair of vehicles and equipment charged to the Department that operates the vehicle / equipment
- Costs of processing and procuring parts, supplies and outside repairs charged as a markup of the purchase price and charged to the Departments that operates the vehicle / equipment

- Administrative costs for managing the fleet charged to the Departments and allocated semiannually

Recommended Budget

This budget is recommended at \$1,849,477.

The Fleet Management budget unit operates as an ISF and must balance revenue to expenditure within the fund.

This recommended budget results in a \$51,542 (2.9%) increase in the three Interfund account charges, Fuel & Oil, Maintenance, and Administration, as compared to FY 2010-11. The estimated increase in the Interfund Fuel and Oil account, which is tied to the cost of fuel, is 14%, while the other two accounts decreased 2%.

Reductions in Fleet Administrative support are being made with the goal of minimizing the negative impact of these services to the County customer. Reductions in these support areas will impact the services provided by Fleet Management. The first priority will be the processing of claims and the billing of services. The development of Fleet statistical information will be done as time permits.

Due to the volatility in the price of fuel it is difficult to accurately estimate the future cost. The recommended budget for FY 2011-12 includes \$615,168 for the purchase of fuel for the majority of County departments. This represents a 14% (\$72,563) increase in cost for FY 2011-12. This cost has increased substantially over the last year.

Public Works Fleet Management (4-580)

Douglas R. Gault, Public Works Director

Additional reductions to the Fleet Management ISF would require a comparable reduction in the number of County vehicles maintained. To this end, in FY 2011-12, the Fleet Department will work with each Department to determine if any such reduction can occur. Therefore, further reductions are not recommended at this time.

Use of Reserves/Designations

This budget unit does not have any Designations or Reserves.

Public Works Purchasing (1-205)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PURCHASING	FUND: GENERAL			0001 1-205	
		ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS		181,216	126,474	208,206	171,272	17.7-
SERVICES AND SUPPLIES		4,693	3,700	10,100	6,500	35.6-
OTHER CHARGES		44,709	11,122	20,887	18,127	13.2-
* GROSS BUDGET		230,618	141,296	239,193	195,899	18.1-
INTRAFUND TRANSFERS		58,299	901	65,827	65,249	.9-
* NET BUDGET		288,917	142,197	305,020	261,148	14.4-
OTHER REVENUES						
USER PAY REVENUES		1,021	906	25,000	0	100.0-
GOVERNMENTAL REVENUES		0	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS		0	0	56,710	0	100.0-
TOTAL OTHER REVENUES		1,021	906	81,710	0	100.0-
* UNREIMBURSED COSTS		287,896	141,291	223,310	261,148	16.9
ALLOCATED POSITIONS		4.00	3.00	3.00	2.50	16.7-

Purpose

The Purchasing budget unit is managed by the Public Works Department General Services Division. Under this budget unit, General Services provides centralized procurement services to County departments for:

- Purchasing phone services, vehicles, and equipment
- Leasing copying and mail services
- Contracting for various services

The General Services Division also provides procurement assistance to departments for other purchases and provides interdepartmental courier services.

Construction services are procured separately by the Engineering Division of

Public Works. Computers and software are procured by the Information Technology Department. Pharmaceuticals and medical supplies are procured by the Health and Human Services Department. Procurement of most office supplies is decentralized and is performed by individual departments.

Major Budget Changes

Salaries and Benefits

- (\$69,801) Eliminate one filled Central Services Assistant III position
- \$34,275 Add one half-time (0.5 FTE), with benefits, Central Services Assistant I position

Revenues

- (\$25,000) Decrease in Interfund Transfer-In Special Revenue, reflecting one-time costs in FY 2010-11

Program Discussion

The Purchasing staff procures services, equipment and supplies for the County Departments.

Purchasing assists departments by providing product information, locating sources of supply, and explaining procurement options.

Purchasing is responsible for telephone communications and copier services as well as leasing facilities for County activities and renting and leasing out County land and facilities.

The goals of centralized purchasing include:

- Seeking volume buying
- Product standardization
- Vendor competition

Purchasing procures supplies, materials, capital assets and services as requisitioned by the Departments. The objective is to obtain the maximum value for each dollar expended, utilizing open competition and impartial evaluation of alternate products. Purchasing works to procure all equipment, supplies, and services, consistent with the quality, quantity, and delivery requirements of the requesting department, while adhering to County and State regulations, laws, rules, policies, and procedures.

Costs for all of the programs are allocated through the A-87 Cost Plan based on the number of purchase orders issued. Some tasks are direct charged to the supported activity.

Recommended Budget

This budget is recommended at \$261,148. The General Fund provides 100% of the financing for this budget unit. General Fund financing is reduced \$43,872 (14.4%) compared to FY 2010-11 when one-time costs funded with one-time funds are excluded. A portion of the costs for this budget are recouped from outside and subvented funds through the annual A-87 cost plan.

This recommendation reflects the elimination of one filled Central Services Assistant III (CSA III) position and the addition of one half-time (0.5 FTE), with benefits, Central Services Assistant I (CSA I) position. Procedurally, the duties of the CSA III, with the exception of the interdepartmental mail courier service duties, can be shifted to other personnel within the Public Works Department. The part-time CSA I position is being added specifically to perform the interdepartmental mail courier duties instead of decentralizing and requiring each Department to send its own staff back and forth to a centralized point to pick up its own mail.

The position changes will have the following impact:

- All printing purchases will be ordered by the individual Departments and will be either picked up by the Department or the

Public Works Purchasing (1-205)

Douglas R. Gault, Public Works Director

jobs will be delivered directly from the vendor.

- All purchases made by Purchasing will be delivered by the vendor or picked up by the ordering Department.

The elimination of positions in several Public Works budget units will require the shifting of job responsibilities among the remaining staff. The following shifts will be necessary in Purchasing:

- Departments purchasing minor supply items through the Purchasing division may be responsible for purchasing their own supplies.
- The lobby at 146 Garden Highway was staffed by a clerical position in the Facilities Maintenance budget unit (1-700), which will be eliminated. The foot traffic through this lobby is mostly limited to Veterans' Hall requests and Airport payments.
 - All customers making Airport payments will be referred to Public Works at 1130 Civic Center Drive.
 - The scheduling of rentals for the Veterans Hall will be handled by Public Works administrative staff at 1130 Civic Center Drive.
 - Visitors will be seen by appointment only and the lobby will be closed.
- The phone system at 146 Garden Highway will be answered by the automated system.

Changes in the FY 2010-11 budget included the elimination of the vacant Central Services Assistant II (CSA II) and the Buyer positions and the addition of a

Procurement/Contract Analyst position. This adjustment, in combination with the recommended reduction in FY 2011-12, leaves this budget unit with two and one half staff members.

Further reductions to the Purchasing budget, beyond the recommended level, would result in additional staff reductions which would necessitate the decentralization of the remaining services provided by the Purchasing office and potentially the elimination of the centralized purchasing function for the County.

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 major equipment purchases has historically been reflected in the Purchasing budget unit. There are no Cancellations of Designations recommended for FY 2011-12, as there are no recommended General Fund vehicles or major equipment purchases.

Public Works Central Services (1-924)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: CENTRAL SERVICES	FUND: GENERAL			0001 1-924	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	0	14	0	0	.0	
SERVICES AND SUPPLIES	507,349	378,402	482,921	482,921	.0	
OTHER CHARGES	0	261	0	135	***	
* GROSS BUDGET	507,349	378,677	482,921	483,056	.0	
INTRAFUND TRANSFERS	154,982-	124,990-	162,965-	164,319-	.8	
* NET BUDGET	352,367	253,687	319,956	318,737	.4-	
OTHER REVENUES						
USER PAY REVENUES	364,033	213,591	314,846	305,071	3.1-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	364,033	213,591	314,846	305,071	3.1-	
* UNREIMBURSED COSTS	11,666-	40,096	5,110	13,666	167.4	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

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

discussion with the Courts regarding interpretation of the joint operating agreement

- \$1,725 Increase in Intrafund Printing

Major Budget Changes

Intrafund Charges

- (\$5,613) Decrease in Intrafund Admin Services
- \$3,180 Increase in Intrafund Postage

Revenues

- (\$11,500) Decrease in Court Reimbursement due to ongoing

Program Discussion

This budget unit provides for the postage, printing and copier lease services to 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 processing for each department.

Recommended Budget

This budget is recommended at \$318,737. Gross expenditures are recommended at \$483,056. The General Fund provides approximately 5% of the net financing for this budget and is increased \$8,556 due to an anticipated decrease in revenue from the Courts.

Purchasing and Central Services are joint service departments so the elimination of one Central Services Assistant III (CSA III) position and the addition of one half-time (0.5 FTE) Central Services Assistant I (CSA I) position in the Purchasing Budget Unit 1-205 will impact services provided by this budget unit, such as:

- Printing purchases will be ordered and picked up by the individual departments instead of being delivered by the CSA III.
- Purchases made by the Purchasing department will no longer be delivered by the CSA III. Purchases will be delivered by the vendor or picked up by the ordering department.
- Custodial supplies will no longer be delivered to the buildings by the CSA III. These deliveries would be made by the Custodians and Building Services staff.

The copier lease is set to expire June 30, 2011. Discussions regarding this lease are currently taking place. It is unknown at this time whether or not the current lease contract will be extended for these aging copiers.

Over the past five years, consolidation of services and the reduction of staff have occurred, including:

- One Central Services Assistant II position was eliminated in FY 2010-11
- Delivery of US Mail was redirected to direct delivery
- Ordering and delivery of copy paper was decentralized to direct delivery
- Selected printing services have been directed to local vendors

These changes have resulted in substantial savings and cost avoidance, with minor service impacts. Since the functions of the Central Services department are being reduced, staff will pursue the closing of this budget unit by integrating the mail, postage, and copier lease services into the Purchasing budget.

Use of Reserves/Designations

This budget unit does not include any reserves or designations.

Public Works Fish & Game Propagation (2-703)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: FISH & GAME PROPAGATION	FUND: FISH AND GAME			0006 2-703	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	6,940	4,913	18,000	19,500	8.3	
OTHER CHARGES	1,123	1,125	3,610	3,520	2.5-	
* GROSS BUDGET	8,063	6,038	21,610	23,020	6.5	
* NET BUDGET	8,063	6,038	21,610	23,020	6.5	
APPROPRIATION FOR CONTINGENCY	0	0	1,777	0	100.0-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	8,063	6,038	23,387	23,020	1.6-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	8,323	5,906	10,500	10,500	.0	
CANCELLATION P/Y DESIGNATIONS	0	0	799	10,743	1,244.6	
UNDESIGNATED FUND BALANCE 7/1	11,828	12,887	12,088	1,777	85.3-	
TOTAL AVAILABLE FINANCING	20,151	18,793	23,387	23,020	1.6-	
* UNREIMBURSED COSTS	12,088-	12,755-	0	0	.0	
ALLOCATED POSITIONS	.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

- \$9,944 Increase in Cancellation of Prior Year Designations

Program Discussion

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 of Sutter County 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:

- Participation in the Duck Egg Recovery Program

Public Works

Fish & Game Propagation (2-703)

Douglas R. Gault, Public Works Director

- Purchase of pheasants for and the 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
- Habitation restoration
- Pheasants for the annual pheasant hunt
- Support of duck egg projects
- Yuba Sutter Fair booth and related expenses
- Donations of equipment to the Game Wardens
- Donations to support special events, programs and projects

The Fish and Game Advisory Commission sponsors a booth at the Yuba Sutter Fair promoting outdoor pursuits. The Fish and Game Commission also purchases and donates equipment to the California State Game Wardens assigned to Sutter County to help support them in their efforts to collect evidence and gain convictions of violations in the field.

Other local support from the Fish and Game Commission includes donations to local organizations that support the Fish and Game Commission goals. These donations are not to exceed \$1,000 per group for a total not to exceed \$7,000 awarded for the year. Several of the organizations that have benefited from the donations in the past include: Westside Anglers, California Deer Association, Sutter Sportsman Association, various duck egg recovery projects and various school educational activities.

Recommended Budget

This budget is recommended at \$23,020. This budget unit does not receive any funding from the General Fund. All funding is provided through fines and interest.

Special Department Expense, account #52207, is used to support expenses related to programs, events and donations such as:

Youth Programs, account #52240, is used to support expenses specifically tied to youth educational programs, events and donations such as:

- Youth fishing derbies
- Salmon aquarium programs
- School educational programs and field trips

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, \$10,743 will be cancelled from the Designation. The estimated ending balance in the Designation account will be \$41,726.

Public Works County Airport (3-200)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY AIRPORT	FUND: COUNTY AIRPORT			0005 3-200	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	3,469	2,881	3,660	3,770	3.0	
SERVICES AND SUPPLIES	83,559	60,953	105,190	94,765	9.9-	
OTHER CHARGES	225,973	82,999	812,274	713,610	12.1-	
* GROSS BUDGET	313,001	146,833	921,124	812,145	11.8-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	313,001	146,833	921,124	812,145	11.8-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	313,001	146,833	921,124	812,145	11.8-	
OTHER REVENUES						
USER PAY REVENUES	384,316	168,452	212,886	227,610	6.9	
GOVERNMENTAL REVENUES	10,000	119,213	701,996	569,500	18.9-	
GENERAL REVENUES	11,153	17,297	15,000	12,500	16.7-	
OTHER FINANCING SOURCES	0	0	96,834	0	100.0-	
UNDESIGNATED FUND BALANCE 7/1	265,872-	105,592-	105,592-	2,535	102.4-	
TOTAL AVAILABLE FINANCING	139,597	199,370	921,124	812,145	11.8-	
* UNREIMBURSED COSTS	173,404	52,537-	0	0	.0	
ALLOCATED POSITIONS	.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 lights, a lighted segmented circle and a visual approach slope indicator for the northern approach.

The airport is limited to visual flight operations.

The airport has a total of:

- 52 hangar spaces in eight County owned hangar buildings
- 12 private hangars
- 14 end spaces
- 5 commercial tenants

The asphalt concrete apron contains:

- 113 total tie-down spaces
 - 85 rentals
 - 28 transients

Public Works County Airport (3-200)

Douglas R. Gault, Public Works Director

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.

Major Budget Changes

Services & Supplies

- (\$15,000) Decrease in Fuel and Oil reflecting a decrease in fuel sales based on historic data
- \$ 10,600 Increase in Special Departmental Expense reflecting the new assessment for levee improvements from the Sutter Buttes Flood Control Agency
- (\$6,000) Decrease in Special Departmental Expense Resale reflecting one-time cost in FY 2010-11

Other Charges

- (\$9,104) Decrease in Public Works Administrative Services charges based on historical data
- (\$40,790) Decrease in Interfund Plant Acquisition costs related to the cost difference in projects from prior year and current year
- (\$47,980) General decrease in Interfund A-87 Cost Plan charges

User Pay Revenues

- \$6,702 Increase in Rental of Land and Buildings
- (\$25,000) Decrease in Airport Fuel sales based on historic data
- \$32,414 Increase in Interfund Misc. Transfer to reflect General Fund loan to cover operating cost and balance the fund in FY 2011-12

Governmental Revenues

- (\$132,496) Decrease in Federal grant revenue related to cost of approved Airport Capital Improvements

Other Financing Sources

- (\$96,834) Decrease in Long Term Debt Proceeds reflecting a change in budgeting method to account for the General Fund loan

Program Discussion

The Airport budget unit operates as a separate enterprise fund and, as such, the intention is that it generates sufficient revenue to cover the costs to operate and maintain the airport facilities. The Airport is currently operating with an annual deficit and requires loans from the General Fund to maintain operations and to balance its annual budget.

Fund revenues were significantly increased in FY 2008-09, increasing approximately \$50,000 annually over the course of the

Public Works

County Airport (3-200)

Douglas R. Gault, Public Works Director

following three years, by bringing hangar rental rates into alignment with comparables at other airports. A similar application of comparable rates for three of the commercial users was not considered feasible and in FY 2010-11 the Board appointed an Ad Hoc Committee to review the Commercial rates at the Airport. In response to recommendations from the Ad Hoc Committee, the Board authorized an increase in the commercial rates and fees, for FY 2010-11 with a recommendation for additional increases in the following years.

In 2011, the Board of Supervisors authorized a one-time expenditure of \$30,000 from the General Fund to replace the fuel pump and credit card reader system as an emergency repair to the fueling point.

Recommended Budget

This budget is recommended at \$812,145. A General Fund loan of \$32,414 (4%) is recommended to balance the budget. This loan is reduced \$64,420 (67%) compared to the loan amount that was required to fund operations in FY 2010-11.

The General Fund loan ceiling currently authorized by the Board is \$185,000. To date, approximately \$102,000 has been drawn down, leaving a balance of \$83,000, \$32,414 of which will be used in FY 2011-12. The account used to reflect this loan and to balance the fund for budgeting purposes has been changed from Long Term Debt Proceeds (48500) to Interfund Misc. Transfer (46582), per a discussion with the outside Auditor. The Ad Hoc Committee continues to work with the County Administrator's Office to evaluate options to address this deficit and to develop a formal

plan for repayment of the loan to the General Fund.

This year's expenditures include \$619,210 in charges for updating the Airport Layout Plan and the construction of the runway/taxiway lighting upgrade and obstruction removal. Approximately \$569,500 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 installation of Precision Approach Path Indicators (PAPI) for runway approaches, a new concrete electrical vault and new light fixtures at the parking aprons.

The FAA grants used to support past Airport improvements have paid for approximately 95% of the improvement costs. Legislation being considered as of this writing could reduce future FAA grant funding to 80%, which would severely impact the funding of Airport Capital Improvement Projects.

Additional reductions to the Sutter County Airport Budget, beyond the recommended level, would result in the loss of services, which could in turn impair the County's ability to procure Federal or State Funding for improvements.

Use of Reserves/Designations

This budget unit does not include any reserves or designations.

Public Works Parks and Recreation (7-101)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: PARKS & RECREATION	FUND: GENERAL			0001 7-101	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	50,421	16,174	26,400	22,200	15.9-	
OTHER CHARGES	48,101	1,631	41,631	32,144	22.8-	
* GROSS BUDGET	98,522	17,805	68,031	54,344	20.1-	
INTRAFUND TRANSFERS	216,879	295	207,360	195,422	5.8-	
* NET BUDGET	315,401	18,100	275,391	249,766	9.3-	
OTHER REVENUES						
USER PAY REVENUES	17,278	8,994	14,000	14,000	.0	
GOVERNMENTAL REVENUES	21,308	24	0	24	***	
TOTAL OTHER REVENUES	38,586	9,018	14,000	14,024	.2	
* UNREIMBURSED COSTS	276,815	9,082	261,391	235,742	9.8-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The Parks and Recreation budget unit is operated by the Public Works Department General Services Division. 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

- (\$5,000) Decrease in Utilities

Other Charges

- (\$10,000) Decrease in Interfund Administration - Miscellaneous Departments charges to reflect reduced services provided to this budget unit

Intrafund Transfers

- \$5,753 Increase in Intrafund A-87 Building Maintenance charges
- (\$17,626) Decrease in Intrafund Public Works Administrative

Services charges to reflect reduced administrative support

financing for this budget and is reduced by \$25,649 (10%) compared to FY 2010-11.

Program Discussion

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 and 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 including:

- Live Oak Park and boat ramp
- Harter Park
- Donahue Park
- Boyd's Pump, Yuba City, and Tisdale boat launching facilities.

These activities are budgeted and administered by the General Services Division of the Public Works Department.

Recommended Budget

The Total Budget is \$249,766. The General Fund provides 95% (\$235,742) of the

The recommended budget reduction is based on and will result in a reduction in grounds keeping and maintenance of the Parks. Members of the public can expect to see the following changes until such a time that financing may be restored:

- A reduction in the frequency of mowing (and related lawn/turf maintenance), from weekly to bi-weekly during the spring and summer.
- A reduction in the frequency of leaf cleanup during the fall and winter months.
- A reduction in the frequency of watering times for lawn/turf areas, shrubs, and plants resulting in visible browning of lawn/turf areas.

Staff will be evaluating, and possibly making recommendations to the Board of Supervisors regarding, the following revenue enhancement ideas:

- Instituting a Boat Launch Permit and associated fees for the four County operated Boat Launch facilities.
- Changing/Increasing the fees at Live Oak Park

Use of Reserves/ Designations

This budget unit does not include any reserves or designations.

Public Works

Douglas R. Gault, Public Works Director

Veterans' Memorial Community Building (7-203)

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: VETS MEMORIAL COMMUNITY BLDG FUND: GENERAL			0001 7-203		
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	35,965	24,850	39,500	34,500	12.7-	
OTHER CHARGES	1,626	1,718	1,718	18,568	980.8	
* GROSS BUDGET	37,591	26,568	41,218	53,068	28.7	
INTRAFUND TRANSFERS	60,683	726	75,096	87,312	16.3	
* NET BUDGET	98,274	27,294	116,314	140,380	20.7	
OTHER REVENUES						
USER PAY REVENUES	27,310	20,888	35,000	30,000	14.3-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	27,310	20,888	35,000	30,000	14.3-	
* UNREIMBURSED COSTS	70,964	6,406	81,314	110,380	35.7	
ALLOCATED POSITIONS	.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 to rent.

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

Major Budget Changes

Services and Supplies

- (\$5,000) Decrease in Household Expense - contracted custodian services have been

moved to the Building Maintenance Budget unit 1-700

Other Charges

- \$16,850 Increase in Interfund Insurance ISF Premiums due to the reallocation of costs between Public Works budget units

Intrafund Transfers

- \$14,420 Increase in Intrafund A-87 Building Maintenance revenue
- (\$2,120) Decrease in Public Works Administrative charges based on historical data

Public Works Veterans Hall Community Building (7-203)

Douglas R. Gault, Public Works Director

User Pay Revenues

- (\$3,000) Decrease in Maintenance Fees for Veterans' Building based on historical data
- (\$2,000) Decrease in Rental Fees for Veterans' Building based on historical data

Program Discussion

The Veterans' Memorial Community Building is operated by the County as a service to the community. The building is available to the community for rent on a first come, first served basis. Those organizations or individuals 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 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 facility repair. Staff interacts regularly with the public by providing information on regulations, collecting fees, responding to community questions, and coordinating the rentals with other agencies.

Recommended Budget

This budget is recommended at \$140,380. The General Fund provides 79% (\$110,380) of the financing for this budget and is increased \$29,066 (35.7%) as compared to FY 2010-11, due to reductions in anticipated revenue and increases in the insurance allocation to this budget unit.

The recommended budget reflects a decrease in Maintenance & Rentals fees based on historical data with minor allowances made for potential loss of revenue to the new meeting room at the County Museum.

To enhance future revenues:

- Staff has worked with the Veterans Organizations to increase the availability of the Veterans' Building in calendar year 2011.
- At the time of this writing, staff is in the process of making recommendations to the Board of Supervisors to increase fees and rents charged for the use of the Veterans' Building.

The impact of these measures on future rentals and revenue is unknown.

Additional reductions to the Veteran's Memorial Community Building budget beyond the recommended level could result in closure of the facility.

Use of Reserves/Designations

This budget unit does not include any reserves or designations.

Public Works Road Fund (3-100)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: ROAD	FUND: ROAD			0003 3-100	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,879,794	1,567,045	2,112,419	2,197,945	4.0	
SERVICES AND SUPPLIES	3,044,306	2,148,284	10,757,134	10,236,546	4.8-	
OTHER CHARGES	1,201,706	438,562	1,283,791	1,417,427	10.4	
CAPITAL ASSETS	155,651	30,000	23,500	90,000	283.0	
* GROSS BUDGET	6,281,457	4,183,891	14,176,844	13,941,918	1.7-	
* NET BUDGET	6,281,457	4,183,891	14,176,844	13,941,918	1.7-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	146,081	5,000	96.6-	
* TOTAL BUDGET	6,281,457	4,183,891	14,322,925	13,946,918	2.6-	
OTHER REVENUES						
USER PAY REVENUES	468,462	35,052	69,080	104,000	50.6	
GOVERNMENTAL REVENUES	5,101,486	5,799,808	8,945,119	6,896,899	22.9-	
GENERAL REVENUES	945,288	278,740	815,000	1,018,000	24.9	
OTHER FINANCING SOURCES	51,392	4,650	0	0	.0	
CANCELLATION OF PRIOR YEAR RESERVES	0	0	141,081	0	100.0-	
UNDESIGNATED FUND BALANCE 7/1	8,134,942	9,014,936	4,352,645	5,928,019	36.2	
TOTAL AVAILABLE FINANCING	14,701,570	15,133,186	14,322,925	13,946,918	2.6-	
* UNREIMBURSED COSTS	8,420,113-	10,949,295-	0	0	.0	
ALLOCATED POSITIONS	30.00	30.00	30.00	30.00	.0	

Purpose

The Road Fund budget unit is managed by the Public Works Department and includes the Road Engineering and Road Maintenance Divisions. The Fund provides resources to perform the inspection and maintenance of approximately 765 miles of County roads, bike and pedestrian ways, 97 bridges, and associated appurtenances such as delineation and signage.

Under this budget unit, the Road Engineering Division oversees:

- The design and construction of new roads and bridges
- Road improvements

The Road Maintenance Division uses its personnel and equipment to:

- Make road, bridge and culvert repairs
- Install and maintain signage and markings
- Construct and maintain unpaved roads
- Maintain the Roadside Spraying Program to control vegetation within the public right of way

Major Budget Changes

Services & Supplies

- \$125,300 Increase in General Supplies due primarily to a \$95,300 increase in herbicides related to Roadside Spraying
- (\$634,693) Decrease in Professional and Specialized Services due to the completion of the Curry Creek Bridges and Live Oak Park Boat Launch Facility

Other Charges

- (28,151) Decrease in Interfund Liability Insurance ISF premium charges
- \$109,700 Addition of Interfund Weed Control expense for the Agricultural Commissioner to conduct roadside spraying for FY 2011-12
- \$29,570 Increase in Interfund Overhead (A-87) Cost Plan charges as provided by the Auditor-Controller's office

Capital Assets

- \$90,000 Purchase of one new Pneumatic Tire Roller for compaction effort on gravel and dirt roads

Revenues

- (\$1,560,000) Decrease in State Proposition 1B transportation revenue due to the end of this funding program
- (\$500,000) Net Decrease in State Highway Users gas tax revenues (accounts 45122, and 45241) based on current economic conditions and recent changes to State law
- \$278,075 Increase in RSTP State exchange program funding
- (\$1,175,595) Decrease in Federal Bridge Replacement Program revenue due to the completion of the Curry Creek bridges project
- \$914,300 Increase in Federal Other Aid due to addition of HSIP project - Butte House Rd. and RSTP funding for pavement rehabilitation
- \$268,000 Increase in Transportation Tax (LTF) revenues due to the correction of prior years' allocations

Program Discussion

The Road Fund budget unit contains three budget programs that provide distinct services and purposes: Road Maintenance (program 43), Road Engineering (program 44), and Road Capital (program 45).

The Road Maintenance Division of the Road Fund contains 20 funded positions, as well as

Public Works

Road Fund (3-100)

Douglas R. Gault, Public Works Director

60 pieces of heavy or specialized equipment funded by the Road Fund. This Division constitutes the in-house maintenance and repair staff for:

- Roads
- Bridges
- Culverts
- Roadside drainage
- Vegetation control

The Engineering Division of the Road Fund has a staff of four. The Division is responsible for:

- Design and contract management of major paving maintenance and road rehabilitation projects
- Bridge construction projects
- Encroachment permitting

The Engineering Division also:

- Performs traffic planning and studies
- Manages capital project programming and budgeting
- Develops the annual Road Plan for major road work

On a reimbursable basis, Road Fund engineering staff will also assist in selected design and maintenance related activities for other budget units administered by the Public Works Department such as:

- Airport
- Building Maintenance
- Parks and Recreation – including boat launch facilities

The Capital Improvements Division of the Road Fund budget reflects all the major road and bridge contracts appropriations that are

managed in the Engineering Division of the Road Fund.

State Highway Users Tax (HUTA) apportionment (gas tax) revenues are expected to decrease slightly based on current market conditions. Recent legislation eliminated the sales tax funding for the Proposition 42 Transportation Congestion Relief Fund Program (TCRF), and enacted an excise tax as a new sub-program in HUTA, Section 2103. The revenues are roughly similar to those under TCRF and the new tax has a cost inflation feature. Also, HUTA is now somewhat protected from being redirected or borrowed by the legislature under Proposition 40. The revenues from HUTA sections 2104, 2105 and 2106 fund much of the in-house road program and section 2103 is used to provide a portion of our major maintenance and rehabilitation programs in the Road Plan.

Annually, the County receives a portion of the Local Transportation Fund (LTF) component under the Transportation Development Act (TDA). These funds are available for road work after public transportation needs have been met. Under the agreement with the Yuba-Sutter Transportation Agency, an allocation of funds is made to the County, which is used for general road maintenance and repairs. The annual amount available depends on state revenues and is currently estimated at \$650,000.

Recommended Budget

This budget is recommended at \$13,946,918. This budget does not receive any funding from the General Fund. All funding is provided through fees, taxes, and State and Federal funding.

Public Works

Road Fund (3-100)

Douglas R. Gault, Public Works Director

The FY 2011-12 recommended budget includes the following major projects for the coming year:

- Design and construction effort for Pleasant Grove Creek Bridge (\$1,122,625)
- Design of the Pennington Road Bridge (\$153,300)
- Continuation of the Bridge Preventative Maintenance Program (\$106,000) and the Bridge Scour Program (\$56,000), which are funded in part by the State

Finally, after two years of delays to obtain permitting, the Department will move forward with improvements to Butte House Road, which is funded by the Highway Safety Improvement Program (HSIP) (\$886,650).

An aggressive road seal and overlay program is slated for the coming year and will include the paving of major roadways and residential areas (\$2,565,743) as described in the FY 2011-12 Road Plan.

For FY 2011-12, the Road Fund will be assuming financial responsibility for the Roadside Weed Maintenance program, with day-to-day work performed by the Agricultural Commissioner. This program has previously been supported by portions of the Unclaimed Gas Tax funding. The costs for this program are:

- Purchase of herbicides \$ 95,300
- Reimburse services \$109,700

Capital Assets are requested at \$90,000 for the purchase of one Pneumatic Tire Roller to support our unpaved road maintenance program.

For FY 2010-11, the State, changing its method of administration for this program once more, distributed the remaining entitlements for Proposition 1B funds to the County in the amount of \$2,304,936. 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
- Enhance safety and security of the transportation system

Staff was able to obtain these funds by promptly submitting the Counties expenditure plan once the State started accepting local programming input, prior to the State having to initiate another bond sale. Staff is executing use of a portion of those funds in FY 2010-11 and will expense the remaining funds in that program over FY 2011-12 and FY 2012-13 as part of the annual Road Plan.

Public Works staff was able to obtain funding from SACOG in the amount of \$1,317,489 for the rehabilitation of paved roads eligible for Federal funding. The recommended budget includes the Regional Surface Transportation Program (RSTP) revenue for FY 2011-12. RSTP is a federally funded program, primarily for road construction, to include new construction, rehabilitation or replacement. The program is funded under the current Transportation Equity Act, which is five year Federal legislation for all transportation related funding. This Act expired in Federal Fiscal Year (FFY) 2009, but has been extended several times thru FFY 2011. It is

Public Works

Road Fund (3-100)

Douglas R. Gault, Public Works Director

expected that new Federal Transportation legislation, when it is passed, will include a program similar to RSTP.

The County also receives approximately \$278,000 in State funds under a sub-program of RSTP; an exchange for Federal funds. This is an annual amount provided to counties that was considered for elimination, but is currently still being executed.

In FY 2010-11, the Road Maintenance Division defunded seven vacant positions. These positions are recommended to remain vacant and unfunded in FY 2011-12. Due to 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 continuing to evolve and will focus more on recurring maintenance tasks and service response requests.

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 5th Street Bridge Maintenance, Reserve for Road Equipment Replacement, Reserve for FEMA/OES, and a Reserve for Land.

Increases in Reserves are recommended at \$5,000, to be placed in the Reserve for 5th Street Bridge Maintenance. This reserve is

maintained pursuant to an existing agreement with the City of Yuba City, the City of Marysville and Yuba County. Annually, \$5,000 is placed into the Reserve account to pay for major maintenance projects affecting the 5th Street Bridge.

There are no increases or decreases to the other Designations and Reserve accounts for FY 2011-12.

The estimated ending balances for these accounts are:

Public Works Transportation Development (3-300)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: TRANSPORTATION DEVELOPMENT		FUND: GENERAL		0001 3-300	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
OTHER CHARGES	129,821	89,694	100,000	150,000	50.0	
* GROSS BUDGET	129,821	89,694	100,000	150,000	50.0	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	129,821	89,694	100,000	150,000	50.0	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	129,821	89,694	100,000	150,000	50.0	
TOTAL OTHER REVENUES	129,821	89,694	100,000	150,000	50.0	
* UNREIMBURSED COSTS	0	0	0	0	.0	
ALLOCATED POSITIONS	.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. By agreement, a portion of the LTF annual allocation is used to finance subsidized YSTA transit services. The remainder, after insuring there are no unmet transit needs, may be used by the County to fund general road maintenance work. The remainder portion of the LTF is credited as revenue directly to the Sutter County Road Fund (3-100).

Major Budget Changes

Expenses

- \$50,000 Increase in the Contribution to Other Agencies based on Yuba-Sutter Transit Authority projections.

Revenues

- \$50,000 Increase in the Transportation Tax to be applied to Yuba-Sutter Transit, based on Yuba-Sutter Transit projections.

Recommended Budget

This budget unit is recommended at \$150,000.

This budget unit does not receive any funding from the General Fund. Funding of 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.

Public Works Sutter County Water Agency (0-320)

Douglas R. 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: SUTTER COUNTY WATER AGENCY	FUND: SUTTER COUNTY WATER AGENCY	0320 0-320			
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
OTHER CHARGES	269,897	121	183,721	234,974	27.9	
* GROSS BUDGET	269,897	121	183,721	234,974	27.9	
* NET BUDGET	269,897	121	183,721	234,974	27.9	
APPROPRIATION FOR CONTINGENCY	0	0	15,238	0	100.0-	
INCREASE IN DESIGNATIONS	0	0	0	48,576	***	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	269,897	121	198,959	283,550	42.5	
OTHER REVENUES						
USER PAY REVENUES	144,411	2,070	40,210	115,425	187.1	
GOVERNMENTAL REVENUES	2,016	934	1,900	1,900	.0	
GENERAL REVENUES	137,435	77,976	131,600	129,900	1.3-	
UNDESIGNATED FUND BALANCE 7/1	11,283	25,249	25,249	36,325	43.9	
TOTAL AVAILABLE FINANCING	295,145	106,229	198,959	283,550	42.5	
* UNREIMBURSED COSTS	25,248-	106,108-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The Sutter County Water Agency (SCWA) was created by the Sutter County Water Agency Act of the California State Legislature, as described in Chapter 86 of the California State Water Code. The Agency boundary encompasses all territory lying within the exterior boundaries of the County of Sutter and is governed by a Board of Directors. The Board of Supervisors of the County is the ex-officio Board of Directors of the Agency.

The SCWA has the power to:

- Control drainage waters within the agency

- Control flood and storm waters, and divert and transport such waters for beneficial uses
- Save or conserve in any manner all or any such waters
- Reduce the waste of water
- Protect the watercourses, watersheds, public highways, and life and property within the agency from damage created by any such drainage or flood and storm waters

Since 1975, the SCWA has created and administered drainage "Zones" of Benefit for specific areas within the County. Selected zones provide for the collection of impact fees and construction of capital improvements to accommodate existing and future storm water runoff, particularly that created by new development. Selected zones provide for the

Public Works Sutter County Water Agency (0-320)

Douglas R. Gault, Public Works Director

collection of assessments and operations and maintenance of drainage structures and facilities benefitting the zones. Most of the zones perform both functions.

The two major sources of revenue for the SCWA are transfers of collected assessments and taxes from selected Zones to perform operations and maintenance of selected drainage facilities and general ad valorem tax revenues for the SCWA.

Major Budget Changes:

Other Charges

- \$51,253 Increase in Interfund Water Resources charges

Revenues

- \$75,215 Increase in User Pay revenues from assessments

Program Discussion

The SCWA currently has no assigned staff and its functions are performed by County staff expensed in the Water Resources budget unit (1-922). Personnel, supplies, and equipment costs for the drainage maintenance crew and the engineering staff performing maintenance, water management, and floodplain management tasks are funded within the Water Resources budget unit and charged to this budget unit.

Specifically, Zones 4-8 and El Cerrito Drainage District assessments are handled this way. Operations and maintenance costs for Zone 9 are charged directly since FY 2010-11 at SCWA Board direction. Capital

improvements are funded within each water agency zone budget unit and are not transferred to this fund.

Recommended Budget

This budget is recommended at \$283,550. This budget unit does not receive any funding from the General Fund. All funding is provided through taxes and the transfers from the Water Zones.

In FY 2010-11, revenues available for transfer to Water Resources were understated. Additionally, a budgeted drainage study was not performed. The study has been re-budgeted for FY 2011-12, but is now reflected directly in each drainage zone fund rather than as an expense from this fund.

Budgeted assessment revenues were understated in error in FY 2010-11 as well.

Use of Reserves/Designations

The Water Agency fund contains a Designation for Future Appropriations. It is recommended that this designation be increased by \$48,576 in FY 2011-12. The estimated ending balance in the Designation account will be \$126,580.

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332), Zone 12 (0-333), Zone 13 (0-334)

Purpose

Sutter County Water Agency (SCWA) Zones 2, 11, 12 & 13 were created to provide the mechanism needed to collect funds, from properties within the respective Zones, to reimburse the SCWA and local developers for funds advanced on new development drainage capital improvement projects benefitting properties within the Zones.

Major Budget Changes

Services & Supplies

- \$9,331 Zone 11 - Increase in Developer Reimbursement for final payment on the reimbursement agreement
- \$2,200 Zone 12 - Increase in Developer Reimbursement to make a payment on the reimbursement agreement

Revenues

- \$432 Increase in interest apportioned based on earnings estimates

Program Discussion

Zone 2 was created on May 27, 1980 under SCWA Resolution 80-3 WA with fees established under Ordinance 2 WA for capital improvements; the construction of a storm drain lateral in Franklin Road. External reimbursement agreements have been satisfied

and there are no outstanding liabilities of the SCWA for this Zone. Planned improvements are complete. Most of the area within the zone has been developed and staff is reviewing the needs of the Zone for future disposition.

Zone 11 was created on December 4, 1990 under SCWA Resolution 90-5 WA with fees established under Ordinance 12 WA (as amended by SCWA Ord 16 WA) for capital improvements; the construction of a storm drain main in Walton and Smith roads and upsized lines in the Sanborn Estates and Cypress subdivisions. One reimbursement agreement with Pal Pabla has not yet expired and the outstanding balance is \$13,331 for this Zone. Planned improvements are complete.

Zone 12 was created on October 30, 1990 under SCWA Resolution 90-3 WA with fees established under Ordinance 13 WA (as amended by SCWA Ordinance 17 WA) for capital improvements; the construction of storm drain laterals in McKinley and Hooper roads. The reimbursement agreement with Sutter Buttes Development has not yet expired and the outstanding balance is \$98,116 for this Zone. Planned improvements are complete.

Zone 13 was created on February 18, 1992 under SCWA Resolution 92-2 WA (as amended by SCWA Ordinance 15 WA) for capital improvements; the construction of storm drainage facilities. The facilities have been completed and have no other obligations.

These budget units are financed by drainage connection/capital impact fees that are collected as development occurs and used for capital improvements within the zone. No

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332), Zone 12 (0-333), Zone 13 (0-334)

annual maintenance assessment fees are levied within these zones.

Recommended Budget

These budgets are recommended at \$23,268. These budget units do not receive any funding from the General Fund. All funding is provided through charges, fees, and interest.

Use of Reserves/Designations

Each of the zone budget units contains a Designation for Future Appropriations.

The Designation for Zone 2 will increase \$1,213 reflecting the interest earned in this zone. The estimated ending balance in the Designation account will be \$27,078.

The Designation for Zone 11 will increase \$3,594 reflecting additional funds available. The estimated ending balance in the Designation account will be \$114,605.

In order to fund operations in Zone 12, \$2,200 will be cancelled from the Designations. The estimated ending balance in the Designation account will be \$59.

The Designation for Zone 13 is not recommended to increase or decrease. The estimated ending balance in the Designation account will be \$70,500.

Public Works

Douglas R. Gault, Public Works Director

**Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #2		FUND: COUNTY WATER ZONE #2		0324 0-324	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
* GROSS BUDGET	0	0	0	0	.0	
* NET BUDGET	0	0	0	0	.0	
APPROPRIATION FOR CONTINGENCY	0	0	575	0	100.0-	
INCREASE IN DESIGNATIONS	0	0	0	1,213	***	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	0	575	1,213	111.0	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	575	432	500	550	10.0	
UNDESIGNATED FUND BALANCE 7/1	500-	75	75	663	784.0	
TOTAL AVAILABLE FINANCING	75	507	575	1,213	111.0	
* UNREIMBURSED COSTS	75-	507-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works

Douglas R. Gault, Public Works Director

**Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

EXECUTIVE SUMMARY					
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #11	FUND: COUNTY WATER ZONE #11			0332 0-332
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
OTHER CHARGES	0	0	4,000	13,331	233.3
* GROSS BUDGET	0	0	4,000	13,331	233.3
* NET BUDGET	0	0	4,000	13,331	233.3
APPROPRIATION FOR CONTINGENCY	0	0	8,025	0	100.0-
INCREASE IN DESIGNATIONS	0	0	0	3,594	***
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	12,025	16,925	40.7
OTHER REVENUES					
USER PAY REVENUES	5,071	1,536	6,000	5,000	16.7-
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	2,504	1,919	2,250	2,500	11.1
UNDESIGNATED FUND BALANCE 7/1	3,800-	3,775	3,775	9,425	149.7
TOTAL AVAILABLE FINANCING	3,775	7,230	12,025	16,925	40.7
* UNREIMBURSED COSTS	3,775-	7,230-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Public Works

Douglas R. Gault, Public Works Director

**Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #12		FUND: COUNTY WATER ZONE #12		0333 0-333	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
OTHER CHARGES	0	0	0	2,200	***	
* GROSS BUDGET	0	0	0	2,200	***	
* NET BUDGET	0	0	0	2,200	***	
APPROPRIATION FOR CONTINGENCY	0	0	22	77	250.0	
INCREASES IN RESERVES	0	0	0	3	***	
* TOTAL BUDGET	0	0	22	2,280	10,263.6	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	49	37	43	50	16.3	
CANCELLATION P/Y DESIGNATIONS	0	0	0	2,200	***	
UNDESIGNATED FUND BALANCE 7/1	70-	21-	21-	30	242.9-	
TOTAL AVAILABLE FINANCING	21-	16	22	2,280	10,263.6	
* UNREIMBURSED COSTS	21	16-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works

Douglas R. Gault, Public Works Director

**Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)**

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #13	FUND: COUNTY WATER ZONE #13			0334 0-334	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
* GROSS BUDGET	0	0	0	0	.0	
* NET BUDGET	0	0	0	0	.0	
APPROPRIATION FOR CONTINGENCY	0	0	1,131	2,850	152.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	0	1,131	2,850	152.0	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	1,556	1,169	1,375	1,500	9.1	
UNDESIGNATED FUND BALANCE 7/1	1,800-	244-	244-	1,350	653.3-	
TOTAL AVAILABLE FINANCING	244-	925	1,131	2,850	152.0	
* UNREIMBURSED COSTS	244	925-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 - 8 (0-326 - 0-330)

Purpose

The primary purpose of Water Zones 4 through 8 is to collect assessments for operations and maintenance of drainage facilities and provide revenues for new development capital projects for properties within the Zones.

The Water Zone budgets are managed by the Water Resources Division of the Public Works Department.

Major Budget Changes:

Services & Supplies

- (\$700) Decrease in Professional/Specialized Services (Zone 4)
- (\$6,900) Decrease in Professional/Specialized Services (Zone 5)
- (\$1,285) Decrease in Professional/Specialized Services Zone 6)
- (\$7,700) Decrease in Professional/Specialized Services (Zone 7)
- (\$16,750) Decrease in Professional/Specialized Services (Zone 8)

Other Charges

- (\$1,200) Decrease in Interfund Admin – Misc. Departments due to a decrease in in-house engineering charges (Zone 4)
- \$18,651 Increase in Interfund Water Agency; prior year amount

was in error and understated the amount due (Zone 4)

- (\$1,440) Decrease in Interfund Admin – Misc. Departments due to a decrease in in-house engineering charges (Zone 5)
- \$6,744 Increase in Interfund Water Agency. Prior year amount was in error and understated amount due (Zone 5)
- \$19,280 Increase in Interfund Water Agency. Prior year amount was in error and understated amount due (Zone 6)
- (\$1,600) Decrease in Interfund Admin – Misc. Departments due to a decrease in in-house engineering charges (Zone 7)
- \$24,755 Increase in Interfund Water Agency; prior year amount was in error and understated amount due (zone 7)
- (\$3,760) Decrease in Interfund Admin – Misc. Departments due to a decrease in in-house engineering charges (Zone 8)
- \$10,385 Increase in Interfund Water Agency; prior year amount was in error and understated amount due (Zone 8)

Program Discussion

Revenues for each Zone of Benefit are collected from two primary sources: property

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

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.

Assessments within the Zones of Benefit were increased in FY 2008-09 in an effort to bring the assessments current with the established ordinance. The list of developed parcels that should pay an assessment is updated annually. Many of the zones are seeing an increase in revenues, which will be used to help offset the cost of maintenance and on-going operations.

Recommended Budget

The recommended budget for these budget units is:

- Zone 4 \$38,368
- Zone 5 \$16,820
- Zone 6 \$373,562
- Zone 7 \$31,075
- Zone 8 \$22,809

These budget units do not receive any funding from the General Fund. All funding is provided through tax assessments.

In FY 2011-12, the Water Resources Division, which manages the Zones, is requesting to fund preliminary drainage improvement designs based upon drainage studies of the Live Oak Canal completed in FY 2010-11. The cost of these efforts will be funded by:

- Zone 4 \$6,400
- Zone 5 \$1,700
- Zone 6 \$315
- Zone 7 \$1,900
- Zone 8 \$7,250

The Interfund Admin – 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 2011-12 related to work performed for the Live Oak Canal improvements.

Use of Reserves/Designations

Each of the Water Zones contains a Designation for Future Appropriations. No increases or decreases to the Designations are planned for FY 2011-12. The estimated balance in each of these Designations is:

- Zone 4 \$277,800
- Zone 5 \$629,383
- Zone 6 \$117,139
- Zone 7 \$187,495
- Zone 8 \$25,467

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

EXECUTIVE SUMMARY					
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #4	FUND: COUNTY WATER ZONE #4			0326 0-326
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	267	839	7,100	6,400	9.9-
OTHER CHARGES	30,073	30	14,530	31,968	120.0
* GROSS BUDGET	30,340	869	21,630	38,368	77.4
* NET BUDGET	30,340	869	21,630	38,368	77.4
APPROPRIATION FOR CONTINGENCY	0	0	47,865	29,534	38.3-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	30,340	869	69,495	67,902	2.3-
OTHER REVENUES					
USER PAY REVENUES	364	752	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	38,297	21,614	35,765	36,000	.7
UNDESIGNATED FUND BALANCE 7/1	25,408	33,730	33,730	31,902	5.4-
TOTAL AVAILABLE FINANCING	64,069	56,096	69,495	67,902	2.3-
* UNREIMBURSED COSTS	33,729-	55,227-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

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 #5	FUND: COUNTY WATER ZONE #5			0327 0-327	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	148	1,017	8,600	1,700	80.2-	
OTHER CHARGES	14,342	28	9,828	15,120	53.8	
* GROSS BUDGET	14,490	1,045	18,428	16,820	8.7-	
* NET BUDGET	14,490	1,045	18,428	16,820	8.7-	
APPROPRIATION FOR CONTINGENCY	0	0	46,358	51,538	11.2	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	14,490	1,045	64,786	68,358	5.5	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	29,472	19,083	26,300	26,000	1.1-	
UNDESIGNATED FUND BALANCE 7/1	23,505	38,486	38,486	42,358	10.1	
TOTAL AVAILABLE FINANCING	52,977	57,569	64,786	68,358	5.5	
* UNREIMBURSED COSTS	38,487-	56,524-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #6	FUND: COUNTY WATER ZONE #6			0328 0-328	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	84	189	1,600	315	80.3-	
OTHER CHARGES	22,159	181	354,331	373,247	5.3	
* GROSS BUDGET	22,243	370	355,931	373,562	5.0	
* NET BUDGET	22,243	370	355,931	373,562	5.0	
APPROPRIATION FOR CONTINGENCY	0	0	44,565	42,069	5.6-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	22,243	370	400,496	415,631	3.8	
OTHER REVENUES						
USER PAY REVENUES	0	789	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	33,255	19,856	28,689	33,280	16.0	
UNDESIGNATED FUND BALANCE 7/1	360,795	371,807	371,807	382,351	2.8	
TOTAL AVAILABLE FINANCING	394,050	392,452	400,496	415,631	3.8	
* UNREIMBURSED COSTS	371,807-	392,082-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #7	FUND: COUNTY WATER ZONE #7			0329 0-329	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	93	1,135	9,600	1,900	80.2-	
OTHER CHARGES	27,401	35	6,035	29,175	383.4	
* GROSS BUDGET	27,494	1,170	15,635	31,075	98.8	
* NET BUDGET	27,494	1,170	15,635	31,075	98.8	
APPROPRIATION FOR CONTINGENCY	0	0	66,914	32,724	51.1-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	27,494	1,170	82,549	63,799	22.7-	
OTHER REVENUES						
USER PAY REVENUES	0	0	500	500	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	33,521	20,827	34,920	35,000	.2	
UNDESIGNATED FUND BALANCE 7/1	41,102	47,129	47,129	28,299	40.0-	
TOTAL AVAILABLE FINANCING	74,623	67,956	82,549	63,799	22.7-	
* UNREIMBURSED COSTS	47,129-	66,786-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Public Works

Douglas R. Gault, Public Works Director

Sutter County Water Agency Zones 4 -8 (0-326 - 0-330)

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 #8	FUND: COUNTY WATER ZONE #8			0330 0-330
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	58	2,837	24,000	7,250	69.8-
OTHER CHARGES	13,093	31	8,935	15,559	74.1
* GROSS BUDGET	13,151	2,868	32,935	22,809	30.7-
* NET BUDGET	13,151	2,868	32,935	22,809	30.7-
APPROPRIATION FOR CONTINGENCY	0	0	5,250	14,000	166.7
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	13,151	2,868	38,185	36,809	3.6-
OTHER REVENUES					
USER PAY REVENUES	1,370	0	500	0	100.0-
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	15,458	10,921	14,988	15,000	.1
CANCELLATION P/Y DESIGNATIONS	0	0	0	25,308	***
UNDESIGNATED FUND BALANCE 7/1	19,020	22,697	22,697	3,499-	115.4-
TOTAL AVAILABLE FINANCING	35,848	33,618	38,185	36,809	3.6-
* UNREIMBURSED COSTS	22,697-	30,750-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

**Public Works
SCWA Zone 9 (0-331)**

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: COUNTY WATER ZONE #9	FUND: COUNTY WATER ZONE #9			0331 0-331	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SERVICES AND SUPPLIES	6	0	1,000	1,000	.0	
OTHER CHARGES	33,024	10	4,210	5,002	18.8	
* GROSS BUDGET	33,030	10	5,210	6,002	15.2	
* NET BUDGET	33,030	10	5,210	6,002	15.2	
APPROPRIATION FOR CONTINGENCY	0	0	89	0	100.0-	
INCREASE IN DESIGNATIONS	0	0	0	4,178	***	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	33,030	10	5,299	10,180	92.1	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	6,091	3,367	5,956	5,423	8.9-	
CANCELLATION P/Y DESIGNATIONS	0	0	12,780	0	100.0-	
UNDESIGNATED FUND BALANCE 7/1	13,502	657-	13,437-	4,757	135.4-	
TOTAL AVAILABLE FINANCING	19,593	2,710	5,299	10,180	92.1	
* UNREIMBURSED COSTS	13,437	2,700-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

Sutter County Water Agency (SCWA) Zone 9 was created to provide a mechanism to collect funds from properties within the Zone to pay for operations and maintenance of the drainage system serving the Zone benefitting properties within the Zone.

Revenues for the Zone of Benefit are collected from property assessments on the lots within the Zone of Benefit. The annual on-going revenue was originally transferred directly to the SCWA budget (0-320) and then to the Sutter County Water Resources budget (1-922) to offset costs to perform the required operations and maintenance. Starting in FY

2010-11, per direction of the SCWA Board of Directors, this budget unit is now directly charged for services to the Zone as operations and maintenance services are provided.

SCWA Zones of Benefit and budgets are managed by the Water Resources Division of the Pubic Works Department.

Major Budget Changes

Other Charges

- \$5,000 Increase in Interfund Misc Non-Road to reflect a change in budgeting method for operations

Public Works SCWA Zone 9 (0-331)

Douglas R. Gault, Public Works Director

- (\$4,200) Decrease in Interfund Water Agency to reflect a change in budgeting method for operations

connection/capital impact fees are collected within the zone.

Revenues

- (\$533) Decrease in interest apportioned based on revised earnings estimates

Use of Reserves/Designations

This zone budget unit contains a Designation for Future Appropriations. It is recommended to increase this Designation \$4,178. The estimated ending balance in the Designation account will be \$12,820.

Program Discussion

Zone 9 was created on November 20, 1990 under SCWA Resolution 90-4 WA with an annual property tax assessment established under Ordinance 11-WA for operations and maintenance; the repair, maintenance, and administration of drainage facilities and structures that accommodate the storm water runoff from the Zone. The revenues pay for the costs to operate a collection system in the Zone, a detention/retention basin, and storm response to drainage problems.

Recommended Budget

This budget is recommended at \$10,180. This budget unit does not receive any funding from the General Fund.

This budget unit is financed by annual drainage maintenance assessment fees levied within this Zone. Although this pre-Proposition 218 assessment has an adjustment for inflation authorized, the adjustment was not made in FY 2008-09 or FY 2009-10 as the adjustments would have been so small that the increased revenues would not have covered the mailing expenses, so the current assessment is less than the maximum assessment allowed by law. No

Public Works El Cerrito Drainage District (0-390)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY

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

	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
OTHER CHARGES	703	1	611	611	.0
* GROSS BUDGET	703	1	611	611	.0
* NET BUDGET	703	1	611	611	.0
APPROPRIATION FOR CONTINGENCY	0	0	34	198	482.4
INCREASE IN DESIGNATIONS	0	0	300	0	100.0-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	703	1	945	809	14.4-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	10	5	12	12	.0
GENERAL REVENUES	764	438	770	769	.1-
UNDESIGNATED FUND BALANCE 7/1	92	137-	163	28	82.8-
TOTAL AVAILABLE FINANCING	866	306	945	809	14.4-
* UNREIMBURSED COSTS	163-	305-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The El Cerrito County Drainage District was created to provide the mechanism needed to collect funds from properties within the District to pay for operations and maintenance of the drainage system serving the District benefitting properties within the District.

Revenues for the District are collected from an ad valorem tax on the lots within the District. The annual on-going revenue is transferred directly to the SCWA budget (0-320) and then to the Sutter County Water Resources budget (1-922) to offset costs to perform the required operations and maintenance.

This District is managed by the Water Resources Division of the Public Works Department.

Major Budget Changes

There are no major budget changes for FY 2011-12.

Program Discussion

The El Cerrito County Drainage District was created on November 10, 1969 under Sutter County Board of Supervisors Resolution 69-108 with an annual property ad valorem tax established under Resolution 70-74 for operations and maintenance; the repair, maintenance, and administration of drainage

Public Works El Cerrito Drainage District (0-390)

Douglas R. Gault, Public Works Director

facilities and structures that accommodate the storm water runoff from the District. The revenues originally paid for the costs to operate a detention basin and lift station serving the District. Now the runoff from the District is gravity fed to the Live Oak Canal and the revenues are used to maintain the canal.

This budget unit is financed by an annual drainage maintenance ad valorem tax levied within the Districts. No connection/capital impact fees are collected within the District.

A proposal for LAFCO is being prepared to dissolve the District and make this area part of a Zone of Benefit of the Sutter County Water Agency.

Recommended Budget

This budget is recommended at \$809. This budget unit does not receive any funding from the General Fund. Funding is provided through assessments.

Use of Reserves/Designations

This budget contains a Designation for Future Appropriations. There are no recommended increases or decreases to the Designation. The estimated ending balance in the Designation account will be \$1,088.

Public Works Rio Ramaza Wastewater Fund (0-395)

Douglas R. 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 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11
EXPENDITURES					
SERVICES AND SUPPLIES	8,004	4,272	6,525	5,265	19.3-
OTHER CHARGES	22,955	263	12,535	14,379	14.7
* GROSS BUDGET	30,959	4,535	19,060	19,644	3.1
* NET BUDGET	30,959	4,535	19,060	19,644	3.1
APPROPRIATION FOR CONTINGENCY	0	0	175,513	358,009	104.0
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	30,959	4,535	194,573	377,653	94.1
OTHER REVENUES					
USER PAY REVENUES	3,298	2,947	3,240	3,780	16.7
GOVERNMENTAL REVENUES	31	14	20	20	.0
GENERAL REVENUES	4,541	5,221	3,670	7,422	102.2
OTHER FINANCING SOURCES	185,000	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	10,834	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	14,895	187,643	176,809	366,431	107.2
TOTAL AVAILABLE FINANCING	207,765	195,825	194,573	377,653	94.1
* UNREIMBURSED COSTS	176,806-	191,290-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Rio Ramaza Wastewater Fund (RRWF) was originally established to provide sewer and water service to the Rio Ramaza Mobile Home Park. These utility services were assumed by Sutter County when the Rio Ramaza Community Services District was dissolved by resolution of the Local Agency Formation Commission on April 12, 1972. In 1992, individual wells for the remaining nine service connections were installed using CDBG funding and the community water system was shut down. Only wastewater service is currently provided to the community of Rio Ramaza.

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

Major Budget Changes

Services & Supplies

- (\$1,050) Decrease in Maintenance of Structures & Improvements - are now reflected in the Interfund Weed Control Spraying account

Public Works

Rio Ramaza Wastewater Fund (0-395)

Douglas R. Gault, Public Works Director

Other Charges

- \$1,200 Increase in Interfund Weed Control Spraying as required under the District's state permit

Program Discussion

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 all properties in the Rio Ramaza Mobile Home Park. Properties are to be acquired only when the property owner wishes to sell. Nine active accounts remain in the district.

The RRWF provides resources to operate and maintain a wastewater collection system with collection mains and a pumping station. The plant consists of an evaporation pond and operates under the California Central Valley Regional Water Quality Control Board Waste Discharge Requirements Order # 88-012. The Sutter County Public Works Department provides State certified personnel to manage and operate the system. Those costs are charged to the RRWF.

Recommended Budget

This budget is recommended at \$377,653. This budget unit does not receive any funding from the General Fund.

The RRWF receives revenues from user fees, currently at \$35.00 per residence (equivalent dwelling unit) per month, and an ad valorem property tax on all parcels in the park.

In FY 2010-11, a water well, once used by the County to provide water to the community, was sold to the Sacramento Area Flood Control Agency for \$185,000, to accommodate levee improvements. These funds are being budgeted as an Appropriation for Contingencies until the allowable disposition is determined by County Counsel.

Use of Reserves/Designations

The Rio Ramaza Wastewater Fund contains a Designation for Future Appropriations. There are no recommended increases or decreased to the Designation. The estimated ending balance in the Designation account is \$60,402.

Public Works Water Resources (1-922)

Douglas R. 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: WATER RESOURCES	FUND: GENERAL			0001 1-922	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	517,924	432,712	536,934	441,937	17.7-	
SERVICES AND SUPPLIES	60,343	113,231	253,799	139,907	44.9-	
OTHER CHARGES	196,584	33,655	65,936	69,255	5.0	
* GROSS BUDGET	774,851	579,598	856,669	651,099	24.0-	
INTRAFUND TRANSFERS	174,562	2,296	209,877	271,208	29.2	
* NET BUDGET	949,413	581,894	1,066,546	922,307	13.5-	
OTHER REVENUES						
USER PAY REVENUES	607,267	2,517	395,950	486,920	23.0	
GOVERNMENTAL REVENUES	156,911	32,445	140,000	50,000	64.3-	
TOTAL OTHER REVENUES	764,178	34,962	535,950	536,920	.2	
* UNREIMBURSED COSTS	185,235	546,932	530,596	385,387	27.4-	
ALLOCATED POSITIONS	6.00	6.00	6.00	5.00	16.7-	

Purpose

The Water Resources budget unit is managed by the Public Works Department Water Resources and Road Maintenance divisions. The Water Resources Division plans and implements water resources programs such as ground water management, regional water/wastewater treatment, integrated regional water management, drainage, local grading oversight, and floodplain management, in accordance with the provisions of Federal and State programs, laws and regulations. The Road Maintenance Division performs actual maintenance of the Live Oak Canal for the Sutter County Water Agency (SWCA) and other publicly-owned stormwater storage and conveyance facilities in the unincorporated County area, not within a drainage or reclamation District. The Public Works Department also provides staff and

equipment to perform the other various functions of the SWCA.

Major Budget Changes

Salaries & Benefits

- (\$116,932) Elimination of the filled Associate Engineer position
- (\$14,933) General salary and benefits adjustments

Services & Supplies

- (\$105,000) Decrease in Professional/Specialized Services related to flood control studies and contract costs for the Groundwater Management

Public Works Water Resources (1-922)

Douglas R. Gault, Public Works Director

Plan and Integrated Regional
Water Management Plan

- (\$4,900) Decrease in Other Equipment

Intrafund Transfers

- \$63,664 Increase in Intrafund Administrative Services due to updated allocation of costs

Revenues

- \$51,325 Increase in Interfund transfer of Water Agency revenue to reflect moving SCWA tax revenues transferred into this line item from 47515, and increased Water Agency Zone of Benefit assessments for work on the Live Oak Canal
- (\$15,430) Decrease in Interfund Admin – Misc Depts. to correctly reflect reimbursement revenue from Waterworks District No. 1
- \$55,075 Increase in Contribution to Other Agency
- (\$90,000) Decrease in State Grant revenue related to a multi-year Ground Water Management Program grant

Program Discussion

The Water Resources budget unit contains two programs that provide distinct services: Engineering (46) and Maintenance (47).

The Water Resources Division is funded by Program 46 (Engineering). Staff performs the daily duties of:

- Floodplain management
- Providing water & wastewater services (Rio Ramaza and Robbins communities and a County park)
- Managing a joint urban area NPDES permit with Yuba City
- Planning and coordinating drainage improvements, including new development reviews
- Developing groundwater management plans
- Participating in integrated regional water management activities
- Coordinating selected flood control issues.

It is anticipated that new draft Flood Insurance Rate Maps will be issued this year for all of Sutter County. Water Resources staff will be participating in and managing activities such as public outreach workshops and coordinating with FEMA and the State Floodplain Coordinator.

The Drainage Branch of the Road Maintenance Division is funded by Program 47 (Maintenance). The Branch staff provides manpower and equipment to maintain collection ditches, inlets, storm drains, pumping stations, open channel conveyances, and maintenance of the Live Oak Canal.

About 35% of the funding for services provided under the Engineering Program (46) is from the General Fund. The remainder is provided from a combination of funding by the Sutter County Water Agency (SCWA), and miscellaneous departments such as Water Works District No. 1, Rio Ramaza, and the

Public Works

Water Resources (1-922)

Douglas R. Gault, Public Works Director

Streetlighting Districts. About 55% of the funding for services provided under the Drainage Maintenance Program (47) is from the General Fund. The remainder is from a combination of funding from the SCWA Zones of Benefit and Road Fund reimbursements.

Recommended Budget

This budget unit is recommended at \$922,307. The General Fund provides 42% of the financing for this budget unit and is reduced \$145,209 (27%) compared to FY 2010-11.

The recommended budget reflects the elimination of the Associate Civil Engineer position. In FY 2010-11, the Associate Engineer spent much of his time in pursuit of grant funding for the Robbins wastewater treatment plant project, and the remainder of his time assisting with floodplain management, drainage assessments and lighting district issues. The pursuit of grant funding for the Robbins wastewater project was an emergency activity, which impacted the ability of Water Resources Division to plan and execute other projects. This position is not being eliminated due to work load reductions. This reduction will necessitate a greater percentage of the floodplain management issues being assumed by the current Water/Wastewater Operator. A reorganization will be proposed during FY 2011-12 to balance the amount of work effort not applied to water /wastewater operations and the impacts of the loss of the engineer position. This would be proposed after the Robbins Wastewater Plant project is complete. Considered in the reorganization will be the potential move of the water/wastewater operator functions to Building Services and the changing of the

Deputy Director for Water Resources job description to require it be filled by a registered engineer. To make this work, the Department will be reviewing position duties in Building Services as well as the current operator position.

Specific examples of impacts associated with the elimination of the Associate Engineer position are:

Drainage

- There will be a reduction in staff's capacity to plan and execute capital improvements relating to the Drainage Zones of Benefit.

Floodplain Management

- Since the Chief, Water Resources would be responsible for critical drainage activities previously accomplished by the Associate Engineer, there will likely be a reduction in the amount of Public Outreach conducted for Floodplain Management, and potentially other activities associated with the Community Rating System and Water Resource Management. Should ownership of the Robbins Water system transfer to a private water company as currently proposed, the current Water/Wastewater Operator would have more time to assist with floodplain management issues, which would partially offset the loss of the Associate Engineer position.

Lighting Districts

- Annual assessment evaluations/adjustments for the lighting district have historically been accomplished by the

Public Works Water Resources (1-922)

Douglas R. Gault, Public Works Director

Associate Engineer. These critical activities will be assumed by the Chief, Water Resources. There will be a corresponding reduction in staff's capacity to participate in non-critical activities, primarily in Groundwater Management and participation in the Northern Sacramento Valley – Integrated Regional Water Management Planning Group.

Use of Reserves /Designations

This budget unit does not include any reserves or designations.

The recommended budget reflects the need for continued funding in the Professional and Specialized Services account. This provides for consultant services for engineering and legal services on floodplain management and drainage for the County. The division will use consulting services in FY 2011-12 to complete the Groundwater Management Plan, to provide flood control assistance, and to assist with the Integrated Regional Water Management Plan development. These consultant services expenses are estimated at \$95,000 with an estimated \$50,000 reimbursement from State grant funding.

During FY 2010-11 the Drainage Branch maintenance staff was reduced from three to two maintenance workers. This not only limits the amount of work that can be accomplished, but also makes it more difficult to effectively utilize the drainage revenues being collected from the SCWA Zones of Benefit to maintain the Live Oak Canal.

Additional reductions to this budget unit, beyond those recommended, would require additional staff reductions and the inability for staff to adequately provide service to the County. Therefore, further reductions are not recommended at this time.

Public Works Flood Control (1-923)

Douglas R. Gault, Public Works Director

EXECUTIVE SUMMARY						
DEPT HEAD: DOUGLAS R. GAULT	UNIT: FLOOD CONTROL	FUND: GENERAL			0001 1-923	
	ACTUAL EXPENDITURE 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	24,754	10,185	27,990	0	100.0-	
SERVICES AND SUPPLIES	285,835	420,060	1,236,300	617,200	50.1-	
OTHER CHARGES	609	1,483	1,343	1,880	40.0	
* GROSS BUDGET	311,198	431,728	1,265,633	619,080	51.1-	
INTRAFUND TRANSFERS	193	0	500	320	36.0-	
* NET BUDGET	311,391	431,728	1,266,133	619,400	51.1-	
OTHER REVENUES						
USER PAY REVENUES	33,796	20,835	31,500	30,000	4.8-	
GOVERNMENTAL REVENUES	0	514,950	1,100,000	500,000	54.5-	
TOTAL OTHER REVENUES	33,796	535,785	1,131,500	530,000	53.2-	
* UNREIMBURSED COSTS	277,595	104,057-	134,633	89,400	33.6-	
ALLOCATED POSITIONS	.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 to support the Sutter-Butte Flood Control Agency (SBFCA) and to provide payments to support activities for State and Federal advocacy efforts to obtain funding for levee and flood control improvements.

Major Budget Changes

Salaries and Benefits

- (\$27,990) Decrease in Extra Help administrative support for the Sutter Butte Flood Control Agency

Services and Supplies

- (\$20,000) Decrease in Professional/Specialized Services reflecting potential legal expenses concerning flood control related projects
- (\$600,000) Decrease in Special Departmental Expenses (Flood) reflecting Proposition 13 funding spent in FY 2010-11 for the United States Army Corps of Engineers Feasibility Study

Revenues

- (\$600,000) Decrease in State Grant revenue reflecting Proposition 13 funding received in FY 2010-11 for

the United States Army
Corps of Engineers
Feasibility Study

Program Discussion

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 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 allocating State proposition monies to SBFCA.

Additionally, this budget unit appropriates 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 2011-12 Proposition 13 funding contribution is estimated at \$500,000.

Recommended Budget

This budget is recommended at \$619,400. The General Fund provides 14.4% of the financing for this budget unit and is reduced by \$45,233 (33.6%) compared to FY 2010-11.

Upon the establishment of the SBFCA, the County had agreed to serve as the employer of record for an Administrative Assistant for the agency and contributed approximately \$27,990 in Extra Help services to the agency. SBFCA is now providing its own staff support. Therefore, this budget reflects a reduction of \$27,990 in Extra Help administrative support for the SBFCA.

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. The balance in the Designation for Flood Control is \$600,000 as of the end of FY 2010-11. This designation is contained in the County’s General Fund.

Public Works CDBG Rio Ramaza Grant (4-406)

Douglas R. 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 2009-10	ACTUAL EXPENDITURE 4-30-11	ADOPTED BUDGET 2010-11	CAO RECOMMEND 2011-12	% CHANGE OVER 2010-11	
EXPENDITURES						
* GROSS BUDGET	0	0	0	0	.0	
* NET BUDGET	0	0	0	0	.0	
APPROPRIATION FOR CONTINGENCY	0	0	575	975	69.6	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	0	575	975	69.6	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	375	282	200	300	50.0	
UNDESIGNATED FUND BALANCE 7/1	0	375	375	675	80.0	
TOTAL AVAILABLE FINANCING	375	657	575	975	69.6	
* UNREIMBURSED COSTS	375-	657-	0	0	.0	
ALLOCATED POSITIONS	.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

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. The Department continues to work with the Department of Housing and Community Development, which operates the CDBG program, to finalize the closing of this fund.

Recommended Budget

This budget is recommended at \$975 in the Appropriation for Contingency account, primarily reflecting interest earned.

Use of Reserves/Designations

The CDBG Rio Ramaza Grant fund contains a Designation for Future Appropriations. The balance in the designation is \$16,559. No increases or decreases to the designation are proposed for FY 2011-12.

Purpose

The Sutter County Waterworks District No. 1 (District) is responsible for providing water and wastewater service to the Community of Robbins. The water system currently operates one active ground water well, one backup ground water well and one storage tank which provides the Community's residents with potable water. The water system supplies, on average, 43 million gallons of water per year. The wastewater system servicing the community is comprised of a Septic Tank Effluent Pumping (STEP) system, pressurized collection lines, and a recirculating gravel filter treatment plant. The wastewater system treats, on average, 10 million gallons of wastewater per year.

The original water system in the community of Robbins was designed, installed and maintained by the Sutter Basin Corporation, the company that created the subdivision of Robbins. Wastewater was disposed of using private septic systems. At the request of the Sutter Basin Corporation, the Sutter County Waterworks District No. 1 was formed in 1986 for the purpose of upgrading water service infrastructure. In 1998, due to the inability of the septic services to properly operate in a high ground water environment, the District expanded its services to include sewer service.

The District is a separate, but dependent district, and the Sutter County Board of Supervisors sits as the ex-officio Board of Directors of the District.

This budget is prepared and administered by the Water Resources Division of the Public

Works Department. This budget unit operates as a separate fund and reflects the cost of operating and maintaining the water system and wastewater system.

Major Budget Changes

Expenses

- \$27,560 Increase in Maintenance of Structures for cleaning and re-coating backwash tank at water treatment plant
- (\$35,500) Decrease in Professional/Special Services due to the completion of the wastewater treatment plant rehabilitation design
- (\$85,000) Decrease in anticipated reimbursements to Sutter County for Water Resources staff expenses due to reduction in staff assistance associated with rehabilitation of the wastewater treatment plant
- \$688,700 Increase in Plant Acquisition costs due to anticipated rehabilitation of wastewater treatment plant

Revenues

- (\$12,050) Decrease in Insurance Reimbursement revenue due to one-time reimbursement for accidental damage done to

Public Works Waterworks District #1 (4-400)

Waterworks District No. 1 Board of Directors

power and control wiring by a local landowner in FY 2010-11

reflects the total expenditures associated with Operations & Maintenance, Capital Expense, and Depreciation Expense.

Program Discussion

The District provides resources to operate and maintain a public potable water system and a public wastewater system. The budget unit is split into two programs: 4400-01 Water Service and 4400-02 Wastewater Service.

The Water Service Program (01) provides potable water service to 94 connections, operating and maintaining a water treatment system with a water well, a filtration system for iron and manganese, and water distribution system to individual parcels. The water system is a public water system and operates under the regulatory oversight of the California Department of Public Health.

The Wastewater Service Program (02) provides wastewater service to 94 connections, with on-site septic tank primary treatment, pressurized collection mains, and gray water secondary treatment plant with evaporation pond disposal of treated effluent. The collection system and plant operate under the California Central Valley Regional Water Quality Control Board Waste Discharge Requirements Order #96-137.

The Sutter County Public Works Department provides State certified personnel to manage and operate the water and wastewater systems. Those costs are charged to the District.

Recommended Budget

The FY 2011-12 budget for Waterworks District No. 1 totals \$1,182,932. The budget

The majority of the District's expenses are associated with maintenance and operations. This category includes supplies and materials, electricity, chemicals, professional services, monitoring, state permits, repair and maintenance expenses, staff expenses for the operator and engineering support staff, and other costs associated with operating the water system. There are also administrative costs incurred by the District, such as costs associated with performing utility billing services and accounting for the District.

The budget approved by the Board of Directors for the District for FY 2010-11 included expenses associated with the rehabilitation of the wastewater treatment plant. Most major budget changes reflect the completion of staff efforts and receipt of State grant income associated with this major project.

In 2009, monthly "interim fees" of \$50.00 per EDU (equivalent dwelling unit) for water service and \$55.00 per EDU for wastewater service were adopted by the Board of Directors of the District. An Ad Hoc committee appointed by the Board of Directors is continuing to investigate the options available to modify these interim fees collected from the property owners to cover the actual costs to run the District.

Budgeted operating revenues do not include enough revenue to meet the non-cash Depreciation Expense of \$100,447. Historically, the replacement costs for infrastructure had been provided by State grants.

Public Works Waterworks District #1 (4-400)

Waterworks District No. 1 Board of Directors

Currently, the District is in the process of finalizing grant funding for the improvement of a portion of the wastewater system. The District is under a Cleanup and Abatement Order for surfacing of wastewater from the recirculating sand filters. In order to comply with the order, the District needs to replace the existing recirculating filters and associated tanks.

The proposed rehabilitation project would replace the existing system with new, packaged filter units and new concrete tanks designed for installation in areas subject to high groundwater. Additionally, a new control/storage building would be constructed to house System Control and Data Acquisition (SCADA) equipment and to provide a storage area for replacement parts.

Revenues for operations and maintenance are not expected to cover operations and maintenance expenditures in FY 2011-12, resulting in a projected deficit of \$73,435 for the fiscal year. This anticipated deficit for FY 2011-12 was considered in February 2011 when the Board of Supervisors approved an “interim” loan from the General Fund to the District. The loan was approved up to a maximum of \$670,000 and for the period of 18 months. When approved, it was anticipated that prior to the end to the 18 month term of the loan, the District shall either refinance the loan, shall request the forgiveness of all or a portion of the loan, or shall otherwise repay the loan.

Use of Reserves/Designations

The Waterworks District No. 1 does not contain any operating Reserves or Designations.

**Public Works
Waterworks District #1 (4-400)**

Waterworks District No. 1 Board of Directors

Sutter County Water Works District No. 1 - Overall Program	
Budget Unit Number 4400-4400-02	FY 2011-12
<i>WWD#1 - Managerial Budget</i>	Budget
Operations & Maintenance Costs	\$208,885
<i>Major Cost Components Include:</i>	
<i>Structures Maintenance (Excluding Capital Improvements)</i>	\$65,000
<i>Utilities</i>	\$16,300
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	\$77,200
<i>Interest and Principle Expense on State Loan</i>	\$26,567
<i>Other Expenses (memberships, permit fees, tools, lab tests, interest payments on loans, protective clothing, etc.)</i>	\$23,818
Revenues	\$135,450
Operations Surplus/Deficit for FY 2011-12	(\$73,435)
Depreciation Expense for FY 2011-12	\$100,447
Capital Expenses	\$873,600
<i>Major Cost Components Include:</i>	
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>	\$22,500
<i>* Treatment Facility Upgrades</i>	\$836,100
<i>* Design and Project Management by Consultant</i>	\$15,000
Total Anticipated Grant Funding to offset Capital Expenses:	\$848,600
Anticipated Ending Fund Balance (as of June 30, 2012):	(\$666,643)

Public Works
Waterworks District #1 (4-400)

Waterworks District No. 1 Board of Directors

Sutter County Water Works District No. 1 - Water Program	
Budget Unit Number 4400-4400-01	FY 2011-12
<i>Water System Managerial Budget</i>	Budget
Operations & Maintenance Costs	\$107,744
<i>Major Cost Components Include:</i>	
<i>Operator & Engineering Staff Costs</i>	\$60,000
<i>Administrative Staff Costs</i>	\$9,200
<i>Structures Maintenance (Excluding Capital Improvements)</i>	\$10,000
<i>Utilities</i>	\$18,000
<i>Other Expenses (protective clothing, memberships, permit fees, small tools, interest payments on loans, etc.)</i>	\$10,544
Revenues	\$60,700
Operations Surplus/Deficit for FY 2011-12	(\$47,044)
Depreciation Expense for FY 2011-12	\$34,452
Capital Expenses	\$25,000
<i>Major Cost Components Include:</i>	
<i>Treatment Facility Upgrades</i>	\$20,000
<i>Major Rehabilitation & Water Main Replacements</i>	\$5,000
Total Anticipated Grant Funding to offset Capital Expenses:	\$0
Anticipated Ending Fund Balance (as of June 30, 2012):	(\$523,977)

Public Works
Waterworks District #1 (4-400)

Waterworks District No. 1 Board of Directors

Sutter County Water Works District No. 1 - Wastewater Program	
Budget Unit Number 4400-4400-02	FY 2011-12
<i>Wastewater System Managerial Budget</i>	Budget
Operations & Maintenance Costs	\$101,141
<i>Major Cost Components Include:</i>	
<i>Structures Maintenance (Excluding Capital Improvements)</i>	\$5,000
<i>Utilities</i>	\$7,100
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	\$67,200
<i>Interest and Principle Expense on State Loan</i>	\$8,567
<i>Other Expenses (memberships, permit fees, tools, lab tests, interest payments on loans, protective clothing, etc.)</i>	\$13,274
Revenues	\$74,750
Operations Surplus/Deficit for FY 2011-12	(\$26,391)
Depreciation Expense for FY 2011-12	\$65,995
Capital Expenses	\$848,600
<i>Major Cost Components Include:</i>	
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>	\$22,500
<i>* Treatment Facility Upgrades</i>	\$816,100
<i>* Design and Project Management by Consultant</i>	\$10,000
Total Anticipated Grant Funding to offset Capital Expenses:	\$848,600
Anticipated Ending Fund Balance (as of June 30, 2012):	(\$142,666)