



Development Services

Section B

Even though Sutter County Road Department personnel posted brand new signs provided by the National Weather Service, drivers continued to ignore them. Sutter County Fire Department and Sheriff's Department personnel were called to assist when motorists were stranded. The driver of this pickup truck and his dog nearly drowned. The Road Department closed as many as 25 different roads due to flooding during the winter and early spring storms.

Development Services Department Administration (2-721)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL				Dept: 2721	
Unit Title: DEVELOPMENT SERVICES ADMIN					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	938,538	862,815	1,107,255	1,160,420	4.8
SERVICES AND SUPPLIES	24,556	37,167	26,833	48,391	80.3
OTHER CHARGES	74,734	19,882	79,396	64,310	-19.0
CAPITAL ASSETS	0	33,358	0	56,000	100.0
INTRAFUND TRANSFERS	-271,539	-67,911	-625,726	-773,421	23.6
OTHER FINANCING USES	5,497	5,314	4,257	5,843	37.3
NET BUDGET	771,786	890,625	592,015	561,543	-5.1
REVENUE					
LICENSES, PERMITS, FRANCHISES	20	4	0	5	100.0
CHARGES FOR SERVICES	235,056	153,025	383,902	375,001	-2.3
MISCELLANEOUS REVENUES	48,611	21,612	44,354	41,380	-6.7
TOTAL OTHER REVENUE	283,687	174,641	428,256	416,386	-2.8
UNREIMBURSED COSTS	488,099	715,984	163,759	145,157	-11.4
ALLOCATED POSITIONS	12.00	12.00	12.00	11.00	-8.3

Purpose

The Development Services Department directly serves the public by providing a one-stop development center. The Development Services Department is responsible for the following functions:

- Road Maintenance
- Engineering Services
- Planning & Building
- Code Enforcement
- Environmental Health & CUPA
- Fire Services
- Water Resources
- Special Districts
- Airport

The Development Services Administration budget unit is comprised of the Development Services Director, Administration & Finance

Manager, administrative support staff, and finance staff.

Major Budget Changes

Salaries & Benefits

- \$67,307 General increase due to negotiated Salaries and Benefits
- (\$94,467) Decrease related to the elimination of one (1.0 FTE) vacant Permit Technician position
- \$73,337 Increase related to the addition of one (1.0 FTE) Accounting Technician I position

Development Services Department Administration (2-721)

Vacant, Director

- \$6,988 Increase related to Workers' Compensation as provided by the Human Resources Department

Services & Supplies

- \$20,986 Increase related to the establishment of direct billing and the elimination of several Interfund/Intrafund accounts

Capital Assets

- \$56,000 Replacement of two aging vehicles

Intrafund Transfers

- (\$226,258) Increase in Intrafund Administration Services (shown as a negative expense)
- \$85,620 Increase in Intrafund (A-87) Cost Plan charges as provided by the Auditor-Controller's Office

Revenues

- \$33,454 Increase to Interfund DS Admin Services
- (\$39,418) Decrease in Interfund Development Services Admin – Road reimbursement from the Road Fund

Program Discussion

The major functions of the Development Services Administration Division are:

- Complete budget development and financial management of Divisions within the Department
- Grants administration
- Personnel, payroll, accounts receivable, accounts payable, and records management
- Support staff for counter services for incoming permits for Building, Planning, Code Enforcement, Environmental Health, CUPA, Road, Water Resources, and Engineering.

Development Services Administration Division support staff process invoices, direct incoming telephone inquiries from the public, and maintain time-and-materials financial accounts for project applications. The finance section prepares all required journal entries and handles vendor inquiries. In addition, the finance section maintains a cost accounting management computer system for the Road Fund. The Division supports and responds to a number of audits and inquiries each year.

Administrative staff also provides monthly support to the Planning Commission, the Public Works Support Service Committee, and the Gilsizer Drainage District. Administrative management staff coordinates the administrative and financial activities of the Yuba Sutter Regional Conservation Plan (YSRCP) with participation by Yuba County and the Cities of Yuba City and Live Oak.

The division works with the Regional Housing Authority of Sutter and Nevada Counties to coordinate Community

Development Services Department Administration (2-721)

Vacant, Director

Development Block Grant (CDBG) applications overseen by the Housing Authority.

Development Services Department Projects

Current projects overseen by the Director of Development Services and department staff in all Divisions include:

- Sutter Pointe (wastewater/water)
- Yuba Sutter Regional Conservation Plan (CDFW, USFWS, USACE, NMFS, etc.)
- Yuba-Sutter Habitat Conservation Plan (HCP)
- Groundwater Management Plan-Sustainability Groundwater Management Act (SGMA)
- Developing collaboration with the numerous water entities in Sutter County
- Inter-jurisdictional Roadway project (Placer County)
- Robbins – water/wastewater, Water meters grant, arsenic treatment plant plan, rates, etc.
- 200-yr Natomas Basin internal drainage
- Yuba City Basin drainage study
- Northern Sacramento Valley Integrated Regional Water Management Plan (IRWMP)
- NPDES (National Pollution Discharge Elimination System)
- Habitat conservation plans (Butte, Placer, Yolo)
- Community Development Block Grant (CDBG)
- Natomas Basin Conservation Plan
- Greenbriar Development Project
- Natomas Vision Plan

- Ordinance updates (i.e. marijuana cultivation)
- Drought issues as it relates to Habitat Plans and coordination with the wildlife agencies

Recommended Budget

This budget is recommended at \$561,543, which is a decrease of \$30,472 (5.1%) compared to FY 2016-17. The General Fund provides 25.9% of the financing for this budget unit, and is decreased by \$18,602 (11.4%) compared to FY 2016-17.

It is recommended that one (1.0 FTE) vacant Permit Technician position be reclassified to one (1.0 FTE) Accounting Technician I position.

It is also recommended that one (1.0 FTE) unfunded Office Assistant II position be eliminated.

Capital Assets are recommended at \$56,000 for the purchase of two aging vehicles. The Department has requested two small SUVs, effective July 1, 2017.

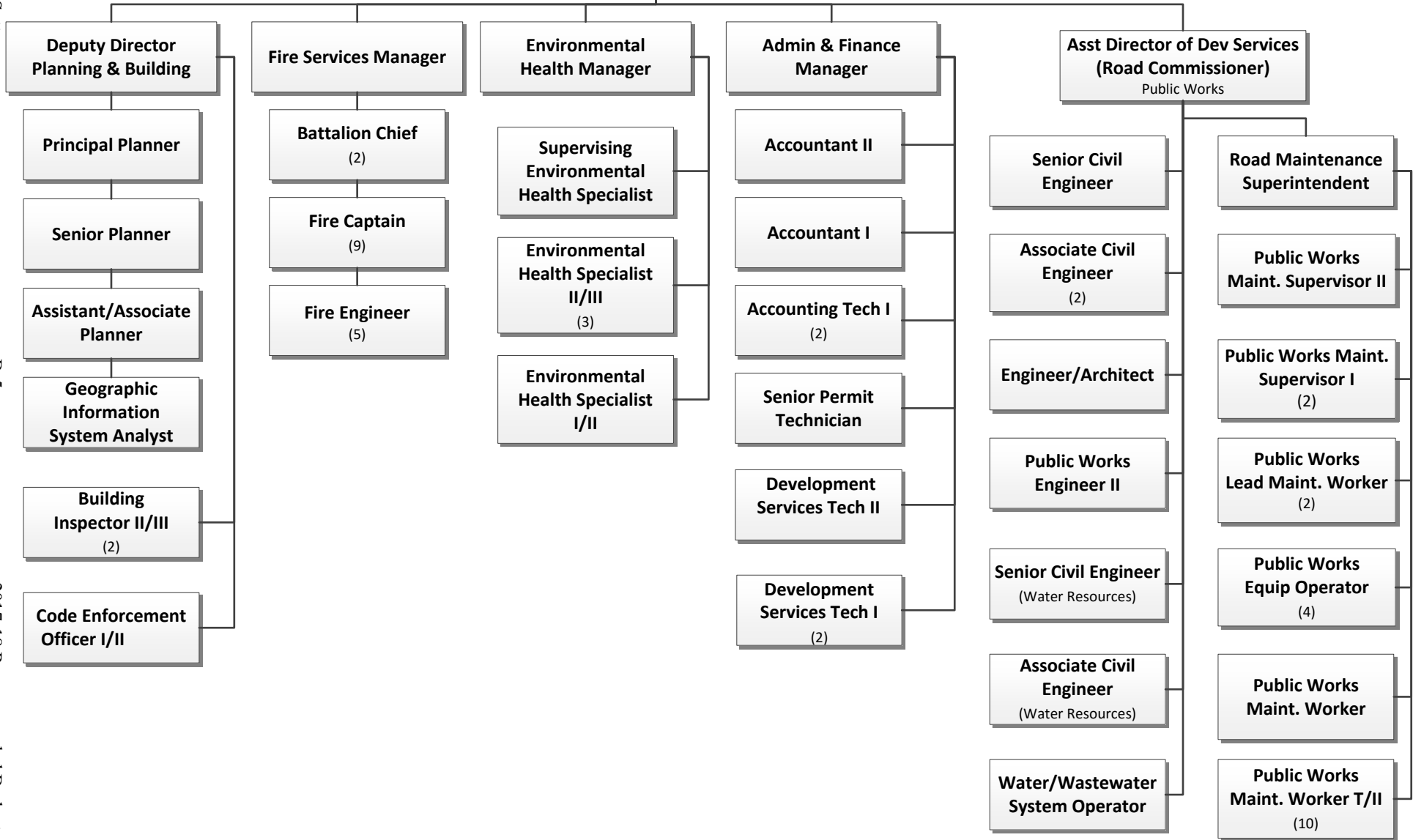
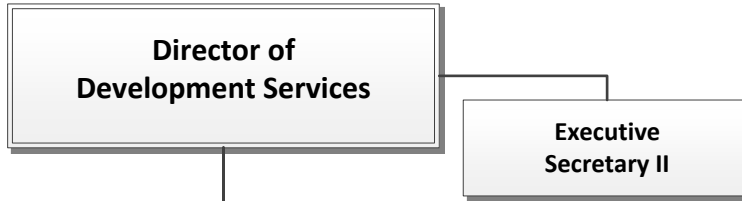
Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

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**Development Services
FY 2017-2018**

Recommended



County of Sutter

B-5

2017-18 Recommended Budget

Development Services Department Capital Improvement Projects (1-801)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL					
Unit Title: PLANT ACQUISITION					Dept: 1801
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	75,211	207,809	379,323	620,000	63.4
CAPITAL ASSETS	61,548	260,850	318,469	1,280,686	302.1
INTRAFUND TRANSFERS	9,823	1,375	0	-77,235	100.0
NET BUDGET	146,582	470,034	697,792	1,823,451	161.3
REVENUE					
CHARGES FOR SERVICES	65,265	0	242,582	1,198,451	394.0
TOTAL OTHER REVENUE	65,265	0	242,582	1,198,451	394.0
UNREIMBURSED COSTS	81,317	470,034	455,210	625,000	37.3
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

This budget has previously been known as Plant Acquisition, beginning FY 2017-18, a name change to Capital Improvement Projects is being recommended.

This budget unit, which is managed by the Development Services Department, reflects all major County capital improvement and maintenance projects. The budget is prepared jointly by the County Administrator's Office, the Development Services Department, and the General Services Department.

Program Discussion

Capital improvement 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.

Capital Improvement projects are primarily budgeted between two expenditure accounts. Projects budgeted in account (#52130), Maintenance/Structures and Improvements within the Services and Supplies object level, 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 accounts, are capital projects that are new acquisitions or major improvements that appreciably extend the life of the facility. In some cases, budget account (#52180), Professional and Specialized Services, is used when the project is a study, a plan, or an assessment.

Generally, those major projects budgeted at a cost of more than \$15,000, which can be reimbursed directly from outside revenue sources, or which are performed directly by

Development Services Department Capital Improvement Projects (1-801)

Vacant, Director

an outside contract, are included in the Capital Improvement budget unit. General maintenance projects that are budgeted less than \$15,000, which are typically performed by County staff, are generally included in the Building Maintenance budget unit (1-700).

Recommended Budget

This budget is recommended at \$1,823,451. The recommendation includes one project (Awning for the Fleet Building) that was authorized in prior years and is continuing in FY 2017-18, as well as eight new projects for FY 2017-18. Three projects (Soil Testing at the Airport, Parking lot at the Sheriff's Office and Parking lot for the Health Dept lab remodel) are being encumbered at fiscal year-end as they already have contracts awarded, but they will not be completed until FY 2017-18.

It is recommended that authorization be given to continue work on the prior year projects and that both Development Services and General Services departments commence work on the new projects, without waiting for the adoption of the final budget resolution.

Both the Development Services and General Services Departments concur with this recommendation.

Continuing Projects

Development Services, General Services and the County Administrative office are recommending that four previously authorized projects be rebudgeted and/or encumbered with budget for FY 2017-18.

- (1) The construction/pave asphalt parking lot at the Sheriff's Office related to the Jail expansion project is being rebudgeted from FY 2016-17 to FY 2017-18. This project is budgeted at \$225,000
- (2) The construction of an awning for the Fleet Building is being rebudgeted from FY 2016-17 to FY 2017-18. This project is budgeted at \$25,000
- (3) The soil/groundwater testing and analysis at the airport is being rebudgeted from FY 2016-17 to FY 2017-18. This project is budgeted at \$60,000
- (4) The construction/pave asphalt parking lot at the Health Department related to the lab remodel and Jail expansion project is being rebudgeted from FY 2016-17 to FY 2017-18. This project is budgeted at \$66,913

Funding Source	Project No.	CONTINUING PROJECTS - DESCRIPTION	Estimate
General Fund Obligated Fund Balance	1704	Construct/Pave Asphalt Parking Lot at Sheriff's Office/Jail related to Jail Expansion Project	\$225,000
Fleet Management ISF	1707	Construction of Awning for Fleet Building	\$25,000
General Fund Obligated Fund Balance	1708	Soil/Groundwater Testing and Analysis at Airport	\$60,000
General Fund and 1991 Health Realignment	1714	Remodel of Health Laboratory Area in Health Building	\$66,913

Development Services Department Capital Improvement Projects (1-801)

Vacant, Director

Recommended New Projects

The chart on the following page summarizes the eight new projects recommended for approval, and indicates the funding source for each project. The total of the newly requested projects for FY 2017-18 is \$1,875,686. Of this, \$673,695 is estimated to be a General Fund Cost.

Since 2011, Sutter County has been making ongoing improvements to its facilities to ensure compliance with the Americans with Disabilities Act. For FY 2017-18, improvements that include ADA upgrades are being recommended at 1160 Civic Center and the Live Oak Library.

Use of Fund Balance

It is recommended that \$673,695 of this budget be funded with monies from the General Fund Committed Fund Balance Designated for Capital Projects account (#31265).

This one-time revenue is included in the Cancellation of Obligated Fund Balance account (#49995) in the General Revenues (1-209) budget unit.

**Development Services Department
Capital Improvement Projects (1-801)**

Vacant, Director

Funding Source	Project No.	NEW PROJECTS - DESCRIPTION	Estimate
General Fund Obligated Fund Balance / Gas Tax	1801	Upgrade Parking Compound for Agricultural Commissioner	\$64,200
General Fund Obligated Fund Balance	1802	Construct/Pave Asphalt Parking Lot at Veteran's Memorial Circle	\$300,000
General Fund Obligated Fund Balance	1803	1160 First Floor Tenant & ADA Improvements (Phase 1)	\$325,000
Behavioral Health, Welfare/SS, General Fund	1804	Construct/Pave Asphalt Parking Lots at Behavioral Health	\$476,733
Behavioral Health	1805	Behavioral Health Fire Sprinklers and Window Replacement at Inpatient Unit	\$150,000
Welfare/SS and General Obligated Fund	1806	Construct/Pave Asphalt Parking Lots at 190 Garden Hwy – Welfare/SS and General Services	\$101,753
Special Revenue Fund	1807	Dorm Shower and Restroom Rehabilitation at Main Jail	\$120,000
Airport	1808	Airport Grant Projects	\$338,000

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0005 - COUNTY AIRPORT			Dept: 3200		
Unit Title: COUNTY AIRPORT					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	9,377	14,561	14,591	225	-98.5
OTHER CHARGES	88,160	29,053	12,217	381,253	3,020.7
INCREASES IN RESERVES	0	0	27,643	12,041	-56.4
OTHER FINANCING USES	0	0	14,636	17,115	16.9
NET BUDGET	<u>97,537</u>	<u>43,614</u>	<u>69,087</u>	<u>410,634</u>	<u>494.4</u>
REVENUE					
TAXES	19,255	11,675	17,500	17,500	0.0
REVENUE USE MONEY PROPERTY	19,141	1,314	2,879	18,616	546.6
INTERGOVERNMENTAL REVENUES	10,000	10,000	10,000	329,410	3,194.1
CHARGES FOR SERVICES	136,672	84,492	18,136	45,108	148.7
CANCELLATION OF OBLIGATED FB	0	0	20,572	0	-100.0
TOTAL OTHER REVENUE	<u>185,068</u>	<u>107,481</u>	<u>69,087</u>	<u>410,634</u>	<u>494.4</u>
UNREIMBURSED COSTS	-87,531	-63,867	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

The County Airport is a class A-II airport, established in 1947. 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 19 hangar buildings with 58 hangar spaces and five commercial tenants. The asphalt concrete apron contains 113 total tie-down spaces - 85 rentals and 28 transients. Services available at the airport include aircraft repair and fuel sales.

On April 22, 2014 the Board of Supervisors approved a Facilities Management Agreement with the Sutter Buttes Regional Aviation Association (SBRAA) for

management services at the Sutter County Airport for a period of 10 years from July 1, 2014 through June 30, 2024, with the budget managed by the Development Services 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 is eligible for FAA and Caltrans grants to improve the existing facilities to FAA standards.

Major Budget Changes

Services & Supplies

- (\$14,441) Decrease in Stock Parts and Fuel & Oil related to a change in billing procedures

Development Services Department County Airport (3-200)

Vacant, Director

Other Charges

- \$338,000 Increase in Interfund Plant Acquisition due to two FAA grant funded projects: Runway 35 PAPI Lighting and Taxiway Shouldering and Improvements

Revenues

- \$319,410 Increase in FAA and State grant revenue
- \$15,737 Increase in Rent-Land and Buildings related to establishment of direct billing and elimination of several Interfund/Intrafund accounts

Charges for Services

- \$18,590 Increase in Reimbursement County Non-Interfund account for SBRAA's share of the two improvement projects
- (\$18,136) Decrease in Charges for Services related to the establishment of direct billing and the elimination of several Interfund/Intrafund accounts

Program Discussion

The Board of Supervisors approval of the Facilities Management Agreement with SBRAA effectively transferred responsibility for the day-to-day operation and management of the County Airport to SBRAA.

The Agreement includes the following provisions:

- The property to be leased to SBRAA for management includes everything inside the airport perimeter fencing
- The County will remain the owner of record and is responsible for the safe and efficient operation of the Sutter County Airport and for compliance with all Federal regulations and obligations
- SBRAA agrees to manage the airport within all Federal, State, and local regulations
- Any future building must be approved by the Sutter County Board of Supervisors
- SBRAA agrees to provide all day-to-day operations including, but not limited to:
 - Billing
 - Setting rental rates
 - Maintenance and repairs
 - Fiscal management and reporting
 - Inspections
- SBRAA is to provide the required insurances

One County Engineer is designated as the Airport Manager. Per the agreement with SBRAA, each year 40 hours of management time is contributed to the County Airport, and is considered the Sutter County contribution to the Airport. The County is also responsible for annual (A-87) Cost Plan charges.

Recommended Budget

This budget is recommended at \$410,634 which is an increase of \$351,547 (494.4%) over FY 2016-17. This is due to the anticipated execution of two FAA Airport Improvement Program grants for FY 2017-18. This budget unit does not receive any funding from the General Fund. Funding for this program now comes from the non-airport use entities land lease payments and will go to pay back the previous General Fund loan.

Use of Fund Balance

This fund contains a Committed Fund Balance in the amount of \$136,108, exclusive of long-term loan obligations, as of July 1, 2016. It is estimated the Committed Fund Balance will equal \$143,179 at July 1, 2017.

The FY 2017-18 Recommended Budget includes an increase to Committed Fund Balance in the amount of \$12,041.

Development Services Department Engineering Services (1-920)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL					Dept: 1920
Unit Title: ENGINEERING SERVICES					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	750,472	554,682	817,374	1,253,852	53.4
SERVICES AND SUPPLIES	60,124	23,618	21,305	20,002	-6.1
OTHER CHARGES	56,967	14,065	54,103	56,724	4.8
CAPITAL ASSETS	0	0	0	37,500	100.0
INTRAFUND TRANSFERS	-117,979	-34,659	-184,039	-14,299	-92.2
OTHER FINANCING USES	8,245	8,233	7,326	8,844	20.7
NET BUDGET	<u>757,829</u>	<u>565,939</u>	<u>716,069</u>	<u>1,362,623</u>	<u>90.3</u>
REVENUE					
CHARGES FOR SERVICES	600,693	358,167	693,105	890,468	28.5
MISCELLANEOUS REVENUES	37,146	39,489	0	264,836	100.0
TOTAL OTHER REVENUE	<u>637,839</u>	<u>397,656</u>	<u>693,105</u>	<u>1,155,304</u>	<u>66.7</u>
UNREIMBURSED COSTS	119,990	168,283	22,964	207,319	802.8
ALLOCATED POSITIONS	5.00	7.00	5.00	8.00	60.0

Purpose

from Water / Wastewater Facilities (1-702) budget unit

Engineering Services is responsible for Capital Improvements in the County including the design and construction of improvements and major repairs to roads, bridges, County facilities, and Water Resource Facilities. The Division also reviews and develops standards for new development projects. The Engineering Services budget unit is managed by the Development Services Department.

Capital Asset

- \$37,500 Replacement of one aging vehicle to ensure compliance with State and Federal requirements for water and wastewater operations

Intrafund Transfers

- (\$170,043) Decrease in Intrafund Engineering transfers (shown as a negative expense)

Revenues

- \$179,458 Increase in Interfund Engineering charges for reimbursement of work done

Major Budget Changes

Salaries & Benefits

- \$437,254 Increase due to the transfer of three (3.0 FTE) staff; two engineers from Water Resources (1-922) budget unit and one System Operator

- for other departmental divisions
- \$17,205 Increase in Engineering charges for reimbursement of work done for Water Agencies
- \$264,836 Increase in Engineering charges for reimbursement of work done for other agencies

Program Discussion

The Engineering Services budget unit provides funding for County engineering services, including services for the Road Fund, services required by the Water Resources Division and services required by Water/Wastewater Facilities. Much of the staff time for this budget unit is reimbursed by other Development Services Department budget units through the Inter/Intrafund Engineering accounts. Staffing has increased by three full time positions, two staff, one Senior Civil Engineer and one Associate Civil Engineer, from the Water Resources (1-922) budget unit and one Water/ Wastewater System Operator from the Water/Wastewater Facilities (1-702) budget unit. Extra Help continues to be recommended to fund part-time County Surveyor work.

The Engineering Division provides the following types of services:

- Processes development permits, plan reviews, and drafts specific conditions of approval for planning applications
- Designs and oversees the construction of county buildings and building improvements
- Provides general engineering support to county activities such as the Road

- Fund, on a reimbursable basis
- Designs and performs contract management for road maintenance and road rehabilitation projects
- Provides pavement management planning, traffic planning and coordinates bridge maintenance
- Identifies potential projects, develops grant applications, administers consultant contracts and oversees all aspects of design and construction regarding the Sutter County Airport
- Completes Encroachment/Transport permitting
- Provides Capital Improvement Project programming and budgeting
- Develops and executes the Annual Road Plan for all road and bridge work

On a reimbursable basis, Engineering Services staff will assist in selected design and maintenance related activities for other budget units such as:

- Airport (by agreement with SBRAA)
- Building Maintenance
- Parks and Recreation - including boat launch facilities
- Road Fund
- Streetlight Districts
- Water Agency/Water Resources

Staff responds to counter inquiries requesting information on maps, surveys, development, traffic, roads, water resources, and the processing of related fees.

The County Surveyor's Office is included in this budget unit. The Engineering Division assists in some of the County Surveyor functions:

- Reviews and processes subdivision maps, lot line adjustments, and

Development Services Department Engineering Services (1-920)

Vacant, Director

records of surveys

- Maintain records of the County real property and public rights-of-way

Recommended Budget

This budget is recommended at \$1,362,623 which is an increase of \$646,554 (90.3%) over FY 2016-17. The General Fund provides 15.2% of the financing for this budget and has increased \$184,355 (802.8%) over FY 2016-17.

The increase in staff positions from 5.0 FTE in FY 2016-17 to 8.0 FTE in FY 2017-18 is due to the transfer of one Senior Civil Engineer and one Associate Civil engineer from the Water Resources (1-922) budget unit and one Water/Wastewater System Operator from the Water/Wastewater Facilities (1-702) budget unit. Additionally, oversight of the Water/Wastewater Facilities budget unit is being transferred from the General Services Department to the Development Services Department beginning in FY 2017-18 to better align the services of the budget unit with the overall function of the department. The Water/Wastewater Facilities budget unit is discussed further in a separate narrative.

Capital Assets are recommended at \$37,500 for the purchase of one replacement vehicle. The Department has requested a utility pickup truck to be used for water and wastewater operations, effective July 1, 2017.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL				Dept: 2725	
Unit Title: ENVIRONMENTAL HEALTH					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	636,162	584,523	669,776	726,441	8.5
SERVICES AND SUPPLIES	9,326	10,582	12,447	17,592	41.3
OTHER CHARGES	29,256	8,968	34,829	31,140	-10.6
CAPITAL ASSETS	0	20,903	26,000	0	-100.0
INTRAFUND TRANSFERS	-126,955	-5,306	-106,431	-46,297	-56.5
OTHER FINANCING USES	3,258	3,206	2,729	3,481	27.6
NET BUDGET	<u>551,047</u>	<u>622,876</u>	<u>639,350</u>	<u>732,357</u>	<u>14.5</u>
REVENUE					
LICENSES, PERMITS, FRANCHISES	301,562	253,412	264,898	263,800	-0.4
CHARGES FOR SERVICES	245,141	47,675	374,452	468,557	25.1
MISCELLANEOUS REVENUES	155	0	0	0	0.0
OTHER FINANCING SOURCES	3,549	0	0	0	0.0
TOTAL OTHER REVENUE	<u>550,407</u>	<u>301,087</u>	<u>639,350</u>	<u>732,357</u>	<u>14.5</u>
UNREIMBURSED COSTS	640	321,789	0	0	0.0
ALLOCATED POSITIONS	6.00	6.00	6.00	6.00	0.0

Purpose

Environmental Health's mission is to protect and enhance the public's health through the control of potentially harmful materials, organisms, and conditions that may cause illness and injury by unsafe or unsanitary conditions, through inspections, review of facility plans, and enforcement activities. The activities of the Division are mandated by the California Health and Safety Code, California Plumbing Code and various County ordinances.

Intrafund Transfers

- (\$20,885) Decrease in Intrafund CUPA-EH transfers
- \$31,704 Increase in estimated Administrative support charges
- \$10,314 Increase in Intrafund A-87 Cost Plan charges as provided by the Auditor-Controller's Office

Major Budget Changes

Salaries & Benefits

- \$56,665 General increase due to negotiated Salaries and Benefits

Charges for Services

- \$94,105 Increase to Interfund Environmental Health transfer from Public Health

Program Discussion

Environmental Health conducts inspections of food facilities, body art facilities, onsite sewage disposal systems, water wells, monitoring wells, state small water systems, jail facilities, and public pools and spas. The Division may investigate issues related to vector control activities, and health and safety complaints. In addition, through the Certified Unified Program Agency (2-727) budget unit, it conducts inspections and provides consultation to businesses that handle and store hazardous materials.

The Division includes three primary programs:

Environmental Health Consumer Protection

The Consumer Protection Program's mission is to prevent illness and injury caused by unsafe or unsanitary conditions through 1) inspections and enforcement activities, and 2) the review of plan applications for food facilities, body art facilities and pool construction.

The Consumer Protection Program consists of several elements, including food facilities inspections, substandard housing investigations, environmental childhood lead assessments, vector control activities, jail inspections, household garbage control, and monitoring of pools, spas, body art and safe drinking water supply of regulated facilities.

Staff regularly contacts and inspects individual water systems serving retail food facilities, evaluating the water test results for safe drinking water compliance with the existing Health and Safety Code.

Hazardous Materials Program

The description of the Hazardous Materials Program is included in the Certified Unified Program Agency (CUPA) budget unit.

Environmental Health Land Use

The Land Use Program lends support to the Development Services Department to ensure that land use permit entitlements granted by the County prevent health hazards and to mitigate environmental degradation resulting from improperly planned developments. The Land Use Program protects public health through the implementation of a Local Agency Management Program (LAMP) which ensures proper sizing, design, construction, and operation of onsite sewage disposal systems. The program reviews adopted land use development projects and construction projects referred to the Planning and Building Division relative to liquid waste and drinking water supplies. The program also reviews and approves the design and construction of new onsite sewage disposal systems and repairs to sites where these systems have failed.

Recommended Budget

This budget is recommended at \$732,357, which is an increase of \$93,007 (14.5%) over FY 2016-17. This budget unit does not receive any funding from the General Fund.

The net cost of this budget unit is covered by permit revenues and an Interfund transfer from the Health Fund (1991 Realignment funding). The contribution from the Health Fund is recommended at \$468,557, an increase of \$94,105 over FY 2016-17.

Use of Fund Balance

This budget unit is within the General Fund.
The budget does not include the use of any
specific fund balance.

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL					
Unit Title: CUPA					Dept: 2727
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	1,770	2,426	3,325	5,073	52.6
OTHER CHARGES	19,290	17,746	20,083	18,286	-8.9
INTRAFUND TRANSFERS	266,449	84,425	248,829	240,065	-3.5
NET BUDGET	287,509	104,597	272,237	263,424	-3.2
REVENUE					
FINES, FORFEITURES, PENALTIES	0	250	0	0	0.0
INTERGOVERNMENTAL REVENUES	83,847	60,000	60,000	60,000	0.0
CHARGES FOR SERVICES	203,663	182,181	212,237	203,424	-4.2
TOTAL OTHER REVENUE	287,510	242,431	272,237	263,424	-3.2
UNREIMBURSED COSTS	-1	-137,834	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

Certified Unified Program Agency (CUPA) is a program contained within the Environmental Health Division. CUPA is a State hazardous materials program, covering all of Sutter County, including the incorporated cities within the County.

The purpose of CUPA is to prevent or mitigate damage to the health and safety of persons and the environment in Sutter County from the release, or threatened release, of hazardous materials.

Major Budget Changes

Intrafund Transfers

- \$12,185 Increase to Administrative support charges

- (\$20,885) Decrease in Intra CUPA – EH transfers.

Program Discussion

The CUPA Program is responsible for regulating the:

- Hazardous Materials Business Plans and Inventories (Business Plans)
- Hazardous Waste Generator and Onsite Hazardous Waste Treatment Programs (tiered permitting)
- Underground Storage Tank Program
- Aboveground Petroleum Storage Act (APSA) Program
- California Accidental Release Prevention (CalARP) Program
- Area Plans for hazardous materials emergencies
- Uniform Fire Code Hazardous Material Management Plan and

Development Services Department Certified Unified Program Agency (2-727)

Vacant, Director

Hazardous Material Inventory Statements

CUPA provides on-site inspections and consultations to businesses that handle and store hazardous materials. It also investigates hazardous materials complaints from the public. In the event of significant noncompliance, CUPA may enforce hazardous materials laws and regulations through an administrative enforcement procedure under the authority of the Health and Safety Code and can refer cases to the District Attorney.

This budget includes Intrafund CUPA-Environmental Health charges for staff services provided by the Environmental Health (2-725) budget unit.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Recommended Budget

This budget is recommended at \$263,424, which is a decrease of \$8,813 (3.2%) compared to FY 2016-17. This budget unit does not receive any funding from the General Fund as the net cost for this program is covered by permit revenue and grants.

Development Services Department Fire Services Administration (2-402)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0015 - PUBLIC SAFETY			Dept: 2402		
Unit Title: FIRE SERVICES ADMINISTRATION					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	114,100	160,493	171,456	195,515	14.0
SERVICES AND SUPPLIES	14,676	9,738	11,530	22,480	95.0
OTHER CHARGES	37,315	31,527	46,609	26,581	-43.0
OTHER FINANCING USES	489	458	326	516	58.3
NET BUDGET	166,580	202,216	229,921	245,092	6.6
REVENUE					
CHARGES FOR SERVICES	7,588	3,232	4,500	7,446	65.5
TOTAL OTHER REVENUE	7,588	3,232	4,500	7,446	65.5
UNREIMBURSED COSTS	158,992	198,984	225,421	237,646	5.4
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	0.0

Purpose

Fire Services Administration is responsible for coordinating and administering the County's fire protection programs and the activities of four County Service Areas (CSAs) for which the Board of Supervisors is the governing board. CSAs provide fire protection from eight fire stations throughout the County. The Fire Services Manager/Fire Chief is the sole position in this budget unit.

The Fire Services Manager responds to emergencies, reviews and inspects all new commercial construction, exercises overall supervision of rescue, firefighting, and hazardous materials release operations in the CSAs. The Fire Services Manager is responsible for coordinating the annual budgets, enforcing the adopted fire codes and ordinances, preparing apparatus specifications for the CSAs, and representing the County Fire Services with

other jurisdictions, emergency personnel, governing officials, and citizens.

The Fire Services Manager also serves as the Operational Area Coordinator for California Office of Emergency Services and remains committed to the state mutual aid system. This position organizes and may participate in strike team deployment throughout the State as a local government or California Emergency Management Agency strike team leader.

Major Budget Changes

Salaries and Benefits

- \$24,059 General increase due to negotiated Salaries and Benefits

Services and Supplies

- \$10,950 Increases due to maintenance for fire service vehicle

Development Services Department Fire Services Administration (2-402)

Vacant, Director

Other Charges

- (\$20,028) Decrease in Interfund Overhead (A-87) Cost Plan charges as provided by the Auditor-Controller's Office

CSA-G

The County contracts with the Yuba City Fire Department for fire protection in CSA-G, which is the area formerly protected by the Walton Fire Protection District.

Program Discussion

The Fire Services Manager is responsible for coordinating the annual budgets, enforcing the adopted fire codes and ordinances, and preparing apparatus specifications for the CSAs. County Service Areas include CSA-C, CSA-D, CSA-F, and CSA-G.

CSA-C

This Service Area consists of the East Nicolaus Volunteer Fire Department operating out of two stations located in the communities of East Nicolaus and Rio Oso.

CSA-D

This Service Area consists of the Pleasant Grove Volunteer Fire Department.

CSA-F

This Service Area covers the largest portion of the County and includes the communities of Sutter, Live Oak, and Oswald/Tudor. Fire protection is provided to the City of Live Oak by contract.

Recommended Budget

This budget is recommended at \$245,092 which is an increase of \$15,171 (6.6%) over FY 2016-17. The General Fund provides 97.0% of the financing for Fire Services Administration and is increased by \$12,225 (5.4%) over FY 2016-17.

This budget unit is within the Public Safety fund; however, it is considered to be funded primarily by the General Fund.

Use of Fund Balance

The budget unit is within the Public Safety Fund. The budget does not include the use of any specific fund balance.

Development Services Department County Service Area G (0-301)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0301 - COUNTY SERVICE AREA G			Dept: 0301		
Unit Title: COUNTY SERVICE AREA G					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	668,657	430,571	663,319	676,565	2.0
OTHER CHARGES	96	181	181	0	-100.0
NET BUDGET	<u>668,753</u>	<u>430,752</u>	<u>663,500</u>	<u>676,565</u>	<u>2.0</u>
REVENUE					
TAXES	658,068	677,546	654,500	667,500	2.0
REVENUE USE MONEY PROPERTY	2,062	1,677	1,000	1,000	0.0
INTERGOVERNMENTAL REVENUES	8,694	8,453	8,000	8,020	0.2
CHARGES FOR SERVICES	0	0	0	45	100.0
TOTAL OTHER REVENUE	<u>668,824</u>	<u>687,676</u>	<u>663,500</u>	<u>676,565</u>	<u>2.0</u>
UNREIMBURSED COSTS	-71	-256,924	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

This budget unit represents County Service Area G, the area within Yuba City previously known as the Walton Fire Protection District. The County Service Area G budget unit is managed by the Development Services Department. Its purpose is to provide a means by which the County is able to record homeowner property taxes within the Walton District and transfer the funds to the City of Yuba City for services provided.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

County Service Area G was established in May 2001 to provide fire protection services to the residents within the former Walton Fire Protection District area. Resulting from anticipated growth and annexation of this area by the City of Yuba City from the County over a 25-year period, the Walton Fire Protection District Dissolution Agreement was created and signed in May 2002. The Agreement transferred fire protection responsibilities in this area to the City of Yuba City.

This program was created as a pass-through of property tax and other revenue representing the unincorporated portion of CSA-G pursuant to the Dissolution Agreement.

Recommended Budget

This budget is recommended at \$676,565, which is an increase of \$13,065 (2.0%) over FY 2016-17. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes and interest.

Use of Fund Balance

The CSA-G fund typically does not carry any fund balance; it is strictly a pass-through budget. Funds are transferred to the City of Yuba City, leaving an estimated fund balance of \$0 as of July 1, 2017.

Development Services Department County Service Area F (0-305)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0305 - COUNTY SERVICE AREA F				Dept: 0305	
Unit Title: COUNTY SERVICE AREA F					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	1,710,930	1,723,535	1,897,424	2,075,710	9.4
SERVICES AND SUPPLIES	348,140	318,460	394,415	413,267	4.8
OTHER CHARGES	170,048	155,744	218,269	249,424	14.3
CAPITAL ASSETS	0	0	0	2,250	100.0
OTHER FINANCING USES	21,378	22,264	22,238	23,163	4.2
NET BUDGET	2,250,496	2,220,003	2,532,346	2,763,814	9.1
REVENUE					
TAXES	1,660,553	1,664,662	1,696,000	1,698,321	0.1
FINES, FORFEITURES, PENALTIES	0	457	0	0	0.0
REVENUE USE MONEY PROPERTY	3,649	3,078	3,000	2,500	-16.7
INTERGOVERNMENTAL REVENUES	18,394	17,803	17,000	17,000	0.0
CHARGES FOR SERVICES	826,761	734,020	703,260	793,152	12.8
MISCELLANEOUS REVENUES	12,294	151	0	0	0.0
OTHER FINANCING SOURCES	0	1,456	0	23,532	100.0
CANCELLATION OF OBLIGATED FB	0	0	113,086	229,309	102.8
TOTAL OTHER REVENUE	2,521,651	2,421,627	2,532,346	2,763,814	9.1
UNREIMBURSED COSTS	-271,155	-201,624	0	0	0.0
ALLOCATED POSITIONS	16.00	16.00	16.00	16.00	0.0

Purpose

Consistent with the mission and values of Sutter County Fire Services, County Service Area F is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within approximately 254 square miles of the County. This area includes the City of Live Oak, which is served under contract, the community of Sutter, and the unincorporated area from the Butte County line to the Nicolaus Bridge, excluding the Fire Protection Districts.

Major Budget Changes

Salaries & Benefits

- \$92,020 General increases due to negotiated Salaries and Benefits
- \$86,266 Increase in Workers' Compensation as provided by Human Resources

Other Charges

- \$8,939 Increase in Interfund Information Technology charges as provided by the General Services Department

Development Services Department County Service Area F (0-305)

Vacant, Director

- \$8,936 Increase in Interfund DS Admin Services
- \$18,204 Increase in Overhead (A-87) Cost as provided by Auditor-Controller's Office

Capital Assets

- \$2,250 Replacement of shared telephone system with the Emergency Operations Center

Revenues

- \$112,892 Increase in Live Oak City Fire Contract as related to current negotiations

Program Discussion

This budget unit operates three fire stations and has an equipment inventory of eight engines (Type I), five wild-land engines (Type III), one water-tender, and one heavy rescue/hazardous materials truck. Personnel include two Battalion Chiefs, nine Captains, five Engineers, 25 volunteers. The 2010 Census report list the population as 28,002 including the contracted City of Live Oak.

The Fire Department has been rated by the Insurance Services Office (ISO) as Class 4 in the Sutter Community Services District, Class 4 in the City of Live Oak and Class 5 in all non-hydrated areas within five miles of a fire station (one of only three fire departments in the State of California with this rating for non-hydrated areas). Areas located beyond five miles of a fire station are rated as Class 10. Each rating number represents a fire defense and physical condition measurement relative to insurance risk. Lower values indicate less insurance risk.

During 2016, the Department collectively responded to 2,398 calls for service. All career personnel are certified Emergency Medical Technicians with a defibrillator endorsement (EMT-1D) and are Hazardous Materials Technicians or Specialists. Some of the volunteer members are similarly certified. Training is an ongoing process for all personnel, and the Department has always been supportive of advanced training regardless of the firefighters' career or volunteer status. State regulations require personnel to undergo more specialized training. Personnel have been trained and certified in confined space rescue, high angle rope rescue, swift water rescue, and trench rescue techniques.

The Department conducts numerous fire inspections, fire hydrant testing, fire investigations, and assists other fire departments in the County with those duties. In addition, the Department conducts fire prevention programs at all elementary schools within its jurisdiction.

The Sutter County Fire Department maintains a strong commitment to the State Mutual Aid System. The Sutter County Fire Department has responded to Mutual Aid requests in the El Dorado National Forest, Lassen National Forest, Los Angeles, Butte, Placer, Lake and Shasta Counties during the 2016 wildland fire season.

The Sutter County Fire Department is a signatory agency to the Yuba Sutter Hazardous Materials Response Team (YSHMRT). This team will provide hazardous materials emergency response within Sutter and Yuba Counties.

Recommended Budget

This budget is recommended at \$2,763,814 which is an increase of \$231,468 (9.1%) over FY 2016-17.

Capital assets are recommended at \$2,250 for the proportional share of a replacement telephone system at the Sutter Fire Station, shared with the Emergency Operations Center, effective July 1, 2017.

This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes, City of Live Oak contract revenues, and interest earnings.

Use of Fund Balance

The CSA-F fund contains a Restricted Fund Balance in the amount of \$392,094 as of July 1, 2016 (which does not include the outstanding loan from the General Fund for the construction of the Sutter Fire Station with a remaining balance, at that time, of approximately \$582,476). It is estimated that the Restricted Fund Balance will equal \$348,183 at July 1, 2017 (which does not include the current outstanding General Fund loan balance of \$538,565).

The recommended budget includes a cancellation of Obligated Fund Balance in the amount of \$229,309.

Development Services Department County Service Area C - East Nicolaus (0-309)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0309 - CNTY SERVICE AREA C-E NICOLAUS			Dept: 0309		
Unit Title: CNTY SERVICE AREA C-E NICOLAUS					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	976	1,563	2,065	1,410	-31.7
SERVICES AND SUPPLIES	58,827	69,995	99,863	114,547	14.7
OTHER CHARGES	35,022	25,383	43,341	35,409	-18.3
CAPITAL ASSETS	358,897	0	0	32,741	100.0
INCREASES IN RESERVES	0	0	47,531	8,693	-81.7
NET BUDGET	453,722	96,941	192,800	192,800	0.0
REVENUE					
TAXES	182,748	196,221	176,600	176,600	0.0
REVENUE USE MONEY PROPERTY	9,638	6,212	6,000	6,000	0.0
INTERGOVERNMENTAL REVENUES	2,395	2,449	2,200	2,200	0.0
CHARGES FOR SERVICES	5,671	8,355	8,000	8,000	0.0
TOTAL OTHER REVENUE	200,452	213,237	192,800	192,800	0.0
UNREIMBURSED COSTS	253,270	-116,296	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

to miscellaneous vehicle repairs

The East Nicolaus Volunteer Fire Department (CSA-C) is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area. The County Services Area C budget unit is managed by the Development Services Department.

Capital Assets

- \$32,741 New rescue extraction tools

Program Discussion

This budget funds the East Nicolaus Volunteer Fire Department (CSA-C). The service area encompasses approximately 62 square miles. The 2010 Census Report lists the population at 1,571 residents. Revenue to fund the Fire Department is derived primarily from property taxes.

The East Nicolaus Volunteer Fire Department is comprised of two fire stations. The main station (Station 1) is located at 1988 Nicolaus Avenue in East Nicolaus and houses six pieces of fire

Major Budget Changes

Services & Supplies

- \$7,670 Increase related to the establishment of direct billing and the elimination of several Interfund/Intrafund accounts
- \$7,750 Increase in Outside Rehabilitation/Repair related

Development Services Department County Service Area C - East Nicolaus (0-309)

Vacant, Director

equipment. The Sub-Station (Station 2) is located at 176 Pleasant Grove Road in Rio Oso, and is currently not in use due to needed repairs. The Department consists of one Shared Volunteer Fire Chief with Pleasant Grove Volunteer Fire Department, One shared Extra- Help Fire Engineer, and Seven Volunteer Fire Fighters. All personnel are trained in emergency care and cardiopulmonary resuscitation. The Department responded to 189 calls for service in 2016. The Department is committed to participation in the State Mutual Aid System and has responded to requests for assistance in the El Dorado National Forest, Lassen National Forest, Butte, Los Angeles, Placer, Lake, and Shasta Counties during the 2016 wildland fire season.

The East Nicolaus Volunteer Fire Department either has, or is currently working on, automatic aid agreements with neighboring fire agencies.

Recommended Budget

This budget is recommended at \$192,800, which is the same as FY 2016-17.

Capital Assets are recommended at \$32,741 for the purchase of new rescue extraction tools, effective July 1, 2017.

This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes and interest.

Use of Fund Balance

The CSA-C fund contained a Restricted Fund Balance in the amount of \$614,092 as of July 1, 2016. It is estimated that the Restricted Fund Balance will equal \$661,623 at July 1, 2017.

The recommended budget includes an Increase in Reserves of \$8,228.

Development Services Department
 County Service Area D - Pleasant Grove (0-311)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0311 - CNTY SRVC AREA D-PLEASANT GROV				Dept: 0311	
Unit Title: CNTY SRVC AREA D-PLEASANT GROV					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	2,000	2,273	3,003	24,600	719.2
SERVICES AND SUPPLIES	140,889	101,673	118,247	127,831	8.1
OTHER CHARGES	34,404	27,049	35,820	39,250	9.6
CAPITAL ASSETS	339,471	0	0	117,241	100.0
INCREASES IN RESERVES	0	0	92,830	0	-100.0
NET BUDGET	516,764	130,995	249,900	308,922	23.6
REVENUE					
TAXES	241,370	246,121	232,800	240,800	3.4
REVENUE USE MONEY PROPERTY	10,819	7,353	6,000	6,000	0.0
INTERGOVERNMENTAL REVENUES	3,192	3,093	3,100	3,100	0.0
CHARGES FOR SERVICES	102,864	40,074	8,000	8,000	0.0
CANCELLATION OF OBLIGATED FB	0	0	0	51,022	100.0
TOTAL OTHER REVENUE	358,245	296,641	249,900	308,922	23.6
UNREIMBURSED COSTS	158,519	-165,646	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

The Pleasant Grove Volunteer Fire Department (CSA-D) is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area. The County Services Area D budget unit is managed by the Development Services Department.

Major Budget Changes

Salaries & Benefits

- \$21,597 Increase in Workers Compensation as provided by the Human Resources Department

Capital Assets

- \$117,241 Hydratrek Fire Rescue Vehicle and Hydratrek trailer and rescue extraction tools

Program Discussion

This budget funds the Pleasant Grove Volunteer Fire Department (CSA-D). The service area encompasses approximately 71 square miles. The 2010 Census report lists the population at 980 residents. Revenue to fund the Fire Department is derived primarily from property taxes.

The Pleasant Grove Volunteer Fire Department is comprised of two fire stations. The main station (Station 1) is located at 3100 Howsley Road in Pleasant Grove, and houses four pieces of fire

Development Services Department County Service Area D - Pleasant Grove (0-311)

Vacant, Director

equipment. The Sub-Station (Station 2) is located at the intersection of Sankey Road and Pleasant Grove Road in Pleasant Grove, and houses three pieces of fire equipment.

The Department consists of one shared Volunteer Fire Chief with East Nicolaus Fire Department, one shared Extra Help Fire Engineer with East Nicolaus Fire Department, four Volunteer Captains, three Volunteer Engineers, and five Volunteer Fire Fighters. The Department responded to 128 calls for service in 2016.

The Department is committed to participation in the State Mutual Aid System, and has responded to requests for service in the El Dorado National Forest, Lassen National Forest, Placer, Lake, Butte, Los Angeles, and Shasta Counties during the 2016 wildland fire season.

Recommended Budget

This budget is recommended at \$308,922, which is an increase of \$59,022 (23.6%) over FY 2016-17.

Capital Assets are recommended at \$117,241 for the purchase of a Hydratrek Fire Rescue Vehicle and trailer plus rescue extraction tools, effective July 1, 2017.

This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes, interest earnings, and grants.

Use of Fund Balance

The CSA-D fund contains a Restricted Fund Balance in the amount of \$721,360 as of July 1, 2016. It is estimated that the Restricted Fund Balance will equal \$814,190 at July 1, 2017.

The recommended budget includes a Cancellation of obligated fund balance of \$51,022.

Development Services Department
 Planning and Building (2-724)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL				Dept: 2724	
Unit Title: PLANNING & BUILDING					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	728,141	693,525	1,037,682	1,027,198	-1.0
SERVICES AND SUPPLIES	353,720	219,731	1,703,524	1,669,627	-2.0
OTHER CHARGES	155,143	70,578	129,568	128,811	-0.6
CAPITAL ASSETS	32,524	28,099	45,500	0	-100.0
INTRAFUND TRANSFERS	366,577	336,284	787,168	878,337	11.6
OTHER FINANCING USES	6,166	6,112	5,316	6,602	24.2
NET BUDGET	1,642,271	1,354,329	3,708,758	3,710,575	0.0
REVENUE					
LICENSES, PERMITS, FRANCHISES	493,426	435,706	351,450	399,250	13.6
INTERGOVERNMENTAL REVENUES	146,769	42,595	200,000	295,000	47.5
CHARGES FOR SERVICES	55,526	49,855	1,524,281	1,685,707	10.6
MISCELLANEOUS REVENUES	0	0	20,000	0	-100.0
OTHER FINANCING SOURCES	0	4,277	0	0	0.0
TOTAL OTHER REVENUE	695,721	532,433	2,095,731	2,379,957	13.6
UNREIMBURSED COSTS	946,550	821,896	1,613,027	1,330,618	-17.5
ALLOCATED POSITIONS	9.00	9.00	9.00	8.00	-11.1

Purpose

The Planning Division, Building Division, and Code Enforcement Division are reflected in this consolidated budget unit, managed by the Development Services Department.

The *Planning Division (program 24)* primarily is responsible for the administration of the County’s planning program as adopted by the Board of Supervisors through the Sutter County General Plan and Zoning Code. Reports, studies, and recommendations are provided to the Planning Commission and the Board of Supervisors regarding land use applications and policy issues.

The *Building Inspection Division (program 31)* is responsible for the enforcement of a variety of California Codes (i.e. Building Code, Fire Code, Electrical Code, Plumbing Code, Mechanical Code, Green Building Code, Energy Code) as well as any applicable codes as adopted by Sutter County. The purpose of the codes are to provide minimum standards to safeguard life, limb, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures. This is accomplished through a program of permitting, plan review, inspection and enforcement. Statutory authority is provided by the California Health and Safety Code Section 17920-17928 and 17960-17961.

The *Code Enforcement Division (program 32)* is responsible for the prevention, detection, investigation, and enforcement of violations of statutes and ordinances regulating public health, safety, business activities and consumer protection, building standards, land-use, and general welfare through enforcement of County Ordinances. Statutory authority is provided by the California Health and Safety Code Section 17920-17928 and 17960-17961.

Major Budget Changes

Salaries & Benefits

- \$147,782 General increase due to negotiated Salaries and Benefits
- (\$58,000) Decrease in Overtime
- (\$100,266) Decrease related to the elimination of one (1.0 FTE) vacant Building Inspector II, Limited Term

Intrafund Transfers

- \$151,591 Increase in Intrafund Administration Services charges
- (\$60,000) Increase in Intrafund Other (shown as a negative expense) for reimbursement of GIS services for the Agricultural Commissioner Department

Revenues

- \$95,000 Increase in State Fish and Wildlife Grants revenue

- \$140,000 Increase in Other Charges - Current Services for collection of Administrative Penalties related to Code Enforcement

Program Discussion

Planning Division

The Planning Division staff includes:

- Deputy Director – 50%
- Principal Planner
- Senior Planner
- Associate Planner
- Geographic Information Systems Analyst

The Planning Division reviews and processes general plan and zoning applications, land divisions, use permits, variances, design review, development agreements, and other development-related requests in conformance with applicable state law requirements (i.e., CEQA – California Environmental Quality Act, SMARA – Surface Mining and Reclamation Act, Williamson Act (The Agricultural Land Conservation Act), Subdivision Map Act, etc.) and code enforcement violations relative to the Zoning Code. Additionally, the Division administers the County's Geographic Information System (GIS) data functions.

Large projects completed over the last year or currently in process by this Division include:

- A new Zoning Code was completed and adopted in 2016.
- Updates to the General Plan and Zoning Code to comply with State flood legislation was completed in 2016.

Development Services Department Planning and Building (2-724)

Vacant, Director

- An Environmental Impact Report for the Sutter Pointe Wastewater Conveyance Project is in-process and almost complete.
- The Division is in the early stages of implementing software to assist in standardizing and streamlining Planning functions.

The ongoing Yuba Sutter Regional Conservation Plan (YSRCP) is overseen by the Division with participation by Yuba County and the Cities of Yuba City and Live Oak. Staff provides review of the consultant documents, prepares staff reports and support documentation for plan committees, and coordinates public outreach efforts.

The Division historically provided staff services to the Local Agency Formation Commission (LAFCo) in cooperation with the County Administrator’s Office; however, these functions are being transitioned to an independent Executive Officer that Sutter LAFCo began contracting with in the fall of 2016. Division staff continues to work with the new Executive Officer to transition these duties.

Building Division

The Building Division staff currently includes:

- Deputy Director – 50%
- Building Inspector III
- Building Inspector III

The Building Inspection Division’s operations include permit application and plans review, calculation of permit costs, inspections during the construction process complaint investigations, support to other County departmental programs and public education relative to building regulations and Special Flood Hazard Area criteria.

The Sutter County Building Division is committed to becoming a premier Building and Safety Department, dedicated to creating a vibrant, livable, and sustainable County for all citizens in the County of Sutter while ensuring building and occupancy safety. We are committed to improving performance and developing procedures that are streamlined, understandable and most of all, promote efficiency.

In addition, the Building Division has included building and fire plan check review and structural inspections as needed to support Fire Services in the event of structural damage to a property.

The jurisdiction of Sutter County is approximately 592 square miles, excluding the City of Yuba City and the City of Live Oak. For calendar year 2016, there were 959 building permits issued with a construction value of \$37,373,813. Staff completed 2,536 inspections and plan-check reviews for 506 sets of submitted building plans.

2016	# Permits	Valuation	Inspections	Plan Check
	959	\$37,373,813	2,536	506
2015				
	1020	\$45,993,505	2,696	617

The Building Division provides support and inspection services for Planning, Fire Services, Zoning, Building and Fire Code compliance, Flood Plain Management, Emergency Response, and Code Enforcement.

The Permit Counter provides one-stop development services to the public and County departments. On January 1, 2015 the Sutter County Building Division implemented the use of an electronic permit software program. This addition has

Development Services Department Planning and Building (2-724)

Vacant, Director

promoted efficiency when issuing permits, providing information to the customer, and has provided an accurate tracking method for day to day activities.

Code Enforcement Division

The Code Enforcement Division staff includes:

- One Code Enforcement Officer II

In late 2013, the Board of Supervisors adopted a marijuana cultivation ordinance. This ordinance was updated in 2015 and a Code Enforcement position was established. Prior to this, the Planning Division developed and implemented this 2013 program as well as handled all marijuana-related complaints (approximately 40% of Principal Planner’s time).

In 2016 the Building Division coordinated all code enforcement complaints and responses in Sutter County as it relates to building and marijuana ordinance violations.

In 2016 the Sutter County Building division completed the following activities related to the marijuana cultivation ordinance.

Complaints Received	Violation sites confirmed	Voluntary compliance %	Total weight of marijuana removed
127	97	94%	5,770 lbs

On October 24, 2016 the Sutter County Building Division implemented the use of an electronic code enforcement software program. This addition has promoted efficiency when issuing Notice of Violation letters, tracking code enforcement actions and activities, and has provided an accurate method for day to day activities.

With the establishment of the Code Enforcement Program software module, these complaints will now be handled by the Code Enforcement Officer.

Recommended Budget

This budget is recommended at \$3,710,575 which is an increase of \$1,817 (0.0%) over FY 2016-17. The General Fund provides 35.9% of the financing for this budget unit, and is decreased by \$282,409 (17.5%) compared to FY 2016-17.

It is recommended that the Limited Term Building Inspector II position be eliminated. This position has been vacant for approximately two years. If additional building inspection services are needed in the future, staff will address related recommendations with the Board of Supervisors at that time.

Use of Fund Balance

The budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

**Development Services Department
Road Fund (3-100)**

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0003 - ROAD					
Unit Title: ROAD					Dept: 3100
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	1,916,885	1,747,893	2,106,987	2,208,874	4.8
SERVICES AND SUPPLIES	2,115,418	1,926,830	5,883,411	8,111,311	37.9
OTHER CHARGES	1,194,282	825,719	1,594,206	1,541,917	-3.3
CAPITAL ASSETS	232,705	196,862	298,600	618,000	107.0
INCREASES IN RESERVES	0	0	5,000	17,226	244.5
OTHER FINANCING USES	17,276	17,899	17,660	18,713	6.0
NET BUDGET	5,476,566	4,715,203	9,905,864	12,516,041	26.3
REVENUE					
TAXES	1,266,981	821,707	962,700	888,291	-7.7
LICENSES, PERMITS, FRANCHISES	38,311	32,442	20,600	35,600	72.8
REVENUE USE MONEY PROPERTY	127,988	84,636	70,000	40,000	-42.9
INTERGOVERNMENTAL REVENUES	3,602,969	3,798,417	7,690,337	6,515,592	-15.3
CHARGES FOR SERVICES	475,139	12,437	212,668	135,679	-36.2
MISCELLANEOUS REVENUES	7,797	19,795	3,400	152,625	4,389.0
OTHER FINANCING SOURCES	9,698	4,050	0	0	0.0
CANCELLATION OF OBLIGATED FB	0	0	946,159	4,748,254	401.8
TOTAL OTHER REVENUE	5,528,883	4,773,484	9,905,864	12,516,041	26.3
UNREIMBURSED COSTS	-52,317	-58,281	0	0	0.0
ALLOCATED POSITIONS	29.00	29.00	29.00	22.00	-24.1

Purpose

The Road Fund budget unit is managed by the Development Services Department and includes Road Maintenance (43), Engineering (44), and Capital Improvement programs (45). The Fund provides resources to perform the inspection and maintenance of approximately 750 miles of County roads, bike and pedestrian ways, 89 bridges, and associated appurtenances such as delineation and signage.

The primary source of Road Fund revenues is the State Highway Users Tax Apportionment (HUTA). HUTA revenues are generated by a gas excise tax and, under California Law, may only be used for Road purposes. Other roadwork funding revenues are also placed in

this fund. This includes State Transportation Development Act, Federal Highways Administration grant, and State transportation grant revenues. This budget unit is a separate fund in order to meet State requirements and restrictions on use.

The Board of Supervisors approved the Annual Road Plan as required by the State Streets & Highway Code Section 2007 to account for the Road Fund use and demonstrate to the citizens of Sutter County the prudent and efficient use of limited transportation funding. A copy of that approved plan is included as part of the Recommended Budget.

Major Budget Changes

Salaries & Benifits

- \$59,314 General increases due to negotiated Salaries and Benifits
- \$42,573 Increase in Workers Compensation as provided by the Human Resources Department

Services & Supplies

- \$2,266,416 Increase in Professional/Specialized Services for Road Capital Improvement projects

Other Charges

- (\$145,887) Decrease in Interfund Vehicle Maintenance as provided by the General Services Department
- \$135,595 Increase in Interfund Engineering
- (\$39,418) Decrease in Interfund DS Admin

Capital Assets

- \$5,000 Land lot line adjustment at the Road Sign Shop
- \$250,000 Facility Improvement project at the Road Sign Shop
- \$140,000 Replacement of an aging backhoe
- \$223,000 Replacement of five aging vehicles

Revenues

- \$150,000 Increase in estimated Property Tax Current Secured based on historical data
- (\$246,409) Decrease in Transportation tax based on data from SACOG
- \$212,769 Increase in overall State Funding based on HUTA estimates from Legislative Analyst.
- (\$2,011,060) Decrease in Federal Bridge Replacement Program for approved Federal projects
- \$566,857 Increase in Federal Other Aid due to new Federal projects for road safety improvements

Program Discussion

The Road Fund budget unit contains three programs: Road Maintenance Program (43), Road Engineering Program (44), and Road Capital Program (45).

The Road Fund budget has 22 recommended positions.

The tasks assigned to the Road Maintenance Division have been adjusted to adapt to this lower staffing level. This program provides in-house staff and equipment to perform:

- Minor paved road repairs
- Unpaved road maintenance, repairs and improvements
- Bridge maintenance and minor repairs
- Culvert repair and maintenance
- Roadside drainage maintenance
- Roadside vegetation control

Development Services Department

Road Fund (3-100)

Vacant, Director

- Signage and markings installation and maintenance

The Assistant Director of Development Services – Public Works is allocated to this budget unit. At the discretion of the Board of Supervisors, they designated a Road Commissioner, who is also included in this budget unit. During FY 2016-17 a temporary Road Commissioner was appointed by the Board of Supervisors, and a permanent Road Commissioner is expected to be appointed in the near future. At times the roles of Assistant Director and Road Commissioner have been performed by the same person. Engineering staff time dedicated to Road Fund projects is reflected in the Interfund charges to this Fund. The Road Fund continues to reflect the receipt of all revenues associated with Road project engineering services.

The Capital Program of the Road Fund contains the major road and bridge repairs and improvement project work. The Program funds portions of the contracted construction work utilizing State and Federal highway program and grant revenues, and some one-time revenues, by the specific projects for which the revenues are designated.

Recommended Budget

This budget is recommended at \$12,516,041 which is an increase of \$2,610,177 (26.3%) over FY 2016-17. The Road Fund budget unit does not receive any funding support from the General Fund.

It is recommended to eliminate all unfunded positions at this time.

Capital assets are recommended at \$618,000 to purchase the following items, effective July 1, 2017:

- Land lot line adjustment at the Road Sign Shop
- Facility Improvement project at the Road Sign Shop
- Replacement for an aging backhoe
- Replacement of five aging vehicles. The Department has requested full-size pickups, one with a flatbed and one with a side dump with hydraulic lift

Because the construction season spans two fiscal years, the Recommended Budget includes funding and appropriations for the carryover of selected construction projects originally budgeted in the previous fiscal year and may contain portions of the previous fiscal year Road Plan.

The FY 2017-18 Recommended Budget includes the following Road Plan projects as adopted by the Board of Supervisors (attached):

- Barry Road Pedestrian Route Improvement Project
- Bridge Preventative Maintenance Right-of-Way Consultant Services
- Data Collection Consultant Services for Pavement Condition Index
- Fortna Road Bridge Construction
- Larkin Road Bridge Right-of-Way Consultant Services
- Nicolaus Avenue Bridge Right-of-Way Consultant Services
- Pleasant Grove Road Preliminary Hydraulic Design
- Reflective Safety Improvements – HSIP Cycle 7 Grant
- Road Overlay Project
- Road Seals Project

Development Services Department

Road Fund (3-100)

Vacant, Director

- Sankey / Pacific Road Intersection Improvements – Design
- Survey Monument Installation
- Various ADA Project Sidewalk Reconstruction

The State Highway Users Tax Apportionment (HUTA) revenues are based on current market conditions. The revenues from HUTA sections 2104, 2105, and 2106 fund most of the in-house road program, and HUTA section 2103 is used to provide a portion of the major maintenance and rehabilitation programs in the Road Plan. State and Federal highway program and grant funds, when available, are also applied to this endeavor.

Annually, the County receives a portion of the Local Transportation Fund (LTF) under the Transportation Development Act (TDA). These funds are available for roadwork after public transportation needs have been met. Under an 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 estimated at \$516,291 for FY 2017-18.

The County may also receive \$278,075 in State funds under a sub-program of Regional Surface Transportation Program (RSTP); an exchange for Federal funds. This is an annual amount provided to some counties and is being considered for elimination by the State.

Use of Fund Balance

The Road Fund contains the following Restricted Fund Balance accounts in the respective amounts as of July 1, 2016:

- Non-spendable Imprest Cash (Petty Cash): \$100
- Non-spendable Inventory: \$46,392
- Restricted - 5th Street Bridge Maintenance: \$126,081
- Restricted – FEMA/OES: \$70,000
- Restricted Fund Balance: \$8,860,045

It is recommended that the Restricted - 5th Street Bridge Maintenance fund balance be increased by \$5,000 each Fiscal Year, leaving an estimated June 30, 2017 ending balance of \$131,081. This reserve is maintained pursuant to an existing agreement with the City of Yuba City, the City of Marysville, and Yuba County. Each year, \$5,000 is placed into this account to pay for major maintenance projects affecting the 5th Street Bridge

The FY 2017-18 Recommended Budget includes the following cancellation of Restricted Fund Balance and/or increase in Obligated Fund Balance in the amount of: (Program 43-Road Maintenance decrease \$1,205,191), (Program 44-Road Engineer increase \$12,226), and (Program 45-Capital Improvement decrease \$3,543,063) for a total decrease of \$4,748,254.

Due to unexpected road use during the winter 2017 storms and the associated damage, the Department's Capital Improvement Projects as originally projected in this budget may be modified to address funding and scheduling concerns. Staff will monitor the budget and will make necessary adjustments as appropriate and will bring required changes before the Board of Supervisors for consideration, as needed.

No changes are recommended for FY 2017-18 Non-Spendable Imprest Cash or Restricted FEMA/OES fund balances

Sutter County Pavement Management System Road Report FY 2017-18 TENTATIVE ROAD PLAN				
1/20/2017				
LINE	PROJECT	TOTAL PROJECT COST	REIMBURSED COST	COUNTY COST
BRIDGE DESIGN/MAINTENANCE/ENVIRONMENTAL SERVICES				
1	BRIDGE PREVENTATIVE MAINTENANCE RIGHT OF WAY SERVICES	\$ 100,000.00	\$ -	\$ 100,000.00
2	LARKIN ROAD BRIDGE RIGHT OF WAY SERVICES	\$ 60,000.00	\$ 53,100.00	\$ 6,900.00
3	NICOLAUS AVENUE BRIDGE RIGHT OF WAY SERVICES	\$ 50,000.00	\$ 44,200.00	\$ 5,800.00
BRIDGE CONSTRUCTION				
4	FORTNA ROAD BRIDGE CONSTRUCTION	\$ 500,000.00	\$ -	\$ 500,000.00
ROAD DESIGN/ENVIRONMENTAL SERVICES				
5	DATA COLLECTION FOR PAVEMENT CONDITION INDEX AND REGULATORY SIGNS	\$ 250,000.00	\$ -	\$ 250,000.00
6	REFLECTIVE SAFETY IMPROVEMENTS - HSIP CYCLE 7 GRANT	\$ 235,000.00	\$ 235,000.00	\$ -
7	PRELIMINARY HYDRAULIC DESIGN FOR PLEASANT GROVE ROAD	\$ 100,000.00	\$ -	\$ 100,000.00
8	SANKEY/PACIFIC ROAD INTERSECTION IMPROVEMENTS - DESIGN	\$ 50,000.00	\$ -	\$ 50,000.00
ROAD CONSTRUCTION				
9	SURVEY MONUMENT INSTALLATION	\$ 20,000.00	\$ -	\$ 20,000.00
10	ROAD OVERLAY PROJECT	\$ 1,410,200.00	\$ -	\$ 1,410,200.00
11	ROAD SEALS PROJECT	\$ 1,051,800.00	\$ -	\$ 1,051,800.00
12	VARIOUS ADA SIDEWALK RECONSTRUCTION	\$ 80,000.00	\$ -	\$ 80,000.00
13	BARRY ROAD PEDESTRIAN ROUTE IMPROVEMENT PROJECT	\$ 200,000.00	\$ 100,000.00	\$ 100,000.00
PLAN ESTIMATE:		\$ 4,107,000.00	\$ 432,300.00	\$ 3,674,700.00

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL				Dept: 3300	
Unit Title: TRANSPORTATION DEVELOPMENT					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	161,242	109,928	195,000	215,000	10.3
NET BUDGET	<u>161,242</u>	<u>109,928</u>	<u>195,000</u>	<u>215,000</u>	<u>10.3</u>
REVENUE					
TAXES	161,242	125,000	195,000	215,000	10.3
TOTAL OTHER REVENUE	<u>161,242</u>	<u>125,000</u>	<u>195,000</u>	<u>215,000</u>	<u>10.3</u>
UNREIMBURSED COSTS	0	-15,072	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 for 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 ensuring there are no unmet transit needs, may be used by the County to fund general road maintenance work. The remaining portion of the LTF is credited as revenue directly to the Sutter County Road Fund budget unit (3-100).

Major Budget Changes

Other Charges

- \$20,000 Increase in Contribution to Other Agencies reflecting increased revenue

Revenues

- \$20,000 Increase in Transportation Tax revenue

Recommended Budget

This budget unit is recommended at \$215,000, which is an increase of \$20,000 (10.3%) over FY 2016-17. This budget unit does not receive any funding from the General Fund. Funding for this program comes from the County's share of the LTF and is used to fund unmet transit needs as required by State law.

Use of Fund Balance

This budget unit is within the General Fund.
The budget does not include the use of any
specific fund balance.

Development Services Department County Consolidated Street Lighting District (0-340)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0340 - CO CONSOLIDATED ST LIGHT DIST				Dept: 0340	
Unit Title: CO CONSOLIDATED ST LIGHT DIST					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	39,265	39,678	40,960	50,460	23.2
OTHER CHARGES	1,906	1,338	5,513	5,623	2.0
INCREASES IN RESERVES	0	0	21,621	14,011	-35.2
NET BUDGET	41,171	41,016	68,094	70,094	2.9
REVENUE					
TAXES	60,368	61,933	55,304	55,304	0.0
REVENUE USE MONEY PROPERTY	20,427	13,274	12,000	14,000	16.7
INTERGOVERNMENTAL REVENUES	775	755	790	790	0.0
TOTAL OTHER REVENUE	81,570	75,962	68,094	70,094	2.9
UNREIMBURSED COSTS	-40,399	-34,946	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

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

The Development Services Department is responsible for the management of this budget unit and that portion of the District located in the unincorporated area. The City of Yuba City manages that portion of the District within the City limits and maintains its own budget unit for that purpose. The District continues as a single entity with the City and the County administering their respective areas of responsibility. The fund assets of the corporate District are the combination of the portions maintained by the City and the County.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

The County Consolidated Street Lighting District consolidates over 40 smaller benefit areas and finances the maintenance and operation of streetlights within the unincorporated area of Sutter County. The County Consolidated Street Lighting District is supported by ad valorem property taxes (as opposed to benefit assessments) on properties within the district.

The City of Yuba City has responsibility for approximately 40% of the District geographic territory and provides for the operation and maintenance of those streetlights that now fall within the City limits. Current tax revenues are also apportioned to the City for the operations, maintenance, and improvements to these facilities.

At this time, the County portion of the District does not own any streetlights, but rather pays Pacific Gas and Electric to

Development Services Department County Consolidated Street Lighting District (0-340)

Vacant, Director

provide, maintain, and power the streetlights located in the District.

In FY 2016-17, Pacific Gas and Electric completed a LED head conversion project to replace all existing High Pressure Sodium streetlights with energy efficient LED streetlights. The cost of the project was funded by Pacific Gas and Electric at no direct cost to the County or the District. In approximately 2-3 years, the electric rate for the affected streetlights will be lowered after the construction costs have been recovered.

Recommended Budget

This budget is recommended at \$70,094, which is an increase of \$2,000 (2.9%) over FY 2016-17. 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.

Use of Fund Balance

This fund contains a Restricted Fund Balance in the amount of \$1,388,996 as of July 1, 2016. It is estimated the Restricted Fund Balance will equal \$1,410,617 at July 1, 2017.

The FY 2017-18 Recommended Budget includes an increase to Fund Balance in the amount of \$14,011.

Development Services Department
Royo Ranchero Construction - Live Oak Canal (0-389)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0389 - ROYO RANCHERO CNSTRCT-LO CANAL			Dept: 0389		
Unit Title: ROYO RANCHERO CNSTRCT-LO CANAL					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
INCREASES IN RESERVES	0	0	400	400	0.0
NET BUDGET	0	0	400	400	0.0
REVENUE					
REVENUE USE MONEY PROPERTY	627	404	400	400	0.0
TOTAL OTHER REVENUE	627	404	400	400	0.0
UNREIMBURSED COSTS	-627	-404	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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. This budget unit is managed by the Development Services Department.

Recommended Budget

There are no recommended expenses for FY 2017-18. Revenue from Interest earned is recommended at \$400.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Use of Fund Balance

The Royo Ranchero Construction-Live Oak Canal fund contains a Restricted Fund Balance in the amount of \$42,580 as of July 1, 2016. It is estimated that the Restricted Fund Balance will equal \$42,980 at July 1, 2017.

Program Discussion

The Royo Ranchero - Live Oak Canal improvement project provided for the construction and acquisition of the necessary right-of-way of Royo Ranchero Drive northerly from Colusa Highway frontage road to Butte House Road.

The FY 2017-18 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$400.

**Development Services Department
Royo Ranchero Construction (0-397)**

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0397 - ROYO RANCHERO CONSTRUCTION				Dept: 0397	
Unit Title: ROYO RANCHERO CONSTRUCTION					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
INCREASES IN RESERVES	0	0	250	300	20.0
NET BUDGET	0	0	250	300	20.0
REVENUE					
REVENUE USE MONEY PROPERTY	368	237	250	300	20.0
TOTAL OTHER REVENUE	368	237	250	300	20.0
UNREIMBURSED COSTS	-368	-237	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 Development Services Department prepares and manages this budget.

Major Budget Changes

There are no major budget changes for FY 2017-18.

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

There are no recommended expenses for FY 2017-18. Revenue from Interest earned is recommended at \$300.

Use of Fund Balance

The Royo Ranchero Construction fund contains a Restricted Fund Balance in the amount of \$24,993 as of July 1, 2016. It is estimated the Restricted Fund Balance will be \$25,243 on July 1, 2017.

The FY 2017-18 Recommended Budget contains an increase in Fund Balance of \$300.

Development Services Department Urban Area Residential Street Lighting District (3-000)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 3000 - URBAN AREA RESIDENT ST LIGHTNG				Dept: 3000	
Unit Title: URBAN AREA RESIDENT ST LIGHTNG					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	12,863	13,667	19,640	21,640	10.2
OTHER CHARGES	505	841	4,736	4,846	2.3
NET BUDGET	<u>13,368</u>	<u>14,508</u>	<u>24,376</u>	<u>26,486</u>	<u>8.7</u>
REVENUE					
TAXES	16,526	16,162	17,500	17,500	0.0
REVENUE USE MONEY PROPERTY	4,827	3,119	3,000	3,500	16.7
CANCELLATION OF OBLIGATED FB	0	0	3,876	5,486	41.5
TOTAL OTHER REVENUE	<u>21,353</u>	<u>19,281</u>	<u>24,376</u>	<u>26,486</u>	<u>8.7</u>
UNREIMBURSED COSTS	-7,985	-4,773	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

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

may be adjusted within the cap if necessary within the provisions of Proposition 218.

Major Budget Changes

There are no major budget changes for FY 2017-18.

The District includes seven subdivisions: three in the community of Sutter, one west of George Washington Boulevard, one in the north Yuba City area, one in Century Park, and one near Bogue Road and Highway 99. 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.

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

In FY 2016-17, Pacific Gas and Electric completed a LED head conversion project to replace all existing High Pressure Sodium streetlights with energy efficient LED streetlights. The cost of the project was funded by Pacific Gas and Electric at no direct cost to the County or the District. In approximately 2-3 years, the electric rate for the affected streetlights will be lowered after the construction costs have been recovered. On-going expenses are for utilities, repairs, and staff administration. Staff expenses

Development Services Department Urban Area Residential Street Lighting District (3-000)

Vacant, Director

include efforts to incorporate lighting data into the County's Geographic Information System (GIS).

Recommended Budget

This budget is recommended at \$26,486, which is an increase of \$2,110 (8.7%) over FY 2016-17. The General Fund does not provide any financing for this budget unit.

Use of Fund Balance

The Urban Area Residential Street Lighting District fund contains a Restricted Fund Balance in the amount of \$328,272 as of July 1, 2016. It is estimated the Restricted Fund Balance will be \$324,396 on July 1, 2017.

The FY 2017-18 Recommended Budget includes a cancellation of Restricted Fund Balance in the amount of \$5,486.

Development Services Department Water Resources (1-922)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL				Dept: 1922	
Unit Title: WATER RESOURCES					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	146,648	289,343	332,463	0	-100.0
SERVICES AND SUPPLIES	27,731	221,163	114,500	251,215	119.4
OTHER CHARGES	101,096	1,588	53,675	55,445	3.3
INTRAFUND TRANSFERS	118,215	57,714	209,492	114,211	-45.5
OTHER FINANCING USES	2,931	3,052	3,079	3,208	4.2
NET BUDGET	396,621	572,860	713,209	424,079	-40.5
REVENUE					
CHARGES FOR SERVICES	143,596	140,521	127,500	129,000	1.2
MISCELLANEOUS REVENUES	12,330	114,228	29,417	50,000	70.0
TOTAL OTHER REVENUE	155,926	254,749	156,917	179,000	14.1
UNREIMBURSED COSTS	240,695	318,111	556,292	245,079	-55.9
ALLOCATED POSITIONS	2.00	0.00	2.00	0.00	0.0

Purpose

Development Services staff plan and implement 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 maintenance of the Live Oak Canal for the Sutter County Water Agency (SWCA) and other publicly owned storm water storage and conveyance facilities in the unincorporated County area not within a drainage or reclamation District.

The ongoing activities of Water Resources are funded by the SCWA, SCWA Zones, Rio Ramaza Wastewater Fund, Waterworks District #1 (WWD1), and the General Fund. The Water Resources budget unit is

managed by the Development Services Department.

Major Budget Changes

Salaries & Benefits

- (\$332,463) Decrease due to transferring two (2.0 FTE) staff to Engineering Services (1-920) budget unit

Service & Supplies

- \$135,000 Increase in Professional/Specialized Services related to contract services for groundwater work

Intrafund Transfers

- \$19,321 Increase in Intrafund Administration charges

- (\$134,398) Decrease in Intrafund Engineering charges

Revenues

- \$20,583 Increase in Miscellaneous revenues for work performed for outside agencies

Program Discussion

The Water Resources budget unit previously contained Engineering staff. These staff members been transferred to the Engineering Service budget, but will continue performing the following duties:

- Floodplain management
- Managing an urban area NPDES storm water permit
- Planning and coordinating drainage studies and improvements, including new development reviews
- Implementing the County's groundwater management plans
- Participating in integrated regional water management activities
- Coordinating selected flood control issues
- Water and Wastewater engineering for WWD#1 and Rio Ramaza

In support of the County's Community Rating System (CRS) program, the Engineering staff participate in and manages activities such as public outreach workshops, review of compliance documentation for new construction within floodplains and coordinating with the Federal Emergency Management Agency (FEMA) and the State Floodplain Coordinator.

Reduction of arsenic in the drinking water provided by WWD#1 in the town of Robbins is required by new Federal Standards. In Fiscal Years 2012 through 2015, Water Resources staff have spent considerable time executing a grant for the Robbins Arsenic Remediation Feasibility Study. The Feasibility study was completed in the fall of 2015. Future efforts will be concentrated on obtaining a construction grant for water treatment.

Many critical projects, some of which are funded by non-General Fund sources, require management by a licensed engineer. These projects include:

- Bridge/culvert crossing engineering
- Consolidation of Benefit Zones
- Sutter Pointe water/wastewater development
- National Pollution Discharge Elimination System (NPDES) Permit activity
- Yuba City Drainage Basin Study
- West Yuba City Drainage Plan
- Groundwater Sustainability planning
- SB5 Flood Protection (200 year) planning

Recommended Budget

This budget is recommended at \$424,079, which is a decrease of \$289,130 (40.5%) compared to FY 2016-17. The General Fund provides 57.8% of the financing for this budget unit, which is a decrease of \$311,213 (55.9%) compared to FY 2016-17.

It is recommended that two (2.0 FTE) positions, one Senior Civil Engineer and one Associate Civil Engineer, be transferred to the Engineering Services (1-920) budget unit.

Use of Fund Balance

This budget unit is within the General Fund.
The budget does not include the use of any
specific fund balance.

Development Services Department Flood Control (1-923)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL					
Unit Title: FLOOD CONTROL					Dept: 1923
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	432,424	24,736	28,500	28,500	0.0
NET BUDGET	<u>432,424</u>	<u>24,736</u>	<u>28,500</u>	<u>28,500</u>	<u>0.0</u>
REVENUE					
INTERGOVERNMENTAL REVENUES	474,128	0	0	0	0.0
TOTAL OTHER REVENUE	<u>474,128</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0</u>
UNREIMBURSED COSTS	-41,704	24,736	28,500	28,500	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 Federal advocacy efforts to obtain funding for levee and flood control improvements.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

This budget unit serves as a mechanism to provide reimbursement to SBFCA for Sutter Basin Feasibility Study activities initiated in 2000 by the United States Army Corps of Engineers, and recently completed.

SBFCA was formed by the Sutter-Butte Joint Powers Agreement (JPA) for the purpose of jointly exercising the powers of its members to provide flood control and protection. In December 2007, Sutter County, Sutter County Water Agency, Butte County, City of Yuba City, City of Live Oak, City of Biggs, City of Gridley, Levee District 1, and Levee District 9 signed a JPA establishing SBFCA. The members agreed to have the power and authorization to control and conserve waters for the protection of life and property that would or could be damaged by inundation caused by still or flowing water. This budget unit supports SBFCA by allocating State monies to SBFCA.

The United States Army Corps of Engineers Sutter Basin Feasibility Study was initiated in 2000. 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.

This budget unit also appropriates funding, \$28,000, for costs incurred by Federal representatives that are actively advocating for funding for levee improvements and flood control related projects in Sutter County.

Recommended Budget

This budget is recommended at \$28,500, which is the same as FY 2016-17. The General Fund provides 100% of the financing for this budget unit.

Use of Fund Balance

The General Fund contains a Fund Balance Committed for Flood Control. The balance of this account is estimated to be \$1,388,000 as of the end of July 1, 2016. The recommended budget for FY 2016-17 did not include an increase to this Committed Fund Balance.

The recommended budget for FY 2017-18 does not include an increase to this Committed Fund Balance account.

Development Services Department Sutter County Water Agency (0-320)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0320 - SUTTER COUNTY WATER AGENCY				Dept: 0320	
Unit Title: SUTTER COUNTY WATER AGENCY					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	108,925	64,135	0	0	0.0
OTHER CHARGES	136,848	137,495	126,120	126,052	-0.1
INCREASES IN RESERVES	0	0	12,830	13,088	2.0
NET BUDGET	245,773	201,630	138,950	139,140	0.1
REVENUE					
TAXES	142,709	145,623	132,150	132,540	0.3
REVENUE USE MONEY PROPERTY	4,652	2,311	3,000	2,800	-6.7
INTERGOVERNMENTAL REVENUES	1,922	1,859	1,800	1,800	0.0
MISCELLANEOUS REVENUES	3,359	3,423	2,000	2,000	0.0
TOTAL OTHER REVENUE	152,642	153,216	138,950	139,140	0.1
UNREIMBURSED COSTS	93,131	48,414	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 and is managed by the Development Services Department.

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

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

The major source of revenue for the SCWA is County-wide ad valorem tax revenues for the general functions of the SCWA. Since 1975, the SCWA has also created and administered drainage Zones of Benefit for specific areas within the County.

Zones 2, 4-8, and 11-13 provide for the collection of development fees and construction of capital improvements to accommodate existing and future storm water runoff, particularly that created by new development. These have separate funds for accruing drainage connection/development fee revenues and expensing capital improvements.

Zones 4-9 have maintenance assessments for the operations and maintenance of drainage structures and facilities benefitting those zones. Zone 9 has a separate fund, Fund 0-331. Zones' 4-8 maintenance assessments are deposited directly into the Live Oak Canal Operations and Maintenance Fund (0-321), for maintenance of its tributaries and appurtenances.

The SCWA currently has no assigned staff and its functions are performed by County staff in the Engineering Services (1-902) budget unit, who were previously in the Water Resources (1-922) budget unit. Supplies, and equipment costs for the engineering staff performing water resources management and floodplain management tasks are funded within the Water Resources budget unit (Interfund Water Agencies account) and charged to this budget unit through the Interfund Water Resources account.

Recommended Budget

This budget is recommended at \$139,140, which is an increase of \$190 (0.1%) over FY 2016-17. This budget contains only routine maintenance in the zones, no projects. Maintenance is budgeted at expected revenues. This budget unit does not receive any funding from the General Fund.

Use of Fund Balance

The Sutter County Water Agency fund contains a Restricted Fund Balance in the amount of \$230,610 as of July 1, 2016. It is estimated that the Restricted Fund Balance will equal \$243,440 at July 1, 2017.

The FY 2017-18 Recommended Budget includes an Increase in Obligated Fund Balance of \$13,088.

Development Services Department Live Oak Canal Operations Fund (0-321)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0321 - LO CANAL OPERATIONS & MAINTENC				Dept: 0321	
Unit Title: LO CANAL OPERATIONS & MAINTENC					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	136	12,337	17,200	114,025	562.9
OTHER CHARGES	82,528	0	96,825	0	-100.0
INCREASES IN RESERVES	0	0	3,050	3,450	13.1
NET BUDGET	<u>82,664</u>	<u>12,337</u>	<u>117,075</u>	<u>117,475</u>	<u>0.3</u>
REVENUE					
TAXES	114,118	115,759	116,975	116,975	0.0
REVENUE USE MONEY PROPERTY	1,091	897	100	500	400.0
CHARGES FOR SERVICES	931	0	0	0	0.0
TOTAL OTHER REVENUE	<u>116,140</u>	<u>116,656</u>	<u>117,075</u>	<u>117,475</u>	<u>0.3</u>
UNREIMBURSED COSTS	-33,476	-104,319	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

Maintenance of the Live Oak Canal is the responsibility of the Sutter County Water Agency (SCWA) and is managed by the Development Services Department.

The canal drains the west Yuba City area into the State drain on the eastside of the Sutter Bypass. The canal was constructed by the SCWA and zones with maintenance tax assessments formed to fund the operations and maintenance of the canal.

The Live Oak Canal Operations Fund was established by resolution of the Sutter County Water Agency (SCWA) in March 2013. This separate fund was created for the operations and maintenance of the Live Oak Canal, its open channel tributaries and appurtenances. Tax assessment revenues for operations and maintenance are collected and deposited directly into this fund.

The use of this fund separates the operations and maintenance funds from capital funds derived from drainage connection, or impact fees, collected for new development impacts, which will remain in each individual zone fund. The operations and maintenance assessments can then be transferred as needed to the Water Resources (1-922) budget unit to support maintenance activities along the Live Oak Canal.

The major source of revenue for the fund is the deposit of tax assessment revenues. Currently assessments are levied for SCWA Benefit Zones 4 through 8.

Major Budget Changes

Service and Supplies

- \$96,825 Increase related to the establishment of direct billing

Development Services Department Live Oak Canal Operations Fund (0-321)

Vacant, Director

and the elimination of several
Interfund/Intrafund accounts

Other Charges

- (\$96,825) Decrease related to the establishment of direct billing and the elimination of several Interfund/Intrafund accounts

Program Discussion

The Live Oak Canal Operations fund currently has no assigned staff and its functions are performed by County positions allocated in the Road Fund (3-100) and Engineering Services (1-920) budget units. Personnel, supplies, and equipment costs for the operation and maintenance tasks are funded within the Road Fund budget unit (3-100) and charged to this budget unit through an Interfund account.

Capital improvements for new development impacts are funded within each water agency zone capital budget unit and are not part of this fund.

Recommended Budget

This budget is recommended at \$117,475, which is an increase of \$400 (0.3%) over FY 2016-17. This budget unit does not receive any funding from the General Fund. All funding is provided through tax assessments.

Use of Fund Balance

The Live Oak Canal Operations fund contains a Restricted Fund Balance in the amount of \$43,789 as of July 1, 2016. It is estimated the Restricted Fund Balance will equal \$46,839 at July 1, 2017.

The FY 2017-18 Recommended Budget includes an Increase in Obligated Fund Balance of \$3,450.

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

Vacant, Director

**** INDIVIDUAL ZONE BUDGETS FOLLOW NARRATIVE ****

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 new development drainage capital improvement projects benefitting properties within the Zones. These Zones are managed by the Development Services Department.

Major Budget Changes

There are no major budget changes for FY 2017-18.

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 Ordinance 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. The final

reimbursement agreement was paid in full during FY 2011-12. 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 Butte House Development, Inc. has not yet expired. Planned improvements are complete. No new development is expected this fiscal year. This agreement will expire March 25, 2017.

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. Most of the area within the zone has been developed and staff is reviewing the needs of the Zone for future disposition.

These budget units are financed by drainage connection/capital impact fees that are collected as development occurs. Funds are used for capital improvements within the zone. No annual maintenance assessment fees are levied within these zones.

Recommended Budget

There are no recommended Professional and Specialized services costs for FY 2017-18, as there are no major projects anticipated for these zones. These budget units have minimal Interfund costs recommended for FY 2017-18.

Development Services Department *Vacant, Director*
Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
Zone 12 (0-333), Zone 13 (0-334)

Revenue from interest earned is recommended as follows:

- Zone 2 (0-324): \$300
- Zone 11 (0-332): \$1,500
- Zone 12 (0-333): \$20
- Zone 13 (0-334): \$700

These budget units do not receive any funding from the General Fund. All funding is provided through charges, fees, and interest income.

Use of Fund Balance

Each of the zone budget units contains a Restricted Fund Balance with the following July 1, 2016 Fund Balances and projected July 1, 2017 Fund Balances:

- Zone 2 (0-324)
 - Current \$28,314
 - Projected \$28,533
- Zone 11 (0-332)
 - Current \$126,969
 - Projected \$127,968
- Zone 12 (0-333)
 - Current \$2,436
 - Projected \$2,455
- Zone 13 (0-334)
 - Current \$76,695
 - Projected \$77,315

The FY 2016-17 Recommended Budget includes the following increases in Fund Balances:

- Zone 2 (0-324)
 - Increase \$299
- Zone 11 (0-332)
 - Increase \$1,499
- Zone 12 (0-333)
 - Increase \$19
- Zone 13 (0-334)
 - Increase \$699

Development Services Department Vacant, Director
 Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
 Zone 12 (0-333), Zone 13 (0-334)

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0324 - COUNTY WATER ZONE #2			Dept: 0324		
Unit Title: COUNTY WATER ZONE #2					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	1	1	1	1	0.0
INCREASES IN RESERVES	0	0	219	299	36.5
NET BUDGET	1	1	220	300	36.4
REVENUE					
REVENUE USE MONEY PROPERTY	417	269	220	300	36.4
TOTAL OTHER REVENUE	417	269	220	300	36.4
UNREIMBURSED COSTS	-416	-268	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Development Services Department Vacant, Director
 Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
 Zone 12 (0-333), Zone 13 (0-334)

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0332 - COUNTY WATER ZONE #11			Dept: 0332		
Unit Title: COUNTY WATER ZONE #11					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	1	1	1	1	0.0
INCREASES IN RESERVES	0	0	999	1,499	50.1
NET BUDGET	<u>1</u>	<u>1</u>	<u>1,000</u>	<u>1,500</u>	<u>50.0</u>
REVENUE					
REVENUE USE MONEY PROPERTY	1,870	1,205	1,000	1,500	50.0
TOTAL OTHER REVENUE	<u>1,870</u>	<u>1,205</u>	<u>1,000</u>	<u>1,500</u>	<u>50.0</u>
UNREIMBURSED COSTS	-1,869	-1,204	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Development Services Department Vacant, Director
 Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
 Zone 12 (0-333), Zone 13 (0-334)

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0333 - COUNTY WATER ZONE #12			Dept: 0333		
Unit Title: COUNTY WATER ZONE #12					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	1	1	1	1	0.0
INCREASES IN RESERVES	0	0	19	19	0.0
NET BUDGET	<u>1</u>	<u>1</u>	<u>20</u>	<u>20</u>	<u>0.0</u>
REVENUE					
REVENUE USE MONEY PROPERTY	36	23	20	20	0.0
TOTAL OTHER REVENUE	<u>36</u>	<u>23</u>	<u>20</u>	<u>20</u>	<u>0.0</u>
UNREIMBURSED COSTS	-35	-22	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Development Services Department Vacant, Director
 Sutter County Water Agency Zone 2 (0-324), Zone 11 (0-332),
 Zone 12 (0-333), Zone 13 (0-334)

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0334 - COUNTY WATER ZONE #13			Dept: 0334		
Unit Title: COUNTY WATER ZONE #13					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	1	1	1	1	0.0
INCREASES IN RESERVES	0	0	619	699	12.9
NET BUDGET	<u>1</u>	<u>1</u>	<u>620</u>	<u>700</u>	<u>12.9</u>
REVENUE					
REVENUE USE MONEY PROPERTY	1,130	728	620	700	12.9
TOTAL OTHER REVENUE	<u>1,130</u>	<u>728</u>	<u>620</u>	<u>700</u>	<u>12.9</u>
UNREIMBURSED COSTS	-1,129	-727	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

**** INDIVIDUAL ZONE BUDGETS FOLLOW NARRATIVE ****

Purpose

Sutter County Water Agency (SCWA) Zones 4 through 8 were created to construct and maintain drainage structures to support new development on the West Side of Yuba City and are managed by the Development Services Department.

Beginning in FY 2013-14, these budget units only accrue the revenues derived from drainage connection/impact fees and expense for the construction of improvements planned for each zone. A separate budget unit, the Live Oak Canal Operations Fund (0-321) is used to consolidate the benefit assessment revenues for the five zones and expense the costs for operating and maintaining the Live Oak Canal and its appurtenances that benefit all five zones.

Zone 4 was created on April 13, 1982 under SCWA Resolution 82-3 WA with fees established under Ordinance 4 WA (as amended by SCWA Ordinance 14 WA and Ordinance 19WA) for capital improvements; enlarging all culvert crossings of the Live Oak Canal from Butte House Road to Franklin Road and enlarging the canal from Pease Road to Franklin Road. Some enlargement of the canal has occurred over the years and replacement of the pipe under Hwy 20 has been completed.

Zone 5 was created on May 1, 1984 under SCWA Resolution 84-2 WA with fees established under Ordinance 7 WA for capital improvements; enlarging all culvert crossings of the Live Oak Canal and the canal itself from Pease Road to Franklin Road. Some enlargement of the canal has occurred over the years and replacement of

the pipe under Highway 20 has been completed.

Zone 6 was created on November 4, 1986 under SCWA Resolution 86-1 WA with fees established under Ordinance 8 WA (as amended by SCWA Ordinance 21 WA and Ordinance 8 WA) for capital improvements; enlarging all culvert crossings of the Live Oak Canal from Butte House Road to Franklin Road and enlarging the canal from Pease Road to Franklin Road. Some enlargement of the canal has occurred over the years and replacement of the pipe under Hwy 20 has been completed. On August 14, 2001, a reimbursement agreement was entered into with Harter Packing and The Home Depot for the construction of a main pipeline and canal along the Union Pacific Railroad (UPRR) right of way from the Harter Packing property to the Live Oak Canal. Sunset date on the reimbursement agreement is August 14, 2021.

Zone 7 was created on April 21, 1987 under SCWA Resolution 87-2 WA with fees established under Ordinance 9 WA for capital improvements; enlarging all culvert crossings of the Live Oak Canal and the canal itself south of Zone 7. Some enlargement of the canal has occurred over the years and replacement of the pipe under Highway 20 has been completed.

Zone 8 was created on September 12, 1989 under SCWA Resolution 89-3 WA (as amended by Resolution 02-001 WA) with fees established under Ordinance 10 WA (as amended by SCWA Ordinance 22 WA) for capital improvements; enlarging all culvert crossings of the Live Oak Canal and the canal itself south of Zone 8, construction of 6,200 feet main pipeline along the south side

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

Vacant, Director

of Franklin Road from the Live Oak Canal to El Margarita Road and extending north 2,140 feet along El Margarita Road. On July 25, 2005 a reimbursement agreement was entered into with Yuba City Unified School District for the construction of an oversized pipeline to provide capacity for the northern 225 acres of the zone. Sunset date on the agreement is July 26, 2035.

The Water Zone budgets are managed by the Water Resources Division of the Development Services Department.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

These funds are used primarily for capital improvements consistent with the project list in the engineer reports for each zone. Some projects benefit multiple zones. Revenues for each Zone of Benefit budget unit are collected from one-time fees for drainage connections as new homes and commercial structures are built. One-time revenues are reserved for designated upgrades and improvements to the system.

Recommended Budget

There are no recommended Professional and Specialized services costs for FY 2017-18, as there are no major projects anticipated for these zones. These budget units have minimal Interfund costs recommended for FY 2017-18.

Revenue from Interest earned is recommended as follows:

- Zone 4 (0-326) \$3,000
- Zone 5 (0-327) \$6,500
- Zone 6 (0-328) \$6,000
- Zone 7 (0-329) \$2,150
- Zone 8 (0-330) \$350

These budget units do not receive any funding from the General Fund. Assessments within the Zones of Benefit are reviewed and adjusted annually.

Use of Fund Balance

Each of the zone budget units contains a Restricted Fund Balance with the following July 1, 2016 Fund Balance and projected July 1, 2017 Fund Balances:

- Zone 4 (0-326)
 - Current \$300,502
 - Projected \$304,660
- Zone 5 (0-327)
 - Current \$714,635
 - Projected \$720,784
- Zone 6 (0-328)
 - Current \$569,046
 - Projected \$574,044
- Zone 7 (0-329)
 - Current \$224,176
 - Projected \$226,289
- Zone 8 (0-330)
 - Current \$21,553
 - Projected \$21,776

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

Vacant, Director

The FY 2017-18 Recommended Budget includes the following increases in Obligated Fund Balances:

- Zone 4 (0-326)
 - Increase \$2,957

- Zone 5 (0-327)
 - Increase \$6,334
- Zone 6 (0-328)
 - Increase \$5,997

- Zone 7 (0-329)
 - Increase \$2,114

- Zone 8 (0-330)
 - Increase \$372

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

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0326 - COUNTY WATER ZONE #4			Dept: 0326		
Unit Title: COUNTY WATER ZONE #4					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	53	1	-1,658	43	-102.6
INCREASES IN RESERVES	0	0	4,158	2,957	-28.9
NET BUDGET	53	1	2,500	3,000	20.0
REVENUE					
REVENUE USE MONEY PROPERTY	4,426	2,855	2,500	3,000	20.0
CHARGES FOR SERVICES	0	1,659	0	0	0.0
TOTAL OTHER REVENUE	4,426	4,514	2,500	3,000	20.0
UNREIMBURSED COSTS	-4,373	-4,513	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0327 - COUNTY WATER ZONE #5			Dept: 0327		
Unit Title: COUNTY WATER ZONE #5					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	12	2	-649	166	-125.6
INCREASES IN RESERVES	0	0	6,149	6,334	3.0
NET BUDGET	<u>12</u>	<u>2</u>	<u>5,500</u>	<u>6,500</u>	<u>18.2</u>
REVENUE					
REVENUE USE MONEY PROPERTY	10,525	6,783	5,500	6,500	18.2
CHARGES FOR SERVICES	0	651	0	0	0.0
TOTAL OTHER REVENUE	<u>10,525</u>	<u>7,434</u>	<u>5,500</u>	<u>6,500</u>	<u>18.2</u>
UNREIMBURSED COSTS	-10,513	-7,432	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0328 - COUNTY WATER ZONE #6			Dept: 0328		
Unit Title: COUNTY WATER ZONE #6					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	58	2	2	3	50.0
INCREASES IN RESERVES	0	0	4,998	5,997	20.0
NET BUDGET	58	2	5,000	6,000	20.0
REVENUE					
REVENUE USE MONEY PROPERTY	8,381	5,431	5,000	6,000	20.0
CHARGES FOR SERVICES	0	3,820	0	0	0.0
TOTAL OTHER REVENUE	8,381	9,251	5,000	6,000	20.0
UNREIMBURSED COSTS	-8,323	-9,249	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0329 - COUNTY WATER ZONE #7			Dept: 0329		
Unit Title: COUNTY WATER ZONE #7					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	26	36	37	36	-2.7
INCREASES IN RESERVES	0	0	2,113	2,114	0.0
NET BUDGET	<u>26</u>	<u>36</u>	<u>2,150</u>	<u>2,150</u>	<u>0.0</u>
REVENUE					
REVENUE USE MONEY PROPERTY	3,302	2,127	2,150	2,150	0.0
TOTAL OTHER REVENUE	<u>3,302</u>	<u>2,127</u>	<u>2,150</u>	<u>2,150</u>	<u>0.0</u>
UNREIMBURSED COSTS	-3,276	-2,091	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0330 - COUNTY WATER ZONE #8			Dept: 0330		
Unit Title: COUNTY WATER ZONE #8					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
OTHER CHARGES	27	1	-3	1	-133.3
INCREASES IN RESERVES	0	0	223	372	66.8
NET BUDGET	27	1	220	373	69.5
REVENUE					
REVENUE USE MONEY PROPERTY	318	281	220	350	59.1
CHARGES FOR SERVICES	0	4	0	23	100.0
TOTAL OTHER REVENUE	318	285	220	373	69.5
UNREIMBURSED COSTS	-291	-284	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Development Services Department
 Sutter County Water Agency Zone 9 (0-331)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0331 - COUNTY WATER ZONE #9			Dept: 0331		
Unit Title: COUNTY WATER ZONE #9					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	0	0	0	5,400	100.0
OTHER CHARGES	4,251	2	1,503	3	-99.8
INCREASES IN RESERVES	0	0	4,057	197	-95.1
NET BUDGET	4,251	2	5,560	5,600	0.7
REVENUE					
TAXES	5,243	5,238	5,400	5,400	0.0
REVENUE USE MONEY PROPERTY	424	276	160	200	25.0
TOTAL OTHER REVENUE	5,667	5,514	5,560	5,600	0.7
UNREIMBURSED COSTS	-1,416	-5,512	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Purpose

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.

SCWA Zone 9 is managed by the Water Resources Division of the Development Services Department.

There are no connection/capital impact fees collected within the Zone.

Major Budget Changes

There are no major budget changes for FY 2017-18.

Program Discussion

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

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 recent years as decided by the SCWA Board of Directors, so the current assessment is less than the maximum assessment allowed by law.

Development Services Department Sutter County Water Agency Zone 9 (0-331)

Vacant, Director

Revenues for the Zone of Benefit are collected from property assessments on the lots within the Zone of Benefit. Operations and maintenance for the zone is performed by Sutter County staff. Starting in FY 2010-11, per direction of the SCWA Board of Directors, this budget unit is directly charged for services as operations and maintenance services are provided.

Recommended Budget

This budget is recommended at \$5,600, an increase of \$40 (0.7%) over FY 2016-17. This budget unit does not receive any funding from the General Fund.

Use of Fund Balance

Sutter County Water Agency (SCWA) Zone 9 fund contains a Restricted Fund Balance in the amount of \$26,669 as of July 1, 2016. It is estimated the Committed Fund Balance will equal \$30,726 at July 1, 2017.

The FY 2017-18 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$197.

Development Services Department Water/Wastewater Facilities (1-702)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0001 - GENERAL					
Unit Title: WATER/WASTEWATER FACILITIES					Dept: 1702
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	99,315	93,097	106,654	0	-100.0
SERVICES AND SUPPLIES	91,174	62,832	103,225	111,711	8.2
OTHER CHARGES	9,846	2,471	8,855	4,670	-47.3
INTRAFUND TRANSFERS	-16,969	-21,961	-13,639	-42,204	209.4
NET BUDGET	<u>183,366</u>	<u>136,439</u>	<u>205,095</u>	<u>74,177</u>	<u>-63.8</u>
REVENUE					
CHARGES FOR SERVICES	15,066	12,711	14,638	0	-100.0
MISCELLANEOUS REVENUES	197,051	124,273	190,457	0	-100.0
TOTAL OTHER REVENUE	<u>212,117</u>	<u>136,984</u>	<u>205,095</u>	<u>0</u>	<u>-100.0</u>
UNREIMBURSED COSTS	-28,751	-545	0	74,177	100.0
ALLOCATED POSITIONS	1.00	1.00	1.00	0.00	0.0

Purpose

The Water/Wastewater Facilities budget unit was created in FY 2014-15 and incorporates the Water/Wastewater Operator position and related appropriations. This budget unit, previously managed by the General Services Department, is now managed by the Development Services Department.

This budget unit maintains and repairs the water/wastewater systems in Sutter County:

- Sutter County Waterworks District #1 (4-400) budget unit (Robbins)
- Rio Ramaza Community Service District (0-395) budget unit
- Parks and Recreation (7-101) budget unit (Live Oak Park)

The funding for the operations and maintenance of these systems is contained in the appropriate budget units and will be transferred to this budget unit as

Water/Wastewater Operator labor and services are used.

Major Budget Changes

Salaries & Benefits

- (\$106,654) Decrease due to moving staff to the Engineering Services (1-920) budget unit

Intrafund Transfers

- \$56,937 Increase in Intrafund Water/Wastewater Admin revenue (shown as a negative expense) related to services provided to the Parks & Recreation (7-101) budget unit
- \$28,394 Increase in Intrafund Administration Services

Development Services Department Water/Wastewater Facilities (1-702)

Vacant, Director

related to moving Water/
Wastewater Administration

The budget includes \$58,600 in Maintenance
of Structures as follows:

Revenues

- (\$205,095) Decrease in Revenue due to the rebudget of revenues to other Development Services Department budget units

- Water System Repairs \$ 9,600
- Rebuild Booster Pumps \$ 4,000
- B/W Tank Cleaning \$20,000
- Step Tank Cleaning \$25,000

There is \$18,000 budgeted in General Supplies to cover supplies needed for operations including:

Program Discussion

This budget unit primarily reflects the costs for the maintenance and operations of the water/wastewater systems in the County. It was determined that the operations of this budget was better supported by Development Services in the Engineering unit.

- Chlorine
- Pumps
- Step Tanks
- General Supplies
- Replacement of worn filters/pumps

Recommended Budget

This budget is recommended at \$74,177. This is a decrease of \$130,918 (63.8%) compared to FY 2016-17. The General Fund does not provide funding for this budget unit.

The budget contains \$24,000 in Professional and Specialized Services to cover costs related to operations such as:

- Step Tank Pumping \$15,000
- Water Sample Testing \$7,200
- Other misc. services \$1,800

All funding is provided by the water/wastewater systems maintained by the Water/Wastewater Operator position, which has been moved to the Engineering Services (1-920) budget unit for FY 2017-18.

Use of Fund Balance

This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

Development Services Department Rio Ramaza Wastewater Fund (0-395)

Vacant, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 0395 - RIO RAMAZA COMMUNITY SRVC DIST				Dept: 0395	
Unit Title: RIO RAMAZA COMMUNITY SRVC DIST					
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	7,305	10,943	7,400	7,416	0.2
OTHER CHARGES	21,964	14,305	17,213	23,308	35.4
NET BUDGET	29,269	25,248	24,613	30,724	24.8
REVENUE					
TAXES	2,775	3,073	2,024	2,037	0.6
REVENUE USE MONEY PROPERTY	2,820	1,678	1,998	2,674	33.8
INTERGOVERNMENTAL REVENUES	37	39	29	29	0.0
CHARGES FOR SERVICES	4,620	4,345	5,940	5,940	0.0
CANCELLATION OF OBLIGATED FB	0	0	14,622	20,044	37.1
TOTAL OTHER REVENUE	10,252	9,135	24,613	30,724	24.8
UNREIMBURSED COSTS	19,017	16,113	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 unit is funded by both monthly user fees and local ad valorem tax revenues on the parcels in the Rio Ramaza subdivision.

This budget unit is administered by the Development Services Department, with

services provided by the Water/Wastewater Facilities (1-702) budget unit.

Major Budget Changes

Other Charges

- \$2,567 Increase in Interfund Water Agency costs related to increased time spent by the operator
- \$3,166 Increase in Interfund Overhead (A-87) costs as provided by the Auditor Controller's Office

Program Discussion

The Rio Ramaza Subdivision is located on the southern edge of Sutter County, just north of the Sacramento International Airport.

Development Services Department

Rio Ramaza Wastewater Fund (0-395)

Vacant, Director

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 General Services Department provides State certified personnel to manage and operate the system. Those costs are charged to the RRWF.

The RRWF receives revenues from user fees, currently at \$55.00 per residence (equivalent dwelling unit), per month, and an ad valorem property tax on all parcels in the park. The annual user fees and tax revenues are less than the costs to operate the system. However, the fund still has a balance from the proceeds of the dissolved Community Services District that is reduced every year to operate the system.

Most of the properties served in the Subdivision are vacant and many are owned by Sacramento County. Nine active accounts remain in the system. Due to the subdivision'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 Subdivision. Properties are to be acquired only when the property owner wishes to sell.

Recommended Budget

This budget is recommended at \$30,724, which is an increase of \$6,111 (24.8%) over FY 2016-17. This budget unit does not receive any funding from the General Fund.

Use of Fund Balance

The Rio Ramaza Wastewater Fund contains a Restricted Fund Balance in the amount of \$178,620 as of July 1, 2016. It is estimated the Restricted Fund Balance will equal \$163,998 at July 1, 2017.

FY 2017-18 includes a \$5,421 increase in use of fund balance reflecting an increase in overall cost to the fund.

The FY 2017-18 Recommended Budget includes a Cancellation of Fund Balance in the amount of \$20,043, leaving an estimated ending balance of \$143,955.

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2017-2018					
Fund: 4400 - SUTTER CO WATERWORKS DIST #1					
Unit Title: SUTTER CO WATERWORKS DIST #1					
					Dept: 4400
	2015-2016 Actual Expenditure	2016-2017 YTD as of 06/09/2017	2016-2017 Adopted Budget	2017-2018 CAO Recommended	2016-2017 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	0	0	0	81,598	100.0
SERVICES AND SUPPLIES	135,206	92,088	131,349	230,025	75.1
OTHER CHARGES	212,312	124,438	172,482	10,425	-94.0
CAPITAL ASSETS	160,521	0	0	0	0.0
OTHER FINANCING USES	13,331	13,884	13,871	14,448	4.2
NET BUDGET	521,370	230,410	317,702	336,496	5.9
REVENUE					
FINES, FORFEITURES, PENALTIES	-2,541	1,195	400	1,000	150.0
REVENUE USE MONEY PROPERTY	3,498	2,324	0	2,000	100.0
INTERGOVERNMENTAL REVENUES	109,199	44,410	62,167	77,861	25.2
CHARGES FOR SERVICES	1,511,925	218,262	255,135	255,635	0.2
UNDESIGNATED FUND BALANCE	-992,302	107,535	0	0	0.0
TOTAL OTHER REVENUE	629,779	373,726	317,702	336,496	5.9
UNREIMBURSED COSTS	-108,409	-143,316	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

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 that provides the Community's residents with potable water. The water system supplies, on average, 33 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 biological filter treatment plant. The wastewater system treats, on average, 8.2 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 Board of Directors of the District.

This budget is prepared and administered by the Administration Division of the Development Services Department. This budget unit operates as a separate fund and

reflects the cost of operating and maintaining the water system and wastewater system at the Community of Robbins.

Major Budget Changes

Salaries & Benefits

- \$81,598 Increases related to changing to direct billing of time for the water and wastewater operator

Service & Supplies

- \$98,676 Increase related to changing to direct billing of service and supply line items

Other Charges

- (\$162,057) Decrease related to change to direct billing

Program Discussion

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

The Water Service Program (01) provides potable water service to a possible 94 connections; operating and maintaining a water treatment system with a chlorinated water well; a green sand filtration system for iron and manganese; and a water distribution system to individual parcels. The water system is a public water system and operates under the regulatory oversight of the California Regional Water Quality Control Board, Division of Drinking Water (DDW), System ID #5100107.

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

The Sutter County Development Services 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 2017-18 budget for Waterworks District No. 1 totals \$336,496 with Water System, Program 01 at \$176,711 and Wastewater Service, Program 02 at \$159,785. The budget reflects the total expenditures associated with Operations & Maintenance, and Structure Improvements/ Capital Expenses.

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 District is under a Compliance Order for arsenic exceedance in the water service program. In order to comply with the order,

the District needs to improve or replace the water treatment plant. The FY 2012-13, FY 2013-14, and FY 2014-15 budgets that were approved by the District's Board of Directors included expenses associated with an arsenic remediation feasibility study associated with the design of a new water treatment plant incorporating arsenic removal technologies. The Consultant Agreement, which includes design recommendations, concluded September 2015.

In November 2013, a new monthly water fee of \$70.00 per EDU for water service was adopted by the District's Board of Directors. The new water fee went into effect on January 1, 2014. In March 2016, a new wastewater fee of \$103.50 per Equivalent Dwelling Unit (EDU) was adopted by the District Board of Directors to cover the actual ongoing operations and maintenance costs associated with operating the wastewater services for the District. The new wastewater fee went into effect on May 1, 2016.

Approved services rates do not generate enough operating revenue to cover the non-cash Depreciation Expense of \$126,069 for the wastewater system, or the Depreciation Expense of \$34,452 for the water system. Historically, the replacement costs for infrastructure have been provided by State grants.

Use of Fund Balance

This fund contains a Net Asset Balance in the amount of \$2,434,591 as of July 1, 2016, including long-term loan obligations and investment in fixed assets. It is estimated that the Net Asset Balance will be status quo and remain at \$2,434,591 at July 1, 2017.